

Application: Staten Island Hebrew Public

Elyse Piker Castellano - Elyse@hebrewpublic.org
2022-2023 Annual Report

Summary

ID: 0000000210

Last submitted: Nov 1 2023 09:24 PM (EDT)

Labels: Board of Regents

Entry 1 School Info and Cover Page

Completed - Aug 1 2023

Instructions

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2022-2023 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer (**as of June 30, 2023**) or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL 800000090726

a1. Popular School Name

Staten Island Hebrew Public

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

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

BOARD OF REGENTS

c. School Unionized

Is your charter school unionized?

No

d. DISTRICT / CSD OF LOCATION

CSD #31 - STATEN ISLAND

e. Date of Approved Initial Charter

Sep 19 2018

f. Date School First Opened for Instruction

Aug 31 2022

g. Approved School Mission and Key Design Elements

(Regents, NYCDOE and Buffalo BOE authorized schools only)

Please note that the dropdown above titled "School Name" does not have choice for Staten Island Hebrew Public.

We are leading a national movement of exceptional, diverse public charter schools that teach Modern Hebrew to children of all backgrounds and prepare them to be successful global citizens.

KDEs

1.OLAM Values:

- Outstanding Problem-Solving
- Lifelong Learning
- Aware Communication
- Making a Difference

2. Modern Hebrew Language

3. Differentiated Instruction

4. Social and Emotional Learning (SEL) and Supports

5. Diversity Equity and Inclusion

6. Partnership with Hebrew Public

Community Partnerships

h. School Website Address

<https://hebrewpublic.org/schools/staten-island/>

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

115

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

86

k. Grades Served

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

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

Responses Selected:

k

1

l. Charter Management Organization

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

Yes

l1. Charter Management Organization Name

Hebrew Public

I2. Charter Management Organization Email Address

elyse@hebrewpublic.org

I3. Charter Management Organization Email Phone Number

646-896-9478

FACILITIES INFORMATION

m. FACILITIES

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

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

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for previous year (K-5, 6-9, etc.)	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	829 Father Capodanno Blvd., Staten Island, NY 10305	347.694.5090	NYC CSD 31	K-1	K-2	K-1

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Lissette Roman	Head of School	917-763-0877		lroman@sihebrewpublic.org
Operational Leader	Tashiah Singleton	Assistant Head of School, Operations	917-817-5976		tsingleton@sihebrewpublic.org
Compliance Contact	Elyse Castellano	Chief Operating Officer	646-896-9478		elyse@hebrewpublic.org
Complaint Contact	Emily Fernandez	Chief Schools Officer	609-284-0941		emily@hebrewpublic.org
DASA Coordinator	Yasmeen Bullard	Assistant Head of School	347-694-5090		ybullard@sihebrewpublic.org
Phone Contact for After Hours Emergencies	Tashiah Singleton	Assistant Head of School, Operations	917-817-5976		tsingleton@sihebrewpublic.org

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

Private Space

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

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

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2023.

- Fire inspection certificates must be updated annually. For the upcoming school year 2023-2024, submit a current fire inspection certificate.
- If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2023.

Site 1 Certificate of Occupancy (COO)

[SIHP - 829 FCB Final CO.pdf](#)

Filename: SIHP - 829 FCB Final CO.pdf **Size:** 64.0 kB

Site 1 Fire Inspection Report

This is required, marked optional for administrative purposes.

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

Separate by semi-colon (;)

n/a

CHARTER REVISIONS DURING THE 2022-2023 SCHOOL YEAR

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

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

No

ATTESTATIONS

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

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

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

Responses Selected:

Yes

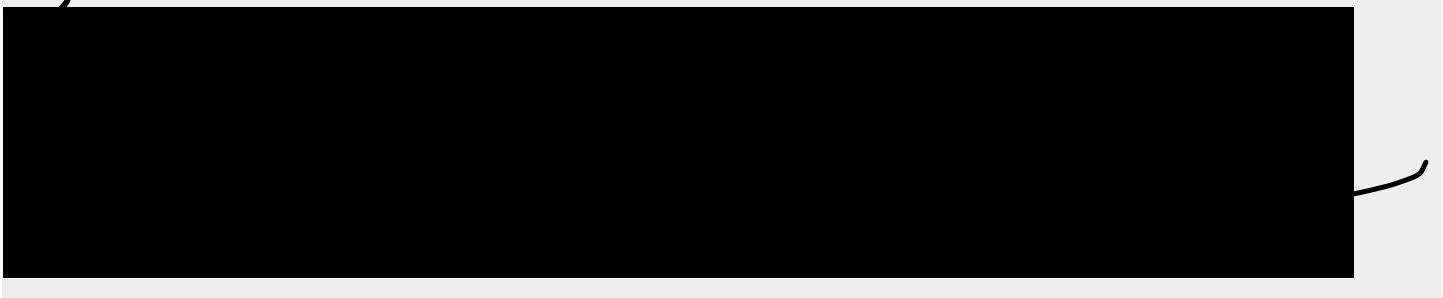
As outlined in ENTRY 10:

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

Responses Selected:

Yes

Signature, Head of Charter School

A large black rectangular redaction box covers the signature area. A small, handwritten mark is visible at the top left corner of the redacted area.

Signature, President of the Board of Trustees

A large black rectangular redaction box covers the signature area. A small, handwritten mark is visible at the top center of the redacted area.

Date

Aug 1 2023



Thank you.

Entry 2 Links to Critical Documents on School Website

Completed - Aug 1 2023

Instructions

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

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

1. Current Annual Report (i.e., 2021-2022 Annual Report);[\[1\]](#)
2. Board meeting notices, agendas and documents;
3. New York State School Report Card;
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy **(For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)**;
5. District-wide safety plan, not a building level safety plan (as per the September 2021 [Emergency Response Plan Memo](#);
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

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

Form for Entry 2 Links to Critical Documents on School Website

School Name: Staten Island Hebrew Public

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item

4: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy

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

[New York State Report Card](#)

[Emergency Response Plan Memo](#)

[NYSED Subject Matter List](#)

	Link to Documents
1. Current Annual Report (i.e., 2022-2023 Annual Report)	<u>https://hebrewpublic.org/schools/staten-island/staten-island-school-documents/</u>
2. Board meeting notices, agendas and documents	<u>https://hebrewpublic.org/schools/staten-island/staten-island-board-meetings/</u>
3. New York State School Report Card	<u>https://hebrewpublic.org/schools/staten-island/staten-island-school-documents/</u>
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	<u>https://hebrewpublic.org/schools/staten-island/staten-island-school-documents/</u>
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	<u>https://hebrewpublic.org/schools/staten-island/staten-island-school-documents/</u>
6. Authorizer-approved FOIL Policy	<u>https://hebrewpublic.org/schools/staten-island/staten-island-school-documents/</u>
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	<u>https://hebrewpublic.org/schools/staten-island/staten-island-school-documents/</u>

Thank you.



Entry 3 Progress Toward Goals

Completed - Nov 1 2023

Instructions

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

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2023**.

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

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

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

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 1, 2023.

1. ACADEMIC STUDENT PERFORMANCE GOALS

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

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2023**.

2022-2023 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	ESSA accountability: Each year, SIHP will receive an ESEA Accountability Designation of at least "Good Standing."	ESSA Rating	Unable to Assess	
Academic Goal 2	K-2 NWEA-MAP: NWEA-MAP Performance at or above grade level on the spring administration of the NWEA-MAP exam. Note: first and second grade benchmarks refer to students who have been enrolled at SIHP for two or more consecutive years.	NWEA MAP Scores	Unable to Assess	School is new and therefore there have been no students enrolled for two consecutive years
Academic Goal 3	All students: Each year, 75% of all SIHP students in each grade (4th and 5th) who took the NYS ELA and Math assessments in the previous year (the Matched Cohort) will maintain or increase their previous year's proficient score (Level 4 → Level 4,	NYS Exam	Unable to Assess	School does not have third grade yet

	Level 3 → Level 3 or Level 4) or trend towards proficiency from their previous non-proficient score (Level 2 → Level 3 or Level 4, Level 1 → Level 2, Level 3 or Level 4) in the current year's NYS ELA and Math test administrations			
Academic Goal 4	Subgroups: Each year, 75% of SIHP students in each subgroup (ELL, SWD and FRL) (the Matched Cohort) will maintain or increase their previous year's proficient score or trend towards proficiency from their previous non-proficient score in the current year's NYS ELA and Math test administrations.	NYS Exam	Unable to Assess	School does not have grade 3 yet
Academic Goal 5	All Students: Each year, the aggregate percent of all SIHP students in Grades 3-5, who scored at least a Level 3 on the NYS Math and ELA assessments will exceed the aggregate percent of CSD 31 students and NYS Students, and subgroups within CSD 31 and NYS, in Grades 3-5	NYS Exam	Unable to Assess	School does not have grade 3 yet

	who scored at least a Level 3.			
Academic Goal 6	Subgroups: Each year, the aggregate percent of all SIHP students within each subgroup (ELL, SWD and FRL), who scored at least a Level 3 on the NYS Math and ELA assessments will exceed the overall percent in the subgroup across CSD 31 and NYS, in Grades 3-5 who scored at least a Level 3.	NYS Exam	Unable to Assess	School does not have grade 3 yet
Academic Goal 7	Grade Level: Each year, the percent of all SIHP students in each grade level, Grade 3-5, who scored at least a Level 3 on the NYS Math and ELA assessments, will exceed the percent of students in each grade level, Grade 3-5, in CSD 31 and NYS who scored at least a Level 3.	NYS Exam	Unable to Assess	School does not have grade 3 yet
Academic Goal 8	NYS Common Core Science Exam: Each year, the percent of all SIHP Grade 4 students who scored at least a Level 3 on the NYS Grade 4 Science Assessment will exceed the percent of students	NYS Science Exam	Unable to Assess	School does not have grade 4 yet

	in Grade 4 in CSD 31 and NYS who scored at least a Level 3.			
Academic Goal 9	<p>Hebrew Language Achievement:</p> <p>Hebrew proficiency is determined through a variety of formal and informal metrics. The formal assessments used are the ACTFL Oral Proficiency Interview (OPI) and STAMP tests. These are benchmarked against the number of years a student has been enrolled in the school and may differ across grade levels. Students take OPI in the 3rd and 6th years they're enrolled at SIHP. The school's achievement benchmark is that 50% of students who take this exam in their 3rd year and 6th years in the program meet ACTFL proficiency benchmarks in the speaking domain. The same achievement benchmarks have been established for students who take the STAMP in the 5th year they are enrolled.</p>	Modern Hebrew OPI and STAMP	Unable to Assess	Not yet administered

Academic Goal 10				
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2. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

For the 2022-2023 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2022-2023 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	Each year, the school will have an average daily student attendance rate of at least 95% as measured through OnCourse, or similar student information management system.	Student attendance	Not Met	Operations team will work closely with Dean and teachers to identify routine offenders and problem solve with families to overcome attendance challenges.
Org Goal 2	Each year, 95% of all students enrolled on the last day of the school year will return the following school year.	ATS Student Records	Not Met	The school will continuously surveys parents frequently to solicit feedback to adopt programmatic plans to ensure that the needs of students and families were met. Additionally, the school will provide opportunities for families to submit feedback during virtual Town Hall meetings throughout the year in fall and spring town halls. SIHP teachers and leaders frequently contacted families via weekly school messages or more personalized

				communication to support each student's individual needs.
Org Goal 3	Each year, 90% of all instructional staff employed during the prior school year whose contracts are renewed will return the following school year	HR Records	Met	
Org Goal 4	In each year of the charter term, parents will express satisfaction with the school's program, based on the NYCDOE and HCSC School Survey. On key questions, the school will have a percentage of parents that agree or strongly agree that meets or exceeds citywide averages. The school will only have met this goal if 50% or more of parents participate in the survey.	DOE Survey	Not Met	Parent-Principal trust was 94%, just under the citywide average and Parent-Teacher trust was also 94%, just under the citywide average. We solicit family feedback through frequent meetings and touchpoints to maintain strong communication and transparency.
Org Goal 5	In each year of the charter term, teacher will express satisfaction with school leadership and professional development (PD) opportunities, based on the NYCDOE Survey. On key questions, the	DOE Survey	Met	

	school will have a percentage of staff that agree or strongly agree that meets or exceeds citywide averages. The school will only have met this goal if 50% or more of staff participates in the survey.			
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

2022-2023 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	"At any given time, at least 90% of Board of Trustees (BOT) members will be active members of a BOT committee."	Committee meeting lists	Met	
Financial Goal 2	"Annually, student enrollment at SIHP will be within 15% of full enrollment as defined in the School's contract."	Enrollment	Met	
Financial Goal 3	SIHP will operate on a balanced budget and maintain a stable cash flow.	Audited financial statements	Not Met	It's not atypical for a school in its first year to operate with a deficit. As you can see from our recruitment efforts, we are laser focused on increasing our enrollment, reducing expenses, planning to achieve economies of scale in years 2 through 5.
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 3 Accountability Plan Progress Reports

Incomplete - Hidden from applicant

Instructions

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

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

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

Entry 4 - Audited Financial Statements

Completed - Nov 1 2023

Required of ALL Charter Schools

ALL SUNY-authorized charter schools must upload the financial statements and related documents in PDF format into the [Annual Report Portal](#) and into the SUNY Epicenter document management system no later than **November 1, 2023**. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2023**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

PLEASE NOTE: This task appears as visible and optional task in the online portal until August 1 2023 but will be identified as a required task thereafter and due on November 1, 2023. This is a required task, and it is marked optional for administrative purposes only.

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL - 06

Filename: STATEN_ISLAND_HEBREW_PUBLIC_CHARTE_NOhXq0R.pdf Size: 404.3 kB

Entry 4a – Audited Financial Report Template (SUNY)

Incomplete - Hidden from applicant

Instructions - SUNY-Authorized Charter Schools ONLY

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

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

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

Completed - Nov 1 2023

Instructions - Regents-Authorized Charter Schools ONLY

Regents-authorized schools must download and complete the Excel spreadsheet entitled “Audited Financial Report Template” from the online portal or the [2022-2023 Annual Reports](#) webpage. Upload the completed file in Excel format and submit by **November 1, 2023**.

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

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

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

[State Audit Template - SIHP FY23](#)

Filename: State_Audit_Template_-_SIHP_FY23.xlsx Size: 73.2 kB

Entry 4c – Additional Financial Documents

Completed - Nov 1 2023

Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents and submit by **November 1, 2023**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a "federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold."

1. Advisory and/or Management letter
2. Federal Single Audit
3. Agreed-Upon Procedure Report
4. Evidence of Required Escrow Account for each school^[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.

[STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL - 06](#)

Filename: STATEN_ISLAND_HEBREW_PUBLIC_CHARTE_fSBEMt5.pdf Size: 295.4 kB

[SIHP Escrow #3194 2023-06-30 \\$100,000](#)

Filename: SIHP_Escrow_3194_2023-06-30_100000.00.pdf Size: 188.3 kB

[SIHP Additional Financial Documents - 2023](#)

Filename: SIHP_Additional_Financial_Document_D8VG621.pdf Size: 74.6 kB

Entry 4d - Financial Contact Information

Completed - Nov 1 2023

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

Form for "Financial Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Elyse Castellano	elyse@hebrewpublic.org	646-896-9478

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Michelle Cain	mcain@mmb-co.com	585-423-1860	12

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm
	4th Sector Solutions	Robert Keogh	12 E 48th St, 11th Floor, NY, NY 10017	rkeogh@4thsectorsolutions.com	504-250-3347	8

Entry 5 – Fiscal Year 2023-2024 Budget

Completed - Nov 1 2023

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

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

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

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

[Budget Template - SIHP FY24](#)

Filename: Budget_Template_-_SIHP_FY24.xlsx Size: 37.6 kB

Entry 6 – Board of Trustees Disclosure of Financial Interest Form

Completed - Aug 1 2023

Required of ALL Charter Schools

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2022-2023 school year must complete and sign a Trustee [Disclosure of Financial Interest Form](#) is due on August 1, 2023. Acceptable signature formats include:

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

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for ensuring that each member who served on the board during the 2022-2023 school year completes the form.**

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

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

[Sigalit-FD FORM](#)

Filename: Sigalit-FD_FORM.pdf Size: 94.4 kB

[SIHP-Veronica-FD-2023](#)

Filename: SIHP-Veronica-FD-2023.pdf Size: 98.2 kB

[Angela Olsen, FD, 2023](#)

Filename: Angela_Olsen_FD_2023.pdf Size: 395.8 kB

[Noemi-FD-2023](#)

Filename: Noemi-FD-2023.pdf Size: 2.4 MB

[Sorkin, Disclosure of Financial Interest 2023](#)

Filename: Sorkin_Disclosure_of_Financial_Int_jW1AYmu.pdf Size: 1.1 MB

[SIHP-FD-Bonita-2023](#)

Filename: SIHP-FD-Bonita-2023.pdf Size: 826.8 kB

[Yelena-FD-2023](#)

Filename: Yelena-FD-2023.pdf Size: 1.6 MB

[\(epaige\) NYSED Financial Disclosure Form](#)

Filename: epaige_NYSED_Financial_Disclosure_Form.pdf Size: 7.2 MB

Entry 7 BOT Membership Table

Completed - Aug 1 2023

Instructions

Required of ALL charter schools

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

Entry 7 BOT Table

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

Authorizer:

Who is the authorizer of your charter school?

Board of Regents

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

	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Completed Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2022- 2023
1	Yelena Sklyar	[REDACTED]	Treasurer Finance and Audit Committee, Education and Accountability Committee	Yes	2	07/01/2020	06/14/2023	5 or less
2	Ernest Paige	[REDACTED]	Vice Chair Governance Committee, Education and Accountability Committee	Yes	1	07/01/2021	06/30/2024	9
3	David Sorkin	[REDACTED]	Chair Governance Committee, Education and Accountability Committee, Finance and Audit	Yes	1	01/21/2021	06/30/2024	12

				Committee					
4	Angela Mirizzi-Olsen	██████████ ██████████ ██████████	Trustee/Member	Finance and Audit Committee	Yes	1	03/18/2021	06/30/2024	10
5	Noemi Zibuts	██████████ ██████████ ██████████	Secretary	Governance Committee	Yes	1	03/18/2021	06/30/2024	11
6	Sigalit Grego	██████████ ██████████ ██████████	Trustee/Member	Governance Committee	Yes	1	07/01/2023	06/30/2026	11
7	Bonita Sussman	██████████ ██████████ ██████████	Trustee/Member	Governance Committee, Education and Accountability Committee	Yes	1	07/01/2023	06/30/2026	11
8	Veronica Bakhrakh	██████████ ██████████ ██████████	Trustee/Member	Education and Accountability Committee	Yes	1	07/01/2023	06/30/2026	6
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, 2023	7
b.Total Number of Members Added During 2022-2023	0
c. Total Number of Members who Departed during 2022-2023	1
d.Total Number of members, as set in Bylaws, Resolution or Minutes	7

3. Number of Board meetings held during 2022-2023

12

4. Number of Board meetings scheduled for 2023-2024

12

Total number of Voting Members on June 30, 2023:

7

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

0

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

1

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

11

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

0

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

0

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

0

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

0

Board members attending 8 or fewer meetings during 2022-2023

2

Thank you.

Entry 8 Board Meeting Minutes

Completed - Aug 1 2023

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

Schools must upload a complete set of monthly board meeting minutes (July 2022-June 2023), which should match the number of meetings held during the 2022-2023 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by **August 1, 2023**.

SIHP November 2022 Board Minutes

Filename: SIHP_November_2022_Board_Minutes.pdf Size: 94.6 kB

SIHP September 2022 Board Minutes

Filename: SIHP_September_2022_Board_Minutes.pdf Size: 93.7 kB

SIHP October 2022 Board Minutes

Filename: SIHP_October_2022_Board_Minutes.pdf Size: 96.8 kB

SIHP April 2023 Board Minutes

Filename: SIHP_April_2023_Board_Minutes.pdf Size: 90.5 kB

SIHP December 2022 Board Minutes

Filename: SIHP_December_2022_Board_Minutes.pdf Size: 103.9 kB

SIHP January 2023 Board Minutes

Filename: SIHP_January_2023_Board_Minutes.pdf Size: 149.9 kB

SIHP February 2023 Board Minutes

Filename: SIHP_February_2023_Board_Minutes.pdf Size: 94.5 kB

SIHP July 2022 Board Minutes

Filename: SIHP_July_2022_Board_Minutes.pdf Size: 131.5 kB

SIHP March 2023 Board Minutes

Filename: SIHP_March_2023_Board_Minutes.pdf Size: 97.9 kB

SIHP June 2023 Board Minutes

Filename: SIHP_June_2023_Board_Minutes.pdf Size: 100.3 kB

SIHP May 2023 Board Minutes

Filename: SIHP_May_2023_Board_Minutes.pdf Size: 96.7 kB

SIHP August 2022 Board Minutes

Filename: SIHP_August_2022_Board_Minutes.pdf Size: 130.7 kB

Entry 9 Enrollment & Retention

Completed - Aug 1 2023

Instructions for submitting Enrollment and Retention Efforts

Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2022-2023 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2023-2024.

***SUNY-authorized charter schools**

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

Entry 9 Enrollment and Retention of Special Populations

Good Faith Efforts to Meet Recruitment Targets (Attract)

	Describe Recruitment Efforts in 2022-2023	Describe Recruitment Plans in 2023-2024
Economically Disadvantaged	<p>SIHP employed a number of targeted strategies to market and recruit ED families to school. -School staff visited local Pre-K's and Headstarts in neighborhoods that have high populations of ED's throughout CSD 31, and offered private virtual open houses to learn more about our school community, curriculum. -SIHP marketing materials included information about the schools free transportation offerings, meal offerings, and afterschool programming options. -SIHP leveraged digital paid advertisements on popular social media platforms like Facebook, Instagram, Youtube, and similar applications to connect with families in zip codes that have high populations of ED families. -SIHP sent out 3 postcard mailings to zip codes that have high proportions of ED families to promote the school, throughout CSD 31 and neighboring zip codes -SIHP offered quarterly live virtual open houses through zoom and monthly school tours live to provide families with the opportunity to learn more about school culture and programatic offerings -SIHP invited new families to participate in virtual visits during the summertime after families completed their enrollment at SIHP to ensure families feel a connection with the school and staff and feel prepared to enter the school.</p>	<p>SIHP will continue with recruitment strategies that were found to be successful this past recruitment season which included the following: -School staff will continue to visit local Pre-K's and Headstarts in neighborhoods that have high populations of ED's throughout CSD 31. -SIHP marketing materials will continue to include information about the schools free transportation offerings, afterschool, and meal offerings. -SIHP will continue to leverage digital paid advertisements on popular social media platforms like Facebook, Instagram, Youtube, and similar applications to market to zip codes and communities that have high populations of ED families -SIHP will continue to send out 3 postcard mailings to zip codes that have high proportions of ED families to promote the school. -SIHP will continue to offer monthly school tours and quarterly live virtual open houses hosted by school leaders to provide families with the opportunity to learn more about school culture and programatic offerings -SIHP will continue to offer newly enrolled families to opportunity to participate in virtual visits during the summertime after families complete their enrollment at SIHP to ensure families feel a connection with the school and staff and feel prepared to enter the school.</p>
English Language Learners	"SIHP engaged in an ambitious recruitment campaign focused within	"SIHP will continue with recruitment strategies that were found to be

CSD31, as well as well as outlying areas focused on connecting with ELL families. -When visiting local Pre-K's, CBO's, and houses of worship, HLA brings marketing materials and paper applications, They prioritize staff who are themselves are multilingual speakers when making these visits to best communicate with interested community partners.

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

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

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

-Virtual open houses were offered in Spanish, Russian, and Ukrainian.

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

-Registration documents are available to families in multiple foreign languages

-For all groups of students a major recruitment/retention strategy has been scheduling "virtual home visits" with all newly enrolled students over the summer prior to the start of the school year. These visits with new families help to build relationships and create an authentic line of communication. -SIHP advertised with El Diario Newspaper to market

successful this past recruitment season which include following: Visiting local Pre-K's, CBO's, and houses of worship, SIHP brings marketing materials and paper applications, They prioritize staff who are themselves are multilingual speakers when making these visits to best communicate with interested community partners.

-The SIHP website will continue to offer a language translation plug-in to allow ELL/MLL families the opportunity to review our website in their native language.

-Downloadable paper applications will continue to be available in 6 of the most commonly spoken languages within the community.

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

-Virtual open houses were offered in Spanish and Russian.

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

-Registration documents will be available to families in multiple foreign languages

-For all groups of students a major recruitment/retention strategy has been scheduling "virtual home visits" with all newly enrolled students over the summer prior to the start of the school year. These visits with new families help to build relationships and create an authentic line of communication. -SIHP advertised with El Diario Newspaper to market

	<p>to MLL communities in CSD31. El Diario is the largest spanish language daily newspaper in New York. -To support enrollment of further ELLs, SIHP has made a concerted effort through new marketing materials, social media posts/ads, and through word of mouth in the community to support and enroll Ukrainian refugee families as they enter Brooklyn, resulting in the enrollment of numerous students</p>	<p>to MLL communities in CSD31. El Diario is the largest spanish language daily newspaper in New York. -To continue to support enrollment of further ELLs, SIHP has made a concerted effort through new marketing materials, social media posts/ads, and through word of mouth in the community to support and enroll Ukrainian refugee families as they enter New York, resulting in the enrollment of numerous students</p>
Students with Disabilities	<p>SIHP employed the following strategies to recruit an enroll SWD's:</p> <ul style="list-style-type: none"> - Continue to offer robust support services such as speech, counseling, OT, PT, APE, SETSS, and ICT classrooms in all grades - Include visits to ICT classrooms in virtual school tours with prospective families. - School representatives canvassed local Pre-K's and Headstarts across CSD31 making sure to mention that our school was and inclusive and welcoming community that was open to all families. - All marketing materials highlight the fact that we are an inclusive and welcoming community and that we welcome all students including those that may have disabilities - SIHP leveraged digital paid advertisements on popular social media platforms like Facebook, Instagram, Youtube, and similar applications to connect with communities that have populations of SWD's - SIHP sent out 3 postcard mailings to zip codes that have high proportions of SWD's to promote the school - SIHP offered monthly virtual school tours and quarterly virtual open houses to learn more about school culture and programatic 	<p>SIHP will continue to employ the following strategies to recruit an enroll SWD's:</p> <ul style="list-style-type: none"> - Continue to offer robust support services such as speech, counseling, OT, PT, APE, SETSS, and ICT classrooms in all grades - Include visits to ICT classrooms in virtual school tours with prospective families. - School representatives canvassed local Pre-K's and Headstarts across CSD31 making sure to mention that our school was and inclusive and welcoming community that was open to all families. - All marketing materials highlight the fact that we are an inclusive and welcoming community and that we welcome all students including those that may have disabilities - SIHP leveraged digital paid advertisements on popular social media platforms like Facebook, Instagram, Youtube, and similar applications to connect with communities that have populations of SWD's - SIHP sent out 3 postcard mailings to zip codes that have high proportions of SWD's to promote the school - SIHP offered monthly school tours and quarterly virtual open houses to learn more about school culture and programatic offerings

offerings -SIHP invites families to participate in virtual visits during the summertime after families complete their enrollment at SIHP to ensure families feel a connection with the school and staff and feel prepared to enter the school.

SIHP will continue to invite families to participate in virtual visits during the summertime after families complete their enrollment to SIHP to ensure families feel a connection with the school and staff and feel prepared to enter the school.

Good Faith Efforts To Meet Enrollment Retention Targets

	Describe Retention Efforts in 2022-2023	Describe Retention Plans in 2023-2024
Economically Disadvantaged	<p>Student Retention continues to be a primary focus for SIHP in its first full school year with the students. SIHP provided opportunities for families to submit feedback throughout the school year, offering multiple parent/teacher conferences throughout the year in the fall, winter, and spring. Teachers and leaders frequently contacted families via weekly school messages or more personalized communication to support each student's individual needs.</p>	<p>In addition to the previous years retention strategies, SIHP plans to connect families with community organizations that treat trauma and mental health, offer free after-care for families during Friday afternoons (days in which the school dismisses at 1pm for staff PD), and continue to survey families to identify areas that might be impediments to retention or to academic and social success.</p>
English Language Learners	<p>At the start of the year MLL providers created Learning Profiles for their students utilizing their most recent NYSESLAT scores. These profiles detail specific challenges and strengths that the student currently has and maps out a plan on how to best support that student. These profiles are referenced to guide each lesson with a student. These profiles were shared with families of MLL students as well.</p>	<p>SIHP will continue to employ its strategies from 2022-2023 school year to ensure that MLL families feel engaged and informed about their student's progress, and that all communications from the school are inclusive and accessible.</p>
Students with Disabilities	<p>"All newly enrolled families of SWD's meet with and SIHP school leader or teacher. Together, they review the student's IEP, focusing on management needs, yearly goals, and specific supports for which that student qualifies. The special education coordinator details how these services will be provided to ensure fidelity. Families are informed about the quarterly IEP progress reports they can expect and the bi-weekly goal monitoring that teachers</p>	<p>"Given that HLA2 consistently serves a larger proportion of SWD's than the district, the school plans to continue the practices employed over the previous year which include the following: All newly enrolled families of SWD's meet with HLA2's Special Education Coordinator. Together, they review the student's IEP, focusing on management needs, yearly goals, and specific supports for which that student qualifies. The special education</p>

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

coordinator details how these services will be provided to ensure fidelity. Families are informed about the quarterly IEP progress reports they can expect and the bi-weekly goal monitoring that teachers complete with students so that they are always informed and able to communicate a student's progress. If a student qualifies for a placement that HLA2 does not offer, the school will advise families to take part in a weekly or biweekly meeting with the student's teacher and special education coordinator. During this meeting, goal tracking and progress monitoring is reviewed to ensure that the family is aware of all of the support provided for their child. The school also discusses how the family can support a student at home academically and behaviorally. This may include supporting with continuing a behavior plan that is being implemented in school, or offering a student accommodations that they receive in school such as extended time to complete work, reading questions or directions, or offering on task focusing prompts. If a special education student is found to possibly benefit from more support than they qualify for, the school will often provide them with additional support in the form of SETSS groups, joining an ICT class, or working 1:1 with a teacher during specific times during the week. HLA2 places a heavy emphasis on ensuring that students and families know that they will offer as much support as possible to help students access their academic environment and instruction. Rather than focus only on the goals on a student's IEP (which are meant

which helps motivate students to engage in our school community. The following are SIHP's current strategies to retain SWD and keep families engaged and informed with their child's progress. These will continue through the upcoming charter term.

Families of SWD receive a progress report each quarter that details the progress their child is making towards each of their IEP goals. The child's teacher(s) and related service providers all write a narrative that includes progress made and strategies being implemented to support their student.

Families of SWD receive copies of their child's Special Education Remote Learning Plan. SpEd Remote Learning plans are created for all students who have an IEP. Remote Learning Plans are summaries of a student's IEP needs and include ways that educators plan to meet each of those needs during this virtual learning period. These plans can be used during planning periods to identify supports for individual student needs during remote learning. These can also be utilized during 1:1 check ins as a guide for teachers to maximize their time with a student. Finally, these plans would serve as structured and documented efforts to support our students during this time.

Families of SWD are encouraged to attend parent/teacher conferences each quarter. The SpEd Coordinator offers to join these meetings to participate in conversations about how to best support the child."

to be achieved in a year), the school works with students to set smaller benchmarks that will help them achieve their larger goals. The school celebrates all successes with families and teachers of students which helps motivate students to engage in our school community.

The following are HLA2's current strategies to retain SWD and keep families engaged and informed with their child's progress. These will continue through the upcoming charter term.

Families of SWD receive a progress report each quarter that details the progress their child is making towards each of their IEP goals. The child's teacher(s) and related service providers all write a narrative that includes progress made and strategies being implemented to support their student.

Families of SWD receive copies of their child's Special Education Remote Learning Plan. SpEd Remote Learning plans are created for all students who have an IEP. Remote Learning Plans are summaries of a student's IEP needs and include ways that educators plan to meet each of those needs during this virtual learning period. These plans can be used during planning periods to identify supports for individual student needs during remote learning. These can also be utilized during 1:1 check ins as a guide for teachers to maximize their time with a student. Finally, these plans would serve as structured and documented efforts to support our students during this time.

Families of SWD are encouraged to

		attend parent/teacher conferences each quarter. The SpEd Coordinator offers to join these meetings to participate in conversations about how to best support the child."
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Entry 10 – Teacher and Administrator Attrition

Completed - Aug 1 2023

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

A. TEACH System – Employee Clearance

Required of ALL Charter Schools

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

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

1. Emergency Conditional Clearances

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

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

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

^[1] Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.nysed.gov/common/nysed/files/programs/charter-schools/employee-fingerprint-oct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

Emergency Conditional Clearances

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

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

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

Attestation

Responses Selected:

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

Entry 11 Percent of Uncertified Teachers

Completed - Aug 1 2023

Instructions

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

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

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

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2023)	2
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	0
Total Category A: 5 or 30% whichever is less	2.0

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

	FTE Count
i. Mathematics	1
ii. Science	0
iii. Computer Science	0
iv. Technology	0
v. Career and Technical Education	0
Total Category B: not to exceed 5	1.0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2023)	0
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	0
Total Category C: not to exceed 5	0.0

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

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

Total	3

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	0

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	6

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	9



Thank you.

Entry 12 Organization Chart

Completed - Aug 1 2023

[Instructions](#)

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

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

[Staten Island Org Chart](#)

Filename: Staten_Island_Org_Chart.pdf Size: 279.9 kB

Entry 13 School Calendar

Completed - Sep 15 2023

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 1, 2023 submission. Charter schools must upload a final school calendar into the portal and may do so at any time but no later than **September 15, 2023**.

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

Board of Regents-authorized charter schools also are required to submit school calendars that clearly indicate the start and end date of the instructional year **AND** the number of instructional hours and/or instructional days for each month (also used to align to schools with extended days/years referenced in their mission statements/key design elements). See an example of a calendar showing the requested information. Schools **must** use a calendar format and ensure there is a monthly tally of instructional days.

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

[SIHP Academic Calendar 23-24 Instructional Count](#)

Filename: SIHP_Academic_Calendar_23-24_Instr_4hvZByC.pdf Size: 788.5 kB

Entry 14 Staff Roster

Completed - Aug 4 2023

[INSTRUCTIONS](#)

Required of Regents and NYCDOE-authorized Charter Schools ONLY

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

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

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

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

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

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

[**SIHP Annual Report Roster 2023**](#)

Filename: SIHP_Annual_Report_Roster_2023.xlsx **Size:** 19.5 kB

Optional Additional Documents to Upload (BOR)

Incomplete

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL

STATEN ISLAND, NEW YORK

AUDITED FINANCIAL STATEMENTS

OTHER FINANCIAL INFORMATION

REPORT REQUIRED BY
GOVERNMENT AUDITING STANDARDS

AND

INDEPENDENT AUDITOR'S REPORTS

JUNE 30, 2023



BUSINESS
ADVISORS
AND CPAS

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INDEPENDENT AUDITOR'S REPORT

Board of Trustees
Staten Island Hebrew Public Charter School

Opinion

We have audited the accompanying financial statements of Staten Island Hebrew Public Charter School, which comprise the statement of financial position as of June 30, 2023, and the related statements of activities and changes in net deficiency, functional expenses, and cash flows for the period from November 6, 2018 (date of inception) to June 30, 2023, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Staten Island Hebrew Public Charter School as of June 30, 2023, and the changes in its net deficiency and its cash flows for the period from November 6, 2018 (date of inception) to June 30, 2023 in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

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

Change in Accounting Principle

As discussed in Note A to the financial statements, during the year ended June 30, 2023, the entity adopted new accounting guidance related to accounting for leases. Our opinion is not modified with respect to this matter.

Responsibilities of Management 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.

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

Auditor's Responsibilities for the Audit of the Financial Statements

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

In performing an audit in accordance with GAAS, we:

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

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

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 30, 2023 on our consideration of Staten Island Hebrew Public Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on 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 Staten Island Hebrew Public Charter School's internal control over financial reporting and compliance.

A large black rectangular redaction box covering the signature area of the auditor.

Rochester, New York
October 30, 2023

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL

STATEMENT OF FINANCIAL POSITION

JUNE 30, 2023

ASSETS

CURRENT ASSETS

Cash	\$ 31,311
Grants and other receivables	10,367
Due from related parties	259,107
Prepaid expenses	<u>10,790</u>
TOTAL CURRENT ASSETS	311,575

OTHER ASSETS

Property and equipment, net	448,848
Cash in escrow	100,000
Right-of-use asset - operating	<u>48,107,886</u>
	<u>48,656,734</u>

TOTAL ASSETS \$ 48,968,309

LIABILITIES AND NET DEFICIENCY

CURRENT LIABILITIES

Accounts payable and accrued expenses	\$ 110,530
Accrued payroll and benefits	162,398
Due to Charter Management Organization	933,252
Due to related party	567,500
Current portion of lease liability - operating	<u>1,024,525</u>
TOTAL CURRENT LIABILITIES	2,798,205

OTHER LIABILITIES

Long term lease liability - operating	<u>48,660,290</u>
---------------------------------------	-------------------

TOTAL LIABILITIES 51,458,495

NET DEFICIENCY

Without donor restrictions	<u>(2,490,186)</u>
TOTAL LIABILITIES AND NET DEFICIENCY	<u><u>\$ 48,968,309</u></u>

The accompanying notes are an integral part of the financial statements.

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL

STATEMENT OF ACTIVITIES AND CHANGES IN NET DEFICIENCY

PERIOD FROM NOVEMBER 6, 2018 (DATE OF INCEPTION) TO JUNE 30, 2023

Operating revenue and support:		
State and local per pupil operating revenue		\$ 1,677,963
NYC DOE rental assistance		446,423
Governmental grants and contracts		932,496
Contributions		73,000
Other revenue		<u>558</u>
	TOTAL OPERATING REVENUE AND SUPPORT	3,130,440
Expenses:		
Program services:		
Regular education		3,280,783
Special education		<u>1,067,203</u>
	TOTAL PROGRAM SERVICES	4,347,986
Supporting services:		
Management and general		<u>1,272,640</u>
	TOTAL OPERATING EXPENSES	<u>5,620,626</u>
	CHANGE IN NET DEFICIENCY	(2,490,186)
Net assets at beginning of period		<u>-</u>
	NET DEFICIENCY AT END OF PERIOD	<u>\$ (2,490,186)</u>

The accompanying notes are an integral part of the financial statements.

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL

STATEMENT OF FUNCTIONAL EXPENSES

PERIOD FROM NOVEMBER 6, 2018 (DATE OF INCEPTION) TO JUNE 30, 2023

	No. of Positions	Program Services				Management and	
	June 30,	Regular	Special				
	2023	Education	Education	Sub-total	General	Total	
Personnel services costs:							
Administrative staff personnel		\$	\$ 59,327	\$ 299,030	\$	\$	
Instructional personnel			318,332	762,879	422,369	721,399	
Total personnel services costs	4	<u>239,703</u>	<u>377,659</u>	<u>1,061,909</u>	<u>422,369</u>		
	10	444,547					
	14	684,250	81,407	228,919	-	1,484,278	
Fringe benefits and payroll taxes			3,624	10,190	78,573		
Retirement		147,512					
Legal services			-		1,838	307,492	22,659
Accounting/Audit services		6,566			22,639		
Other Purchased/Professional/Consulting Services			38,601	194,564	155,005	12,028	
Occupancy			384,170	1,936,353		155,005	
Repairs and maintenance		<u>1,552,183</u>	9,174	46,241	64,125		
Insurance		-	14,068	70,906	321,576	2,257,921	
Utilities		37,067	6,178	31,137	7,680		
Supplies/Materials		56,838	33,352	168,106	18,840		
Staff development		24,959	15,805	79,663	6,641	89,746	
Marketing/Recruitment		<u>134,754</u>	17,487	88,142	12,352	37,778	
Technology		63,858	1,429		14,628	180,658	
Food service		70,655	17,209	86,741	70,837	94,291	
Student services		5,775	30,831	155,400		158,979	155,400
Office expense		<u>69,532</u>	11,629	58,615	15,544	702,485	
Depreciation and amortization		124,369	24,408	123,026	-	20,285	
Other		46,986			23,587		157,912
		<u>98,618</u>	<u>1,067,203</u>	<u>4,347,086</u>	<u>34,886</u>	<u>82,202</u>	
		<u>\$ 3,280,783</u>		<u>\$ 4,347,086</u>	<u>\$ 1,300,640</u>	<u>\$ 5,620,626</u>	
		698					
			172			2,170	

The accompanying notes are an integral part of the financial statements.

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL

STATEMENT OF CASH FLOWS

PERIOD FROM NOVEMBER 6, 2018 (DATE OF INCEPTION) TO JUNE 30, 2023

CASH FLOWS - OPERATING ACTIVITIES

Change in net deficiency	\$ (2,490,186)
Adjustments to reconcile change in net deficiency to net cash provided from operating activities:	
Depreciation and amortization	157,912
Changes in certain assets and liabilities affecting operations:	
Grants and other receivables	(10,367)
Due from related parties	(259,107)
Prepaid expenses	(10,790)
Accounts payable and accrued expenses	110,530
Accrued payroll and benefits	162,398
Due to Charter Management Organization	933,252
Due to related party	567,500
Operating lease liability - net of right of use asset	<u>1,576,929</u>
NET CASH PROVIDED FROM OPERATING ACTIVITIES	738,071

CASH FLOWS - INVESTING ACTIVITIES

Purchases of property and equipment	<u>(606,760)</u>
NET CASH USED FOR INVESTING ACTIVITIES	<u>(606,760)</u>

NET INCREASE IN CASH AND RESTRICTED CASH 131,311

Cash and restricted cash at beginning of period	<u>-</u>
CASH AND RESTRICTED CASH AT END OF PERIOD	<u>\$ 131,311</u>

SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION

Reconciliation of cash and restricted cash reported within the statement of financial position that sum to the total amounts shown in the statement of cash flows:

Cash	\$ 31,311
Cash in escrow	<u>100,000</u>
Total cash and restricted cash shown in the statement of cash flows	<u>\$ 131,311</u>

The accompanying notes are an integral part of the financial statements.

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS

PERIOD FROM NOVEMBER 6, 2018 (DATE OF INCEPTION) TO JUNE 30, 2023

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

The Charter School

Staten Island Hebrew Public Charter School (the “Charter School”) is an educational corporation that operates as a charter school in Staten Island, New York. On November 6, 2018 the Board of Regents of the University of the State of New York, on behalf of the State Education Department, granted the Charter School a provisional charter valid for a term of five years through June 30, 2027 and renewable upon expiration. The Charter School opened its doors to students in the Fall of 2022 and is chartered to serve grades K-5.

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

Basis of accounting

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

Classification of net assets

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

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

Net Assets Without Donor Restrictions

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

Net Assets With Donor Restrictions

Net assets subject to donor (or certain grantor) imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by the passage of time or other events specified by the donor. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both. The Charter School has no net assets with donor restrictions at June 30, 2023.

Revenue recognition

Revenue from Exchange Transactions: The Charter School recognizes revenue in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Update (ASU) 2014-09, Revenue from Contracts with Customers, as amended. ASU 2014-09 applies to exchange transactions with customers that are bound by contracts or similar arrangements and establishes a performance obligation approach to revenue recognition. The Charter School’s State and local per pupil operating revenue qualifies as exchange transactions and the revenues are recognized over time.

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

PERIOD FROM NOVEMBER 6, 2018 (DATE OF INCEPTION) TO JUNE 30, 2023

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

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

State and local per pupil revenue

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

Rental assistance

Facilities rental assistance funding is provided by the New York City Dept of Education (NYCDOE) to qualifying charter schools located in the five boroughs of NYC. In order to receive rental assistance funding, a charter school must have commenced instruction or added grade levels in the 2014-15 school year or thereafter, and go through a space request process with the NYCDOE. If NYCDOE is not able to provide adequate space, the charter school can become eligible for rental assistance. Rental assistance is calculated as the lesser of 30% of the per-pupil tuition rate for NYC times the number of students enrolled, or actual total rental costs. As rental assistance is based on the number of students enrolled, revenue is recognized throughout the year as educational programming is provided to students. Rental assistance totaled \$446,423 for the period from November 6, 2018 (date of inception) to June 30, 2023.

The following table summarizes contract balances at June 30, 2023:

Grants and other receivables	<u>\$ 2,126</u>
------------------------------	-----------------

Contributions

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

Contributions and unconditional promises to give are recorded as revenue in the appropriate class of net assets depending on the existence of any donor restrictions. A contribution that is received and expended in the same period for a specific purpose is classified as revenue without donor restrictions.

Contributions are recorded as restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities and changes to net assets as net assets released from restrictions.

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

PERIOD FROM NOVEMBER 6, 2018 (DATE OF INCEPTION) TO JUNE 30, 2023

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

Grant revenue

Some of the Charter School's revenue is derived from cost-reimbursable federal and state contracts and grants, which are conditioned upon certain performance requirements and/or the incurrence of allowable qualifying expenses. Amounts received are recognized as revenue when the Charter School has incurred expenditures in compliance with specific contract or grant provisions. Certain grants are subject to audit and retroactive adjustments by its funders. Any changes resulting from these audits are recognized in the year they become known. Qualifying expenditures that have been incurred but are yet to be reimbursed are reported as grants receivable in the accompanying statement of financial position. Amounts received prior to incurring qualifying expenditures are reported as deferred revenue in the accompanying statement of financial position. There were no revenues deferred at June 30, 2023.

Cash

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

Cash in escrow

The Charter School maintains cash in an escrow account in accordance with the terms of its charter agreement. The agreement requires \$25,000 be placed in escrow each of the first four years of operations and a balance of \$100,000 be maintained to fund any audit and legal expenses incurred should the Charter School cease operations and dissolve. The amount in escrow was \$100,000 at June 30, 2023.

Grants and other receivables

Grants and other receivables are stated at the amount management expects to collect from outstanding balances. Management provides for probable uncollectible amounts based on its assessment of the current status of individual receivables from grants, agencies, and others. Balances that are still outstanding after management has used reasonable collection efforts are written off against the allowance for doubtful accounts. There was no allowance for doubtful accounts at June 30, 2023.

Due to/from related parties

The Charter School has an amount due from other charter schools that are in the same network. The charter schools share other services in which the related parties reimburse the Charter School for these expenses. The amounts due were approximately \$40,000 at June 30, 2023. Further, Friends of Staten Island Hebrew Public ("FOSIHP") had approximately \$219,000 due to the Charter School at June 30, 2023 for utilities and maintenance charges. At June 30, 2023, the Charter School has \$567,500 due to FOSIHP for rental payments.

Property and equipment

Property and equipment are recorded at cost. Depreciation and amortization are computed using the straight-line method on a basis considered adequate to depreciate the assets over their estimated useful lives, which range from three to seven years. Leasehold improvements are being amortized over the term of the lease. Major renewals and betterments are capitalized, while repairs and maintenance are charged to operations as incurred. Upon sale or retirement, the related cost and allowances for depreciation are removed from the accounts and the related gain or loss is reflected in operations.

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

PERIOD FROM NOVEMBER 6, 2018 (DATE OF INCEPTION) TO JUNE 30, 2023

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

Contributed services

The Charter School receives contributed services from volunteers to serve on the Board of Trustees. These services are not valued in the financial statements because they do not require “specialized skills” and would typically not be purchased if they were not contributed. In addition, the Charter School received transportation services, speech, occupational therapy, and food services from the local district.

Marketing costs

The Charter School expenses marketing costs as they are incurred. Total marketing and recruiting costs approximated \$159,000 for the period from November 6, 2018 (date of inception) to June 30, 2023.

Use of estimates in the preparation of financial statements

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

Tax exempt status

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

The Charter School files Form 990 tax returns in the U.S. federal jurisdiction. The tax returns for the years ended June 30, 2021 through June 30, 2023 are still subject to potential audit by the IRS. Management of the Charter School believes it has no material uncertain tax positions and, accordingly it will not recognize any liability for unrecognized tax benefits.

Leases

The Charter School leases its school facility and determines if an arrangement is a lease at inception. Operating leases are included in operating lease right-of-use (ROU) assets, current liabilities, and other liabilities on the accompanying statement of financial position.

ROU assets represent the Charter School’s right to use an underlying asset for the lease term and lease liabilities represent the obligation to make lease payments arising from the lease. Operating lease ROU assets and liabilities are recognized at commencement date based on the present value of lease payments over the lease term. As most of the leases do not provide an implicit rate, the Charter School uses risk free rate based on the information available at commencement date in determining the present value of lease payments. The operating lease ROU asset also includes any lease payments made and excludes lease incentives. The lease terms may include options to extend or terminate the lease when it is reasonably certain that the Charter School will exercise that option. Lease expense for operating lease payments is recognized on a straight-line basis over the lease term, and for finance leases, as amortization expense and interest expense.

The Charter School’s lease agreements do not contain any material residual value guarantees or material restrictive covenants.

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

PERIOD FROM NOVEMBER 6, 2018 (DATE OF INCEPTION) TO JUNE 30, 2023

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

In evaluating contracts to determine if they qualify as a lease, the Charter School considers factors such as if the Charter School has obtained substantially all of the rights to the underlying asset through exclusivity, if the Charter School can direct the use of the asset by making decisions about how and for what purpose the asset will be used and if the lessor has substantive substitution rights. This evaluation may require significant judgment.

Functional allocation of expenses

The costs of programs and supporting services activities have been summarized on a functional basis in the statement of activities. The statement of functional expenses present the natural classification detail of expenses by function. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

Adoption of new accounting standard - leases

In February 2016, the FASB issued a new standard related to leases to increase transparency and comparability among entities by requiring the recognition of ROU assets and lease liabilities on the statement of financial position. Most prominent among the changes in the standard is the recognition of ROU assets and lease liabilities by lessees for those leases classified as operating leases under current U.S. GAAP. For nonpublic entities, the FASB voted on May 20, 2020, to extend the guidance in this new standard to be effective for fiscal years beginning after December 15, 2021, and interim periods within fiscal years beginning after December 15, 2022. The Charter School adopted ASC 842 with the date of initial application of July 1, 2022.

The Charter School recognized and measured leases existing at July 1, 2022 (the beginning of the period of adoption) through a cumulative effect adjustment, with certain practical expedients available.

As part of the adoption of ASC 842, the Charter School elected practical expedients to account for the existing operating leases as operating leases under the new guidance, without reassessing (a) whether the contracts contain leases under the new standard; (b) whether classification of capital leases or operating leases would be different in accordance with the new guidance; or (c) whether the unamortized initial direct costs before transition adjustments would have met the definition of initial direct costs in the new guidance at lease commencement.

As a result of the adoption of the new lease accounting guidance, the Charter School recognized on July 1, 2022 a lease liability of \$48,836,737 which represents the present value of the remaining operating lease payments of \$103,864,753 discounted using the risk free rate of 3.11%, and a right-of-use asset of \$48,836,737.

The standard had a material impact on the accompanying statement of financial position, but did not have an impact on the statement of activities, nor statements of cash flows. The most significant impact was the recognition of ROU assets and lease liabilities for operating leases.

New accounting pronouncement – credit losses

In June 2016 the FASB issued ASU 2016-13, "Financial Instruments – Credit Losses (Topic 326): Measurement of Credit Losses on Financial Instruments" (ASU 2016-13), which requires entities to use a new impairment model referred to as the current expected credit losses (CECL) model rather than incurred losses. The new standard affects accounting for loans, accounts (trade) receivable, held-to-maturity debt securities, and other financial assets included in the scope. For non-public entities, the new standard is effective for fiscal years beginning after December 15, 2022, including interim periods within those fiscal years. The Charter School is currently evaluating the provisions of this standard to determine the impact the new standard will have on the Charter School's financial position or results of operations.

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

PERIOD FROM NOVEMBER 6, 2018 (DATE OF INCEPTION) TO JUNE 30, 2023

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

Subsequent events

The Charter School has conducted an evaluation of potential subsequent events occurring after the statement of financial position date through October 30, 2023, which is the date the financial statements are available to be issued. No subsequent events requiring disclosure were noted.

NOTE B: LIQUIDITY AND AVAILABILITY

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

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

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

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of the statement of financial position date, comprise the following at June 30, 2023:

	<u>Amount</u>
Cash	\$ 31,311
Grants and other receivables	10,367
Due from related parties	<u>259,107</u>
Total financial assets available to management for general expenditures within one year	<u>\$ 300,785</u>

NOTE C: PROPERTY AND EQUIPMENT

Property and equipment consisted of the following at June 30, 2023:

Furniture and fixtures	\$ 561,760
Leasehold improvements	<u>45,000</u>
	606,760
Less accumulated depreciation and amortization	<u>157,912</u>
	<u>\$ 448,848</u>

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

PERIOD FROM NOVEMBER 6, 2018 (DATE OF INCEPTION) TO JUNE 30, 2023

NOTE D: LEASES

On May 26, 2022 the Charter School signed a sublease agreement for its facility with a related party, FOSIHP, which was formed to hold the lease of the facility the Charter School will occupy. The sublease has an effective date of July 1, 2022 and is set to expire on June 30, 2068. On May 5, 2023 the sublease was amended to update the monthly payment terms from July 1, 2023 to June 30, 2024. The monthly base rent beginning July 1, 2023 is \$85,377. Total rent expense incurred from November 6, 2018 (date of inception) to June 30, 2023 was \$2,257,929. At June 30, 2023 \$567,500 is due to FOSIHP for rent which is included in due to related party on the accompanying statement of activities and changes in net deficiency.

A summary of the lease right-of-use asset and liability at June 30, 2023 is as follows:

<u>Statement of Financial Position Classification</u>		
<u>Assets</u>		
Right-of-use asset - operating	Other assets	<u>\$ 48,107,886</u>
<u>Liabilities</u>		
Current portion of lease liability - operating	Current liabilities	\$ 1,024,525
Long-term lease liability - operating	Other liabilities	<u>48,660,290</u>
		<u>\$ 49,684,815</u>

The components of lease expense for the period from November 6, 2018 (date of inception) through June 30, 2023, were as follows:

Operating lease expense	<u>\$ 2,257,929</u>
-------------------------	---------------------

As of June 30, 2023 minimum payments due for the lease liability for the next five fiscal years and thereafter are as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2024	\$ 1,024,525
2025	987,060
2026	1,258,500
2027	1,540,392
2028	1,571,208
Thereafter	<u>96,802,068</u>
Total lease payments	103,183,753
Less: Interest	<u>(53,498,938)</u>
Present value of lease liabilities	<u>\$ 49,684,815</u>

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

PERIOD FROM NOVEMBER 6, 2018 (DATE OF INCEPTION) TO JUNE 30, 2023

NOTE D: LEASES, Cont'd

Supplemental information for the period from November 6, 2018 (date of inception) through June 30, 2023:

Cash paid for amounts included in the measurement of lease liabilities:	
Operating cash flows paid for operating leases	\$ 681,000
ROU assets obtained in exchange for new operating lease liabilities	\$ 48,836,737
Weighted-average remaining lease term:	
Operating leases	45
Weighted-average discount rate:	
Operating leases	3.11%

FOSIHP leases this facility from a third party through June 30, 2068. The Charter School guarantees this lease.

The future minimum payments to be made by FOSIHP are as follows:

<u>Year ending June 30,</u>	<u>Amount</u>
2024	\$ 582,875
2025	724,710
2026	924,005
2027	1,130,982
2028	1,153,602
Thereafter	<u>71,073,446</u>
	<u>\$ 75,589,620</u>

NOTE E: CHARTER MANAGEMENT ORGANIZATION

On January 24, 2019, the Charter School entered into an educational service agreement with a charter management organization, Hebrew Public, to provide expertise necessary to effectively provide essential programming and services to the Charter School. The agreement is set to expire on June 30, 2025. The management fee is 10% of gross revenues per year. This fee has been waived by Hebrew Public for the period from November 6, 2018 (date of inception) to June 30, 2023.

At June 30, 2023, \$573,252 is due to Hebrew Public for various expenses for which the Charter School will reimburse Hebrew Public.

On April 10, 2023, June 13, 2023 and June 28, 2023 the Charter School entered into several short term loans with Hebrew Public in the amount of \$250,000, \$50,000 and \$60,000, respectively, for a total of \$360,000. There are no required monthly payments, and the loans accrue no interest. The Charter School will repay loans in full when cash flows allow for repayments. At June 30, 2023 the outstanding amount on the notes is \$360,000, which is included Due to Charter Management Organization on the accompanying statement of financial position.

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

PERIOD FROM NOVEMBER 6, 2018 (DATE OF INCEPTION) TO JUNE 30, 2023

NOTE F: CONTINGENCY

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

NOTE G: CONCENTRATIONS

At June 30, 2023, approximately 21% of grants and other receivables are due from New York State relating to certain grants.

For the period from November 6, 2018 (date of inception) to June 30, 2023, approximately 54% of total operating revenue and support came from per-pupil funding provided by the New York State. The per-pupil rate is set annually by the State based on the school district in which the Charter School's students are located.

NOTE H: FUNCTIONAL EXPENSES

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

NOTE I: NET DEFICIENCY

Net deficiency without donor restrictions are as follows:

Undesignated net deficiency	\$ (2,939,034)
Invested in property and equipment	<u>448,848</u>
	<u>\$ (2,490,186)</u>

NOTE J: RETIREMENT PLAN

Effective July 1, 2022, the Charter School began sponsoring a 403(b) retirement plan (the "Plan") for its employees. The Charter School has a discretionary match, and for the period from November 6, 2018 (date of inception) to June 30, 2023 the Charter School made a matching contribution of 3% totaling \$5,906. There were \$6,122 in administrative fees for the period from November 6, 2018 (date of inception) to June 30, 2023.

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS, Cont'd

PERIOD FROM NOVEMBER 6, 2018 (DATE OF INCEPTION) TO JUNE 30, 2023

NOTE K: MANAGEMENT'S PLANS

Like many other schools in their initial years, the Charter School is navigating the complexities of enrollment and operating costs. As expected in year 1, the Charter School has not yet achieved economies of scale. The Charter School plans to add an additional grade each year in order to increase enrollment. This approach aims to enhance the financial sustainability through increased student enrollment and optimized resource utilization. The average class enrollment has seen a notable increase from 21 students in Year 1 to 25 students in Year 2. This demonstrates the success of recruitment and retention initiatives, as well as the cultivation of reputation in Staten Island. More families are expected to choose Staten Island Hebrew Public Charter School for their children's school each year.

Hebrew Public has recently been awarded a highly competitive \$4.3 million grant under the Teacher and School Leader Incentive Program. This grant spans a three-year period and is earmarked to support the development of teachers. Some of the funds from this grant will be allocated to cover expenses at both the Charter School and Hebrew Public. This injection of resources will play a crucial role in enhancing educational programs while helping the Charter School become more financially stable.

To further support the Charter School during this start-up period, Hebrew Public remains committed to subsidizing the school's expenses as needed. This includes fundraising and possibly waiving the Charter Management Organization (CMO) Fee, a commitment which was upheld during the 2022-2023 school year. This shows Hebrew Public's dedication to the success of Staten Island Hebrew Public Charter School and its financial stability.

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL

OTHER FINANCIAL INFORMATION

INDEPENDENT AUDITOR’S REPORT ON OTHER FINANCIAL INFORMATION

Board of Trustees
Staten Island Hebrew Public Charter School

We have audited the financial statements of Staten Island Hebrew Public Charter School as of June 30, 2023 and for the period from November 6, 2018 (date of inception) to June 30, 2023, and have issued our report thereon dated October 30, 2023, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The financial information hereinafter is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

A solid black rectangular box used to redact the signature of the auditor.

Rochester, New York
October 30, 2023

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL

SCHEDULE OF ACTIVITIES

YEAR ENDED JUNE 30, 2023 AND THE PERIOD FROM
NOVEMBER 6, 2018 (DATE OF INCEPTION) TO JUNE 30, 2022

	Year ended June 30, 2023	Period from November 6, 2018 (date of inception) to June 30, 2022	Total
Operating revenue and support:			
State and local per pupil operating revenue	\$ 1,677,963	\$ -	\$ 1,677,963
NYC DOE rental assistance	446,423	-	446,423
Governmental grants and contracts	355,268	577,228	932,496
Contributions	73,000	-	73,000
Other revenue	241	317	558
TOTAL OPERATING REVENUE AND SUPPORT	2,552,895	577,545	3,130,440
Personnel services costs:			
Administrative staff personnel	490,731	230,668	721,399
Instructional personnel	762,879	-	762,879
Total personnel services costs	1,253,610	230,668	1,484,278
Fringe benefits and payroll taxes	270,221	37,271	307,492
Retirement	12,028	-	12,028
Legal services	22,659	-	22,659
Accounting/Audit services	133,505	21,500	155,005
Other Purchased/Professional/Consulting Services	226,875	31,814	258,689
Occupancy	2,257,929	-	2,257,929
Repairs and maintenance	53,921	-	53,921
Insurance	82,681	7,065	89,746
Utilities	36,308	1,470	37,778
Supplies/Materials	168,105	12,553	180,658
Staff development	79,662	14,629	94,291
Marketing/Recruitment	102,781	56,198	158,979
Technology	7,204	-	7,204
Food service	101,147	1,138	102,285
Student services	155,400	-	155,400
Office expense	68,349	13,853	82,202
Depreciation and amortization	143,458	14,454	157,912
Other	1,017	1,153	2,170
TOTAL EXPENSES	5,176,860	443,766	5,620,626
CHANGE IN NET (DEFICIENCY) ASSETS	\$ (2,623,965)	\$ 133,779	\$ (2,490,186)

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL

REPORT REQUIRED BY GOVERNMENT AUDITING STANDARDS



BUSINESS
ADVISORS
AND CPAS

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

Board of Trustees
Staten Island Hebrew Public Charter School

We have audited in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of Staten Island Hebrew Public Charter School, which comprise the statement of financial position as of June 30, 2023, and the related statements of activities and change in net deficiency, functional expenses, and cash flows for the period from November 6, 2018 (date of inception) to June 30, 2023, and the related notes to the financial statements and have issued our report thereon dated October 30, 2023.

Internal Control over Financial Reporting

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

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

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

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Staten Island Hebrew Public Charter School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed one instance of noncompliance or other matters that is required to be reported under *Government Auditing Standards* and which is described in the accompanying schedule of findings and responses as item 2023-001.

Staten Island Hebrew Public Charter School's Response to Finding

Staten Island Hebrew Public Charter School's response to the finding identified in our audit is described in the accompanying Schedule of Findings and Responses. Staten Island Hebrew Public Charter School's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of This Report

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



Rochester, New York
October 30, 2023

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL

SCHEDULE OF FINDINGS AND RESPONSES

PERIOD FROM NOVEMBER 6, 2018 (DATE OF INCEPTION) TO JUNE 30, 2023

Finding 2023-001

Statement of condition

During our audit, we noted the Charter School did not adhere to the terms of their charter agreement as the Charter School's enrollment fell below 85% of the projected enrollment for the 2022-2023 academic year and written approval from NYSED was not obtained.

Criteria and effect of conditions

During our audit, we noted the Charter School's charter agreement requires the Charter School to obtain written approval from NYSED prior to commencing or continuing instruction when the total number of students enrolled is less than 85% of the projected enrollment for a given academic year. We noted the Charter School's enrollment was 73% of the projected enrollment for the 2022-2023 academic year.

Recommendation

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

Management response

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

STATEN ISLAND HEBREW PUBLIC CHARTER SCHOOL

REPORT TO THE FINANCE COMMITTEE

JUNE 30, 2023



BUSINESS
ADVISORS
AND CPAS

October 30, 2023

The Finance Committee
Staten Island Hebrew Public Charter School

We have audited the financial statements of Staten Island Hebrew Public Charter School for the period from November 6, 2018 (date of inception) to June 30, 2023, and have issued our report thereon dated October 30, 2023. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated June 19, 2023, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of its respective responsibilities.

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

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

Planned Scope and Timing of the Audit

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

Compliance with All Ethics Requirements Regarding Independence

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

Significant Risks Identified

We have identified the following significant risk:

- Management Override
- Improper revenue recognition
- Improper allocation of expenses to grants
- Improper implementation of ASC 842 – Leases
- Misappropriation of assets

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

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by Staten Island Hebrew Public Charter School is included in Note A to the financial statements. As described in Note A to the financial statements, during the period from November 6, 2018 (date of inception) to June 30, 2023, the Charter School adopted new guidance for leases(ASC 842). No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

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

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

Financial Statement Disclosures

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

Significant Difficulties Encountered during the Audit

Although we ultimately received full cooperation of management and believe that we were given direct and unrestricted access to Staten Island Hebrew Public Charter School's management and financial consultants, we experienced delays in the performance of the audit as not all requested information was available during scheduled fieldwork. It is important to the efficiency and cost of the audit process to have substantially all requested documents available at the commencement of fieldwork. Receiving the requested information towards the end of fieldwork or post fieldwork significantly adds to the time and expense required to complete the audit and requires rescheduling of the engagement team for hours in excess of the original budgeted hours. Rescheduling the team also proves difficult depending on their availability.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole.

The Charter School did not calculate the right-of-use assets and related lease liabilities relative to their equipment leases under ASC 842. The maximum amount of the uncorrected misstatement equals the undiscounted future cash flows of these leases which approximate \$15,400. The right-of-use assets and lease liabilities would increase by \$15,400 with minimal to no effect on the statement of activities. The effects in the current and prior periods, as determined by management, are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. Uncorrected misstatements or matters underlying those uncorrected misstatements could potentially cause future-period financial statements to be materially misstated, even though the uncorrected misstatements are immaterial to the financial statements currently under audit.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. None of the misstatements identified by us as a result of our audit procedures and corrected by management were material either individually or in the aggregate, to the financial statements as a whole.

Disagreements with Management

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

Representations Requested from Management

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

Management's Consultations with Other Accountants

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

Other Significant Matters, Findings or Issues

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

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

* * * * *

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

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

Very truly yours,

A black rectangular redaction box covering a signature.

MENGEL, METZGER, BARR & CO. LLP

Corporate Business Account Statement



Page 1 of 1
Account Number: [REDACTED]

For the period 06/01/2023 to 06/30/2023

STATEN ISLAND HEBREW PUBLIC CHARTER
ESCROW
C/O HEBREW PUBLIC 9TH FLOOR
729 7TH AVE
NEW YORK NY 10019-6831

Number of enclosures: 0
[REDACTED]

For Client Services:
Call 1-800-669-1518

Visit us at [PNC.com/treasury](https://www.pnc.com/treasury)

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

Account Summary Information

Balance Summary

	Beginning balance	Deposits and other credits	Checks and other debits	Ending balance
	100,000.00	.00	.00	100,000.00

Deposits and Other Credits

Description	Items	Amount
Deposits	0	.00
National Lockbox	0	.00
ACH Credits	0	.00
Funds Transfers In	0	.00
Trade Services	0	.00
Investments	0	.00
Zero Balance Transfers	0	.00
Adjustments	0	.00
Other Credits	0	.00
Total	0	.00

Checks and Other Debits

Description	Items	Amount
Checks	0	.00
Returned Items	0	.00
ACH Debits	0	.00
Funds Transfers Out	0	.00
Trade Services	0	.00
Investments	0	.00
Zero Balance Transfers	0	.00
Adjustments	0	.00
Other Debits	0	.00
Total	0	.00

Ledger Balance

Date	Ledger balance
06/01	100,000.00



HLA Additional Financial Documents

1. Advisory and/or Management letter - *N/A*
2. Federal Single Audit - *N/A*
3. CSP Agreed-Upon Procedure Report - ***Entities that receive CSP funding through NYSED and expend \$50k or more need this AUP. Our NY schools receive CSP funding directly from the federal government, not passed through NYSED, so this is not required.***
4. Evidence of Required Escrow Account for each school - ***Included.***
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations - ***No findings or corrective action proposed.***

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

Trustee Name:

Sigalit Grego

Name of Charter School Education Corporation:

Staten Island Hebrew Public

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

Trustee

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

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

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

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ None

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

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

☒ None

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

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

Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:

Signature **Date** 6/8/2023

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

_____ **Veronica Bakhrakh** _____

Name of Charter School Education Corporation:

Staten Island Hebrew Public

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

Board member

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

Yes X No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

- 3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?**

Yes X No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

-

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

Yes

X No

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

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

Yes

X No

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

-

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside

with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

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

- Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in

which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

X **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

Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:

Signature

Date 06/11/2023

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

_____ ANGELA MIRIZZI _____

Name of Charter School Education Corporation:

Staten Island Hebrew Public Charter School

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

Trustee

N A

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

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

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

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

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

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

☒ **None**

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

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

Business Telephone:

516-835-3950

Business Address:

N/A

E-mail Address:

[REDACTED]

Home Telephone:

None

Home Address:

[REDACTED]

Signature

[REDACTED]

Date

6/22/23

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Noemi Zibuts

Name of Charter School Education Corporation:

STATEN ISLAND HEBREW PUBLIC

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

Secretary

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

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

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

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

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

☒ Yes ☐ No

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

My husband's uncle is a partner in United Realty. I have been abstaining from voting related to the lease agreements.

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

☒ Yes ☐ No

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

I'm a trustee of Hebrew Public

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

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

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

☐ None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
Hebrew public	non-profit club		I'm board trustee of Hebrew Public	have abstained from voting where relevant

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

Business Telephone:

[REDACTED]

Business Address:

[REDACTED]

E-mail Address:

[REDACTED]

Home Telephone:

Home Address:

[REDACTED]

[REDACTED]

6/11/23

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

David Sorkin

Name of Charter School Education Corporation:

Staten Island Hebrew Public

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

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

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

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

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

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

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

☒ **None**

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

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Business Telephone:

[REDACTED]

Business Address:

[REDACTED]

E-mail Address:

[REDACTED]

Home Telephone:

Home Address:

[REDACTED]

[REDACTED]

6/13/2023

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

Disclosure of Financial Interest by a Current
or Former Trustee

Trustee Name:

Bonita Sussman

Name of Charter School Education Corporation:

Staten Island HP

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

Board member

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

Yes

☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

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

Yes

☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

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

Yes

☒ No

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

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

Yes

☒ No

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

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

None

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

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Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:

Signature

Date

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last revised 04/2

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

Trustee Name:

Yelena Sklyar

Name of Charter School Education Corporation:

Staten Island Hebrew Public

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

Treasurer

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

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

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

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

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

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



None

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

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Business Telephone:

Business Address:

E-mail Address:

[REDACTED]

Home Telephone:

[REDACTED]

Home Address:

[REDACTED]

[REDACTED]

6/13/2023

Signature

Date

Acceptable signature formats include:

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last revised 04/2022

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

Trustee Name:

Ernest Paige

Name of Charter School Education Corporation:

Staten Island Hebrew Public Charter School

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

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

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

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

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

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

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

☒ **None**

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

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Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:

6/8/2023

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

Board of Trustees Meeting Minutes

November 10, 2022, 6:30 pm

Location: Zoom

Trustees Present

David H. Sorkin
Noemi Zibuts
Angela Mirizzi-Olsen
Bonita Sussman

Others Present:

Misty Awan, Head of School, Staten Island Hebrew Public

Jon Rosenberg, CEO, Hebrew Public

Lauren Murphy, Senior External Relations Manager, Hebrew Public

1. Call to Order & Public Welcome and Reminder

David H. Sorkin made a motion to open the meeting at 6:33 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardsihp@hebrewpublic.org. Members of the public who missed the public notices were given a chance to sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

2. Adoption of the November 2022 Meeting Agenda

The agenda could not be adopted, no quorum was present.

3. Approval of the October 2022 Meeting Minutes

The minutes could not be approved, no quorum was present.

4. School Leadership Report

Misty Awan shared a presentation and updates with the board

- Enrollment Updates
 - Currently 85 students in grades K&1
 - Increased enrollment since last board meeting
 - Always enrolling students
- Program Updates
 - Quarter 1 ended this past Monday and the start of Quarter 2

Staten Island
HEBREW PUBLIC
CHARTER SCHOOL

- Family Conferences are next week
 - 11/17
 - Staff will be meeting with families in the afternoon
 - Option to families to come in person or Zoom
- Implementing school-wide initiatives to improve reading skills
- Draw Me a City Contest
 - Being shared in Hebrew class
 - Learning about all of the cities the classrooms in the school are named after
- Operation Gratitude
 - Veterans Day– school is in session
 - Social worker is leading a learning activity where students will write thank you letters to veterans
- Celebrated Fall Festival and Book Character Day
 - Students dressed as their favorite book characters
 - Celebrated reading
 - Parade with families at the end of the school day
- Family and Community Supports
 - Shout out to SI HP's board member who has a family member volunteering in school
 - All trustees are encouraged to connect with Misty regarding volunteering
- School-wide initiatives being implemented to improve reading
 - NWEA Map ELA Data shared
 - Guided reading
 - Independent Reading Level Assessment Framework (IRLA)
 - Diagnostic assessment tool that enables teachers to establish a baseline reading level
 - Outline a course of remediation, acceleration, or maintenance for each child and his/her family
 - Individual conference with students

5. Network Leadership Report

There was no network report given during this time.

6. Public Comments

No public comments were made during this time.

7. Adjournment

David H. Sorkin made the motion to adjourn at 7:01 pm, and the motion was carried unanimously. The board will meet next on December 15th.



Board of Trustees Meeting Minutes

September 22, 2022, 6:30 pm

Location: Zoom

Trustees Present

David H. Sorkin
Noemi Zibuts
Sigalit Grego
Ernest Paige
Bonita Sussman

Others Present:

Misty Awan, Head of School, Staten Island Hebrew Public

Jon Rosenberg, CEO, Hebrew Public

Valerie Khaytina, Chief External Officer, Hebrew Public

Lauren Murphy, Senior External Relations Manager, Hebrew Public

5 members of the public

1. Call to Order & Public Welcome and Reminder

David H. Sorkin made a motion to open the meeting at 6:33 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardsihp@hebrewpublic.org. Members of the public who missed the public notices were given a chance to sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

2. Adoption of the September 2022 Meeting Agenda

David H. Sorkin asked for a motion to adopt, Sigalit Grego made a motion to adopt the September 2022 agenda, Bonita Sussman seconded, and the motion was carried unanimously.

3. Approval of the August 2022 Meeting Minutes

David H. Sorkin asked for a motion to approve, Sigalit Grego made a motion to approve the August 2022 meeting minutes, Bonita Sussman seconded, and the motion was carried unanimously.

4. School Leadership Report

Misty Awan shared an update with the board

- Finished 16th day of school
- Great sense of community
- Full school-wide assembly with OLAM hour
- Hebrew classes with Mora Larisa
 - Counting
 - Singing
 - Numbers and months
- PE Teacher is also from Israel
- Teachers and staff excited and joyful
- Fully staffed!
 - Interventionist was hired last week

5. Network Leadership Report

Jon Rosenberg, Hebrew Public's CEO updated the members of the public and the board on the following:

- Network updates will be given each month from members of Hebrew Public's staff
- Shared appreciation for Misty, board member support, school staff, and members of the school community
- Staff Development
 - Provided training and support for all new staff members this summer
 - Will continue throughout the school year
- Bus Transportation
 - Staten Island is unique to our other NY schools because the district is the largest geographically
 - NYC DOT provides yellow bus transportation to elementary school students who live more than a half a mile away from the school
 - However, this does not apply to Staten Island
 - DOT will not provide busing for students who live more than 5 miles from the school but they will provide a metro card
 - SI Hebrew Public knows this is not acceptable for young elementary school students
 - Not all students who lived within the 5 mile radius for yellow busing initially received a bus route
 - Operations staff members worked quickly with the NY Charter School Office + Department of Transportation to correct this
 - Private Busing
 - SI Hebrew Public moved very quickly to put 2 private buses in place for the students who live more than 5 miles from the school
 - This comes at a significant cost and was not previously budgeted for

- Hoping to get more students on these buses throughout this year and the next
- Grateful for all parent feedback!

6. Public Comments

1 Member of the public commented on the bus schedule and commended the school for handling the matter.

1 Member of the public commented on the lunch routine in classrooms.

7. Adjournment

David H. Sorkin made the motion to adjourn at 7:00 pm. Ernest Paige seconded, and the motion was carried unanimously.

Board of Trustees Meeting Minutes

October 20, 2022, 6:30 pm

Location: Zoom

Trustees Present

David H. Sorkin
Noemi Zibuts
Sigalit Grego
Angela Mirizzi-Olsen
Veronica Bakhrakh
Ernest Paige
Bonita Sussman

Others Present:

Misty Awan, Head of School, Staten Island Hebrew Public

Valerie Khaytina, Chief External Officer, Hebrew Public

Lauren Murphy, Senior External Relations Manager, Hebrew Public

1. Call to Order & Public Welcome and Reminder

David H. Sorkin made a motion to open the meeting at 6:32 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardsihp@hebrewpublic.org. Members of the public who missed the public notices were given a chance to sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

2. Adoption of the October 2022 Meeting Agenda

David H. Sorkin asked for a motion to adopt, Ernest Paige made a motion to adopt the October 2022 agenda, Bonita Sussman seconded, and the motion was carried unanimously.

3. Approval of the September 2022 Meeting Minutes

David H. Sorkin asked for a motion to approve, Sigalit Grego made a motion to approve the September 2022 meeting minutes, Bonita Sussman seconded, and the motion was carried unanimously.

4. School Leadership Report

Misty Awan shared a presentation and updates with the board

- Enrollment Updates
 - Currently 82 students in grades K&1
 - Higher than projected
 - Increased enrollment since last board meeting
 - Always enrolling students
- Program Updates
 - Social emotional learning (SEL) is being incorporated into the curriculum
 - The school social worker is leading a class a day
 - Talking about feeling and empathy
 - Big impact, students are sharing how they are feeling when/if something makes them upset
 - OLAM Hour
 - An hour each week where the school builds community
 - Celebrated Rosh Hashanah in classrooms
 - Morah Larisa worked with the kids sharing the importance of the holiday, sang songs, dance, and enjoyed apples & honey
 - Draw Me a City Contest
 - Being shared in Hebrew class
 - Learning about all of the cities the classrooms in the school are named after
- Book Character Day and Fall Festival 10/28
 - Students can dress as their favorite characters
 - Celebrating reading
 - Parade with families at the end of the day
- Back to School Night
 - Opportunity for families to meet teachers and listen to staff members share about what students are learning
- Ribbon Cutting Ceremony 10/19
 - Members of the community came out to share a special morning at SIHP

5. Network Leadership Report

Valerie Khaytina, Hebrew Public's Chief External Officer updated the members of the public and the board on the following:

- Open Meetings Update
 - The Open Meetings Law was extended through October 2022. It is anticipated that it will not be renewed and now need to consider planning

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for a hybrid meeting option to maximize board meeting participation by families, Board Members, and staff

- Hebrew Public and SIHP are exploring ways to ensure that we maximize board and family engagement by offering Hybrid Board Meetings starting in November
- It is critical that Board Members make arrangements to attend board meetings in person as the law requires our board members to be in person to approve board work

6. Public Comments

No public comments were made during this time.

7. Adjournment

David H. Sorkin asked for a motion to adjourn, Veronica Bakhrakh made the motion to adjourn at 6:58 pm, and Sigalit Grego seconded, and the motion was carried unanimously. The board will meet next on November 10th.

Board of Trustees Meeting Minutes

April 20, 2023, 6:30 pm

Trustees Present

David H. Sorkin
Sigalit Grego
Bonita Sussman
Noemi Zibuts
Ernest Paige
Veronica Bakhrakh
Angela Mirizzi-Olsen

Others Present:

Jon Rosenberg, CEO, Hebrew Public

Valerie Khaytina, Chief External Officer, Hebrew Public

Emily Fernandez, Chief Schools Officer, Hebrew Public

Michelle Galeotti, Managing Director of School Operations, Hebrew Public

Lauren Murphy, Senior External Relations Manager, Hebrew Public

1. Call to Order

David H. Sorkin asked for a motion to open the meeting at 6:33 pm. Sigalit Grego made the motion and the meeting was called to order.

2. Adoption of the April 2023 Meeting Agenda

David H. Sorkin asked for a motion to adopt the agenda. Bonita Sussman made a motion to adopt the April 2023 agenda, Sigalit Grego seconded, and the motion was carried unanimously.

3. Approval of the March 2023 Meeting Minutes

David H. Sorkin asked for a motion to approve the meeting minutes. Bonita Sussman made a motion to approve the March 2023 meeting minutes, Veronica Bakhrakh seconded, and the motion was carried unanimously.

4. School Leadership Report

Emily Fernandez shared a presentation and the following updates with the board:

- Recruitment

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CHARTER SCHOOL

- Enrollment Night with External Team's Roger Katz
 - Over 60 kids in each grade planned
 - Would represent more than doubling within a year
 - Over 40 families attended
 - 2 families inquired about joining this year
- Spring planting during Earth Day
- Have only been in school for seven days during April because of Spring Break
- Instructional Coaches are in the building supporting teachers and planning for next year
- First Israel Independence Day celebrating next Friday!

5. Network Update

- Valerie Khaytina shared with the board about Hebrew Public's upcoming fundraiser on June 7th. All members of the board are invited for a special friend and family discount. All trustees are encouraged to invite their networks!
- Michelle Galeotti gave a high-level update to the board on security protocols supported by Hebrew Public and implemented in the school

6. Public Comments

No public comments were made during this time.

7. Executive Session

David H. Sorkin asked for a motion to enter into executive session at 7:00 pm, Angela Mirizzi-Olsen made the motion, Sigalit Grego seconded and the motion was unanimously approved.

No votes were taken during this time.

David H. Sorkin asked for a motion to exit the executive session at 8:05 pm, Bonita Sussman made the motion, Sigalit Grego seconded and the motion was unanimously approved.

8. Adjournment

David H. Sorkin asked for a motion to adjourn the meeting. Bonita Sussman made the motion to adjourn at 8:06 pm, Sigalit Grego seconded and the motion was carried unanimously. The board will meet next on May 18, 2023.

Board of Trustees Meeting Minutes

December 15, 2022, 6:30 pm

Trustees Present

David H. Sorkin
Noemi Zibuts
Angela Mirizzi-Olsen
Sigalit Grego
Ernest Paige

Others Present:

Misty Awan, Head of School, Staten Island Hebrew Public
Valerie Khaytina, Chief External Officer, Hebrew Public
Lauren Murphy, Senior External Relations Manager, Hebrew Public

1. Call to Order & Public Comment Reminder

David H. Sorkin made a motion to open the meeting at 6:38 pm and reminded everyone in attendance in order to sign up to make a public comment prior to our board meeting, email boardsihp@hebrewpublic.org. Members of the public who missed the public notices can sign up during the meeting using the chat function and/or those present in the building can sign up on the attendance sheet. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

2. Adoption of the November 2022 and December 2022 Meeting Agendas

David H. Sorkin asked for a motion to adopt, Noemi Zibuts made a motion to adopt the November and December 2022 agendas, Angela Mirizzi-Olsen seconded, and the motion was carried unanimously.

3. Approval of the October 2022 and November 2022 Meeting Minutes

David H. Sorkin asked for a motion to approve, Sigalit Grego made a motion to approve the October and November 2022 meeting minutes, Angela Mirizzi-Olsen seconded, and the motion was carried unanimously.

4. School Leadership Report

Misty Awan shared a presentation and the following updates with the board:

- General Updates

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CHARTER SCHOOL

- Current enrollment is 84 students
 - Still enrolling for this year!
- Halfway through Quarter 2
- Instructional Updates
 - Implementing school-wide initiatives to improve reading skills IRLA
 - Misty discussed in depth IRLA (reading levels) of all students in the school
 - Details about benchmarks for each grade level were shared
 - Writing and Math samples were shared!
- Professional Development
 - Misty meets 2x a week with teachers
 - Reviewing student data closely
 - Following NY state and DOE guidelines
- OLAM Updates
 - Holiday Festival of Lights
 - Last Friday
 - Students learned about all winter holidays
 - Students enjoyed sufganiyot, which are Israeli donuts
- Family and Community supports
 - Family volunteers and donations
 - Brooklyn Zoo Field Trip
 - The entire school went on the field trip!
- Virtual Learning
 - The day before Thanksgiving break
 - 12/23 - before winter break
 - 1/3 will be professional development for staff members

5. Student Recruitment Report

Valerie Khaytina shared the following information with the board:

- Recruitment Goals
 - Data-driven goals, fill every seat in the school
 - 23-24 Enrollment
 - 57 kids in each grade
 - K-2 grade next year
 - 171 Students
 - Building a waitlist
 - Recruit students from diverse backgrounds
 - Make every family feel welcome
 - Comparing last year data, we are ahead of game
 - Students who are already enrolled in school do not reapply
 - Last year 28% of applicants who received an offer of enrollment were converted
 - If the goal is to enroll 60 K and 60 1st for 23-24 year we aim to collect
 - 225 K applications

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- 70 1st grade applications
- 70 2nd grade applications
- Sector Overview
 - 58% of NYC charter schools shrank during COVID
 - Recruitment numbers are down across the city
 - Charter schools that did not add grades have shrunk
 - Luckily, enrollment at SI HP is doing well
- Current Strategies
 - Targeted and consistent social media marketing on Facebook, Instagram, and Youtube (ongoing)
 - Brand Recognition Ads
 - Drive website traffic to the website/apply page
 - Lead Generating Ads
 - Collect contact information of those who want to apply or learn more information about the school
 - When a FB user clicks a Staten Island Hebrew Public ad, they are retargeted to continue to see our content
 - Ads in Hebrew, Spanish, Ukrainian, Russian, French Creole, Mandarin
 - Boosted online searches (ongoing)
 - Direct mailers
 - Sending three to four targeted postcards to families with children entering K - 2nd grade for the 2023-24 school year
 - Historically, targeted recruitment postcards have been our most effective tool for collecting applications
 - Our first set of postcards were mailed out last week, to approximately 11,000 households
 - As of last week, 20 new applications were received as a result
 - Referrals from local UPK's and CBO's (ongoing)
 - School-based events (virtual when necessary)(4-8 a year)
 - School-sponsored external events (3-8 a year)
 - Ads in local newspapers and magazines, in multiple languages (2-4 times a year)
 - Ads in local stores
 - Word of mouth

6. Public Comments

No public comments were made during this time.

7. Adjournment



David H. Sorkin made the motion to adjourn at 7:25 pm, and the motion was carried unanimously. The board will meet next on January 19th, 2023.

Board of Trustees Meeting Minutes

January 19, 2023, 6:30 pm

Trustees Present

David H. Sorkin
Rachel Amar, <i>Prospective Board Member</i>
Noemi Zibuts
Angela Mirizzi-Olsen
Sigalit Grego
Veronica Bakhrakh
Bonita Sussman
Ernest Paige

Others Present:

Misty Awan, Head of School, Staten Island Hebrew Public
Valerie Khaytina, Chief External Officer, Hebrew Public
Emily Fernandez, Chief Schools Officer, Hebrew Public
Lauren Murphy, Senior External Relations Manager, Hebrew Public

1. Call to Order

David H. Sorkin asked for a motion to open the meeting at 6:33 pm. Ernest Paige made the motion and the meeting was called to order.

2. Adoption of the January 2023 Meeting Agenda

David H. Sorkin asked for a motion to adopt, Angela Mirizzi-Olsen made a motion to adopt the January 2023 agenda, Ernest Paige seconded, and the motion was carried unanimously.

3. Approval of the December 2022 Meeting Minutes

David H. Sorkin asked for a motion to approve, Sigalit Grego made a motion to approve the December 2022 meeting minutes, Angela Mirizzi-Olsen seconded, and the motion was carried unanimously.

4. Resolution and Vote to elect Rachel Amar to the Staten Island Hebrew Public Board of Trustees pending approval by NYSED

David H. Sorkin made a motion to elect *Rachel Amar* to the Staten Island Hebrew Public Board of Trustees pending approval by NYSED, Ernest Paige seconded the motion. The motion went to a vote, and with no abstentions and no objections, the motion was approved unanimously. As such, the board adopted the following resolution:

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

5. School Leadership Report

Misty Awan shared a presentation and the following updates with the board:

- Enrollment Update
 - 84 students
 - More applications received than where we were this time last year
 - 2nd postcard mailer has not been sent out yet
 - 26 new families applied for 1st grade
 - 16 new families applied for 2nd grade
 - Students already enrolled do not have to reapply
 - 160 students projected for 23-24 School Year
 - Doubling our size!
- Assessments
 - MAP Testing
 - Math & Reading
 - Based on the test taken in the fall
 - Data is analyzed to review the level students are on and to improve their growth throughout the year
 - Adaptive, not a pass-fail test
 - The algorithm is tailored toward the individual student
 - Results will be shared next month
- School Highlights

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- Draw Me A City Winner– network-wide art competition
 - 1st place winner in K
- Classroom Updates
 - Kindergarten is learning about measurements
 - PE Project
 - Staying fit and healthy!
 - “Active Dan” and “Healthy Dan” similar to “Flat Stanley”
 - All staff and students have the dolphin (school mascot) on a stick and whenever they are doing something active or eating healthy, they take a picture and share it with the physical education teacher
 - Taking what he is teaching in the classroom and making it real life for students and families to participate in
- Upcoming Events- All board members are invited to attend!
 - 1st-grade publishing party
 - Learned about endangered animals
 - Will be presenting to families and community members
 - FestiShir
 - Hebrew song festival
 - 1/25 & 1/26
 - Scholastic Book Fair
 - 1/24-1/27
 - Tu B’shvat
 - Celebrated in Israel as an ecological awareness day, and trees are planted in celebration
 - SI HP will be hosting the event on Sunday, 2/12
 - Families will be planting seeds
 - Picture Day for students on 2/14

6. Student Discipline Report

Emily Fernandez, Hebrew Public’s Chief Schools Officer shared the following information with the board in partnership with Misty:

- SI HP’s Code of Conduct
 - Safety is the baseline of success
 - Imperative our students feel safe to be in school, to learn, and take risks
 - Big picture- students succeed in their academics and social and emotional development
 - SI HP is educating the whole child
 - Responsive Classroom
 - Student-centered, social, and emotional learning approach to teaching and discipline
 - Focused on community and working together
 - How to handle community disruptions
 - All situations are unique!

- Nearly identical to Hebrew Public's code of conduct
- Closely related to DOE's code of conduct
- Restorative Practice Driven
 - Building healthy communities, increasing socialization, repairing harm, and restoring relationships
 - Keeping to a routine and procedures
 - Morning meetings
- Proactive Support
 - Individual student goals
- BCT (Behavior Consultant Team. Social Worker, Dean Of Students, Head Of School)
 - Finding trends in behavior and non-academics that are happening in classrooms that can impede learning
 - SpEd Services
 - Supporting behaviorally
 - Counseling
 - Small groups
 - Responsive classroom and training
 - Lunch buddies
 - What it looks like to interact with peers
- Reactive Support
 - Things happen throughout the day and what do we do in those moments
 - Teacher classroom support
 - Consequences based on child context
 - Looking at behavior and precedent, what caused the problem behavior and determine logical consequences
 - Every child is different and behavior is different
 - Very individualized
 - Restorative Conversations
 - Calming Corner
 - Meta Moments, reflection
- BCT & Interventions (Behavior Consultant Team. Social Worker, Dean Of Students, Head Of School)
 - Students who need more support throughout the day
 - Individual student plans
 - Modified schedule for certain students
 - Family input and feedback
- An unsafe behavior chart and significant unsafe behavior chart were shared which included those behaviors, interventions taken, and logical consequences

7. Public Comments

No public comments were made during this time.

8. Adjournment

David H. Sorkin asked for a motion to adjourn the meeting. Angela Mirizzi-Olsen made the motion to adjourn at 7:31 pm, Veronica Bakhrakh seconded and the motion was carried unanimously. The board will meet next on February 16th, 2023.



Board of Trustees Meeting Minutes

February 16, 2023, 6:30 pm

Trustees Present

David H. Sorkin
Noemi Zibuts
Angela Mirizzi-Olsen
Sigalit Grego
Veronica Bakhrakh
Bonita Sussman

Others Present:

Misty Awan, Head of School, Staten Island Hebrew Public
Valerie Khaytina, Chief External Officer, Hebrew Public
Emily Fernandez, Chief Schools Officer, Hebrew Public
Lauren Murphy, Senior External Relations Manager, Hebrew Public

1. Call to Order

David H. Sorkin asked for a motion to open the meeting at 6:33 pm. Sigalit Grego made the motion and the meeting was called to order.

2. Adoption of the February 2023 Meeting Agenda

David H. Sorkin asked for a motion to adopt the agenda. Noemi Zibuts made a motion to adopt the February 2023 agenda, Sigalit Grego seconded, and the motion was carried unanimously.

3. Approval of the January 2023 Meeting Minutes

David H. Sorkin asked for a motion to approve the meeting minutes. Noemi Zibuts made a motion to approve the January 2023 meeting minutes, Bonita Sussman seconded, and the motion was carried unanimously.

4. School Leadership Report

Misty Awan shared a presentation and the following updates with the board:

- Student Recruitment
 - Preparing for lottery season which is in April
 - 87 students

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- 2nd marketing mailer hit the mailbox this week
 - Significant jump in applications
- Ahead of where enrollment was last year
- School Highlights
 - Small group learning
 - Pushing academic growth
 - 1st-grade math measurement and data (video shown)
 - 1st-grade publishing party
 - Endangered animals
 - Created a book based off of what they learned
 - Students had to come up with solution
 - Families were invited and students presented to their families
- FestiShir (shared video)
 - Last Wednesday & Thursday
 - Showcasing what they learned in Hebrew
 - Songs
 - Letters
 - Numbers
 - Practiced during OLAM hour
 - Were allowed a dress up day!
- Scholastic Book Fair
 - 99% of books sold!
- 100th day of school
 - Student and staff dressed up as 100-year-olds
- Tu B'shvat
 - Celebrated in Israel as an ecological awareness day, and trees are planted
 - SI HP hosted the event on Sunday, 2/12
 - Families planted seeds
- JCC Purim Carnival
- Picture Day for students was on 2/14
- Upcoming Events
 - Barnes & Noble Book Fair at the SI Mall
 - Vision screening for students 3/9
 - Purim Celebrations 3/10
 - Snug Harbor Field Trip 3/14 & 3/15
 - Ramadan OLAM 3/24

5. Public Comments

No public comments were made during this time.

6. Executive Session

David H. Sorkin motioned to enter into executive session at 6:58 pm, Bonita Sussman seconded and the motion was unanimously approved.



No votes were taken during this time.

David H. Sorkin motioned to exit the executive session at 7:35 pm, Noemi Zibuts seconded and the motion was unanimously approved.

7. Adjournment

David H. Sorkin asked for a motion to adjourn the meeting. Angela Mirizzi-Olsen made the motion to adjourn at 7:36 pm, Veronica Bakhrakh seconded and the motion was carried unanimously. The board will meet next on March 23, 2023.

Board of Trustees Meeting Minutes

July 21, 2022, 6:30 pm

Location: Zoom

Trustees Present

Veronica Bakhrakh
David H. Sorkin
Noemi Zibuts
Bonita Sussman
Sigalit Grego
Angela Mirizzi-Olsen
Ernest Paige
Rachel Amar (Prospective Board Member)

Others Present:

Jon Rosenberg, CEO, Hebrew Public

Elly Rosenthal, CFO, Hebrew Public

Lauren Murphy, External Relations Manager, Hebrew Public

1. Call to Order

David H. Sorkin made a motion to open the meeting at 6:30 pm.

2. Adoption of the July 2022 Meeting Agenda

David H. Sorkin asked for a motion to adopt, Noemi Zibuts made a motion to adopt the July 2022 agenda, Angela Mirizzi-Olsen seconded, and the motion was carried unanimously.

3. Approval of the June 2022 Meeting Minutes

David H. Sorkin asked for a motion to approve, Ernest Paige made a motion to approve the June 2022 meeting minutes, Bonita Sussman seconded, and the motion was carried unanimously.

4. Proposed Charter Revision for SI Hebrew Public's Projected YR 1 Enrollment

- a. NYSED has strongly advised SI Hebrew Public to reduce the current maximum enrollment from 162 to 115 to stay in compliance with minimum enrollment requirements, at a time of citywide reduced enrollment.

David H. Sorkin asked for a motion to approve, Veronica Bakhrakh made a motion to approve the revision for SI Hebrew Public's projected year 1 enrollment. Ernest Paige seconded, and the motion went to a vote, with no abstentions and no objections the motion was approved unanimously. As such, the board adopted the following resolution:

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

WHEREAS, the School was granted a charter by the New York State Board of Regents (the "Board of Regents") at a regularly scheduled meeting on November 6, 2018, to operate pursuant to its Charter Application (the "Application") which was incorporated by reference into the Charter Agreement (the "Charter Agreement") signed by and between the State Education Department of New York ("Authorizer") and the School, with the initial charter term lasting through and including June 30, 2023;

WHEREAS the Charter Agreement allows for a maximum enrollment of 162 students in grades K-1 in its first year at full capacity and sets a minimum enrollment of 85% of the aforementioned 162 for a total of 138 students; and

WHEREAS, the Board, in consultation with its CMO ("Charter Management Organization"), Hebrew Public, and School leadership, believes that an enrollment maximum for the School of 115 students in Yr 1 (the "Modified Enrollment") more accurately reflects current enrollment trends and that such Modified Enrollment, will allow the School to more effectively allocate its resources to best serve the School's students.

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

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

5. Facility Update

The building is complete and furniture is starting to be delivered, but a COO is needed in order for the building to be open for school. A certificate of occupancy (COO) is a document obtained through local government, usually a city building or planning department, that serves as proof that the subject property is conformant with local codes and suitable for occupancy. SI HP applied for a temporary certificate of occupancy (TCO) yesterday.

6. Public Comments

No members of the public were present during this time.

7. Executive Session

David H. Sorkin asked for a motion to enter the executive session at 6:55 pm. Sigalit Grego made the motion, and Bonita Sussman seconded and the motion was carried unanimously.

8. Adjournment

David H. Sorkin made the motion to adjourn at 7:33 pm. Sigalit Grego seconded, and the motion was carried unanimously.

Board of Trustees Meeting Minutes

March 23, 2023, 6:30 pm

Trustees Present

David H. Sorkin
Sigalit Grego
Bonita Sussman
<i>(Prospective Board Member)</i> Rachel Amar
Yelena Sklyar
Ernest Paige

Others Present:

Misty Awan, Head of School, Staten Island Hebrew Public
Valerie Khaytina, Chief External Officer, Hebrew Public
Emily Fernandez, Chief Schools Officer, Hebrew Public
Lauren Murphy, Senior External Relations Manager, Hebrew Public

1. Call to Order

David H. Sorkin asked for a motion to open the meeting at 6:45 pm. Sigalit Grego made the motion and the meeting was called to order.

2. Adoption of the March 2023 Meeting Agenda

David H. Sorkin asked for a motion to adopt the agenda. Yelena Sklyar made a motion to adopt the March 2023 agenda, Ernest Paige seconded, and the motion was carried unanimously.

3. Approval of the February 2023 Meeting Minutes

David H. Sorkin asked for a motion to approve the meeting minutes. Sigalit Grego made a motion to approve the February 2023 meeting minutes, Yelena Sklyar seconded, and the motion was carried unanimously.

4. School Leadership Report

Misty Awan shared a presentation and the following updates with the board:

- Student Recruitment
 - Enrollment is at 87 students
 - Second mailer hitting mailboxes this week
- Academic Updates

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- 78% of students are reading at or above grade level
 - 66/85 students!
- Benchmarks change throughout the year
- Partner reading taking place in the classroom, reading and asking questions while they read
- Practicing writing in the classroom
- Kindergarten
 - Learning about bugs
 - Investigating bugs and insects
 - Looking at differences in all insects
 - Students are having a lot of fun!
- School Highlights
 - Purim Celebrations 3/10
 - Ramadan OLAM 3/24
 - Field Trip to Snug Harbor
- Upcoming Events
 - Glow Stick Party
 - Staff Appreciation Week
 - Women's History Month
 - School Lottery
 - Spring Break!

5. Network Update

Valerie Khaytina updated the board on the following:

- Recruitment update
 - Exceeding expectations with student enrollment for next school year
 - The lottery is taking place next month
 - Tours of the building are always available for new families interested
- Local officials' relationship-building
 - Councilman David Carr met with Valerie and David
 - Attorney General Michael E. McMahon toured the school
 - Funding has been requested for next fiscal year to support transportation costs
- Idan Raichel Fundraiser - June 7, 2023
 - Hebrew Public's annual fundraiser
 - Invitations will be shared next week
- Harlem Hebrew Closure
 - The school closing is due to longstanding enrollment challenges in a very crowded Harlem school market and declining city enrollment
- Recap Capstone Trip
 - Hebrew Public students from around the country participated in the 10-day trip to Israel, it was very exciting and a memorable experience for all

6. Public Comments

No public comments were made during this time.

7. Executive Session

David H. Sorkin asked for a motion to enter into executive session at 7:05 pm, Sigalit Grego made the motion, Yelena Sklyar seconded and the motion was unanimously approved.

No votes were taken during this time.

David H. Sorkin asked for a motion to exit the executive session at 7:30 pm, Ernest Paige made the motion, Bonita Sussman seconded and the motion was unanimously approved.

8. Adjournment

David H. Sorkin asked for a motion to adjourn the meeting. Yelena Sklyar made the motion to adjourn at 7:31 pm, Sigalit Grego seconded and the motion was carried unanimously. The board will meet next on April 20, 2023.

Annual Board of Trustees Meeting Minutes

June 22, 2023, 6:30 pm

Trustees Present

David H. Sorkin
Sigalit Grego
Bonita Sussman
Noemi Zibuts
Ernest Paige

Others Present:

Jennice Hyde, Chief Talent Officer, Hebrew Public

Lauren Murphy, Senior External Relations Manager, Hebrew Public

1. Call to Order

Ernest Paige asked for a motion to open the meeting at 6:32 pm. Sigalit Grego made the motion and the meeting was called to order.

2. Adoption of June 2023 Agenda

Ernest Paige asked for a motion to adopt the June 2023 agenda. Bonita Sussman made the motion, Sigalit Grego seconded and the motion unanimously passed.

3. Approval of May 2023 Meeting Minutes

Ernest Paige asked for a motion to approve the May 2023 Meeting Minutes. Bonita Sussman made the motion, Sigalit Grego seconded and the motion unanimously passed.

4. Resolution of School Leader Named

Hebrew Public's Talent Team, in partnership with search firm Executive Excellence, began the Head of School search process in early Spring. Five semifinalists were identified in addition to former Head of School Lissette Roman. After concluding a two-day, in-person interview process, one finalist emerged and was invited to interview with the board along with Lissette. Last Monday, the SIHP board interviewed both candidates, deliberated and agreed to offer Lissette the Head of School position for the upcoming year.

Ernest Paige asked for a motion, Bonita Sussman made the motion to approve the appointment of Lissette Roman as the Head of School for Staten Island Hebrew Public. Sigalit Grego seconded the motion and it went to a vote where it unanimously passed with no objections or abstentions.

5. Review and Approval 2023/24 Budget

The Board had a robust discussion on the budget where many clarifying questions were raised. Ernest Paige asked for a motion to approve the 23/24 budget. Noemi Zibuts made the motion, Sigalit Grego seconded and the motion went to a vote where it unanimously passed with no objections or abstentions.

6. Review and Approval 2023/24 Vendor List

Ernest Paige asked for a motion to approve the 23/24 vendor list. Sigalit Grego made the motion, David Sorkin seconded and the motion went to a vote where it passed with no objections. Noemi Zibuts abstained from the vote.

7. Review and Approval 2023/24 Board and Committee Meeting Dates

Board members reviewed the dates and times of the Board and Committee meeting dates for the 2022-23 year. Ernest Paige asked for a motion to approve the 2023/24 board and committee meeting dates. Noemi Zibuts made the motion, Bonita Sussman seconded and the motion went to a vote where it unanimously passed with no objections or abstentions.

8. Review and Approval 2023/24 School Calendar

Ernest Paige asked for a motion to approve the 2023/24 School Calendar. Noemi Zibuts made the motion, David Sorkin seconded and the motion went to a vote where it unanimously passed with no objections or abstentions.

9. Approval of Board Officer Roles for 2023/24

After a brief discussion, Ernest Paige asked for a motion to approve the following slate of officers for the 23-24 school year.

- ❖ David H. Sorkin, Chair
- ❖ Ernest Paige, Vice Chair
- ❖ Noemi Zibuts, Secretary

Noemi Zibuts made the motion, David Sorkin seconded the motion and the motion went to a vote where it unanimously passed with no objections or abstentions.

10. Board Member Term Renewal through June 30, 2026

- ❖ Sigalit Grego

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- ❖ Bonita Sussman
- ❖ Veronica Bakhrakh

Ernest Paige asked for a motion to approve the aforementioned trustees term renewal through June 30, 2026. Bonita Sussman made the motion, Sigalit Grego seconded and the motion went to a vote where it unanimously passed with no objections or abstentions.

11. Preview 2023/24 School Safety Plans

The safety plan for 23/24 school year will be voted on during the August meeting– as per Section 155.17 of the Commissioner of Education’s Regulations, charter schools do have to draft, publicly notice, and adopt a safety plan with a 30-day public comment period. That period will begin on July 1, the safety plan will be posted to the school's website.

12. Public Comments

No public comments were made during this time.

13. Adjournment

Ernest Paige asked for a motion to adjourn the meeting. Noemi Zibuts made the motion to adjourn at 7:21 pm, Sigalit Grego seconded and the motion was carried unanimously.



Board of Trustees Meeting Minutes

May 18, 2023, 6:30 pm

Trustees Present

David H. Sorkin
Sigalit Grego
Bonita Sussman
Noemi Zibuts
Angela Mirizzi-Olsen

Others Present:

Valerie Khaytina, Chief External Officer, Hebrew Public
Emily Fernandez, Chief Schools Officer, Hebrew Public
Jennice Hyde, Chief Talent Officer, Hebrew Public
Lauren Murphy, Senior External Relations Manager, Hebrew Public

1. Call to Order

David H. Sorkin asked for a motion to open the meeting at 6:34 pm. Sigalit Grego made the motion and the meeting was called to order.

2. Adoption of the May 2023 Meeting Agenda

David H. Sorkin asked for a motion to adopt the agenda. Angela Mirizzi-Olsen made a motion to adopt the May 2023 agenda, Noemi Zibuts seconded, and the motion was carried unanimously.

3. Approval of the April 2023 Meeting Minutes

David H. Sorkin asked for a motion to approve the meeting minutes. Angela Mirizzi-Olsen made a motion to approve the April 2023 meeting minutes, Noemi Zibuts seconded, and the motion was carried unanimously.

4. Approval of 23/24 amended sublease

The board reviewed the first amended sublease agreement between Friends of Hebrew Public (a special purpose entity that exists to lease the school facility) and SI Hebrew Public Charter School.

David Sorkin asked for a motion to approve the amended sublease agreement. Sigalit Grego made the motion and Bonita Sussman seconded the approval of the sublease

agreement. The motion went to a vote, and with no abstentions and no objections, the motion was approved unanimously.

5. School Report

Emily Fernandez shared a presentation and the following updates with the board:

- Update on HOS
 - Yasmeen + Tashiah are supporting leadership
 - Communication with families is strong
- Hebrew Public supporting in the school
 - Emily ran a professional development for all staff
- Renewal conversations with staff
 - Final roster in the coming weeks
- Student Progress
 - Looking at each individual student when thinking about retaining
 - Light retention scale
 - Outside of academic progress, looks at many components
 - Working with families to ensure the student is in the best place and supported fully and asking families for their input
 - Small group tutoring for any student who needs it
 - Final decisions are made after June testing is completed
 - SIHP offers summer school
 - Finalizing details
- NWEA MAP
 - Nationally normed test
 - Allows teachers to see each student in their growth
 - Individualized computer tests
 - 2 weeks to complete testing
- Assessment in Reading IRLA (Independent Language Assessment)
- Upcoming Events
 - Field Day
 - Dress Up Day
 - Kindergarten Graduation
 - 1st grade “Stepping Up” ceremony

6. Network Report

- Update on Hebrew Public’s CFO departure
- Valerie Khaytina shared with the board about Hebrew Public’s upcoming fundraiser on June 7th. All members of the board are invited for a special friend and family discount. All trustees are encouraged to invite their networks!
- Recruitment Projection
 - 171 projected
 - Modest waitlists
- Jennice Hyde gave a high-level update on Head of School search and overall staffing update

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- 644 Candidates outreach by Executive Excellence
- Over 120 applications
- 18 candidates advanced to phone screen
- Zoom interview to follow
- The week of June 12 will be in-person interviews
- Finally, the full board will meet the final candidates (3 or 4)
- 96% staffed, 19/22 positions filled

7. Public Comments

No public comments were made during this time.

8. Adjournment

David H. Sorkin asked for a motion to adjourn the meeting. Bonita Sussman made the motion to adjourn at 7:08 pm, Sigalit Grego seconded and the motion was carried unanimously. The board will meet next on June 22, 2023.

Board of Trustees Meeting Minutes

August 18, 2022, 6:30 pm

Location: Zoom

Trustees Present

David H. Sorkin
Noemi Zibuts
Sigalit Grego
Angela Mirizzi-Olsen
Ernest Paige
Bonita Sussman

Others Present:

Jon Rosenberg, CEO, Hebrew Public

Valerie Khaytina, Chief External Officer, Hebrew Public

Elly Rosenthal, CFO, Hebrew Public

1. Call to Order

David H. Sorkin made a motion to open the meeting at 6:32 pm.

2. Adoption of the August 2022 Meeting Agenda

David H. Sorkin asked for a motion to adopt, Sigalit Grego made a motion to adopt the August 2022 agenda, Angela Mirizzi-Olsen seconded, and the motion was carried unanimously.

3. Approval of the July 2022 Meeting Minutes

David H. Sorkin asked for a motion to approve, Angela Mirizzi-Olsen made a motion to approve the July 2022 meeting minutes, Sigalit Grego seconded, and the motion was carried unanimously.

4. Approval of Staten Island Hebrew Public's 22-23 School Safety Plan

The Board all received a copy of the school safety plan for the 2022/23 year prior to the June meeting, where it was discussed. As per Section 155.17 of the Commissioner of Education's Regulations, charter schools do have to draft, publicly notice, and adopt a

safety plan with a 30-day public comment period. That period began on July 1, when the safety plan was posted on the school's website. David H. Sorkin asked for a motion to approve, Sigalit Grego made a motion to approve, Ernest Paige seconded, and the motion went to a vote, with no abstentions and no objections the motion was approved unanimously.

5. Public Comments

No members of the public were present during this time.

6. Executive Session

David H. Sorkin asked for a motion to enter the executive session at 6:36 pm. Angela Mirizzi-Olsen made the motion, Ernest Paige seconded and the motion was carried unanimously.

David H. Sorkin made the motion to exit the executive session at 7:12 pm and Ernest Paige seconded and the motion was carried unanimously.

7. Resolution of School Leader Named

After a brief discussion, David H. Sorkin made the motion to tender an offer for the Head of School role to Misty Martinez-Awan. Noemi Zibuts seconded, and the motion went to a vote, with one abstention and no objections the motion was approved. As such, the board adopted the following resolution:

WHEREAS, the School was granted a charter by the New York State Board of Regents (the "Board of Regents") at a regularly scheduled meeting on November 6, 2018, to operate pursuant to its Charter Application (the "Application") which was incorporated by reference into the Charter Agreement (the "Charter Agreement") signed by and between the State Education Department of New York ("Authorizer") and the School, with the initial charter term lasting through and including June 30, 2023;

WHEREAS, after an extensive and thorough search, the Board wishes to appoint Misty Martinez-Awan to the role of Head of School

THEREFORE, BE IT FURTHER RESOLVED, that the Board approves the appointment of Misty Martinez-Awan to Head of School for Staten Island Hebrew Public Charter School and hereby gives her the authority to assume all requirements, tasks, and responsibilities assumed within the role

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

BE IT FURTHER RESOLVED, that any Trustee or officer of the School or Board designee from Hebrew Public, the Schools Charter Management Organization, (each, a "Proper Representative"), be and hereby is authorized and directed, jointly and severally, to execute and deliver the Revision Requests and any other documents

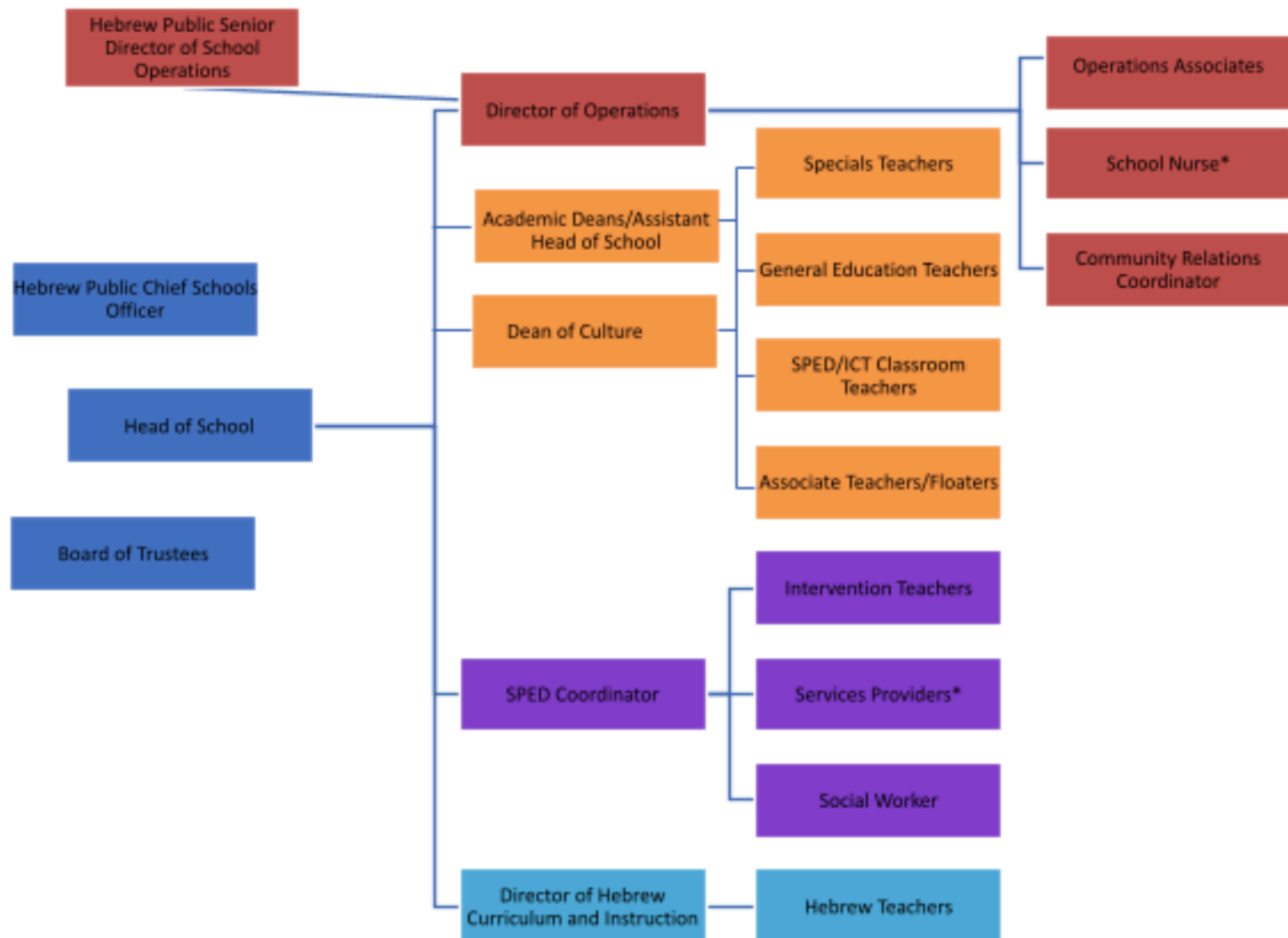
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consistent with the transactions described above and such further agreements, assignments, pledges, instruments, consents, and documents ancillary to the Revision Request or necessary in the determination of any Proper Representative, in the name of and on behalf of the School, in order to fully carry out the intent and accomplish the purposes of the foregoing resolutions; and

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

8. Adjournment

David H. Sorkin made the motion to adjourn at 7:15 pm. Angela Mirizzi-Olsen seconded, and the motion was carried unanimously. The board will meet next on September 22.



ACADEMIC CALENDAR 2023-2024 לוח שנת הלימודים

Important Dates

General Notes:

9/5/23: First Day of School (half day)
6/28/24: Last Day of School (half day)
3:30pm dismissal Monday - Thursday
1:00pm dismissal Friday

School Closings

9/4/23: Labor Day
9/25/23: Yom Kippur
10/9/23: Indigenous Peoples' Day
11/23-24/23: Thanksgiving
12/25-1/1/24: Winter break
1/15/24: MLK Day
2/19-23/24: Midwinter Break
3/29/24: Good Friday
4/1/24: Easter
4/10/24: Eid-al-Fitr
4/22-30/24: Passover/Spring Break
5/27/24: Memorial Day
6/17/24: Eid-al-Adha
6/19/24: Juneteenth

Half Days (in-person)

9/5/23: First Day of School
9/6/23: Half Day for Students
11/22/23: Day before Thanksgiving
11/30/23: Family Conferences
2/29/24: Family Conferences
5/16/24: Family Conferences
6/27/24: Half Day for Students
6/28/24: Last Day of School

Family Conferences (half day for students)

Q1: 11/30-12/1/23
Q2: 2/29-3/1/24
Q3: 5/16-17/24

Marking Periods

Marking Period 1: 9/5-11/17/23
Marking Period 2: 11/20/23-2/9/24
Marking Period 3: 2/12-4/26/24
Marking Period 4: 4/29-6/14/24

State Testing

9/5-9/20/24: NYSITELL Window
3/11-6/7/24: NYSAA ELA/Math/Sci Assessment
4/11-17/24: NYS ELA Window (4/15-17 make up days)
4/15-5/24/24: NYSESLAT Speaking Testing Window (NY)
5/8-5/14/24: NYS Math Window (5/10-14 make up days)
5/13-5/24: NYSESLAT Listening, Reading, Writing Testing Window (NY)

Hebrew Public Assessments

9/11-10/6/23: MAP#1 (all students, K-8)
5/20-6/7/23: MAP#2 (all students, K-8)
IA#1
11/1/23: ELA (grades 3-8)
11/8/23: Math (grades 2-8)
IA #2
1/17-1/18/23: ELA (grades 3-8)
1/24/1/25/23: Math (grades 2-8)

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

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

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

18 Instructional Days

21 Instructional Days

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

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

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

20 Instructional Days

16 Instructional Days

21 Instructional Days

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

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

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

16 Instructional Days

20 Instructional Days

13 Instructional Days

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

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

22 Instructional Days

18 Instructional Days

Total Instructional Days: 185

Key

First Day/Last Day (students)

Hebrew Public Assessments

Half Day

Family Conferences (Early Dismissal)

Staff PD (No School)

No School



Certificate of Occupancy

CO Number:5174902-0000002

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: STATEN ISLAND Address: 829 FATHER CAPODANNO BOULEVARD Building Identification Number(BIN): 5174902	Block Number: 3832 Lot Number(s): 21 Additional Lot Number(s): Application Type: NB - NEW BUILDING	Full Building Certificate Type: Final Date Issued: 09/22/2022
This building is subject to this Building Code: 2014			
This Certificate of Occupancy is associated with job# 520136031-01			
B.	Construction Classification: I-B: 2 HOUR PROTECTED - NON-COMBUST Building Occupancy Group classification: E - EDUCATIONAL Multiple Dwelling Law Classification: Not Available		
	No.of stories: 4	Height in feet: 54	No.of dwelling units: Not Available
C.	Fire Protection Equipment: Fire Alarm System, Sprinkler System, Standpipe System		
D.	Parking Spaces and Loading Berths: Open Parking Spaces: 0 Enclosed Parking Spaces: 0 Total Loading Berths: Not available		
E.	This Certificate is issued with the following legal limitations: Restrictive Declaration: None Zoning Exhibit: 690337, 686759 BSA Calendar Number(s): None CPC Calendar Number(s): None		
Borough Comments:			

Borough Commissioner



Commissioner





Permissible Use and Occupancy

FLOOR	Occ Group	Max. Persons Permitted	Live Loads (lbs per sq ft)	Zoning Use Group	Dwelling or Rooming Units	Job Reference	Certificate of Occupancy Type
Cellar	E	127	OG	3A		520136031	Final
Description of Use:	Academies and schools CLASSROOMS. DRY FLOODPROOFED				Exceptions:		
Cellar	E	4	OG	3B		520136031	Final
Description of Use:	Academies and schools WARMING KITCHEN. DRY FLOODPROOFED				Exceptions:		
Cellar	E	1	OG	3B		520136031	Final
Description of Use:	Academies and schools MECHANICAL ROOMS, UTILITY ROOMS, TOILETS. DRY FLOODPROOFED				Exceptions:		
Cellar	A-3	107	OG	3A		520136031	Final
Description of Use:	Cafeteria - school up to grade 12 EDU CAFETERIA. DRY FLOODPROOFED				Exceptions:		
Floor 1	E	13	100	3B		520136031	Final
Description of Use:	Academies and schools ACCESSORY ADMINISTRATIVE OFFICES, MECHANICAL ROOMS, TOILETS				Exceptions:		



Permissible Use and Occupancy

FLOOR	Occ Group	Max. Persons Permitted	Live Loads (lbs per sq ft)	Zoning Use Group	Dwelling or Rooming Units	Job Reference	Certificate of Occupancy Type
Floor 1	E	30	100	3A		520136031	Final
Description of Use:	Academies and schools CLASSROOMS				Exceptions:		
Floor 1	E	25	100	3B		520136031	Final
Description of Use:	Academies and schools ACCESSORY OUTDOOR SPACE				Exceptions:		
Floor 2	E	136	100	3A		520136031	Final
Description of Use:	Academies and schools CLASSROOMS				Exceptions:		
Floor 2	E	2	100	3B		520136031	Final
Description of Use:	Academies and schools ACCESSORY ADMINISTRATIVE OFFICES, MECHANICAL AND UTILITY ROOMS, TOILETS				Exceptions:		
Floor 3	E	N/A	100	3B		520136031	Final
Description of Use:	Academies and schools UTILITY ROOMS AND TOILETS				Exceptions:		



Permissible Use and Occupancy

FLOOR	Occ Group	Max. Persons Permitted	Live Loads (lbs per sq ft)	Zoning Use Group	Dwelling or Rooming Units	Job Reference	Certificate of Occupancy Type
Floor 3	E	104	100	3A		520136031	Final
Description of Use:	Academies and schools CLASSROOMS				Exceptions:		
Floor 3	A-3	238	100	3B		520136031	Final
Description of Use:	Recreation OUTDOOR PLAY AREA				Exceptions:		
Floor 4	E	2	100	3B		520136031	Final
Description of Use:	Academies and schools ACCESSORY ADMINISTRATIVE OFFICES, UTILITY ROOMS AND ACCESSORY TOILETS				Exceptions:		
Floor 4	E	58	100	3A		520136031	Final
Description of Use:	Academies and schools CLASSROOMS				Exceptions:		
Roof	F-2	N/A	100	3B		520136031	Final
Description of Use:	Mechanical and/or electrical equipment rooms MECHANICAL EQUIPMENT AT HIGH ROOF				Exceptions:		

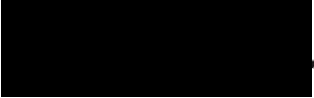


Permissible Use and Occupancy

FLOOR	Occ Group	Max. Persons Permitted	Live Loads (lbs per sq ft)	Zoning Use Group	Dwelling or Rooming Units	Job Reference	Certificate of Occupancy Type
Roof	A-3	149	100	3B		520136031	Final
Description of Use: Recreation OUTDOOR RECESS					Exceptions:		

CofO Comments: PRIVATE SCHOOL FOR 455 CHILDREN; GRADES K - 8; AGES 5 - 14; CELLAR TO BE DRY FLOODPROOFED, EXHIBITS I & III CRFN # 690337 & 686759

Borough Commissioner



Commissioner

