

Application: Mott Haven Academy Charter School

Zennea Chetta - zchetta@havenacademy.org
2023-2024 Annual Report

Summary

ID: 0000000273

Status: Annual Report Submission

Last submitted: Jul 30 2024 02:00 PM (EDT)

Entry 1 – School Information and Cover Page

Completed - Jul 30 2024

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 2023-2024 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, 2024**) or you may not be assigned the correct tasks.

BASIC INFORMATION

a. LEGAL SCHOOL NAME (as chartered)

(Select name from the drop down menu)

MOTT HAVEN ACADEMY CHARTER SCHOOL 800000061086

b. Unofficial or Popular School Name

Haven Academy

c. CHARTER AUTHORIZER (As of June 30th, 2024)

Please select the correct authorizer as of June 30, 2024 or you may not be assigned the correct tasks.

NEW YORK CITY CHANCELLOR OF EDUCATION

c. School Unionized

Is your charter school unionized?

No

d. District/CSD of Location

CSD # 7 - BRONX

e. Date of Approved Initial Charter

Jan 1 2008

f. Date School First Opened for Instruction

Aug 1 2008

g. Approved School Mission and Key Design Elements

(Regents, NYCDOE and Buffalo BOE authorized schools only)

Mission

Haven Academy is redefining school by intentionally designing spaces and programs to meet the academic and social-emotional needs of all children, with a focus on those impacted by the child welfare system. United with our scholars and their families, we aim to dismantle systemic barriers to success through comprehensive support services, responsive curriculum, predictability, and an emphasis on voice and choice. We lead with empathy and forge deep relationships to build a better future in service of our resilient, resourceful, and independent scholars.

KDEs

Trauma-Informed Environment

We maintain a safe, nurturing climate by dedicating significant time to the development of our school culture with a specific focus on social emotional (SE) programming. All staff are trained in the effects of trauma on learning and building positive attachments using approaches like Responsive Classroom, Love and Logic, and PBIS. Our SE staff use evidence-based practices such as

Second Step to teach key social skills like self-regulation and problem solving.

Data Driven Decision Making

Haven Academy thoughtfully uses assessments and data to drive our curriculum development and daily student instruction. Instructional Staff and Leadership regularly collect and analyze data on individual scholar progress and school wide trends to differentiate instruction, guide daily teaching, and inform areas that require remediation and

support.

Supportive School Culture and Climate

Haven Academy is committed to teaching students to be problem solvers and critical thinkers, to respect and challenge intellectual ideas, to resolve conflicts peacefully, and form opinions in an environment that values trust. We continue to implement evidence-based Social Emotional curricula as well as school-wide Positive Behavior Supports.

Rigorous Standards-Based Curriculum

Significant efforts are undertaken to align the school's curriculum with the Common Core Learning Standards. We utilize a curriculum revision protocol in order to guarantee that all of the Common Core Learning Standards are taught in ELA and math. We have detailed scope and sequences, curriculum maps, and assessment schedules, which allow for teachers and coaches to continue the work of developing unit and lesson plans during weekly grade level meetings and check-ins.

High Attendance Percentages and Systems

We believe high attendance for all students is critical to academic success. We take pride in high daily attendance rates and our reduction in chronic absenteeism. Our multi-disciplinary attendance team tracks absences on a daily basis and follows up with families by phone with each absence. We also provide more intensive coaching for families with chronic absenteeism by pairing them with a specific staff member who helps identify barriers,

reduce those barriers, and reinforce attendance.

Parents as Partners

Haven Academy provides comprehensive wrap around services to our families to ensure the consistency of support available both at home and school through one-on-one coaching, workshops, and other parent engagement opportunities. We value the relationship we cultivate with our families and work tirelessly to ensure that our families are not only heard but that their input informs our daily functioning and programming.

Community Partnership

At the core of our mission, is our partnership with The New York Foundling. Additionally, we work in tandem with several other child welfare agencies as well as other community based organizations that provide our families with critical needs such as housing, medical, and mental health resources. We employ several support staff members who help facilitate these partnerships and make resources available to families.

h. School Website Address

Havenacademy.org

i. Total Approved Charter Enrollment for 2023-2024 School Year

468

j. Total Enrollment on June 30, 2024 - excluding Pre-K program enrollment

438

k. Grades Served

Grades served during the 2023-2024 school year (exclude Pre-K program students):

Responses Selected:

Kindergarten

1

2

3

4

5

6

7

8

l. Charter Management Organization/Educational Management Organization

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

No

FACILITIES INFORMATION

m. FACILITIES: Owned, rented, leased to educate students

Will the school maintain or operate multiple sites in 2024-2025?

No, just one site.

School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades Served at Site for 2023-2024 School Year (K-5, 6-9, etc.)	Grades to be Served at Site for 2024-2025 school year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	170 Brown Pl Bronx, Ny 10454	7182927015	NYC CSD 7	K-8	K-8	6-8

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Jessica Nauiokas	Executive Director	347-854-0835	718-292-7015	jnauiakas@havenacademy.org
Operational Leader	Milagros Torres	Director of HR	347-854-0819	718-292-7015	mtorres@havenacademy.org
Compliance Contact	Zennea Chetta	CIO	718-292-7015	516-698-9229	zchetta@havenacademy.org
Complaint Contact	Michael Windram	Principal	347-854-0840	718-292-7015	mwindram@havenacademy.org
DASA Coordinator	Gwendy Fuentes	Director of Social Services	347-854-0864	718-292-7015	gfuentes@havenacademy.org
Phone Contact for After Hours Emergencies	Jessica Nauiokas	Executive Director	347-854-0835	917-806-0777	zchetta@havenacademy.org

m1b. Is site 1 in public space or in private space?

Private Space

m1c. Is site 1 in a co-located or not in a co-located facility?

Responses Selected:

Not Co-Located

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

m1e. 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, 2024.

Fire inspection certificates must be updated annually. For the upcoming school year 2024-2025, please submit a current fire inspection certificate.

If the fire inspection certificate will expire between the August 1, 2024, submission of the Annual Report and the November 1 Annual Report submission please submit the new certificate with the Annual Report entries due no later than 11:59 PM on November 1, 2024.

Site 1 Certificate of Occupancy (COO)

[_Certificate of Occupancy 170 Brown UPDATED 2022.pdf](#)

Filename: _Certificate of Occupancy 170 Brown UPDATED 2022.pdf **Size:** 88.8 kB

Site 1 Fire Inspection Report

This is required, marked optional for administrative purposes.

[permitsitespecific_20240521_053235 \(1\).pdf](#)

Filename: permitsitespecific_20240521_053235 (1).pdf **Size:** 297.1 kB

n. List of owned, rented, leased facilities not used to educate students and the purpose of each.

Separate by semi-colon (;)

N/A

o1. Total Number of School Calendar Days

181

o2. Total Number of Instructional Hours by Month (Entries are required for all months. Enter a zero for months with no instructional hours.)

January 2024	18
February 2024	15
March 2024	20
April 2024	17
May 2024	21
June 2024	13
July 2023	0
August 2023	6
September 2023	19
October 2023	21
November 2023	16
December 2023	15

CHARTER REVISIONS DURING THE 2023-2024 SCHOOL YEAR

p. Summary of Material and Non-Material Charter Revisions approved or pending in 2023-2024, including updates to the school’s board of trustees’ bylaws, enrollment policy, discipline policy, or complaint policy.

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

Does the school have any material or non-material revisions approved or pending?

No

ATTESTATIONS

q. Name/Position of Person Completing/Submitting the 2023-2024 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	Zennea Chetta
Position	Chief Information Officer
Phone/Extension	718-292-7015
Email	zchetta@havenacademy.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 7 (Employee Fingerprint Requirements Attestation):


Our E-Signatures (not digital 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 7 and found in the [NYSED CSO Fingerprint Clearance Oct 2019 Memo](#). Click **YES** to agree.

Responses Selected:

Yes

Signature, Head of Charter School

(If you are not signing the application now, please click "Clear" on both signature fields before saving this task or else the system will return an error.)

The image shows two handwritten signatures in black ink on a light gray background. The signature on the left is a stylized, cursive signature. The signature on the right is a more complex, cursive signature with a long horizontal stroke extending to the right.

Signature, President of the Board of Trustees

(If you are not signing the application now, please click "Clear" on both signature fields before saving this task or else the system will return an error.)



Date

Jul 20 2024



Thank you.

Entry 2 – Links to Critical Documents on School Website

Completed - Jul 30 2024

Instructions

Required of ALL Charter Schools (Note that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved Dignity for All Students Act (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. All links must be readily found on the school's website.

1. Current Annual Report (i.e., 2023-2024 Annual Report);[\[1\]](#)
2. Board meeting notices, agendas and documents;
3. New York State School Report Card. This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State law;[\[2\]](#) (Even if there is no school data yet reported, provide a direct web link to the most recent [New York State School Report Card](#) for the charter school.
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 July 2023 [Emergency Response Plan Memo](#) – Charter Schools Only);
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

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

[2] SRC data is included in the reporting requirements for New York charter schools in 8 NYCRR 119.3.

Entry 2 – Links to Critical Documents on School Website

School Name: Mott Haven Academy Charter School

Required of ALL Charter Schools (Note that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved Dignity for All Students Act (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. All links must be readily found on the school's website.

[New York State Report Card](#)

[Emergency Response Plan Memo](#)

[NYSED Subject Matter List](#)

	Link to Documents
1. Current Annual Report (i.e., 2023-2024 Annual Report)	https://havenacademy.org/about-us/annual-accountability-reports/
2. Board meeting notices, agendas and documents	https://havenacademy.org/staff-board/board/
3. New York State School Report Card. This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State law; (Even if there is no school data yet reported, provide a direct web link to the most recent New York State School Report Card for the charter school.	https://havenacademy.org/about-us/annual-accountability-reports/
4a. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	https://havenacademy.org/resources/parent-resources/
4b. Authorizer-approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	https://havenacademy.org/resources/parent-resources/
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	https://havenacademy.org/resources/parent-resources/
6. Authorizer-approved FOIL Policy	https://havenacademy.org/resources/parent-resources/
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	https://havenacademy.org/resources/parent-resources/

Thank you.



Entry 3 – Board of Trustees Disclosure of Financial Interest Form

Completed - Jul 30 2024

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 2023-2024 school year must complete and sign a Trustee [Disclosure of Financial Interest Form](#) due **no later than 11:59 PM on August 1, 2024**. 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 2023-2024 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.

[DOFI Christine Stokes 23-24](#)

Filename: DOFI_Christine_Stokes_23-24.pdf Size: 334.3 kB

[DOFI Jessica Nauiokas 23-24](#)

Filename: DOFI_Jessica_Nauiokas_23-24.pdf Size: 88.1 kB

[DOFI Reina Batrony 23-24](#)

Filename: DOFI_Reina_Batrony_23-24.pdf Size: 99.8 kB

[Mott Haven Academy - F](#)

Filename: Mott_Haven_Academy_-_F_Howell_Dis_v2UHQf3.pdf Size: 96.6 kB

[DOFI Nancy King 23-24](#)

Filename: DOFI_Nancy_King_23-24.pdf Size: 461.5 kB

[DOFI Patricia Mulvaney 23-24](#)

Filename: DOFI_Patricia_Mulvaney_23-24.pdf Size: 2.2 MB

[DOFI Meghan Mackay 23-24](#)

Filename: DOFI_Meghan_Mackay_23-24.pdf Size: 524.3 kB

[DOFI Warren Lilien 23-24](#)

Filename: DOFI_Warren_Lilien_23-24.pdf Size: 666.6 kB

[DOFI Janet Campagna 23-24](#)

Filename: DOFI_Janet_Campagna_23-24.pdf Size: 2.5 MB

Entry 4 – Board of Trustees Membership Table

Completed - Jul 30 2024

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 4 – Board of Trustees Membership 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?

NYCDOE

1. 2023-2024 Board Member Information (Enter info for each BOT member)

	Voting Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliation (s)	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 2023-2024
1	Patricia Mulvane y	mulvane.ytrish@gmail.com	Chair	Finance	Yes	16	03/01/2008	08/01/2020	12
2	Janet Campagna	janet.campagna57@gmail.com	Treasurer	Finance	Yes	16	03/01/2008	08/01/2020	9
3	Jessica Nauiokas	Jnauiokas@have.nacademy.org	Secretary	Education	No	16	03/01/2008	08/01/2020	12
4	Meghan Mackay	meghanmackay@gmail.com	Trustee/Member	Education/Fundraising	Yes	15	11/01/2009	08/01/2020	12
5	Christine S	cmbs@s	Trustee/Member	Finance	Yes	6	08/30/2018	08/01/2020	11

	t o k e s	t o k e s @ g m a i l .c o m							
6	Melanie Hartzog	Melanie. Hartzog @NYFou ndling.o rg	Trustee/ Member	Finance	Yes	2	04/08/20 22	4/17/202 4	7
7	Fanon Howell	fhowell @carne hill.org	Trustee/ Member	Educati on and Account ability	Yes	3	04/08/20 22	08/01/20 70	8
8	Nancy King	nancyki ng64@g mail.com	Trustee/ Member	Finance and Fundraisi ng	Yes	2	7/01/202 2	08/01/20 70	10
9	Reina Batrony	reina.bat rony@ny. foundling .org	Trustee/ Member	Finance/ Educatio n	Yes	1	4/17/202 4	08/01/20 70	5 or less

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

Yes

1b. Board Member Information

	Voting Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliation (s)	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2023-2024
10	Warren Lilien	Warren.Lilien@lw.com	Trustee/Member	Finance/Fundraising	Yes	1	05/22/2024	08/01/2020	5 or less
11									
12									
13									
14									
15									

1c. Are there more than 15 members of the Board of Trustees?

No

2. Number of board meetings conducted in 2023-2024

12

3. Number of board meetings scheduled for the 2024-2025 school year

12

4. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total number of Voting Members on June 30, 2024	8
b. Total number of Voting Members added during the 2023-2024 school year	2
c. Total number of Voting Members who left the board during 2023-2024 school year	1
d. Total Maximum Number of Voting Members in 2023-2024; as set by the board in bylaws, resolution, or minutes	13

5. INFORMATION ABOUT NON-VOTING MEMBERS OF THE BOARD OF TRUSTEES (REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED ONLY)

a. Total number of Non-Voting Members on June 30, 2024	1
b. Total number of Non-Voting Members added during the 2023-2024 school year	0
c. Total number of Non-Voting Members who left the board during the 2023-2024 school year	0
d. Total Maximum Number of Non-Voting members in 2023-2024, as set by the board in bylaws, resolution, or minutes set by the board in bylaws, resolution, or minutes	2
e. Board members attending 8 or fewer meetings during 2023-2024	4

Thank you.

Entry 5 – Board Meeting Minutes

Completed - Jul 30 2024

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

Schools must upload a complete set of final monthly board meeting minutes (July 2023-June 2024), which should match the number of meetings held during the 2023-2024 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 **no later than 11:59 PM on August 1, 2024**.

Haven Minutes July 2023-June 2024 signed

Filename: Haven_Minutes_July_2023-June_2024_signed.pdf Size: 12.9 MB

Entry 6 – Enrollment & Retention

Completed - Jul 30 2024

Instructions for submitting Enrollment and Retention Efforts

Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2023-2024 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWD), English Language Learner(s) (ELL), 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 2024-2025.

***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 6 – Enrollment and Retention of Special Populations

Good Faith Efforts to Meet Recruitment Targets (Attract)

	Describe Recruitment Efforts in 2023-2024	Describe Recruitment Plans in 2024-2025
Students with Disabilities	<p>24% of our students are classified as Students with Disabilities, which is comparable to our District (7). Our Director of SPED works with families through the application and recruitment process to ensure that students are in the right placement and have all needed accommodations in place when they enter our school.</p>	<p>Our Director of SPED works with families through the application and recruitment process to ensure that students are in the right placement and have all needed accommodations in place when they enter our school.</p>
English Language Learners	<p>16% of our student population are ELLs, the vast majority being Spanish speaking, which is comparable to our District (7). We publish all school recruitment material in Spanish and English in order to reach all families in our community. We employ Spanish speaking recruitment staff to ensure that the process is smooth and easy for all families. Our school offers appropriate ELL services for all students required to participate in these services. We continue to make the application and/or orientation processes accessible for non-English speaking community members. Additional staff members have been added who bring experience with this population.</p>	<p>Since our efforts have been effective we will continue to publish all school recruitment material in Spanish and English in order to reach all families in our community. Employ Spanish speaking recruitment staff to ensure that the process is smooth and easy for all families. Offer appropriate ELL services for all students required to participate in these services. We continue to make the application and/or orientation processes accessible for non-English speaking community members. Additional staff members have been added who bring experience with this population.</p>
Economically Disadvantaged	<p>97% of our student population is eligible for Free or Reduced Price. Our school is situated in the South Bronx in one of the poorest congressional districts in the country. We work closely with many community organizations in the neighborhood to recruit our student population from the surrounding</p>	<p>Since our efforts have been effective we will continue to work closely with many community organizations in the neighborhood to recruit our student population from the surrounding areas. We always have a wait-list for admission that includes mostly students from the surrounding neighborhoods who</p>

areas. We always have a wait-list for admission that includes mostly students from the surrounding neighborhoods who are economically disadvantaged. Since we opened a middle school during this school year, we were planful about middle school design and recruitment efforts to ensure that our seats are filled by our target population (especially economically disadvantaged.) Efforts included: Filling seats with mission fit students, recruiting at child-welfare agencies, advertising in locations likely to have FRPL students such as homeless shelters.

are economically disadvantaged. Efforts include: Filling seats with mission fit students, recruiting at child-welfare agencies, advertising in locations likely to have FRPL students such as homeless shelters.

Good Faith Efforts To Meet Retention Targets

	Describe Retention Efforts in 2023-2024	Describe Retention Plans in 2024-2025
Students with Disabilities	Haven Academy has a dedicated SPED director and CTT classrooms on every grade level to ensure that the needs of our SPED scholars are always met. We worked closely with the scholars' families and the CSE to ensure that proper and stellar services are offered.	Haven Academy will continue to have a dedicated SPED director and CTT classrooms on every grade level to ensure that the needs of our SPED scholars are always met. We continue to work closely with the scholars' families and the CSE to ensure that proper and stellar services are offered.
English Language Learners	Haven Academy will continue to offer ELL services to meet the needs of our ELL students and their families. Our Spanish speaking staff and Spanish materials will help our families of ELLs to continue to thrive in our school environment.	Haven Academy will continue to offer ELL services to meet the needs of our ELL students and their families. Our Spanish speaking staff and Spanish materials will help our families of ELLs to continue to thrive in our school environment
Economically Disadvantaged	97% of our population is economically disadvantaged and that number is mirrored closely in our surrounding community. We continue to work closely with community organizations and in house social emotional teams to ensure that our families' needs are met and they feel supported at Haven Academy. While designing our Middle School we collected input from our constituents to ensure the school's program met their educational priorities.	e continue to work closely with community organizations and in house social emotional teams to ensure that our families' needs are met and they feel supported at Haven Academy. Our goal is to successfully matriculate 100% of our Elementary School students of middle school age to middle school.

Entry 7 – Employee Fingerprint Requirements Attestation

Completed - Jul 30 2024

Entry 7 – 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] 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 [NYSED CSO Employee Clearance and Fingerprint Memo](#) or visit the NYSED website at [Who Must Be Fingerprinted Charts](#) for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must 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](#).

Attestation

Responses Selected:

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

Entry 8 – Organization Chart

Completed - Jul 30 2024

Instructions

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

Upload the 2023-2024 **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.

Haven Org Chart 2024

Filename: Haven_Org_Chart_2024.pdf Size: 81.0 kB

Entry 9 – School Calendar

Completed - Jul 30 2024

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 it **no later than 11:59 PM on August 1, 2024**. Charter schools must upload a final school calendar into the portal and may do so at any time but **no later than 11:59 PM on September 16, 2024**.

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.

Sample Calendar:

12 Month Calendar 2021-2022
184 Instructional Days

July

Mon	Tues	Wed	Thurs	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

January (20)

Mon	Tues	Wed	Thurs	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

August

Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

February (15)

Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28				

September (18)

Mon	Tues	Wed	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

March (23)

Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

October (20)

Mon	Tues	Wed	Thurs	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

April (15)

Mon	Tues	Wed	Thurs	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

November (18)

Mon	Tues	Wed	Thurs	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

May (21)

Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

December (17)

Mon	Tues	Wed	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

June (17)

Mon	Tues	Wed	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

Staff Report - August 23rd
 Early Dismissal Days
 Holiday/Recess (No Students or Staff)

Superintendent's Conference Day (No School for Students)
 Regents and School-level Exams

September 8, 2021 All Grade Levels Report
 June 24, 2022 - Last Day of School

[Calendar 2024- 2025](#)

Filename: Calendar_2024-_2025.pdf Size: 113.1 kB

Entry 10 – Faculty/Staff Roster Template

Completed - Jul 30 2024

[INSTRUCTIONS](#)

Required of Regents, NYCDOE, and Buffalo BOE-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 2023-2024 school year).

Use of the 2023-2024 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

[faculty-staff-roster-template-2024](#)

Filename: faculty-staff-roster-template-202_r7ChOau.xlsx Size: 40.1 kB

Entry 11 – Progress Toward Goals

Completed - Jul 30 2024

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 **no later than 11:59 PM on September 16, 2024**.

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 11:59 PM on November 1, 2024.**

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

Entry 11 – 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, 2024.

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, 2024.**

2023-2024 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	For each year of the school's next charter term, the school will show academic performance with a percent of students proficient at or above Level 3 that meets or exceeds the percent proficient of the Community School District (CSD) of location and also meets or exceeds the citywide percent proficient on the New York State ELA examination.	New York State ELA examination		Results Pending

<p>Academic Goal 2</p>	<p>For each year of the school's next charter term, the school will show academic performance with a percent of students proficient at or above Level 3 that meets or exceeds the percent proficient of the Community School District (CSD) of location and also meets or exceeds the citywide percent proficient on the New York State math examination.</p>	<p>New York State Math examination</p>		<p>Results Pending</p>
<p>Academic Goal 3</p>	<p>For each year of the school's next charter term, each grade-level cohort will demonstrate growth with a reduction by a half the gap between the percent at or above Level 3 on the previous year's NYS ELA exam (baseline) and the CSD or citywide percent (whichever is higher) of students proficient at or above Level 3 on the current year's State ELA exam. For schools in which the number of students scoring above</p>	<p>New York State ELA examination</p>		<p>Results Pending</p>

	<p>proficiency in a grade-level cohort exceeded the CSD or citywide percent proficient (whichever is higher) on the previous year's ELA exam, the school is expected to demonstrate growth comparable to the CSD in the current year</p>			
Academic Goal 4	<p>For each year of the school's next charter term, each grade-level cohort will demonstrate growth with a reduction by a half the gap between the percent at or above Level 3 on the previous year's NYS math exam (baseline) and the CSD or citywide percent (whichever is higher) of students proficient at or above Level 3 on the current year's State math exam. For schools in which the number of students scoring above proficiency in a grade-level cohort exceeded the CSD or citywide percent proficient (whichever is higher) on the previous year's math exam,</p>	New York State Math examination		Results Pending

	the school is expected to demonstrate growth comparable to the CSD in the current year			
Academic Goal 5	In each year of the charter term, 75 percent of students enrolled for three or more years will perform at or above a level 3 on the NYS fourth grade science exam.	NYS fourth grade science examination	Unable to Assess	Assessment no longer given
Academic Goal 6	In each year of the charter term, for child welfare involved students enrolled in at least their second year at Haven Academy, with respect to the NYS ELA assessment, the percent proficient will meet or exceed the proficiency demonstrated by the students in the same tested grades in the district of location.	New York State ELA examination		Results Pending
Academic Goal 7	In each year of the charter term, for child welfare involved students enrolled in	New York State Math examination		Results Pending

	<p>at least their second year at Haven Academy, with respect to the NYS mathematics assessment, the percent proficient will meet or exceed the proficiency demonstrated by the students in the same tested grades in the district of location</p>			
Academic Goal 8	<p>In each year of the charter term, for general community/non-child welfare involved students enrolled in at least their second year at Haven Academy, with respect to the NYS ELA assessment, the percent proficient will meet or exceed the proficiency demonstrated by students in the same tested grades in in the district of location.</p>	New York State ELA examination		Results Pending
Academic Goal 9	<p>In each year of the charter term, for general community/non-child welfare involved students enrolled in at least their second year at Haven Academy, with respect to the</p>	New York State Math examination		Results Pending

	<p>NYS mathematics assessment, the percent proficient will meet or exceed the proficiency demonstrated by students in the same tested grades in in the district of location.</p>			
Academic Goal 10				

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's "General Community and Foster Care" populations will have a daily student attendance rate of at least 95 percent. The school's overall attendance (including Prevention students) will be minimally 92 percent.	Internal Attendance Reporting	Not Met	Attendance initiatives under revision due to post covid challenges in student/family/school priority. School will evaluate goal during this year's charter renewal
Org Goal 2	Each year, 95 percent of all students enrolled during the course of the year will return the following September(excluding those who leave the school because they move out of the city, lack reasonable transportation or have been re-assigned a school placement for a more restrictive special education setting)	ATS Reports and Enrollment Records	Met	

Org Goal 3	Each year, 90 percent of all instructional staff employed during the prior school year will return and/or be asked to return the following school year.	Internal Reporting	Met	
Org Goal 4	In each year of the charter term, parents will express satisfaction with the school's program, based on the NYC DOE School Survey. On key questions as identified in the NYC DOE Charter Schools Accountability Handbook, 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 parents participate in the survey.	NYC DOE School Survey	Met	
Org Goal 5	In each year of the charter term, staff will express satisfaction with the school's program, based on the NYC DOE School Survey. On key questions as	NYC DOE School Survey	Met	

	<p>identified in the NYC DOE Charter Schools Accountability Handbook, the 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 staff participate in the survey.</p>			
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	Each year, the school will operate on a balanced budget and maintain a stable cash flow.	School Financials	Met	
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

(No response)

2021-2022 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 6				
Financial Goal 7				
Financial Goal 8				
Financial Goal 9				
Financial Goal 10				

Thank you.

Entry 12 – Audited Financial Statements

Incomplete

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 11:59 PM on November 1, 2024**. **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 11:59 PM on November 1, 2024**. 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 2024 but will be identified as a required task thereafter and due on November 1, 2024. This is a required task, and it is marked optional for administrative purposes only.

Entry 12c – Additional Financial Documents

Incomplete

Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents and submit **no later than 11:59 PM on November 1, 2024**. 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.

Entry 12d – Financial Contact Information

Completed - Jul 30 2024

Regents, NYCDOE, and Buffalo BOE authorized schools should enter financial contact information directly into the form within the portal no later than 11:59 PM on November 1, 2024.

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
	Jessica Nauiokas	jnauiakas@havenacademy.org	718-292-7015

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	BDO, Jimmy Vora, CPA	jvora@bdo.com	646-519-7133	4

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
	CSBM	Karen Daniels	237 W 35th st suite 301 New York, NY 10001	kdaniels@csbm.com	646-448-8723	16

Entry 13 – Fiscal Year 2024-2025 Budget

Incomplete

SUNY-authorized charter schools should download the [2024-2025 Budget and Quarterly Report Template and the 2024-2025 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 no later than 11:59 PM on November 1, 2024.**

Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY25 Budget using the [2024-2025 Budget Template](#) into the Annual Report Portal or from the Annual Report website. **Due no later than 11:59 PM on November 1, 2024.**

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.

Optional Additional Documents to Upload (BOR)

Incomplete

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

Trustee Name:

Name of Charter School Education Corporation:

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

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

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: Jessica Nauiokas

Name of Charter School Education Corporation:

Mott Haven Academy 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.).

Executive Director and trustee

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

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?

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?

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?

Employed by the organization since 2008

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
None	None	None	None

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

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

-

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: 347-854-0835

Business Address: 170 Brown Place, Bronx NY 10454

E-mail Address: jnauiakas@havenacademy.org

Home Telephone:

Home Address: 211 East 3rd Street, NY, NY 10009

Signature: Jessica Nauiakas, Executive Director



DATE: July 17, 2024

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 Proposed Board of Trustees Member

Name: Reïna Batrony

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

Mott Haven Academy Charter School

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

Board Member

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

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

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

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

No

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

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

No

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

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

No

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

Yes No

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

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

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

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

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

Reina Batrony

Signature

5/29/2024
Date

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

Business Telephone: 347-9132957 _____

Business Address: 590 Avenue of the Americas, 7th floor, New York, NY 10011

E-mail Address: reina.batrony@nyfoundling.org

Home Telephone: 646-726-2953 _____

Home Address: 4727 Little Neck Pkwy, Apt 4C, Little Neck, NY 11362 _____

last revised 04/2021

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

Trustee Name:

Fanon J. Howell, Ph.D.

Name of Charter School Education Corporation:

Mott Haven Academy 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.).
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.

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
The Carmel Hill Fund Education Program (CHFEP)	Student Literacy & Reading Support Services	15-20K Annual	Fanon Howell, Director The Carmel Hill Fund Education Program	Transparent & non-partisan consultation. Reporting of CHFEP financial gifting and support.

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:

(212) 426-8404 ext. 4165

Business Address:

475 Riverside Drive, Suite 1846 NY, NY 10115

E-mail Address:

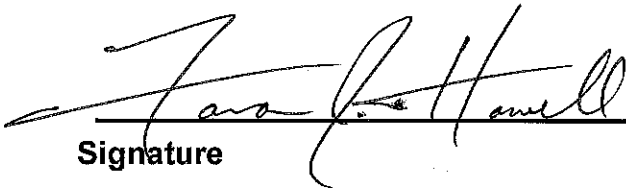
fhowell@carmelhill.org

Home Telephone:

(347) 837-0225

Home Address:

8 Duers Court Ossining, NY 10562



Signature

7/26/24

Date

Acceptable signature formats include:

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- Print form, manually sign, scan to PDF

last revised 04/2022

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

Trustee Name:

Name of Charter School Education Corporation:

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

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

Acceptable signature formats include:

- Digitally certified PDF signature
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last revised 04/2022

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

Trustee Name:

PATRICIA MULVANEY

Name of Charter School Education Corporation:

MOTT HAVEN ACADEMY 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.).

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.

Board member of The New
York Foundling

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:

mulvaneytrish@gmail.com

Home Telephone:

732.610.2625

Home Address:

500 Cinnamon Beach Way #431
Palm Coast, FL 32137

Patricia Mulvaney 7/24/24
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:

Meghan Mackay

Name of Charter School Education Corporation:

Mott Haven Academy 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.).

Member of the 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.

I am the Executive Director of the LeveragED Foundation, a non-profit operating foundation. We offer ongoing experiences and resources for enrichment and professional growth for education leaders across the country. We cultivate networks of diverse education leaders, connect them to each other, and amplify their voices, ideas, collective learnings, and unique experiences. Jessica Nauiokas participates in our Collective. All programs are pro bono, so there is no cost to individuals or organizations.

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
2018-2024	None - my organization provides pro bono services.	N/A - there is no conflict of interest	Me - Meghan Mackay

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:

415-260-5693

Business Address:

PO Box 15201, Albany, NY 12212

E-mail Address:

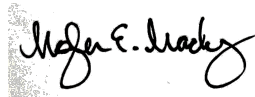
mmackay@leveragedfoundation.org

Home Telephone:

415-260-5693

Home Address:

47 W 70th Street, New York, NY 10023



7/22/24

Signature

Date

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last revised 04/2022

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

Trustee Name:

Warren Liles

Name of Charter School Education Corporation:

Mott Haven Academy 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.).

Member at-large

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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212 906 1200

Business Address:

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E-mail Address:


warren.lilien@lw.com

Home Telephone:

203 512 7625

Home Address:

38 Jones Park Dr, Riverside, CT 06878

 7/24/24
Signature Date

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last revised 04/2022

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:

N/A

Business Address:

N/A

E-mail Address:

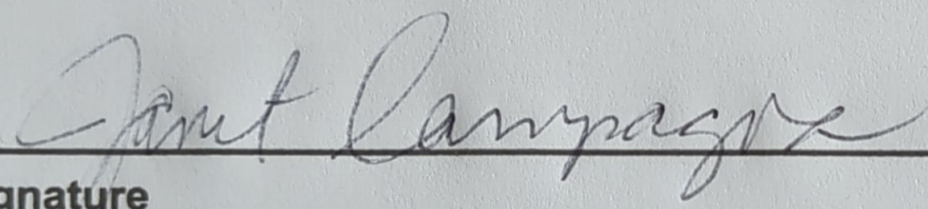
janet.campagna57@gmail.com

Home Telephone:

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Home Address:

105 Ocean Avenue, Wells, ME 04090

 7/24/2024
Signature **Date**

Acceptable signature formats include:

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

Disclosure of Financial Interest by a Current
or Former Trustee

Trustee Name:

Janet Campagna

Name of Charter School Education Corporation:

Mott Haven Academy

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

**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL
July 19, 2023**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Melanie Hartzog, Janet Campagna, Nancy King, Christine Stokes, Fanon Howell, Meghan Mackay, and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Vyasa Autar, Lower School Assistant Principal, Shelivia Ocasio, Middle School Assistant Principal, Sherrie Henry, Chief Operating and Talent Officer, Zennea Chetta, Chief Information Officer. Guests Included: Kirkley Strand, The New York Foundling.

1. Approval of Prior Board Meeting Minutes

- a. June 21, 2023 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Lower School and Upper School Report- Haven Academy is moving 5th grade into the upper school grade band with the upper school principal now overseeing grades 5-8 and the lower school principal overseeing grades Prek-4.
- b. 8th Grade Regents Results- Haven Academy shared results for both the Living Environment Regents and the US History Framework Regents for the 8th grade students and discussed what practices worked and how we can improve on our practices.

3. Personnel, Operational and Financial Matters

- a. Launch of Haven's new ClearCompany platform- Haven Academy reports on the launch of a new talent management platform as a tool for bi-annual reviews and feedback for 12 month team members. The purpose of this platform launch is to align talent goals with larger school objectives, set clear goals and expectations and provide data for decision making in order to retain the most talented teammates.
- b. Retirement plan TPA transition from MAGII to Alliant finalized
- c. Monthly Financials and the details of the close out of FY 23 were shared and discussed.

4. Legal, Regulatory and Governance Matters

- a. Initial launch of CCLC funding and program- Haven Academy shared the initial stages of launching the NYS 21st Century Community Learning Centers (CCLC) grant program. The board discussed staffing the program and the options for program management and compliance.

- b. Stakeholder input sessions and plans ongoing for consolidated title 1 application, ERC and remaining ARP programs- Haven Academy will hold stakeholder meetings in August to discuss the use of federal funding that Haven receives.

5. Executive Session- None Held

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: Patricia Mulvaney
Patricia Mulvaney, Board Chair

**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL
August 30, 2023**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Melanie Hartzog, Janet Campagna, Christine Stokes, Meghan Mackay, and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Michael Windram, Lower School Principal, Tyra Williams, Lower School Principal, Shelivia Ocasio, Upper School Assistant Principal, Zennea Chetta, Chief Information Officer. Guests Included: Kirkley Strand, The New York Foundling.

1. Approval of Prior Board Meeting Minutes

- a. July 19, 2023 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Lower School and Upper School Report: the lower school and upper school reported on the completion of the staff Summer Institute, the hiring of new team members and the start of the new school.
- b. This Year's Implementation Dashboard Goals- Haven Academy shared out the implementation dashboard for this year with the internal goals and how goals are used by the leadership team to increase academic and organizational success.
- c. "Big Rock" Priorities for the year and methods for meeting goals: The board had an opportunity to review the "Big Rocks" that the leadership has set this year as priorities for success. The board was given an opportunity to review the methods planned to meet these goals and ask clarifying questions regarding the goals and strategies.

3. Personnel, Operational and Financial Matters

- a. Summary of feedback for 12 month staff Launch of Haven's new ClearCompany platform as a tool for bi-annual reviews and new launch for 10-month out of classroom staff- Haven Academy reported on the results of the first round of staff reviews using ClearCompany for the 12-month staff and the plan to add the 10-month student.
- b. Staffing and Vacancy updates: The school reported that there is one instructional position open in lower school and one in the middle school.
- c. Monthly financials: The board reviewed the summary of the monthly

financial report and had the chance to discuss current enrollment targets and numbers.

4. Legal, Regulatory and Governance Matters

- a. Annual Financial Audit Timeline shared. Board and finance committee team members committed to reviewing relevant financial materials as part of the audit process.
- b. Annual Report submitted Aug 1.
- c. Consolidated Title Application Submitted and grant priorities reviewed.

5. Executive Session- None Held

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: Patricia Mulvaney
Patricia Mulvaney, Board Chair

**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL
September 20, 2023**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Janet Campagna, Christine Stokes, Meghan Mackay, Nancy King, Fanon Howell, and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Michael Windram, Lower School Principal, Tyra Williams, Upper School Principal, Shelivia Ocasio, Upper School Assistant Principal, Kinnery Shah, Assistant Principal Grades 3-4, Zennea Chetta, Chief Information Officer, Alyssandra Jaquith, Director of ENL Services and Family Initiatives. Guests Included: Kirkley Strand, The New York Foundling.

1. Approval of Prior Board Meeting Minutes

- a. August 30, 2023 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Lower School and Upper School Report- The Lower School reported on developing relationships with both students and staff and developing a strong culture of community. All grades have taken baseline assessments and will begin data action planning next week to create leveled small groups for individualized instruction. Kinnery Shah, Assistant Principal, Grades 3-4, was introduced to the board. The Upper School leadership team has conducted observations and had feedback sessions with all instructional team members and will begin implementing coaching where needed.
- b. Progress on program and support for language learners- Haven Academy shared successes in the current ENL program and the changes that have been made to the program in order to move students to proficiency in the English language. Haven Academy had nearly double the amount of students who tested out of the program, at the end of last year, than ever in the past. Haven Academy shared the tool-kit that was developed for Newcomer ENL students and the significant growth our newcomers made last year.
- c. ELA Curriculum Overview and supports to tighten student outcomes- Haven Academy provided an overview of the ELA curriculum that will be used this year and the steps that are being taken to improve student

outcomes. Including, but not limited to, additional coaching and training of staff, recommitment to Accelerated Reader, dedicated data driven intervention blocks and cycles and leveraging online ELA platforms for targeted instruction as well.

3. Personnel, Operational and Financial Matters

- a. Submission of Stronger Connections Grant : Haven Academy has submitted an application The Stronger Connection Grant. Haven was able to apply for \$858,000 over 3 years. (\$2000/per low-income K-8 student). The majority of the ask was to cover mental health services and curricula for students in order to prevent self-harm and violence and create a safe school environment. The results of these applications should be announced in the next few months.
- b. Staffing and Vacancy updates - The open positions were shared with the board and Haven shared the order of priority for the start date for each open role.

4. Legal, Regulatory and Governance Matters

- a. Annual Financial Audit Updates - Haven will begin to engage board members to begin the financial audit season.
- b. Open Meetings Law Compliance - The board reviewed the state/city guidelines for Charter School Board Meetings and with legal counsel, Haven will remain in compliance.

5. Executive Session- None Held

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: Patricia Mulvaney
Patricia Mulvaney, Board Chair

**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL
October 25, 2023**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Janet Campagna, Melanie Hartzog, Christine Stokes, Meghan Mackay, Nancy King, Fanon Howell, and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Michael Windram, Lower School Principal, Tyra Williams, Upper School Principal, Zennea Chetta, Chief Information Officer. Guests Included: Kirkley Strand, The New York Foundling.

1. Approval of Prior Board Meeting Minutes

- a. September 20, 2023 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Lower School and Upper School Report- The Lower School reported on data and assessment cycles and targeted instruction periods. The Lower School will have a Fall Festival and community meeting this month as well. The Upper School is excited to begin offering Algebra I for 13 8th grade students in order for them to take the Regents Exam in June. The Middle School is encouraged by the participation in Accelerated Reader to encourage independent reading with the Middle School students. Many of the 8th grade students will be taking the SHSAT exam for specialized NYC high schools. PLCs began and professional learning continues to be prioritized for staff based on their selections for their own learning and growth.
- b. Review of State Test Results and Fall Data : Haven Academy shared the 22-23 NYS ELA and Math test results with year over year comparisons and comparisons to NYS and District 7. The board was given the opportunity to ask clarifying questions and discuss the results.

3. Personnel, Operational and Financial Matters

- a. Monthly Financial Report- Haven Academy reports on the monthly financials.
- b. Staffing and Vacancy updates - The open positions were shared with the board and Haven shared the order of priority for the start date for each open role.
- c. Transition to new TPA Complete and Platform Launched- The transition

has been completed and Haven Academy reported a smooth transition.
d. HKR Funding and November Performance update was given

4. Legal, Regulatory and Governance Matters

- a. Annual Financial Audit Update - Audit was completed on 10/24/2023. Two board members participated in the audit and were able to review the materials. The audit materials were made available to the whole board upon request. It was a clean audit with some notes of strength on preparation and ability to keep enrollment consistent over time.
- b. CCLC Advisory Board Launches Initial Meeting- The First meeting of the CCLC Advisory Board met in October and was attended by the independent auditor, community members, parents and staff.

5. Executive Session- None Held

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: Patricia Mulvaney
Patricia Mulvaney, Board Chair

**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL
November 15, 2023**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Melanie Hartzog, Christine Stokes, Meghan Mackay, Nancy King, Fanon Howell, and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Michael Windram, Lower School Principal, Tyra Williams, Upper School Principal, Shelivia Ocasio, Upper School Assistant Principal, Zennea Chetta, Chief Information Officer, Lauren Katzenstein, Family and Student Specialist. Guests Included: Kirkley Strand, The New York Foundling.

1. Approval of Prior Board Meeting Minutes

- a. October 25, 2023 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Lower School and Upper School Report- The Upper school Avid Students will have the opportunity to visit NYU campus as part of the College Connection Program. Students in Upper School with 100% attendance thus far will have the opportunity to attend an ice skating trip. The middle school sports teams are up and running, this includes girls and boys basketball and cross country. The Upper School Principal reported on honor roll students and celebrations for the first marking period. The Lower School recently spent time reviewing student work and recent interim assessment data to adapt interventions to meet student and classroom needs. A priority continues to be placed on professional learning and PLCs continue to meet each week.
- b. Haven Kids Rock Show and news features- The board had the opportunity to review a media piece on the Haven Kids Rock show.
- c. Discharge Data Analysis- Haven Academy shared data on student discharges and enrollment numbers over the past 5 years. The board reviewed a report on trends in reasons for discharges over the years.
- d. Enrollment Strategies Discussion- Haven Academy shared changes to recruitment strategies over the last 2 years and new recruitment initiatives for the current school year. The board participated in a discussion regarding attrition and recruitment initiatives. Haven Academy will report back on applications and recruitment throughout the year.

3. Personnel, Operational and Financial Matters

- a. Monthly Financial Report- Haven Academy reports on the monthly financials.
- b. Staffing and Vacancy updates - The open positions were shared with the board and Haven shared the order of priority for the start date for each open role.

4. Legal, Regulatory and Governance Matters

- a. CCLC Evaluation Commenced- The first evaluation for the CCLC programming commenced in November.

5. Executive Session- None Held

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: Patricia Mulvaney
Patricia Mulvaney, Board Chair

**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL
December 20, 2023**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Janet Campagna, Meghan Mackay, Melanie Hartzog, Nancy King, Fanon Howell, and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Michael Windram, Lower School Principal, Tyra Williams, Upper School Principal, Shelivia Ocasio, Upper School Assistant Principal, Zennea Chetta, Chief Information Officer. Guests Included: Kirkley Strand, The New York Foundling.

1. Approval of Prior Board Meeting Minutes

- a. November 15, 2023 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Lower School and Upper School Report- The Lower School and Upper School reported on the many winter/holiday celebrations throughout the school. The Lower School reported on the first administration of the STAR Early Literacy assessment in PreK and the professional learning communities the staff recently participated in. The Lower School welcomes the promotion of Lauren Katzenstein as our new Director of Social Services. The Upper School reported all students will have assignments for winter break and the team has been working really hard to implement MTSS (Multi-Tiered Systems of Support) in not only academic areas but also in the areas of social-emotional, behavior and attendance well-being. The Upper School reported that all 8th grade students have submitted their HS applications.
- b. PreK STAR Early Literacy Assessment-Haven Academy shared the data on the first administration in PreK of the STAR Early Literacy data. The teachers reported being excited to have new data on their students to use for targeted instruction. The board was given the opportunity to ask clarifying questions.

3. Personnel, Operational and Financial Matters

- a. Monthly Financial Report- Haven Academy reports on the monthly financials.
- b. Staffing and Vacancy updates - The open positions were shared with the

board and Haven reported on positions that have been filled.

4. Legal, Regulatory and Governance Matters

- a. CCLC Evaluation Commenced- The first evaluation for the CCLC programming commenced in November.

5. Executive Session- Held

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: Patricia Mulvaney
Patricia Mulvaney, Board Chair

**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL
Jan 17, 2024**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Janet Campagna, Meghan Mackay, Melanie Hartzog, Nancy King, Fanon Howell, Christine Stokes and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Tyra Williams, Upper School Principal, Vyasa Autar, Lower School Assistant Principal, Zennea Chetta, Chief Information Officer, Jonathan Destine, Director of Data and Assessment. Guests Included: Kirkley Strand, The New York Foundling.

1. Approval of Prior Board Meeting Minutes

- a. December 20, 2023 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Lower School and Upper School Report- The Lower School and Upper school are both looking forward to analyzing NWEA data in order to create new interventions and MTSS groups. The Lower School has partnered with the Pajama Program in PJ to help families create healthy sleep routines for our PreK students. The LS reported on family engagement events in December and January. The Upper School has two new hires that have started, a Science teacher and an Alumni Tutor.
- b. MTSS (Multi Tier Systems Support) Overview and Progress - Haven Academy reported on progress and implementation of MTSS supports in academics, behavior, social-emotional and attendance. Haven shared student data on each category for MTSS supports.

3. Personnel, Operational and Financial Matters

- a. Monthly Financial Report- Haven Academy reports on the monthly financials.
- b. Staffing and Vacancy updates - The open positions were shared with the board and Haven reported on positions that have been filled.
- c. Fundraising Progress Report- The school shared our progress toward fundraising goals and the current fundraising report.

4. Legal, Regulatory and Governance Matters

- a. Resolution Review and Vote- The board voted on the resolution of the addition of addresses available for virtual board meeting participation. The resolution was passed.

5. Executive Session- None Held

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: _____

Patricia Mulvaney
Patricia Mulvaney, Board Chair

**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL
February 14, 2024**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Meghan Mackay, Nancy King, Christine Stokes and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Tyra Williams, Upper School Principal, Michael Windram, Lower School Principal, Shelivia Ocasio, Upper School Assistant Principal, Zennea Chetta, Chief Information Officer.

1. Approval of Prior Board Meeting Minutes

- a. January 17, 2023 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Lower School and Upper School Report- The LS and US both reported on end of term report cards and assessments. Both also shared about reshaping their intervention groups based on new assessment data. Grades 3-8 participated in mock state assessments and adjustments in instruction are being made in all grades. The Upper School reported on creating new attendance incentives and plans to increase consistent attendance for those students who struggle with attendance.
- b. NWEA Winter Results- Haven Academy shared NWEA winter data compared to last winter's assessment data for each cohort in both achievement and growth. The Principals shared some of the adjustments made to instruction based on the needs that the data from NWEA revealed. Both long term and short term adjustments are being made. The board had an opportunity to ask clarifying questions.
- c. Mid-Year Staff Survey Results Snapshot- Haven Academy shared results from our staff mid-year survey results of questions in the area of academic and staff experience. The school explained how the data from this survey are used to make changes in school culture and student and staff experience.

3. Personnel, Operational and Financial Matters

- a. Monthly Financial Report- Haven Academy reports on the monthly financials.
- b. Staffing and Vacancy updates - The open positions were shared with the

board and Haven reported on positions that have been filled. The board discussed ideas on retaining teachers in this educational environment where we are seeing teachers leaving the profession.

4. Legal, Regulatory and Governance Matters

- a. 990 Completed and reviewed by Finance Committee

5. Executive Session- None Held

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: Patricia Mulvaney
Patricia Mulvaney, Board Chair



**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL
March 20, 2024**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Meghan Mackay, Melanie Hartzog, Christine Stokes, Fanon Howell and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Tyra Williams, Upper School Principal, Michael Windram, Lower School Principal, Shelivia Ocasio, Upper School Assistant Principal, Zennea Chetta, Chief Information Officer. Guests Included: Kirkley Strand, The New York Foundling.

1. Approval of Prior Board Meeting Minutes

- a. February 14, 2023 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Lower School and Upper School Report- Upper School reported an increase in students achieving honor roll this marking period. Both lower school and upper school reported on their preparations for the upcoming NYS ELA assessment. Upper School students participated in College Day. Students and teachers wore college gear and students conducted research about colleges and presented during advisory periods. The Lower School hosted our annual family day and had a great turnout.
- b. Preliminary HS Match Results- Haven Academy shared high school match data for our 8th grade students. Haven Academy analyzed the data on high school acceptances and applications for DOE schools and private schools.
- c. RTS Partnership Opportunity and Process

3. Personnel, Operational and Financial Matters

- a. Monthly Financial Report- Haven Academy reports on the monthly financials.
- b. Staffing and Vacancy updates - The open positions were shared with the board and Haven reported on positions that have been filled. The board discussed ideas on retaining teachers in this educational environment where we are seeing teachers leaving the profession.
- c. Finance Committee Upcoming Projects-the finance committee will be reviewing the TD Bank options for cash reserves, as well as overseeing the 401K plan.



4. Legal, Regulatory and Governance Matters

a. Completion of 401K Plan Audit

5. Executive Session- Held

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: Patricia Mulvaney
Patricia Mulvaney, Board Chair



**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL
April 17, 2024**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Meghan Mackay, Janet Campagna, Christine Stokes, Nancy King, Fanon Howell and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Shelivia Ocasio, Upper School Assistant Principal, Zennea Chetta, Chief Information Officer. Guests Included: Kirkley Strand and Reina Batrony, The New York Foundling.

1. Approval of Prior Board Meeting Minutes

- a. March 20, 2023 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Lower School and Upper School Report- Haven Academy reported on the completion of the ELA state tests and that the prep continues for NYS math testing. The LS and US both have some great end of year trips and celebrations coming up as well. Cycle 3 of Afternoon Academy has begun and will focus on math this round. Students will have a chance to participate in a 3 day Math Brain Camp during Spring Break.
- b. Afternoon Academies Progress- Haven Academy reported on Afternoon Academy highlights from Round 2 including academic impact and pre and post test data as well as considerations for future academies.

3. Personnel, Operational and Financial Matters

- a. Monthly Financial Report- Haven Academy reports on the monthly financials.
- b. Staffing and Vacancy updates - The open positions were shared with the board and Haven reported on positions that have been filled.
- c. Budget Discussion for FY 25- Haven Academy shared budget considerations and how enrollment data and trends may impact budgeting. Current enrollment numbers were shared and enrollment targets for next year's budget were explored. The board discussed state and federal grant money, facilities funding, tutoring and alumni support, development and The NY Foundling partnership funding and analysis of expense categories. The board was given the opportunity to ask clarifying questions and give input on budgeting for FY25. The finance committee will continue to

- provide input as the budget details are refined.
d. Finance Committee Upcoming Projects

4. Legal, Regulatory and Governance Matters- None

5. Executive Session -

- a. On April 17, 2024, the members of the Board of Trustees of Mott Haven Academy Charter School voted unanimously to approve the addition of a new Board member, Reina Batrony. Reina will begin board duties on April 18, pending approval from OSDCP.

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: Patricia Mulvaney
Patricia Mulvaney, Board Chair



**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL
May 22, 2024**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Meghan Mackay, Janet Campagna, Christine Stokes, Nancy King, Reina Batrony and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Michael Windram, Lower School Principal, Zennea Chetta, Chief Information Officer. Guests Included: Kirkley Strand, The New York Foundling and Warren Lilien, Prospective Board Member.

1. Approval of Prior Board Meeting Minutes

- a. April 17, 2023 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Lower School and Upper School Report- Haven enters the final weeks of school maximizing learning opportunities and completing a final round of assessments to measure performance and growth. We continue to supplement our curriculum with both educational and community-building opportunities. Our team is collaboratively completing our intellectual prep to close out the year. The Upper School Reported on the successes of their first annual Career Day. In addition to celebrating the end of the school year with 3 epic overnight trips, middle schoolers are working hard on final assessments and unit projects. Grade 8 Teens as Change Makers projects offered diverse ways for our future leaders to conduct action research and make a plan to influence changes in themselves and our communities.
- b. STLF Visit and DOE Initial Renewal Visits Summary- Haven Academy reported on the Schools to Learn From as well as the DOE Initial Renewal Visit visit and the highlights of the feedback from both visits.
- c. Longitudinal Attendance Review- The school shared longitudinal attendance data and led a discussion on changes in attendance post-pandemic and Haven's vision for increasing attendance to

3. Personnel, Operational and Financial Matters

- a. Monthly Financial Report- Monthly financials were discussed and reviewed for the end of the school year.
- b. Budget Discussion for FY 25- The board reviewed the projected 2024-2025 budget looking at the considerations and potential risks. The board was



given the opportunity to ask clarifying questions and give input.

4. Legal, Regulatory and Governance Matters- None

5. Executive Session

- a. On May 22, 2024, the members of the Board of Trustees of Mott Haven Academy Charter School voted unanimously to approve the addition of a new Board member, Warren Lilien. Warren will begin board duties on June 1, pending approval from OSDCP.

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: Patricia Mulvaney
Patricia Mulvaney, Board Chair



**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL
June 26, 2024**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Meghan Mackay, Janet Campagna, Christine Stokes, Nancy King, Reina Batrony, Warren Lilien and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Michael Windram, Lower School Principal, Finance Manager, Kameka Salmon, Social Workers Gwendy Fuentes, Anthony Cerasi and Lauren Katzenstein

1. Approval of Prior Board Meeting Minutes

- a. May 24, 2024 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Lower School and Upper School Report- Haven's final weeks of school maximized learning opportunities and completed a final round of assessments to measure performance and growth. We continue to supplement our curriculum with both educational and community-building opportunities such as stepping up ceremonies, trips and our grade 8 graduation.
- b. Dessa Data Review- the DESSA assessments are used to comprehensively measure and support our students' social-emotional health. By integrating this data into IEP meetings, SUMS, and our overall evaluation processes, we ensure a holistic approach to each student's development. The insights gained from DESSA assessments allow us to tailor interventions, monitor progress, and effectively gauge the impact of our programs on student well-being, fostering a nurturing and responsive educational environment. Current year results reviewed and discussed.
- c. Preliminary NWEA Growth Progress- As part of the school's regular academic goal setting process, assessments such as the NWEA are regularly reviewed and used as a formative assessment tool for decision making. Spring results reviewed and discussed.

3. Personnel, Operational and Financial Matters

- a. Monthly Financial Report- Monthly financials were discussed and reviewed for the end of the school year.
- b. Budget Discussion for FY 25- The board reviewed the projected 2024-2025 budget looking at the considerations and potential risks. The board was given the opportunity to ask clarifying questions and give input. By unanimous agreement, members of the board voted to approve the FY 25 Budget.
- c. Finance Committee Report:
 - Committee members shared their review of the investment plan and gave other members of the Board a chance to provide oversight. Board confirmed approval for the Finance Committee oversight of cash reserve account options.
 - By unanimous approval, The Board voted for the finance committee to move forward with executing a new brokerage account and CD accounts. The Elected officers for the financial account are; Finance Committee Members; Janet Campagna board member & Nancy King, Board Member, Jessica Nauiokas, organization Executive Director.

4. Legal, Regulatory and Governance Matters

- a. The following aspects of the program were reviewed:
 - CCLC Year 1 Program Review
 - Overview of Haven Academy's CCLC Program
 - Review needs of students and families
 - Review CCLC Program
 - Review use of funding and program goals
 - Program Evaluation Steps and Best Practices Review

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: Patricia Mulvaney
Patricia Mulvaney, Board Chair

Haven Academy Board of Trustees

Chief Information Officer
 Zennea Chetta

Head of School/Executive Director
 Jessica Nauiakas

Organizational Systems

Elementary School Principal
 Michael Windram

Middle School Principal

- Operations Team**
- Finance Team**
- HR and Talent Team**
- Food Service, Security, Custodial**

- Assistant Principals**
 Kinnery Shah
 Vyasa Autar
- Teachers**
 Classroom
 Special Area Teachers
 Interventionists
- Assistant Teachers**
 School Aides
- Director of Social Services, Elementary**
 Lauren Katzenstein
- Social Emotional Team**
 Behavior Data Specialists
 Family Student Specialists
- Social Work Interns**

K-8 Instructional Directors
 Special Populations
 ENL, Data and Assessment, Staff Development

- Assistant Principal**
 Shelivia Ocasio
- Teachers**
 Special Area Teachers
 Interventionists
- Assistant Teachers and School Aides**
- Director of Social Services, Middle**
 Gwendy Fuentes
- Social Emotional Team**
 Alumni Director, Guidance,
 Restorative Justice Team,
 Family Student Specialists
- Alumni Coaches**
- Social Work Interns**

2024- 2025 Date	Holiday
8/20	New staff PD (Tues-Friday)
8/26	All staff PD
9/3	PK Orientation 9-11
9/3	New Student Orientation 9-11 (grades K-8 available to meet new kids and families)
9/2	Labor Day- School closed
9/3	Orientations AM and PM
9/4	First Day of School
10/3	Rosh Hashanah Day 1-School Closed for Kids PD Day for All Adults (10 and 12 months)
10/4	Rosh Hashanah Day 2- School Closed for Kids and Adults
10/14	Indigenous Peoples Day- School Closed for Kids and Adults
11/1	Diwali- School Closed for Kids and Adults
11/5	Election Day- No school for kids, PD day for Staff
11/11	Veterans Day, School is Closed for kids and adults
11/14-11/15	Parent Teacher Conferences- Half Days for kids 11/14 - in person 1:00-5:00 11/15 - virtual 2:00-6:00
11/27- 11/29 Wed-Friday	Thanksgiving School Closed
12/23- 1/3	Winter Recess
1/20	MLK Day, No School Kids and Adults
1/29	Lunar New Year, No School Kids, and PD Day for Adults
2/17- 2/21	Mid-Winter Recess for Kids and 10-Month Team (For 12Mo work days)
3/13 - 3/14	Parent Teacher Conferences- Half Days for kids 3/13 - in person 1:00-5:00

	3/14 - virtual 2:00-6:00
3/31	Eid al-Fitr School Closed For Kids and Adults
4/14-4/18	Spring Break for kids and 10 Month Team (Four 12 Mo work days Except Good Friday)
5/26	Memorial Day- School Closed
6/5	Eid al-Adha - No school for kids, STAFF PD
6/18	Last Day of School Students- half day dismissal 12:30



FDNY



FIRE DEPARTMENT PERMIT (SITE-SPECIFIC)

DO 6		ACCOUNT NO. 30290951
ISSUE DATE 5/21/2024	EXPIRATION DATE 03/01/2025	CONTROL # 302909510112952
PREMISES ADDRESS 170 BROWN PLACE BRONX NY 10454-4140		
BLOCK/LOT 02263/0001	BIN # 2000023	ZIPCODE 10454-4140
ADMIN CO. E060	BATTALION 14	DIVISION 6
ISSUED TO		
CORPORATION NAME THE NEW YORK FOUNDLING		
DBA		
HOURS OF OPERATION	PHONE # (347)854-0895	

PERMIT DESCRIPTION

QTY	TYPE/DESCRIPTION	DETAILS	FLOOR NO.
004	AC/REFRIG < 5 H.P. ROOF/CEIL	1-MITSUBISHI 3.5HP 5TH FL RF 3-3HP MITSUBISHI 2,5&7 FL RF MTD	2
008	AC/REFRIG>5HP AND/OR ROOF/CEIL	4-BROWN W/2 8.5HP EA RF MTD	2

COMMENTS 4-BROWN W/2 8.5HP EA
1-MITSUBISHI 3.5HP 5TH FL RF
3-3HP MITSUBISHI 2,5&7 FL RF MTD

This permit authorizes the above-referenced owner to manufacture, store, handle, use, transport or sell a hazardous or combustible material and/or conduct an operation or maintain a facility regulated by the New York City Fire Code, as specified above, at the premises set forth above, subject to the strict observance of the Fire Code and other laws, rules, and regulations enacted for the protection of the public. This permit is not transferable to any other person, firm or corporation and shall remain in effect for the period specified unless suspended or revoked by the fire department prior to expiration

BY ORDER OF THE FIRE COMMISSIONER

New York City Fire Code Section FC105.3.5 requires that permits be posted in a conspicuous location on the premises at all times and be readily available for inspection by any representative of the Department.

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

**THE NEW YORK FOUNDLING
170 BROWN PLACE
BRONX, NY 104544140**



Certificate of Occupancy

CO Number:2000023-0000002

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.*

<p>A. Borough: BRONX Address: 170 BROWN PLACE Building Identification Number(BIN): 2000023</p>	<p>Block Number: 2263 Lot Number(s): 1 Additional Lot Number(s): Application Type: A1 - ALTERATION TYPE 1</p>	<p>Full Building Certificate Type: Final Date Issued: 01/12/2022</p>
<p>This building is subject to this Building Code: 1968</p>		
<p>This Certificate of Occupancy is associated with job# 220564958-01</p>		
<p>B. Construction Classification: I-C: 2 HOUR PROTECTED Building Occupancy Group classification: E - EDUCATIONAL Multiple Dwelling Law Classification: Not Available</p>		
<p>No.of stories: 7</p>	<p>Height in feet: 97</p>	<p>No.of dwelling units: Not Available</p>
<p>C Parking Spaces and Loading Berths: . Open Parking Spaces: Not Available. Enclosed Parking Spaces: Not Available. Total Loading Berths: Not available</p>		
<p>D This Certificate is issued with the following legal limitations: . Restrictive Declaration: None Zoning Exhibit: 2010000311858, 2010000311859 BSA Calendar Number(s): None CPC Calendar Number(s): None</p>		
<p>Borough Comments:</p>		

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	A-2	128	OG	3B		210057089	Final
Description of Use:	Cafeteria CAFETERIA				Exceptions:		
Cellar	A-3	166	OG	3A		210057089	Final
Description of Use:	School Auditorium - EDU GYMNASIUM				Exceptions:		
Cellar	A-3	NA	OG	3A		220564958	Final
Description of Use:	Dance Studio DANCE STUDIO				Exceptions:		
Cellar	F-2	NA	OG	3B		210057089	Final
Description of Use:	Mechanical and/or electrical equipment rooms MECHANICAL ROOM, ELECTRICAL CONTROL ROOM, WATER SERVICE ROOM SERVER ROOM				Exceptions:		
Cellar	B	1	OG	3B		210057089	Final
Description of Use:	Business and Service OFFICE				Exceptions:		
Cellar	S-2	NA	OG	3B		210057089	Final
Description of Use:	Storage of non combustible Materials STORAGE ROOMS, TRASH ROOM, RECYCLE ROOM				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
Cellar	F-2	2	OG	3B		210057089	Final
Description of Use:	Low-Hazard: Manufacturing KITCHEN				Exceptions:		
Cellar	E	20	OG	3A		210057089	Final
Description of Use:	Academies and schools CLASSROOMS				Exceptions:		
Floor 1	E	104	40	3A		210057089	Final
Description of Use:	Academies and schools CLASSROOM, LIBRARY				Exceptions:		
Floor 1	B	10	50	3B		210057089	Final
Description of Use:	Educational OFFICE STAFF CENTER				Exceptions:		
Floor 2	E	167	40	3A		210057089	Final
Description of Use:	Academies and schools CLASSROOMS				Exceptions:		
Floor 2	E	20	40	3A		220564958	Final
Description of Use:	Academies and schools BREAK OUT ROOM				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	30	40	3A		210057089-01	Final
Description of Use:	Academies and schools SCIENCE LAB				Exceptions:		
Floor 3	E	159	40	3A		210057089	Final
Description of Use:	Academies and schools CLASSROOMS				Exceptions:		
Floor 3	B	1	50	3B		210057089	Final
Description of Use:	Business and Service OFFICES				Exceptions:		
Floor 4	B	164	50	4A		210057089	Final
Description of Use:	Business and Service NON-PROFIT OFFICES WITHOUT SLEEPING ACCOMMODATIONS				Exceptions:		
Floor 5	E	10	40	3A		220564958	Final
Description of Use:	Academies and schools ADMINISTRATIVE OFFICES AND RECEPTION				Exceptions:		
Floor 5	F-2	NA	50	4C		210057089	Final
Description of Use:	Mechanical and/or electrical equipment rooms IT-CLOSET, COPY ROOM				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 5	E	91	40	3A		220564958	Final
Description of Use:	Academies and schools CLASSROOMS				Exceptions:		
Floor 6	F-2	NA	50	4C		210057089	Final
Description of Use:	Mechanical and/or electrical equipment rooms IT-CLOSET, COPY ROOM				Exceptions:		
Floor 6	E	5	40	3A		220564958	Final
Description of Use:	Academies and schools OFFICES				Exceptions:		
Floor 6	E	96	40	3A		220564958	Final
Description of Use:	Academies and schools CLASSROOMS				Exceptions:		
Floor 7	E	90	40	3A		220564958	Final
Description of Use:	Academies and schools CLASSROOMS				Exceptions:		
Floor 7	F-2	NA	50	4C		210057089	Final
Description of Use:	Mechanical and/or electrical equipment rooms IT-CLOSET, COPY ROOM				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 7	E	6	40	3A		220564958	Final
Description of Use:	Academies and schools TEACHERS LOUNGE, OFFICE, NURSE				Exceptions:		
Penthouse - 1	F-2	7	100	3B		210057089	Final
Description of Use:	Mechanical and/or electrical equipment rooms MECHANICAL ROOM				Exceptions:		
Roof	A-3	74	100	3B		210057089	Final
Description of Use:	Recreation SECOND FLOOR ROOF-DECK				Exceptions:		

CofO Comments: NOTE: NON-PROFIT INSTITUTE WITHOUT SLEEPING ACCOMODATIONS PROVIDED THAT THE NUMBER OF PERSONS EMPLOYED IN CENTRAL OFFICE FUNCTION SHALL NOT EXCEED 50, AND THE AMOUNT OF FLOOR AREA FOR CENTRAL OFFICE PURPOSES SHALL NOT EXCEED 25 PERCENT OF THE TOTAL FLOOR AREA OR 25,000 SQUARE FEET, WHICH EVER IS GREATER, EXCEPT THAT IN R6 DISTRICTS, THE AMOUNT OF FLOOR AREA USED FOR THE CENTRAL OFFICE PURPOSES SHALL IN NO EVENT EXCEED 25 PERCENT OF THE TOTAL FLOOR AREA THESE PREMISES, CONSISTING OF ONE (1) TAX LOT, HAVE BEEN DECLARED ONE (1) ZONING LOT AS PER SECTION 12-10 OF THE ZONING RESOLUTION AND HAVE BEEN RECORDED AT THE OFFICE OF THE CITY REGISTER UNDER EXHIBIT I CRFN AND EXHIBIT III CRFN #2010000311858 2010000311859

Borough Commissioner

Commissioner