



Entry 1 School Information

Created: 06/21/2016

Last updated: 08/01/2016

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Page 1

a. SCHOOL NAME AND BEDS#

(Select name from the drop down menu)

MOTT HAVEN ACADEMY CS (NYC CHANCELLOR) 320700860925

b. CHARTER AUTHORIZER

(For technical reasons, please re-select authorizer name from the drop down menu).

NYCDOE-Authorized Charter School

c. DISTRICT / CSD OF LOCATION

NYC CSD 7

d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	170 Brown Place Bronx, NY 10454	718-292-7015	718-292-7823	info@havenacademy.org

d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Jessica Nauiokas
Title	Principal and Founder

Emergency Phone Number (###-###-####)

917-806-0777

e. SCHOOL WEB ADDRESS (URL)

www.havenacademy.org

f. DATE OF INITIAL CHARTER

01/2008

g. DATE FIRST OPENED FOR INSTRUCTION

08/2008

h1. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)

MISSION STATEMENT

The Mott Haven Academy Charter School empowers children in an educational environment that addresses and reduces the barriers to academic success through the integration of family support services with a rigorous, college-preparatory academic program. Our graduates will be resilient, resourceful, independent scholars who have the skills necessary to reach their full potential and to build a better future.

h2. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KEY DESIGN ELEMENTS (Brief description)

Variable 1

Trauma Sensitive 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.

Variable 2	<p>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 for individual scholar progress and school wide trends to differentiate instruction, guide daily teaching, and to inform areas requiring remediation, intervention and support.</p>
Variable 3	<p>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.</p>
Variable 4	<p>Rigorous Standards-Based Curriculum Significant efforts are undertaken to align the school’s curriculum with the Common Core Learning Standards. We have 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, allowing for teachers and coaches to continue the work of developing unit and lesson plans during weekly grade level meetings and check-ins.</p>
Variable 5	<p>High Attendance Percentages and Support 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, reducing those barriers, and reinforcing attendance.</p>
Variable 6	<p>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 relationships we cultivate with our families and work tirelessly to ensure they are not only heard but actively inform our daily functioning and programming.</p>

Variable 7	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 that help facilitate these partnerships and make resources available to families.
Variable 8	(No response)
Variable 9	(No response)
Variable 10	(No response)

i. TOTAL ENROLLMENT ON JUNE 30, 2016

331

j. GRADES SERVED IN SCHOOL YEAR 2015-16

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5
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k1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

No

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l1. FACILITIES

Does the school maintain or operate multiple sites?

	No, just one site.
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I2. SCHOOL SITES

Please list the sites where the school will operate for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	170 Brown Place Bronx, NY 10454	7182927015	CSD 7	K-5	Yes	Rent/Lease
Site 2						
Site 3						

I2a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Jessica Nauiokas	718-292-7015	347-854-0835	jnauiokas@havenacademy.org
Operational Leader	Milagros Torres	718-292-7015	347-854-0820	mtorres@havenacademy.org
Compliance Contact	Zennea Chetta	718-292-7015	516-698-9229	zchetta@havenacademy.org
Complaint Contact	Ashlyn Field	718-292-7015	347-854-0806	afield@havenacademy.org

m1. Is the school or are the school sites co-located?

No

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n1. Were there any revisions to the school's charter during the 2015-16 school year? (Please include approved or pending material and non-material charter revisions).

No

o. Name and Position of Individual(s) Who Completed the 2015-16 Annual Report.

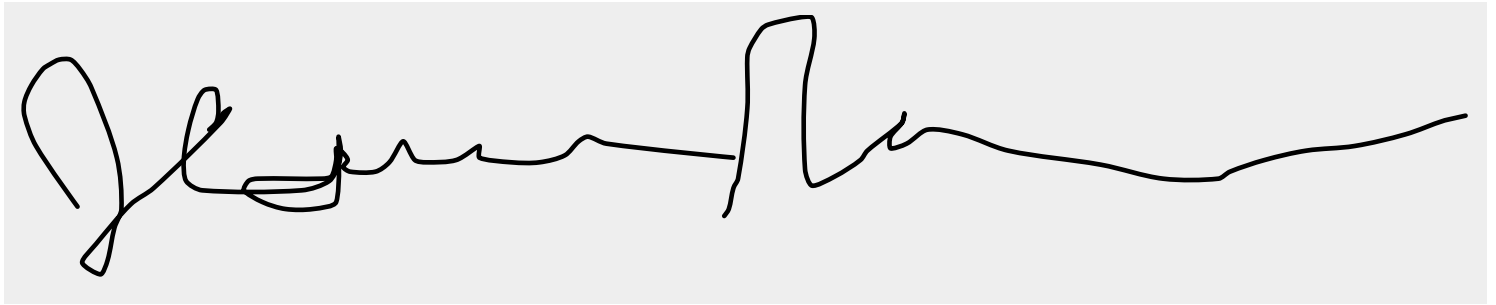
Jessica Nauiokas, Principal and Founder; Zennea Chetta, Director of Data and Technology

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

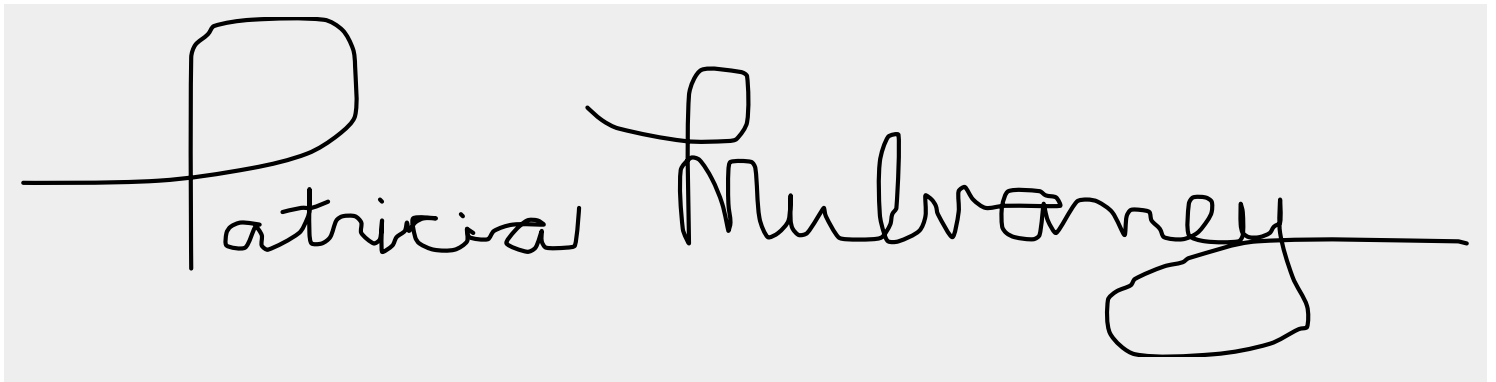
Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink on a light gray background. The signature is cursive and appears to read "Jessica Nauiokas".

Signature, President of the Board of Trustees

A handwritten signature in black ink on a light gray background. The signature is cursive and appears to read "Patricia Mulvaney".

Date

2016/07/26

Thank you.



Entry 2 Link

Last updated: 06/21/2016

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1. NEW YORK STATE REPORT CARD

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

(Charter schools completing year one will not yet have a School Report Card or link to one. Please type "URL is not available" in the space provided).

<http://data.nysed.gov/reportcard.php?year=2015&instid=800000061086>



Entry 3 Progress

Created: 06/28/2016

Last updated: 10/24/2016

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PROGRESS TOWARD CHARTER GOALS

The following tables reflect formatting in the online portal required for Board of Regents-authorized charter schools and NYCDOE-authorized charter schools only. Schools should list Progress Toward Charter Goals by August 1, 2016. If the goals are based on student performance data that the school will not have access to before August 1, 2016 (e.g., the NYS Assessment results), explain this in the "2015-2016 Progress Toward Attainment of Goal" column. The information can be updated when available. Please complete and submit no later than November 1, 2016.

1. ACADEMIC STUDENT PERFORMANCE GOALS

2015-16 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
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	New York State ELA examination	GOAL MET Haven: 43% District:22% NYC:39%	

	meets or exceeds the citywide percent proficient on the New York State ELA examination.			
Academic Goal 2	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.	New York State math examination	GOAL MET Haven: 70% District:21% NYC:40%	
	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			

<p>Academic Goal 3</p>	<p>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 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>	<p>New York State ELA examination</p>	<p>GOAL MET</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 math exam (baseline) and the CSD or citywide percent (whichever is higher) of</p>			

Academic Goal 4	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, the school is expected to demonstrate growth comparable to the CSD in the current year.	New York State math examination	GOAL MET	
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	GOAL MET 4th Grade Science 98% passing rate 2016	
Academic Goal 6	In each year of the charter term, the average NCE for students who have taken the Reading Terra Nova for two years will reduce by one-half the difference	Reading Terra Nova	GOAL MET	

	<p>between the previous year's average NCE and an NCE of 50. If the previous year's average NCE exceeds 50 then they will maintain an average NCE above 50.</p>	3	Average NCE 51.4	
Academic Goal 7	<p>In each year of the charter term, the average NCE for students who have taken the Math Terra Nova for two years will reduce by one-half the difference between the previous year's average NCE and an NCE of 50. If the previous year's average NCE exceeds 50 then they will maintain an average NCE above 50.</p>	Math Terra Nova 3	GOAL MET Average NCE 54.8	
Academic Goal 8	<p>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</p>	New York State ELA Examination	GOAL MET: Haven CW: 33% District 7: 22%	

	proficiency demonstrated by the students in the same tested grades in the district of location.			
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2. Do have more academic goals to add?

Yes

2015-16 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 9	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 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.	New York State math examination	GOAL MET Haven CW: 63% District 7: 21%	
	In each year of the charter term, for general community/non-child welfare involved students			

Academic Goal 10	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.	New York State ELA Examination	GOAL MET Haven GC: 53% District 7: 22%	
Academic Goal 11	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 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.	New York State math examination	GOAL MET Haven GC: 79% District 7: 21%	
Academic Goal 12				
Academic Goal 13				
Academic Goal 14				
Academic Goal 15				
Academic Goal 16				

3. Do have more academic goals to add?

No

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4. ORGANIZATIONAL GOALS

2015-16 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
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.	ATS and Internal Attendance Reporting	GOAL MET General Community & Foster Attendance Rate= 95% Whole School= 94%	
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	ATS Reports and	GOAL MET	

	<p>out of the city, lack reasonable transportation or have been re-assigned a school placement for a more restrictive special education setting) .</p>	Enrollment Records		
Org Goal 3	<p>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.</p>	Internal reporting	GOAL MET	
Org Goal 4	<p>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</p>	NYC DOE School Survey	GOAL MET	

	<p>this goal if 50% or more parents participate in the survey.</p>			
Org Goal 5	<p>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 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>	NYC DOE School Survey	GOAL MET	

5. Do you have more organizational goals to add?

No

6. FINANCIAL GOALS

2015-16 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
Financial Goal 1	Each year, the school will operate on a balanced budget and maintain a stable cash flow.	School financials	GOAL MET	
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				



Entry 4 Expenditures per Child

Created: 07/26/2016

Last updated: 07/28/2016

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Financial Information

This information is required of ALL charter schools. Provide the following measures of fiscal performance of the charter school in Appendix B (Total Expenditures and Administrative Expenditures Per Child):

1. Total Expenditures Per Child

To calculate **'Total Expenditures per Child'** take total expenditures (from the unaudited 2015-16 Schedule of Functional Expenses) and divide by the year end FTE student enrollment. (Integers Only. No dollar signs or commas).

Note: *The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations:* <http://www.p12.nysed.gov/psc/AuditGuide.html>

Line 1: Total Expenditures	6572285
Line 2: Year End FTE student enrollment	334
Line 3: Divide Line 1 by Line 2	19677

2. Administrative Expenditures per Child

To calculate **'Administrative Expenditures per Child'** To calculate "Administrative Expenditures per Child" first *add* together the following:

1. Take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2015-16 Schedule of Functional Expenses)
2. Any contracted administrative/management fee paid to other organizations or corporations
3. Take the total from above and divide it by the year-end FTE enrollment. The relevant portion that

must be included in this calculation is defined as follows:

Administrative Expenditures: Administration and management of the charter school includes the activities and personnel of the offices of the chief school officer, the finance or business offices, school operations personnel, data management and reporting, human resources, technology, etc. It also includes those administrative and management services provided by other organizations or corporations on behalf of the charter school for which the charter school pays a fee or other compensation. Do not include the FTE of personnel whose role is to directly support the instructional program.

Notes:

The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations:

<http://www.p12.nysed.gov/psc/AuditGuide.html>.

Employee benefit costs or expenditures should not be reported in the above calculations.

Line 1: Relevant Personnel Services Cost (Row)	192344
Line 2: Management and General Cost (Column)	335029
Line 3: Sum of Line 1 and Line 2	527373
Line 5: Divide Line 3 by the Year End FTE student enrollment	1579

Thank you.



Entry 6a Audited Statements

Created: 10/14/2016

Last updated: 10/24/2016

Regents, NYCDOE and Buffalo BOE authorized schools should enter the financial contact information requested and upload the independent auditor's report and internal controls reports as one combined file.

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School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Jessica Nauiokas	jnauiokas@havenacademy.org	718-292-7015

Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Marc Taub	mtaub@mbafere.com	212-931-9186	8

If Applicable:

	Outsourced Financial Services Firm Name	Outsourced Financial Services Contact	Outsourced Financial Services Email	Outsourced Financial Services Phone	Years Working With This Firm
	Charter School Business Management	vtorres@csbm.com	vtorres@csbm.com	718-810-8127	8

Please upload as one combined file:

- a. the independent auditor's report on financial statements and notes; and
- b. reports on internal controls over financial reporting and compliance

https://nysed-cso-reports.fluidreview.com/media/assets/survey-uploads/84001/6904428-F7wWrRhhE3/_MHA%20-%20Financial%20Statements%20and%20Communcation%20Letter%20FY15-16%20-%20for%20submission.pdf

MOTT HAVEN ACADEMY CHARTER SCHOOL

FINANCIAL STATEMENTS

JUNE 30, 2016

(WITH SUMMARIZED COMPARATIVE INFORMATION FOR JUNE 30, 2015)

MOTT HAVEN ACADEMY CHARTER SCHOOL

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INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees
Mott Haven Academy Charter School

Report on the Financial Statements

We have audited the accompanying financial statements of Mott Haven Academy Charter School (the "School"), which comprise the statement of financial position as of June 30, 2016, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Mott Haven Academy Charter School as of June 30, 2016, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited Mott Haven Academy Charter School's 2015 financial statements and we expressed an unmodified opinion on those audited financial statements in our report dated October 21, 2015. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2015 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 19, 2016, on our consideration of Mott Haven Academy Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Mott Haven Academy Charter School's internal control over financial reporting and compliance.

MBAF CPAs, LLC

New York, NY
October 19, 2016

MOTT HAVEN ACADEMY CHARTER SCHOOL
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2016
(WITH SUMMARIZED COMPARATIVE INFORMATION FOR JUNE 30, 2015)

ASSETS	2016	2015
Cash	\$ 412,940	\$ 519,967
Cash - restricted	70,186	70,151
Grants and other receivables	237,520	155,325
Due from NYC Department of Education	20,862	1,188
Prepaid expenses and other assets	16,141	64,981
Property and equipment, net	248,319	208,942
Website, net	6,034	8,334
	\$ 1,012,002	\$ 1,028,888
LIABILITIES AND NET ASSETS		
LIABILITIES		
Accounts payable and accrued expenses	\$ 168,230	\$ 183,368
Accrued salary and other payroll related expenses	324,061	497,430
	492,291	680,798
NET ASSETS		
Unrestricted	432,304	281,865
Temporarily restricted	87,407	66,225
	519,711	348,090
	\$ 1,012,002	\$ 1,028,888

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

MOTT HAVEN ACADEMY CHARTER SCHOOL

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2016

(WITH SUMMARIZED COMPARATIVE INFORMATION FOR THE YEAR ENDED JUNE 30, 2015)

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>2016</u>	<u>2015</u>
OPERATING REVENUE				
State and local per pupil operating revenue	\$ 5,360,436	\$ -	\$ 5,360,436	\$ 5,121,524
Government grants and contracts	660,394	-	660,394	550,821
	<u>6,020,830</u>	<u>-</u>	<u>6,020,830</u>	<u>5,672,345</u>
EXPENSES				
Program services				
General education	4,928,816	-	4,928,816	4,691,222
Special education	1,325,433	-	1,325,433	1,195,642
Pre-K education	375,605	-	375,605	351,391
Management and general	514,789	-	514,789	552,482
Fundraising	43,579	-	43,579	44,487
	<u>7,188,222</u>	<u>-</u>	<u>7,188,222</u>	<u>6,835,224</u>
DEFICIT FROM SCHOOL OPERATIONS	<u>(1,167,392)</u>	<u>-</u>	<u>(1,167,392)</u>	<u>(1,162,879)</u>
SUPPORT AND OTHER INCOME				
Contributions and other grants	697,967	524,850	1,222,817	1,182,225
New York Foundling reimbursements	116,108	-	116,108	71,623
Interest and other income	88	-	88	87
Extinguishment of liabilities	-	-	-	1,071,000
Net assets released from restrictions	503,668	(503,668)	-	-
	<u>1,317,831</u>	<u>21,182</u>	<u>1,339,013</u>	<u>2,324,935</u>
CHANGE IN NET ASSETS	150,439	21,182	171,621	1,162,056
NET ASSETS - BEGINNING OF YEAR	<u>281,865</u>	<u>66,225</u>	<u>348,090</u>	<u>(813,966)</u>
NET ASSETS - END OF YEAR	<u>\$ 432,304</u>	<u>\$ 87,407</u>	<u>\$ 519,711</u>	<u>\$ 348,090</u>

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

MOTT HAVEN ACADEMY CHARTER SCHOOL
STATEMENT OF FUNCTIONAL EXPENSES

FOR THE YEAR ENDED JUNE 30, 2016

(WITH SUMMARIZED COMPARATIVE INFORMATION FOR THE YEAR ENDED JUNE 30, 2015)

	No. of Positions	Program Services				Supporting Services		2016	2015
		General Education	Special Education	Pre-K Education	Total	Management and General	Fundraising		
Personnel service costs									
Administrative staff personnel	7	\$ 376,545	\$ 101,281	\$ -	\$ 477,826	\$ 127,904	\$ 618,400	\$ 615,760	
Instructional personnel	47	2,017,657	542,698	266,213	2,826,568	21,649	2,869,866	2,869,310	
Non-instructional personnel	3	239,944	64,305	-	304,250	-	304,250	183,455	
Total salaries and staff	57	2,634,146	708,285	266,213	3,608,644	149,553	3,792,516	3,668,525	
Payroll taxes and employee benefits		583,847	157,040	26,841	767,728	34,103	809,657	744,594	
Retirement benefits		77,480	20,840	-	98,320	4,526	103,885	100,098	
Legal services		-	-	-	-	2,829	2,829	1,916	
Accounting and audit services		-	-	-	-	167,150	167,150	136,319	
Other purchased, professional, and consulting services		48,183	13,173	7,459	69,815	8,270	78,085	63,481	
Building lease and rent		887,492	238,713	37,875	1,164,080	63,795	1,227,815	1,182,464	
Repairs and maintenance		51,255	13,786	2,304	67,345	3,681	71,026	80,813	
Insurance		28,339	7,622	800	36,761	2,035	38,796	36,381	
Supplies and materials		80,124	21,551	8,319	109,994	972	110,966	179,153	
Equipment and furnishings		9,500	2,555	1,509	13,564	511	14,075	29,987	
Staff development		135,780	36,521	5,887	178,188	7,830	186,018	119,553	
Marketing and recruitment		3,723	1,001	250	4,974	267	5,241	13,228	
Technology		65,874	17,718	-	83,592	-	83,592	62,204	
Food service		132,888	35,743	15,624	184,255	9,543	193,798	168,430	
Student services		95,568	25,705	2,024	123,297	1,623	124,920	46,438	
Office expense		-	-	500	500	39,131	40,026	64,190	
Depreciation and amortization		90,733	24,405	-	115,138	-	115,138	92,677	
Bad debt		-	-	-	-	18,373	18,373	44,255	
Other		2,884	775	-	3,659	657	4,316	518	
		\$ 4,928,816	\$ 1,325,433	\$ 375,605	\$ 6,629,854	\$ 514,789	\$ 7,188,222	\$ 6,835,224	

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

MOTT HAVEN ACADEMY CHARTER SCHOOL
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2016
(WITH SUMMARIZED COMPARATIVE INFORMATION FOR THE YEAR ENDED JUNE 30, 2015)

	2016	2015
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from operating revenue	\$ 6,013,378	\$ 5,717,200
Other cash received	1,244,561	1,192,580
Cash paid to employees and suppliers	<u>(7,212,751)</u>	<u>(6,519,111)</u>
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>45,188</u>	<u>390,669</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of property and equipment	(152,215)	(70,102)
Additions to website	<u>-</u>	<u>(1,500)</u>
NET CASH USED IN INVESTING ACTIVITIES	<u>(152,215)</u>	<u>(71,602)</u>
NET (DECREASE) INCREASE IN CASH	(107,027)	319,067
CASH - BEGINNING OF YEAR	<u>519,967</u>	<u>200,900</u>
CASH - END OF YEAR	<u>\$ 412,940</u>	<u>\$ 519,967</u>
Reconciliation of change in net assets to net cash provided by operating activities:		
Change in net assets	\$ 171,621	\$ 1,162,056
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation and amortization	115,138	92,677
Bad debt expense	18,373	44,255
Extinguishment of liabilities	-	(1,071,000)
Changes in operating assets and liabilities:		
Cash - restricted	(35)	(35)
Grants and other receivables	(100,568)	3,356
Due from NYC Department of Education	(19,674)	7,547
Prepaid expenses and other assets	48,840	(11,238)
Accounts payable and accrued expenses	(15,138)	87,777
Accrued salary and other payroll related expenses	<u>(173,369)</u>	<u>75,274</u>
NET CASH PROVIDED BY OPERATING ACTIVITIES	<u>\$ 45,188</u>	<u>\$ 390,669</u>

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

MOTT HAVEN ACADEMY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2016

1. NATURE OF THE ORGANIZATION

Mott Haven Academy Charter School (the "School") is a New York State, not-for-profit educational corporation that was incorporated on January 15, 2008 to operate a charter school pursuant to Article 56 of the Educational Law of the State of New York. The School was granted a provisional charter on January 15, 2008, valid for a term of five years, by the Board of Regents of the University of the State of New York. The charter was first renewed through June 30, 2016, and then renewed again through June 30, 2020.

The School opened its doors in the fall of 2008 in the South Bronx with a rigorous academic program and a highly structured and supportive school culture. While the School is comprised of students from many backgrounds, it is uniquely designed to meet the needs of at-risk students who receive foster care and prevention services through the New York City child welfare system.

The School is exempt from Federal income tax under section 501(a) of the Internal Revenue Code ("IRC") as an organization described in Section 501(c)(3) of the IRC and a similar provision under New York State income tax laws. The School has also been classified as an entity that is not a private foundation within the meaning of Section 509(a) of the IRC and qualifies for deductible contributions as provided in section 170(b)(1)(A)(ii) of the IRC.

In fiscal year 2016, the School operated classes for students in kindergarten to fifth grade. The School also has a Pre-K program named Little Haven which is funded by the New York City Department of Education ("NYCDOE").

2. SIGNIFICANT ACCOUNTING POLICIES

Financial Statement Presentation

The School's financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America ("U.S. GAAP").

The classification of the School's net assets and its support, revenues and expenses is based on the existence or absence of donor-imposed restrictions. It requires that the amounts for each of the three classes of net assets, permanently restricted, temporarily restricted, and unrestricted, be displayed in a statement of financial position and that the amounts of change in each of those classes of net assets be displayed in a statement of activities.

These classes are defined as follows:

Permanently Restricted – Net assets resulting from contributions and other inflows of assets whose use by the School is limited by donor-imposed stipulations that neither expire by passage of time nor can be fulfilled or otherwise removed by actions of the School.

Temporarily Restricted – Net assets resulting from contributions and other inflows of assets whose use by the School are limited by donor-imposed stipulations that either expire by passage of time or can be fulfilled and removed by actions of the School pursuant to those stipulations. When such stipulations end or are fulfilled, such temporarily restricted net assets are reclassified to unrestricted net assets and reported as such in the statement of activities.

Unrestricted – The part of net assets that is neither permanently nor temporarily restricted by donor-imposed stipulations.

MOTT HAVEN ACADEMY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2016

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Cash and Cash Equivalents

The School considers all highly liquid instruments purchased with a maturity of three months or less to be cash equivalents.

Cash – restricted

An escrow account of \$70,186 is held aside for contingency purposes at June 30, 2016 as required by the NYCDOE.

Grants and Other Receivables

Grants and other receivables represent unconditional promises to give by donors. Grants and other receivables are expected to be collected within one year, are recorded at net realizable value, and amount to \$237,520 and \$155,325 at June 30, 2016 and 2015, respectively. The School had bad debt expense amounting to \$18,373 and \$44,255 for the years ended June 30, 2016 and 2015, respectively. The School determined that no allowance for uncollectible accounts was necessary at June 30, 2016. Such estimate is based on management's assessments of the creditworthiness of its donors, the aged basis of its receivables, as well as current economic conditions and historical information.

Revenue Recognition

Revenue is recognized when the donor makes a promise to give to the School that is, in substance, unconditional. Grants and other contributions of cash are reported as temporarily restricted support if they are received with donor stipulations. Restricted contributions and grants that are made to support the School's current year activities are recorded as unrestricted revenue. Contributions of assets other than cash are recorded at their estimated fair value.

Revenue from the state and local government resulting from the School's charter status is based on the number of students enrolled and is recorded when services are performed in accordance with the charter agreement.

Revenue from federal, state and local government grants and contracts are recorded by the School when qualifying expenditures are incurred and billable. Funds received in advance for which qualifying expenditures have not been incurred would be reflected as refundable advances from state and local government grants in the accompanying statement of financial position.

Property and Equipment

Property and equipment are stated at cost and are being depreciated on the straight-line method over the estimated useful lives of the assets. Leasehold improvements are amortized over the shorter of the life of the asset or the life of the lease. The School has established a \$1,000 threshold above which assets are evaluated to be capitalized. Property and equipment acquired with certain government contract funds is recorded as an expense pursuant to the terms of the contract in which the government funding source retains ownership of the property. Maintenance and repairs are charged to expense as incurred; major renewals and betterments are capitalized.

Impairment

The School reviews long-lived assets to determine whether there has been any permanent impairment whenever events or circumstances indicate the carrying amount of an asset may not be recoverable. If the sum of the expected future undiscounted cash flows is less than the carrying amount of the assets, the School recognizes an impairment loss. No impairment losses were recognized for the years ended June 30, 2016 and 2015.

MOTT HAVEN ACADEMY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2016

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Functional Allocation of Expenses

Expenses that can be directly identified with the program or supporting service to which they relate are charged accordingly. Other expenses by function have been allocated among program and supporting service classifications based upon benefits received.

Estimates

The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Subsequent Events

The School has evaluated events through October 19, 2016, which is the date the financial statements were available to be issued.

Comparative Financial Information

The June 30, 2016 financial statements include certain prior year summarized comparative information in total but not by net asset class. In addition, only certain of the notes to the financial statements for June 30, 2015 are presented. As a result, the June 30, 2015 comparative information does not include sufficient detail to constitute a presentation in conformity with U.S. GAAP. Accordingly, such June 30, 2015 information should be read in conjunction with the School's financial statements for the year ended June 30, 2015, from which the summarized information was derived.

Income Taxes

The School follows the accounting standard for uncertainty in income taxes. The standard prescribes a minimum recognition threshold and measurement methodology that a tax position taken or expected to be taken in a tax return is required to meet before being recognized in the financial statements. It also provides guidance for derecognition, classification, interest and penalties, disclosure, and transition.

The School files informational returns in the Federal and New York State jurisdictions. With few exceptions, the School is no longer subject to Federal, state, or local income tax examinations for fiscal years before 2013.

The School believes that it has appropriate support for the positions taken on its tax returns. Nonetheless, the amounts ultimately paid, if any, upon resolution of the issues raised by the taxing authorities may differ materially from the amounts accrued for each year. Management believes that its nonprofit status would be sustained upon examination.

Should there be interest on underpayments of income tax, the School would classify it as "Interest Expense." The School would classify penalties in connection with underpayments of income tax as "Other Expense."

Reclassifications

Certain amounts in the prior year financial statements have been reclassified for comparative purposes to conform to the presentation in the current year financial statements. This reclassification had no effect on previously reported change in net assets.

MOTT HAVEN ACADEMY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2016

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Recent Accounting Pronouncements

In May 2014, the Financial Accounting Standards Board ("FASB") issued an accounting standard update which affects the revenue recognition of entities that enter into either (1) certain contracts to transfer goods or services to customers or (2) certain contracts for the transfer of nonfinancial assets. The update indicates an entity should recognize revenue in an amount that reflects the consideration the entity expects to be entitled to in exchange for the goods or services transferred by the entity. The update is to be applied to the beginning of the year of implementation or retrospectively and is effective for annual periods beginning after December 15, 2018 and in interim periods in annual periods beginning after December 15, 2019. Early application is permitted but no earlier than annual reporting periods beginning after December 31, 2016. The School is currently evaluating the effect the update will have on its financial statements.

In February 2016, the FASB issued an accounting standard update which amends existing lease guidance. The update requires lessees to recognize a right-of-use asset and related lease liability for many operating leases now currently off-balance sheet under current U.S. GAAP. Accounting by lessors remains largely unchanged from current U.S. GAAP. The update is effective using a modified retrospective approach for fiscal years beginning after December 15, 2019, and for interim periods within fiscal years beginning after December 15, 2020, with early application permitted. The School is currently evaluating the effect the update will have on its financial statements.

In August 2016, the FASB issued an accounting standard update which aims to improve information provided to creditors, donors, grantors, and others while also reducing complexity and costs. The update is the first phase of a project regarding not-for-profits which aims to improve and simplify net asset classification requirements and improve the information presented and disclosed in financial statements about liquidity, cash flows, and financial performance. The update is effective retrospectively for financial statements issued for fiscal years beginning after December 15, 2017, and interim periods within fiscal years beginning after December 15, 2018, with earlier application permitted. The School is currently evaluating the effect the update will have on its financial statements.

3. RELATED PARTY

Since August 2010, the School is located at 170 Brown Place, Bronx, New York, 10454. The new LEED certified, environmentally friendly building is leased by NY Foundling. The School subleases a portion of the building from NY Foundling. NY Foundling occupies the remaining space in the building. NY Foundling is a related party and shares two board members with the School.

The School is obligated under a non-cancelable operating sublease for office and classroom space expiring on August 31, 2020, with a renewal option after 10 years. However, the structure of the lease accounts for state "renewal and re-authorization of its charter." In the event that the School is closed by its authorizer, the School would be released from the sublease. The annual rent is calculated based on the number of students enrolled multiplied by 100 square feet. For the years ending June 30, 2016 and 2015, the School incurred building lease and rent costs of \$1,227,815 and \$1,182,464, respectively, of which \$476,854 and \$459,225 was contributed by NY Foundling as a subsidy. Such subsidy is recorded as contributions in-kind, at their fair value, provided it meets the criteria for recognition. These amounts are reflected as both income and expense in the accompanying financial statements.

During the year ended June 30, 2015, the NY Foundling forgave rent and facility costs due from previous years totaling \$1,071,000.

MOTT HAVEN ACADEMY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2016

4. PROPERTY AND EQUIPMENT

Property and equipment consist of the following as of June 30:

	<u>2016</u>	<u>2015</u>	Estimated Useful Lives
Furniture and fixtures	\$ 301,449	\$ 260,818	7 years
Computer hardware and software	326,086	242,706	3 years
Musical instruments	12,470	12,470	3 years
Leasehold improvements	149,088	145,688	10 years
Equipment	<u>75,107</u>	<u>50,303</u>	3 years
	864,200	711,985	
Less: accumulated depreciation	<u>(615,881)</u>	<u>(503,043)</u>	
	<u>\$ 248,319</u>	<u>\$ 208,942</u>	

Depreciation expense for the years ended June 30, 2016 and 2015 was \$112,838 and \$90,153, respectively.

5. WEBSITE

Development costs related to the School's website amounting to \$19,255 have been capitalized as of June 30, 2016 and 2015. These costs are amortized over the estimated life of five years using the straight-line method. Amortization expense for the years ended June 30, 2016 and 2015 was \$2,300 and \$2,524, respectively. Accumulated amortization totaled \$13,221 and \$10,921 as of June 30, 2016 and 2015, respectively.

6. EMPLOYEE BENEFITS

The School adopted a 401(k) retirement plan (the "Plan") which covers most of the employees. The Plan is a defined contribution plan. Employees are eligible to enroll in the Plan either the first day of the Plan year or the first day of the seventh month of the Plan year. Those employees who have completed at least 1 full year of service are also eligible for employer contribution. The Plan provides for the School to contribute up to 4% of participating employee salary. The School contribution becomes fully vested after the first year. For the years ended June 30, 2016 and 2015, employer contribution expense for the School was \$103,885 and \$100,098, respectively, which is included in retirement benefits in the accompanying statement of functional expenses.

7. RISK MANAGEMENT

The School is exposed to various risks of loss related to torts; thefts of, damage to, and destruction of assets; injuries to employees; and natural disasters. The School maintains commercial insurance to help protect itself from such risks.

The School entered into contractual relationships with certain governmental funding sources. The governmental agencies may request return of funds as a result of noncompliance by the School. The accompanying financial statements make no provision for the possible disallowance or refund.

MOTT HAVEN ACADEMY CHARTER SCHOOL

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2016

8. CONCENTRATIONS

Financial instruments that potentially subject the School to a concentration of credit risk include cash accounts at a major financial institution that, at times, exceeded the Federal Deposit Insurance Corporation ("FDIC") insured limit of \$250,000.

The School received approximately 73% and 65% of its total revenue from per pupil funding from the NYCDOE during the years ending June 30, 2016 and 2015. The School received approximately 10% of its total revenue from the NY Foundling during the year ending June 30, 2016.

Three vendors accounted for approximately 62% of the School's accounts payable at June 30, 2016.

9. TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets are purpose and time restricted and consist of the following at June 30, 2016:

Time restriction - 2016	\$ 82,673
Haven Kids rock music program	<u>4,734</u>
	\$ 87,407

Net assets were released from restrictions during the year ended June 30, 2016 by incurring expenses and the passing of time, thus satisfying the restrictions as follows:

School food implementation and medical program	\$ 150,000
Data tech specialist	35,000
Support services/Social worker and behavior specialist	126,000
Time restriction - 2015	133,552
Haven Kids rock music program	15,266
Morning and afternoon academy	<u>43,850</u>
	\$ 503,668



Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards

To the Board of Trustees
Mott Haven Academy Charter School

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of Mott Haven Academy Charter School (the "School"), which comprise the statement of financial position as of June 30, 2016, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 19, 2016.

Internal Control Over Financial Reporting

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

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

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

Compliance and Other Matters

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

We noted certain matters that we reported to management of the School in a separate letter dated October 19, 2016.

Purpose of this Report

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

MBAF CPAs, LLC

New York, NY
October 19, 2016

Mott Haven Academy Charter School

Communication With Those Charged With Governance

October 19, 2016





October 19, 2016

To the Audit Committee
Mott Haven Academy Charter School

We have audited the financial statements of Mott Haven Academy Charter School (the "School") for the year ended June 30, 2016 and are prepared to issue our report thereon dated October 19, 2016. Professional standards require that we provide you with the following information related to our audit. This letter is divided into two sections: 1) required communications from the auditors to those with audit oversight responsibilities and 2) opportunities for strengthening internal controls or enhancing operating efficiency and our related recommendations.

REQUIRED COMMUNICATIONS

A. Our Responsibility under U.S. Generally Accepted Auditing Standards:

As stated in our engagement letter April 18, 2016, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities. Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement. As part of our audit, we considered the internal control of Mott Haven Academy Charter School. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control. We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

B. Planned Scope and Timing of the Audit:

We performed the audit according to the planned scope and timing previously communicated to you in our meeting about planning matters on in July 2016.

C. Auditor Independence:

We affirm that MBAF CPAs, LLC is independent with respect to Mott Haven Academy Charter School.

D. Qualitative Aspects of Accounting Practices:

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by Mott Haven Academy Charter School are described in Note 2 to the financial statements. We noted no transactions entered into by the School during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

E. Accounting Estimates Used in the Financial Statements:

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

Allowance for Doubtful Accounts:

As of June 30, 2016, Mott Haven Academy Charter School recorded grants and other receivables of \$237,520. Management concluded that no allowance for doubtful accounts was necessary. Management calculated based on the assessment of the credit-worthiness of the School's donors, the aged basis of the receivables, as well as economic conditions and historical information. Based on our audit procedures which included a discussion with the school leadership and a review of subsequent collections we concur with management's conclusion.

Functional Statement Allocation:

Management's estimate of the allocation of functional expenses is directly identified with the program or supporting service to which they relate. We evaluated the key factors and assumptions used to develop the estimate in determining that it is reasonable in relation to the financial statements taken as a whole.

Depreciation:

Management's estimate of depreciation is based on estimated useful lives of assets. We evaluated the estimated useful lives of assets in comparison to generally accepted accounting principles in determining that it is reasonable in relation to the financial statements taken as a whole.

F. Sensitive Disclosures Affecting the Financial Statements:

The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure(s) affecting the financial statements were:

The disclosure of Risk Management in Note 7 to the financial statements describes various risks to which the School is exposed.

G. Corrected and Uncorrected Misstatements:

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

Proposed and Corrected:

There were 2 audit adjustments that did not affect net assets. The adjustments were as follows:

- One adjustment to record in-kind rent subsidy from New York Foundling of approximately \$477,000.
- One adjustment to gross up revenue and expenses for New York Foundling reimbursements of approximately \$116,000.

Last year there was 3 audit adjustment that decreased net assets by approximately \$31,000.

Proposed and Uncorrected:

There were no audit adjustments proposed and uncorrected during the fiscal year.

H. Audit Difficulties and Disagreements with Management:

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

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

I. Management Representations:

We have requested certain representations from management that are included in the management representation letter dated October 19, 2016.

J. Management Consultations with Other Independent Accountants:

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

K. Other Audit Findings or Issues:

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the School's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

We wish to thank management and personnel for their support and assistance during our audit. We would be pleased to further discuss the contents of this report with you at your convenience.

This information is intended solely for the use of the Audit Committee, Board of Trustees, and management of Mott Haven Academy Charter School and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

MBAF CPAs, LLC

MBAF CPAs, LLC



Entry 6b Additional Financial Docs

Created: 10/14/2016

Last updated: 10/24/2016

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

Page 1

1. Management Letter

<https://nysed-cso-reports.fluidreview.com/media/assets/survey-uploads/84010/6904432-8mMlunnVv3/MHA%20-%20Communication%20With%20Those%20Charged%20With%20Governance.pdf>

Explanation for not uploading the Management Letter.

(No response)

2. Form 990

(No response)

Explanation for not uploading the Form 990.

Extension to be filed by next deadline 2/15/17

3. Federal Single Audit

Note: A copy of the Federal Single Audit must be filed with the Federal Audit Clearinghouse. Please refer to OMB Uniform Guidelines for the federal filing requirements.

(No response)

Explanation for not uploading the Federal Single Audit.

N/A

4. CSP Agreed Upon Procedure Report

(No response)

Explanation for not uploading the procedure report.

N/A

5. Evidence of Required Escrow Account

https://nysed-cso-reports.fluidreview.com/media/assets/survey-uploads/84010/6904432-pN6H0Nalce/_MHA%20-%20Escrow%20%2006.30.16.pdf

Explanation for not uploading the Escrow evidence.

(No response)

6. Corrective Action Plan

A **Corrective Action Plan** for Audit Findings and Management Letter Recommendations, which must include:

- a. The person responsible
- b. The date action was taken, or will be taken
- c. Description of the action taken
- d. Evidence of implementation (if available)

(No response)

Explanation for not uploading the Corrective Action Plan.

N/A



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STATEMENT OF ACCOUNT

MOTT HAVEN ACADEMY CHARTER SCHOOL
170 BROWN PL
BRONX NY 10454-4140

Page: 1 of 2
Statement Period: Apr 01 2016-Jun 30 2016
Cust Ref #: 8920837930-356-T-0
Primary Account #: 00008920837930

Commercial Savings

MOTT HAVEN ACADEMY CHARTER SCHOOL

Account # 00008920837930

ACCOUNT SUMMARY

Statement Balance as of 04/01		70,177.44
Plus 0 Deposits and Other Credits		0.00
Plus Interest Paid		8.73
Less 0 Checks and Other Debits		0.00
Statement Balance as of 06/30		70,186.17

ACCOUNT ACTIVITY

Transactions by Date

DATE	DESCRIPTION	DEBIT	CREDIT	BALANCE
4/30	INTEREST PAID		2.88	70,180.32
5/31	INTEREST PAID		2.97	70,183.29
6/30	INTEREST PAID		2.88	70,186.17

INTEREST SUMMARY

Beginning Interest Rate	0.05%
Number of Days in this Statement Period	91
Interest Earned this Statement Period	8.73
Annual Percentage Yield Earned	0.05%
Interest Paid Year to Date	17.45

Call 1-800-937-2000 for 24-hour Bank-by-Phone services or connect to www.tdbank.com

New York State Education Department

Request for Proposals to Establish Charter Schools Authorized by the Board of Regents

2015-16 Budget & Cash Flow Template

General Instructions and Notes for New Application Budgets and Cash Flows Templates

1	Complete ALL SIX columns in BLUE
2	Enter information into the GRAY cells
3	Cells containing RED triangles in the upper right corner in columns B through G contain guidance on that particular item
4	Funding by School District information for all NYS School district is located on the State Aid website at https://stateaid.nysed.gov/charter/ . Refer to this website for per-pupil tuition funding for all school districts. Rows may be inserted in the worksheet to accommodate additional districts if necessary.
5	The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please 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.

Mott Haven Academy Charter School

PROJECTED BUDGET FOR 2016-2017

July 1, 2016 to June 30, 2017

Assumptions

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	4,809,156	1,037,647	-	926,175	425,170	7,198,148	
Total Expenses	5,479,010	1,274,642	-	30,739	510,614	7,295,005	
Net Income	(669,854)	(236,995)	-	895,436	(85,443)	(86,857)	Deficit is a result of a new hire of a middle school leader in anticipation of our middle school opening in 2017. We expect to receive grant money to cover this position.
Actual Student Enrollment	338	64			338		
Total Paid Student Enrollment							
REVENUE							
REVENUES FROM STATE SOURCES							
Per Pupil Revenue							
District of Location							
School District 2 (Enter Name)					423,615	4,236,154	
School District 3 (Enter Name)							
School District 4 (Enter Name)							
School District 5 (Enter Name)							
Special Education Revenue						788,884	
Grants							
Stimulus							
Other							
Other State Revenue	417,884	97,608				515,492	
TOTAL REVENUE FROM STATE SOURCES	4,230,423	866,492			423,615	5,520,530	
REVENUE FROM FEDERAL FUNDING							
IDEA Special Needs		36,000				36,000	
Title I	147,877	34,541				182,418	
Title Funding - Other	5,517	1,289				6,806	
School Food Service (Free Lunch)	256,119	59,824				315,943	
Grants							
Charter School Program (CSP) Planning & Implementation							
Other							
Other Federal Revenue							
TOTAL REVENUE FROM FEDERAL SOURCES	409,514	131,653				541,167	
LOCAL AND OTHER REVENUE							
Contributions and Donations, Fundraising	121,598	28,402		926,000		1,076,000	
Erate Reimbursement	23,300	5,418		175	1,455	30,348	
Interest Income, Earnings on Investments,					100	100	
NYC-DYCD (Department of Youth and Community Develop.)							
Food Service (Income from meals)							
Text Book	19,458	4,545				24,003	
Other Local Revenue	4,864	1,158				6,000	
TOTAL REVENUE FROM LOCAL AND OTHER SOURCES	169,219	39,623		926,175	1,555	1,136,451	
TOTAL REVENUE	4,809,156	1,037,647		926,175	425,170	7,198,148	
EXPENSES							
ADMINISTRATIVE STAFF PERSONNEL COSTS							
Executive Management	CS: 31,860			9,348	9,348	186,959	Principal
Instructional Management	CS: 44,197			6,129	6,129	245,677	Asst. Principal / ELA Instructional Coach
Deans, Directors & Coordinators	CS: 181,068			9,654	9,654	975,560	Inclusion & Behavior Specialists/ Directors of Ops, Data & Tech, Student Support coordinators, Student Specialists / MS Director/ Family Coordinator
CFO / Director of Finance					67,600	67,600	Ops Associate
Operation / Business Manager					102,450	102,450	Ops Assistant/ School Aide
Administrative Staff							
TOTAL ADMINISTRATIVE STAFF	CS: 257,124			25,131	195,181	1,578,246	
INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	CS: 395,582					2,089,169	
Teachers - SPED							
Substitute Teachers							
Teaching Assistants	CS: 54,816					289,497	
Specialty Teachers	CS: 32,065					169,344	Dance, Music, Health
Aides							
Therapists & Counselors							
Other - Incentives	CS: 19,341			289	2,397	105,000	
TOTAL INSTRUCTIONAL	CS: 591,805			289	2,397	2,653,010	
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse		17,553				92,700	Nurse
Librarian							
Custodian							
Security	CS: 102,043					13,606	Head Chef/ Kitchen Staff
Other	CS: 177,190	37,951				228,757	
TOTAL NON-INSTRUCTIONAL	CS: 177,190	37,951				13,606	228,757
SUBTOTAL PERSONNEL SERVICE COSTS	64	3,426,521	796,890	25,420	211,184	4,460,014	
PAYROLL TAXES AND BENEFITS							
Payroll Taxes	CS: 280,108	65,140		2,105	17,491	364,844	
Fringe / Employee Benefits	CS: 378,530	88,054		2,654	22,052	491,290	
Retirement / Pension	CS: 74,474	17,319		560	4,650	97,003	
Other	CS: 733,112	170,513		5,319	44,193	933,137	
TOTAL PAYROLL TAXES AND BENEFITS	CS: 4,159,633	967,402		30,739	255,377	5,413,151	
TOTAL PERSONNEL SERVICE COSTS							
CONTRACTED SERVICES							
Accounting / Audit					148,500	148,500	
Legal					5,000	5,000	
Management Company Fee							
Nurse Services							
Food Service / School Lunch							
Payroll Services							
Special Ed Services							
Titlement Services (i.e. Title I)							
Other Purchased / Professional / Consulting	CS: 32,061	7,483			376	39,920	
TOTAL CONTRACTED SERVICES	CS: 32,061	7,483			153,876	193,420	
SCHOOL OPERATIONS							
Board Expenses					1,500	1,500	
Classroom / Teaching Supplies & Materials	CS: 57,559	13,444				71,003	
Special Ed Supplies & Materials							
Textbooks / Workbooks							
Supplies & Materials other	CS: 36,479	8,521				45,000	
Equipment / Furniture	CS: 14,518	3,388				24,100	
Telephone	CS: 30,897	7,185				40,244	
Technology	CS: 7,677	1,785				10,000	
Student Testing & Assessment	CS: 40,533	9,467				50,000	
Field Trips	CS: 13,449	3,141				16,590	
Transportation (student)	CS: 12,160	2,840				15,000	
Student Services - other	CS: 26,346	6,154				32,500	
Office Expenses	CS: 3,925	914				30,191	
Staff Development	CS: 141,814	32,987				9,400	184,200
Staff Recruitment		4,244	967			269	5,500
Student Recruitment / Marketing		1,152	268			81	1,500
School Meals / Lunch		29,704	30,296			160,000	
Travel (Staff)		1,216	284			1,500	
Fundraising							
Other - School Operations	CS: 8,107	1,893				350	10,350
TOTAL SCHOOL OPERATIONS	CS: 23,778	123,556				58,652	703,987
FACILITY OPERATION & MAINTENANCE							
Insurance	CS: 31,441	7,313				2,143	40,897
Janitorial	CS: 758	179				64	1,000
Building and Land Rent / Lease	CS: 85,911	196,286				38,843	761,040
Repairs & Maintenance	CS: 50,722	11,796				3,492	66,010
Equipment / Furniture							
Security	CS: 19,599	4,558				1,343	25,500
Utilities	CS: 688,441	160,132				45,874	894,447
TOTAL FACILITY OPERATION & MAINTENANCE							
DEPRECIATION & AMORTIZATION						4,834	90,000
DISSOLUTION ESCROW & RESERVES / CONTINGENCY							
TOTAL EXPENSES						30,739	510,614
NET INCOME						895,436	(85,443)
ENROLLMENT - *School Districts Are Linked To Above Entries*							
District of Location	338	64				338	

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

Russell Valdez

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Mott Haven Academy Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).

2.

Director

3. Is the trustee 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.

4. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed 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.

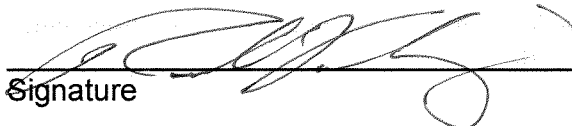
5. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 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 yourself
None	None	None	None

Please write "None" if applicable. Do not leave this space blank.

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

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

 _____
 Signature 7/25/2016
 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: 212-759-3700

Business Address: 345 Park Ave, 41st Floor, NY, NY 10154

E-mail Address: russvaldez@gmail.com

Home Telephone: 917-494-8047

Home Address: 1702 Windsor RD, Austin, TX 78703

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

William Baccaglino

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Mott Haven Academy

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
- 2.
3. Is the trustee 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.

4. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed 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.

5. 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) governed 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 financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 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 yourself
	None	None	None

Please write "None" if applicable. Do not leave this space blank.

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6. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed 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	None

Please write "None" if applicable. Do not leave this space blank.


 Signature

7/26/16
 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: (212) 886-4005

Business Address: 590 Avenues of the America, NY NY 10011

E-mail Address: Bill.Baccaglini@NYFoundling.org

Home Telephone: _____

Home Address: _____

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

Kathleen Chiechi Flores

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Mott Haven Academy

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
2. Vice - Chair
3. Is the trustee 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.

4. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed 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.

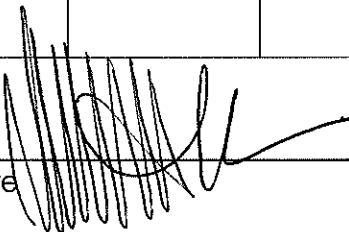
5. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 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 yourself
<p><i>Please write "None" if applicable. Do not leave this space blank.</i></p> <p style="font-size: 2em; font-weight: bold; margin: 0;">NONE</p>			

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

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

Signature 

Date 7/12/16

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: 973.216.6224
 Business Address: 250 W. 99th St, NY NY 10025
 E-mail Address: kathleen415@gmail.com
 Home Telephone: 212.518.4689
 Home Address: 250 W. 99th St, NY NY 10025

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

PATRICIA MULVANEY

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

MOTT HAVEN ACADEMY CHARTER SCHOOL

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). BOARD CHAIR

2.

3. Is the trustee 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.

4. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed 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.

5. 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) governed 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 financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 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 yourself
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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

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

Patricia Mulvaney
Signature

July 6, 2016
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: 201.521.3087

Business Address: 101 Hudson St. Jersey City, New Jersey 07302

E-mail Address: patricia.mulvaney@us.pwc.com

Home Telephone: 732.530.5133

Home Address: 9 Buttonwood Dr. Shrewsbury NJ 07702

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

Janet Campagna

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Mott Haven Academy Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). Treasurer
- 2.
3. Is the trustee 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.

4. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed 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.

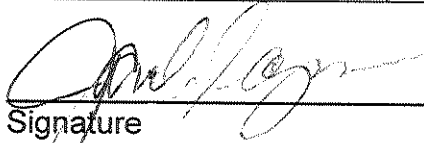
5. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 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 yourself
<i>None</i> Please write "None" if applicable. Do not leave this space blank.			

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6. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed 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
<p>Please write "None" if applicable. Do not leave this space blank.</p> <p style="font-size: 2em; letter-spacing: 0.5em;">N O N E</p>				


Signature

7/7/2016
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: 212-886-9215

Business Address: QS Investors 880 3rd Avenue, NY, NY 10022

E-mail Address: janet.campagna@qsinvestors.com

Home Telephone: 212-327-0851

Home Address: 75 East End Avenue, Apartment 10A NY, NY 10028

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name: Jessica Nauiokas

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Mott Haven Academy Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
2. **Secretary**
3. Is the trustee 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.

Principal/Head of school, Start date: July 1, 2008, Salary: \$171,000

4. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed 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.

5. 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) governed 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 financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 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 yourself
None			

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6. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed 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				



July, 13, 2016

Signature

Date

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

Business Telephone: 718-292-7015

Business Address: 170 Brown Place, Bronx, NY 10454

E-mail Address: jnauikas@havenacademy.org

Home Telephone: 917-806-0777

Home Address: 211 East 3rd Street, 2R New York, NY 10009

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

Whitney Kneisley

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Mott Haven Academy

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). Board Member
- 2.
3. Is the trustee 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.

4. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed 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.

5. 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) governed 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 financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 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 yourself
	None		

Please write "None" if applicable. Do not leave this space blank.

--	--	--	--

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

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

Whitney Kneisley 7/5/16
 Signature Date

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

Business Telephone: 914-834-8857

Business Address: 1 Woodbine Ave., Larchmont, NY 10538

E-mail Address: _whitneykneisley@gmail.com_

Home Telephone: _914-834-1340_

Home Address: _57 Edgewood Ave., Larchmont, NY 10538_

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

 Meghan Mackay

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

 Mott Haven Academy Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative).
2. **Board Member**
3. Is the trustee 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.

4. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed 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.

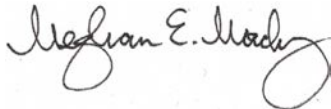
5. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 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 yourself
NONE	NONE	NONE	NONE

6.

Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed 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	NONE



July 21, 2016

Signature

Date

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

Business Telephone: 415-260-5693

Business Address: 95 Pine Street, New York, NY 10005

E-mail Address: meghanmackay@me.com

Home Telephone: 415-260-5693

Home Address: 47 West 70th Street, New York, NY 10023



Entry 9 BOT Table

Last updated: 06/21/2016

Page 1

1. Current Board Member Information

	Trustee Name	Email Address	Position on the Board	Committee Affiliations	Voting Member? (Y/N)	Area of Expertise, and/or Additional Role at School (parent, staff member, etc.)	Number of Terms Served and Length of Each (Include election date and term expiration)
1	Patricia Mulvaney	patricia.mulvaney@us.pwc.com	Chair/Board President	Finance	Yes	Compliance and Evaluation	8 Annual Terms; Elected March 2008, No Expiration
2	William F. Baccaglini	baccaglini@nyfoundling.org	Trustee/Member	Education/Fundraising	Yes	Child Welfare Expert	8 Annual Terms; Elected March 2008, No Expiration
3	Janet Campagna	janet.campagna@qsinvestors.com	Treasurer	Finance	Yes	Finance	8 Annual Terms; Elected March 2008, No Expiration
4	Jessica Nauiokas	inaiokas@havenacademy.org	Secretary	Education	No	Education/MHACS Principal	8 Annual Terms; Elected March 2008, No Expiration
5	Whitney Kneisley	wkneisley@yahoo.co	Trustee/Member	Education/Fundraising	Yes	Fundraising ; Event Planning;	6 Annual Terms; elected November

		m		sing		Volunteerism	2010, No Expiration
6	Kathleen Chiechi Flores	kathleen415@gmail.com	Trustee/Member	Education	Yes	Education/ Human Resources	3 Annual Term; elected May 2013, No Expiration
7	Meghan Mackay	meghanmackay@me.com	Trustee/Member	Education/ Fundraising	Yes	School Leadership; Academic Evaluation	7 Annual Terms; elected November 2009, No Expiration
8	Russ Valdez	russvaldez@gmail.com	Trustee/Member	Finance	Yes	Law/Finance	3 Annual Term; elected May 2013, No Expiration
9							
10							
11							
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15							
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17							
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20							

2. Total Number of Members on June 30, 2015

8

3. Total Number of Members Joining the Board 2015-16 School Year

0

4. Total Number of Members Departing the Board during the 2015-16 School Year

0

5. Number of Voting Members 2015-16, as set by the by-laws, resolution or minutes

7

6. Number of Board Meetings Conducted in the 2015-16 School Year

12

7. Number of Board Meetings Scheduled for the 2016-17 School Year

12

Thank you.

havenacademy



Mott Haven Academy
Charter School

Calendar of Board Meetings 2015-2016 School Year Board of Trustees

1. Monday, July 13, 2015
2. Thursday, August 20, 2015
3. Monday, September 21, 2015
4. Thursday, October 22, 2015
5. Thursday, November 19, 2015
6. Thursday, December 17, 2015
7. Monday, January 25, 2016
8. Monday, February 22, 2016
9. Thursday, March 24, 2016
10. Monday, April 18, 2016
11. Thursday, May 19, 2016
12. Thursday, June 16, 2016



Agenda

Board of Trustees Meeting

July 13, 2015

1. **Approval of prior Board meeting minutes**(June 9, 2015 and June 23, 2015)
2. **Personnel, Operational and Financial Matters**
 - A. ERE Auditors provide overview of current Audit compliance changes
3. **Academic and Instructional Program Matters**- none
4. **School Leader Update** - none
5. **Social/Emotional Program Matters**- none
6. **Legal, Regulatory and Governance Matters**
 - A. Summary of Annual Report timeline
7. **Executive Session**



**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL**

July 13, 2015

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at Mott Haven Academy Charter School from 8:30am to 9:30am. The following members attended in person or via video conference: Patricia Mulvaney, Janet Campagna, Kat Flores, Jessica Nauiokas, and Russ Valdez. All members participating via video or telephone were able to adequately hear and make comments. Guests included: Ashlyn Field (Assistant Principal) and Jessica Sloan (Director of Social Services / Strategic Development).

1. APPROVAL OF MINUTES

- a. Minutes from June 9th Meeting and June 23rd were reviewed. Suggestions for comments included:
 - June 9th: Part 5: change to past tense
 - June 23rd: Edit to include the purpose of the meeting as budget approval and that recommendations were submitted for approval prior to meeting.
 - Vote for approval will be held after edits are made

2. PERSONNEL, OPERATIONAL AND FINANCIAL MATTERS

- a. Auditors Marc Taub and Samantha Ephraim from ERE joined the call to discuss changes to Audit compliance. NYS law requires non-profits to meet with auditors prior to the start of audit. A draft will be completed in September to be reviewed and voted on for October Board Meeting.
 - Financials should reflect the plan to forgive rent debt.

3. ACADEMIC AND INSTRUCTIONAL PROGRAM MATTERS- not discussed

4. SCHOOL LEADER UPDATE

- a. Inquiry was made on staffing for next year. School Leader Nauiokas reported that as of early June Haven Academy was fully staffed for next school year. Since then, two new staff who

accepted declined and two returning staff members have resigned based on accepting positions at more convenient locations. We are continuing to interview for two upper grade level teaching positions.

- b. Haven Academy will be hosting a summer recreation program for about 40 scholars.

5. SOCIAL EMOTIONAL PROGRAM MATTERS – not discussed

6. LEGAL, REGULATORY AND GOVERNANCE MATTERS

- a. Summary of Annual Report timeline provided. The Annual Report continues to be an online format. Information collected includes enrollment numbers, high level financial overview, Title I / SPED compliance, audited financials and NYS test scores. The deadline for Board Disclosure Forms was extended to November. Haven will provide link to complete in Fall.

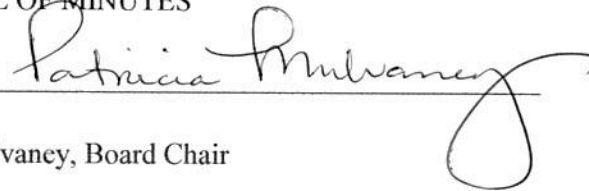
7. EXECUTIVE SESSION-none held.

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

APPROVAL OF MINUTES

Signature: _____

Patricia Mulvaney, Board Chair

A handwritten signature in cursive script, reading "Patricia Mulvaney", written over a horizontal line. The signature is fluid and includes a large loop at the end.



Agenda

Board of Trustees Meeting

August 20th, 2015 at 4:00pm

QS Investors 880 3rd Avenue New York, NY

1. **Approval of prior Board meeting minutes**(June 9, 2015, June 23, 2015, July 13, 2015)
2. **Personnel, Operational and Financial Matters**
 - A. Monthly Financial Report
3. **Academic and Instructional Program Matters**
 - A. End of the Year Data Dashboard
 - B. NYS Test Scores 2014-15
4. **School Leader Update**
 - A. PEO insurance coverage
 - B. Middle School expansion discussion
5. **Social/Emotional Program Matters**
6. **Legal, Regulatory and Governance Matters**
 - A. 2015-16 Meeting Schedule
7. **Executive Session**



**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL**

August 20, 2015

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at QS Investors 880 Third Avenue New York, NY from 4:00pm to 5:30pm. The following members attended in person or via video conference: Patricia Mulvaney, Bill Baccaglioni, Kat Flores, and Jessica Nauiokas. All members participating via video or telephone were able to adequately hear and make comments. Guests included: Ashlyn Field (Assistant Principal), Jessica Sloan (Director of External Affairs and Strategic Initiatives) and Whitney Reichenbacker (CSBM).

1. APPROVAL OF MINUTES

- a. Motion made to modify the language on July minutes under section 4A to remove “since then.” Voting was postponed until our September Board Meeting.

2. PERSONNEL, OPERATIONAL AND FINANCIAL MATTERS

- a. Reviewed Monthly Financial Report. A question was raised about Special Education cases that are pending and clarification was provided that payments are not retroactive.
- b. Haven Academy signed up with a PEO Oasis, Human Resourcing outsourced, that was able to offer much lower benefits plans. As such, we are projected savings in this area for FY16.

3. ACADEMIC AND INSTRUCTIONAL PROGRAM MATTERS

- a. Reviewed the End of the Year Dashboard along with the new Dashboard at a glance highlights. The Board recommended adding narrative section to Dashboard glance to explain why these highlights are presented.
 - Discussed staff retention and grade assignments for the beginning of the school year. Changes were made in upper grades—teachers from 3rd and 4th Grades were moved up as they have demonstrated strength in curriculum documentation, an area that was lacking in the 5th Grade team.
 - The Board raised questions whether performance data can be attributed to curricula, teaching success, or cohort capabilities. They requested data continue to be presented through cohorts to monitor effectiveness and success of all three factors.

- Recommendation was also made to review “summer slippage” data.
- b. NYS Assessment Report was presented. Growth continues in the 3rd and 4th Grade cohorts with scores beating district comparisons and continuing to compete with city scores. Reviewed comparison data for district, city and charter in depth, as well as year to year and cohort progress. Discussed update on testing administration error for 5th Grade ELA. As of now, those scores have been invalidated despite Haven Academy requesting otherwise. Therefore, the scores available for 5th Grade ELA are based on scholars who received testing modifications. 5th Grade Math results were disappointing and an area that will continue to be focused on for improvements.

4. SCHOOL LEADER UPDATE

- a. PEO coverage was discussed during financial report discussion.
- b. Bill Baccaglini presented an update on Middle School expansion, including a time sensitive opportunity to request addendum to our charter from DOE as well as assistance locating space for the expansion. The Board was provided with a draft Middle School Expansion document as well as draft timeline for expansion. Jessica Nauiokas will follow-up with Board Members not present prior to the next Board Meeting to discuss next steps.

5. SOCIAL EMOTIONAL PROGRAM MATTERS

- a. Haven Academy continues to look for partnership opportunities and fundraising support.

6. LEGAL, REGULATORY AND GOVERNANCE MATTERS – none discussed

7. EXECUTIVE SESSION-none held

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

APPROVAL OF MINUTES

Signature: _____

Patricia Mulvaney, Board Chair





Agenda

Board of Trustees Meeting

September 21, 2015 at 6pm @ Mott Haven Academy

1. **Approval of prior Board meeting minutes**(June 9, 2015, June 23, 2015, July 13, 2015, August 20, 2015)
2. **Personnel, Operational and Financial Matters**
 - A. Monthly Financial Report
3. **Academic and Instructional Program Matters**
 - A. Data Dashboard
4. **School Leader Update**
 - A. Middle School expansion vote
5. **Social/Emotional Program Matters**
 - A. Partnership / Press opportunities
6. **Legal, Regulatory and Governance Matters**
 - A. Subcommittee Assignments
 - B. 2015-16 Meeting Schedule
7. **Executive Session**

MINUTES OF THE BOARD OF TRUSTEES OF THE MOTT HAVEN ACADEMY CHARTER SCHOOL

September 21, 2015

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at Mott Haven Academy from 6:00pm-7:30pm. The following members attended in person or via video conference: Patricia Mulvaney, Kat Flores, Russ Valdez, Whitney Kneisley, and Jessica Nauiokas. All members participating via video or telephone were able to adequately hear and make comments. Guests included: Ashlyn Field (Assistant Principal), Jessica Sloan (Director of External Affairs and Strategic Initiatives) and Whitney Reichenbacker (CSBM).

1. APPROVAL OF MINUTES

- a. Motion made to approve minutes from Board Meetings dated June 9th, June 23rd, July 13th, and August 20th.

2. PERSONNEL, OPERATIONAL AND FINANCIAL MATTERS

- a. Reviewed Monthly Financial Report. Financials are as projected at the beginning of the year.
 - Accounts payable is significantly down as the NYF Board approved forgiveness of back rent approximating \$1million. Haven Academy is scheduled to make payment on 12 months of rent.
 - Two areas to watch in the next six months are i. HR/Staffing: projected to be over by \$23k as a couple part-time employees were moved to full-time after a needs assessment was completed and ii. HR/Benefits: as we complete our transition to the HR outsourcing provider which will be a cost saver.

3. ACADEMIC AND INSTRUCTIONAL PROGRAM MATTERS

- a. Reviewed the Data Dashboard, which features four areas to focus on this month.
 - Enrollment: We were slightly overenrolled on the first day of school however 21 families, consisting of 32 scholars, have since been discharged, affecting our overall enrollment numbers as well as child welfare statistics. Charts were provided and reviewed including reasons for discharge. Results will be further aggregated to include child welfare status. Haven Academy SW is working with NYF staff to trouble shoot attrition, however overall NYF affiliation numbers are larger this year than prior.

- SPED: Greater detail was provided for a deeper look into pending CSE cases. The next dashboard will include a summary of overdue versus pending case breakdown so the board can review both the financial impact and academic impact of delay in services.
- Staffing: Haven Academy continues to experience low teacher attrition compared to other charter schools. This year we had two regrettable losses. One of the ideas to offset regrettable loss is the introduction of a teacher retirement benefit. A full proposal will be provided in later months for Board review. The board raised the possibility of social entrepreneurship investment and donor activity supporting this goal.
- Other recommendations were made regarding dashboard format to allow the board to take a deeper dive into key areas as well as actionable information.

4. SCHOOL LEADER UPDATE

- a. The Board provided feedback regarding a revision to our charter to include middle school grades 6-8. Bill Baccaglioni, not present at the meeting, conveyed support and approval via Board Chair Trish Mulvaney. Janet Campagna, via telephone prior to meeting, also stated support and approval of the budget proposal and plans for expansion.

Based on discussion, the board agreed and approved that school leadership move forward in submitting a request for a charter expansion to the NY Board of Regents. The official request will be for a revision to our charter to expand to middle school (grades 6, 7, 8) with a proposed timeline of the 2017-18 school year, provided Haven is able to secure real estate that fits our financial model. Board Members will cooperate with Haven leadership in preparing final materials for submission.

5. SOCIAL EMOTIONAL PROGRAM MATTERS

- a. Jessica Sloan presented on upcoming press visits including journalist Richard Whitmire and PBS Metrofocus. We continue to evaluate the effectiveness of programming overall with specific focus on the child welfare achievement gap.

6. LEGAL, REGULATORY AND GOVERNANCE MATTERS

- a. The Board previously discussed subcommittee designations of fundraising and academics. Board members were instructed to contact Board Chair regarding preference with plans to formalize in the near future.
- b. The tentative calendar of board meeting dates was reviewed. An interactive document will be distributed for board members to enter their availability with the goal of increasing attendance.

c. Reminder provided that Board Financial Disclosures are due 9/30 for the Annual Report.

7. EXECUTIVE SESSION-none held

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

APPROVAL OF MINUTES

Signature: _____

Patricia Mulvaney

Patricia Mulvaney, Board Chair



Agenda

Board of Trustees Meeting

October 22, 2015 at 5:30pm @ Mott Haven Academy

1. **Approval of prior Board meeting minutes** (September 21, 2015)
2. **Personnel, Operational and Financial Matters**
 - A. Draft Audited Financials
 - B. Monthly Financial Report
3. **Academic and Instructional Program Matters**
 - A. Data Dashboard
4. **School Leader Update**
 - A. Middle School expansion update and next steps
5. **Social/Emotional Program Matters**
 - A. Dessa Data review + interventions
6. **Legal, Regulatory and Governance Matters**
 - A. Subcommittee Assignments
7. **Executive Session**

**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL**

October 22, 2015

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at Mott Haven Academy from 5:30pm-7:00pm. The following members attended in person or via video conference: Patricia Mulvaney, Bill Baccaglini, Whitney Kneisley, Meghan MacKay and Jessica Nauiokas. All members participating via video or telephone were able to adequately hear and make comments. Guests included: Ashlyn Field (Assistant Principal), Jessica Sloan (Director of External Affairs and Strategic Initiatives), Erin Hudson (Director of Intervention Services), Amber Smith (Instructional Coach), and Whitney Reichenbacker (CSBM).

1. APPROVAL OF MINUTES

- a. Edits to the approval and support of Middle School expansion in September 21st Minutes made. Motion made to approve minutes.

2. PERSONNEL, OPERATIONAL AND FINANCIAL MATTERS

- a. Audit meeting with ERE auditors held on October 21st with Board Treasurer Janet Campagna. MBAF partner Mark noted that the finding that 91% of expenditures are program costs is the highest he has seen to date. No points or other findings were noted.
- b. Monthly financial report was reviewed. Financials remain on target without any variances to note.
- c. Annual Report Revision to be submitted to the state 10/30 with audited financials.

3. ACADEMIC AND INSTRUCTIONAL PROGRAM MATTERS

- a. Reviewed the Data Dashboard:
 - Attendance: Reviewed changes to attendance monitoring procedures this school year including the launch of attendance coaches to target our families with chronic absenteeism. We are already seeing a reduction in number of absences compared to this point in time last year. Discussed current incentives used, such as recognition certificates and lunch with staff, and other possible incentives that can be added.
 - a. Suggestion to add the charter attendance goals and tracking to future dashboards

- Enrollment: Number of students budgeted for is 298—currently at 300 K-5 scholars and 36 Pre-K scholars. Our overall prevention numbers are higher than previous years. Discussed plans for increasing our foster numbers, including outreach planning sessions with NYF VPs, quarterly update meetings, and open house for leadership of other CW agencies to discuss our recent results and benefits of attending Haven.
- SPED: The number of overdue cases is lower (currently 9). Reviewed cost estimates of pending cases awaiting review by CSE staff, which has turned over recently making potential additional funding for pending cases difficult to predict.
- Discipline: Reviewed current school culture supports and discussed recent visit by psychologists from Montifiore about partnership opportunities for community based referrals.
 - a. Suggestion made to include CW status on discipline reporting.
- Kindergarten results: Our current Kindergarten class includes 34 scholars who attended Haven's UPK program and 13 who did not. First time we have control group for academic progress. Based on the 1st round of reading assessments (which look at letter sounds, letter ID, early reading skills, and sight(?) words) the kindergartners who attended our UPK are outperforming their peers. To note: last year's cohort was largely general community and the control K group is almost all child welfare involved.
- Suggestionf for another data point to pursue: Haven's child welfare population vs CW population elsewhere. Recent inquiry made regarding the number of transitions our students have—suggestion that the school helps stabilization and may have reciprocal effect on stabilizing home status, hypothesizing that our students would have less transitions than CW students at other schools.

4. SCHOOL LEADER UPDATE

- a. Per last month's approval to move forward on Middle School expansion application process, the Haven team has been finalizing the package to send to DOE. After the request was submitted to the state, DOE informed us that they should receive the request first, followed by a public hearing and then a recommendation made to the state if affirmed. Once submitted to DOE, we can also submit our space request and track the timeline.

5. SOCIAL EMOTIONAL PROGRAM MATTERS

- a. Jessica Sloan presented on SE assessments completed this month, including DESSA and launch of new assessment called SELweb.
- b. We continue our Data Action Planning Protocol looking at data 5x / year. We are currently digitizing our data wall to make it more accessible and flexible for data analysis. .

6. LEGAL, REGULATORY AND GOVERNANCE MATTERS

- a. The Board discussed potential subcommittee groups and agreed to move forward in forming the following two: (i) Academics and Instructional Programming and (ii) Middle School Planning . This approach considers that for the next 18 months or so there needs to be a very deliberate focus on financial and other operating matters specific to expanding the school to grades 6 - 8, including communications with DOE, SED and NYC contacts; submissions of charter document revisions to authorizers; real estate financing and space planning; potential benefactor and/or grant funding, etc. The Middle School Planning subcommittee would necessarily also have oversight of existing financial and operating capacities, which informs decision making about school expansion. Likewise, the separate Academics and Instructional Program committee will participate and provide input on the school expansion as planning and ramp up activities proceed. Each committee will schedule meetings that work for their members.
- Whitney offered participation on either committee, Bill on Middle School planning focus, Meghan on Academics. Trish will follow-up with Janet, Kat and Russ. . Sloan will continue to schedule monthly meetings via Doodle document.

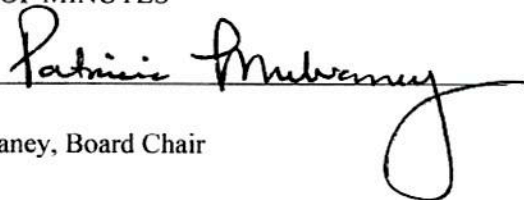
7. EXECUTIVE SESSION-none held

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

APPROVAL OF MINUTES

Signature: _____

Patricia Mulvaney, Board Chair

A handwritten signature in black ink, appearing to read "Patricia Mulvaney", written over a horizontal line. The signature is fluid and cursive, with a large loop at the end.



Agenda

Board of Trustees Meeting

November 19, 2015 at 9:30am @ Mott Haven Academy

1. **Approval of prior Board meeting minutes (October 22, 2015)**
2. **Personnel, Operational and Financial Matters**
 - A. Monthly Financial Report
 - B. Whitney-CSBM transition
3. **Academic and Instructional Program Matters**
 - A. Data Dashboard
4. **School Leader Update**
 - A. The Teacher Retirement System Update
 - B. Julian Cohen, DOE visit
 - C. School Quality Snapshot
5. **Social/Emotional Program Matters**
 - A. Tauck Family Foundation Panel
6. **Legal, Regulatory and Governance Matters**
 - A. Subcommittee Assignment Follow-up
7. **Executive Session**



**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL**

November 19, 2015

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at Mott Haven Academy from 8:30am-9:30am. The following members attended in person or via video conference: Patricia Mulvaney, Bill Baccaglino, Kat Flores, Russ Valdez, Whitney Kneisley, and Jessica Nauiokas. All members participating via video or telephone were able to adequately hear and make comments. Guests included: Ashlyn Field (Assistant Principal), Jessica Sloan (Director of External Affairs and Strategic Initiatives), Zennea Chetta (Director of Data and Technology) and Viviana Torres (CSBM).

1. APPROVAL OF MINUTES

- a. Patricia Mulvaney motioned to edit the October Meeting Minutes to include a clarification to subcommittees. Subcommittee assignments were finalized as 1. Academic Matters: Kat Flores, Meghan Mackay, Whitney Kneisley, Jessica Nauiokas and Trish Mulvaney and 2. Finance and Middle School planning: Russ Valdez, Janet Campagna, Bill Baccaglino, Jessica Nauiokas and Trish Mulvaney. Edits were made and motion made for approval.

2. PERSONNEL, OPERATIONAL AND FINANCIAL MATTERS

- a. Monthly Financial Report was reviewed. No changes to report at this time.
- b. Whitney Reichenbacher, our CSBM consultant is transitioning out of her position. Viviana Torres, Senior Manager, will cover her position until someone permanent is hired.

3. ACADEMIC AND INSTRUCTIONAL PROGRAM MATTERS

- a. Reviewed the Data Dashboard, which features four areas to focus on this month.
 - Reviewed 5th Grade Pre and Post Math Assessment results. After reteaching loop, 5th Graders are showing progress towards mastery of skill.

4. SCHOOL LEADER UPDATE

- a. The Middle School application was submitted and acknowledged as received. Bill Baccaglino reported that he met with Director of Office of Management and advisor to Community Schools Movement regarding our plans for expansion. The next step is hosting a public hearing sometime in January.

- b. School leadership has been researching Teacher Retirement System (TRS) and the costs associated with membership. Preliminary research suggests approximately \$250,000 annual cost however final numbers are not available until an agreement to join is signed. The pros of membership include: broader teacher recruitment and attracting a pool of candidates interested in perks associated with traditional DOE schools. Jessica Nauiokas asked for Board guidance on potential funding streams and partners. This topic will be forwarded to the finance subcommittee for further discussion.
- c. Julian Cohen, Director of the Office of Portfolio Development DOE, and his team visited Haven Academy to discuss potential charter / district partnerships and collaboration. Haven will be hosting a group from Julian's office in December for professional development.
- d. School Quality Report was recently distributed. This report replaces the previous letter grade rating schools receive. Scores are based on parent and teacher satisfaction surveys as well as assessment scores. Overall, Haven Academy received good and very good ratings. Some questions raised by the Board and areas to follow-up on included:
 - How do we increase parent participation from 80% this year?
 - Are we asking staff for feedback often enough?
 - Using PD time and perhaps accessing a consultant to focus on teacher culture
 - Provide summary on how Haven scores compare to other schools' quality reports

5. SOCIAL EMOTIONAL PROGRAM MATTERS

- a. Gabriella Cassandra, Social Worker, and Jessica Sloan participated in a conference on Trauma work in schools hosted by the Tauck Family Foundation. The panel was a great opportunity to share the success of our work as well as make connections to likeminded organizations for partnerships and potential funding.

6. LEGAL, REGULATORY AND GOVERNANCE MATTERS

- a. Kat Flores will follow up with Board Members assigned to Academic Matters subcommittee to schedule meeting time; Russ Valdez will follow up with members assigned to Middle School and Finance committee.

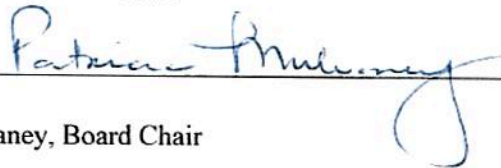
7. EXECUTIVE SESSION-none held

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

APPROVAL OF MINUTES

Signature: _____

Patricia Mulvaney, Board Chair





Agenda

Board of Trustees Meeting

December 17, 2015 at 8:30am @ Mott Haven Academy

1. **Approval of prior Board meeting minutes (November 19 2015)**
2. **Personnel, Operational and Financial Matters**
 - A. Monthly Financial Report
3. **Academic and Instructional Program Matters**
 - A. Data Dashboard
4. **School Leader Update**
 - A. Positive feedback from recent media exposure
5. **Social/Emotional Program Matters**
6. **Legal, Regulatory and Governance Matters**
 - A. Subcommittee share outs / Update on MS planning
7. **Executive Session**



**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL**

December 17, 2015

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at Mott Haven Academy from 8:30am-9:30am. The following members attended in person or via video conference: Patricia Mulvaney, Bill Baccaglini, Kat Flores, Russ Valdez, and Jessica Nauiokas. All members participating via video or telephone were able to adequately hear and make comments. Guests included: Jessica Sloan (Director of External Affairs and Strategic Initiatives) and Viviana Torres (CSBM).

1. APPROVAL OF MINUTES

- a. Motion made to approve November 19, 2015 minutes. Minutes were voted on and approved.

2. PERSONNEL, OPERATIONAL AND FINANCIAL MATTERS

- a. Monthly Financial Report was distributed for review. No changes noted or comments or questions.
- b. Discussion was held on frequency the monthly report should be disseminated. Members from both subcommittees expressed interest in receiving electronic report of finances for review, and the MS planning / Fiscal subcommittee will take a deeper dive analysis and raise any questions, trends, discussion points in quarterly meetings. While the board the considered moving the frequency of these reports from monthly to quarterly, consensus was reached that members preferred to continue to receive the documents monthly for committee and individual decision making.
- c. The Board discussed taking next steps to submit a proposal to Robin Hood for support. Tiger Foundation, who gifted Haven Academy with \$150k this month for the 2015-16 school year, offered to provide a reference when we do. Next month school leadership will provide a detailed fundraising report including current support, previous asks, and potential funders.

3. ACADEMIC AND INSTRUCTIONAL PROGRAM MATTERS

- a. The Data Dashboard was distributed for review. The Board discussed the merits of distributing the dashboard monthly or quarterly moving forward. Decision was made to continue to distribute it monthly for individual and subcommittee review and quarterly meetings would focus on deeper discussion of data points.

4. SCHOOL LEADER UPDATE

- a. Haven Academy has received positive media exposure in the last several months which has influenced school leaders from around the country to approach us about our model. This is an opportunity to capitalize on exposure with potential new partners. We have recently reprinted our brochure and created a new email campaign which brought in a small amount of donations.

5. LEGAL, REGULATORY AND GOVERNANCE MATTERS

- a. Kat Flores shared an update that she and Meghan Mackay connected prior to the board meeting and the remaining Academic Subcommittee members will connect following this meeting to discuss goals and next steps. Bill Baccaglioni reiterated the importance of looking at the child welfare achievement gap data across dimensions.
- b. Middle School update: A standard public hearing is scheduled for January 6th to present the material revision of our charter to the public for any comments.

6. EXECUTIVE SESSION-none held

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

APPROVAL OF MINUTES

Signature: _____



Patricia Mulvaney, Board Chair



Agenda

Board of Trustees Meeting

January 25, 2016 @ 5:30pm at Mott Haven Academy

1. **Approval of prior Board meeting minutes** (December 17, 2015)
2. **Finance and Expansion**
 - A. Monthly Financial Report (collect feedback on new data summary cover)
 - B. Middle School Planning
 - C. 2016-17 Staff Recruitment
3. **Academic and Social Emotional Program Matters**
 - A. Data Dashboard
 - B. Review of Annual Cycle (test results, budget review, enrollment)
 - C. Fundraising Report
4. **School Leader Update**
5. **Legal, Regulatory and Governance Matters**
6. **Executive Session**



**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL**

January 25, 2016

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at Mott Haven Academy from 5:30pm to 7:00pm. The following members attended in person or via video conference: Patricia Mulvaney, Bill Baccaglini, Kat Flores, Janet Campagna, and Jessica Nauiokas. All members participating via video or telephone were able to adequately hear and make comments. Guests included: Jessica Sloan (Director of External Affairs and Strategic Initiatives), Ashlyn Field (Assistant Principal), Zennea Chetta (Director of Data and Technology) and Viviana Torres (CSBM).

1. APPROVAL OF MINUTES

- a. Motion made to approve December 17, 2015 minutes. Minutes were voted on and approved.

2. FINANCE AND EXPANSION

- a. Reviewed Monthly Financial Report and newly created Finance Cover Sheet. Janet Campagna discussed wanting to present financial information more graphically with specific highlights to revenue and cost each month. The monthly financials were discussed. The biggest variance currently is compensation. Less bonuses were awarded via our PICCS grant due to teacher evaluation and performance, therefore expenses were lower than what was originally budgeted.
- b. Our request for expansion to Grades 6, 7 and 8 was approved by DOE via email. The approval is now forwarded to the NYS Board of Regents who will vote on the expansion on February 22nd. DOE expects the expansion to be approved. Haven also received a certified letter today from the NYC DOE Department of Operations that our simultaneous request for space was rejected. Jessica Nauiokas reached out to Kevin Quinn's office. He is assisting the preparation of an affidavit signed by Jessica along with a formal appeal to DOE. If the appeal is not approved then Haven will receive monies towards facilities costs. The board discussed current facilities options which include a new build or possible acquisition of existing space of a school that is closing. Jessica is currently recruiting a MS expansion team on site and will present a formal work plan at the next quarterly meeting in April.
- c. Haven Academy's 2016-17 recruitment plan is underway. Jessica requested Board feedback on ways to recruit the best candidates. Haven currently attends fairs, offers incentives for staff

referrals, offers competitive salaries however feels limited in the candidates that we are getting year after year. The Teacher Retirement System, a pension plan used at other Charter Schools, is an option that may attract and retain high quality teachers, especially minorities. The Board has concerns about the financial feasibility of pursuing this. Jessica agreed to bring research and data about comparable schools' participation. Treasurer Campagna suggested an alternative is looking at our 403b Match program and bonus system. Kat Flores will follow-up with Jessica to discuss further.

- d. Fundraising Report was distributed for review which detailed foundation, corporate, and individual contributions from FY13 to present. We are on budget to date. The board discussed the merits of a give / get program and the possibility of a required contribution amount.

3. ACADEMIC AND SOCIAL EMOTIONAL PROGRAM MATTERS

- a. The Data Dashboard was distributed for review. Discussed wanting to take a deeper dive into program matters and the annual cycle or recurring events and data.
- b. State practice exams are currently underway and this data would typically be compiled for review in February. Jessica suggested distributing this report and considering changing the pace of quarterly meetings to coincide with this calendared event. Jessica Sloan will circulate inquiry for dates available in February to convene.

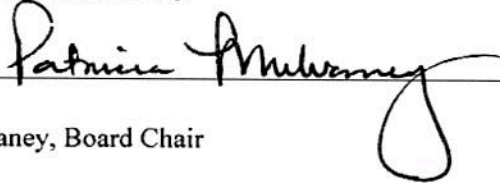
4. SCHOOL LEADER UPDATE

5. LEGAL, REGULATORY AND GOVERNANCE MATTERS

6. EXECUTIVE SESSION-none held

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

APPROVAL OF MINUTES

Signature: 

Patricia Mulvaney, Board Chair



Agenda

Board of Trustees Meeting

February 22, 2016 @ 5:30pm at Mott Haven Academy

1. **Approval of prior Board meeting minutes (January 25, 2015)**
2. **Finance and Expansion**
 - A. Middle School Update
3. **Academic and Social Emotional Program Matters**
 - A. Practice State Tests
4. **School Leader Update**
5. **Legal, Regulatory and Governance Matters**
 - A. Discussion on inviting DOE for optional Annual Visit
 - B. Recess Accident Case Update
6. **Executive Session**



**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL**

February 22, 2016

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at Mott Haven Academy from 8:30am to 10:00am. The following members attended in person or via video conference: Patricia Mulvaney, Bill Baccaglioni, Kat Flores, Meghan Mackay and Jessica Nauiokas. All members participating via video or telephone were able to adequately hear and make comments. Guests included: Jessica Sloan (Director of External Affairs and Strategic Initiatives), and Zennea Chetta (Director of Data and Technology)

1. APPROVAL OF MINUTES

- a. Motion made to hold the review and approval of January minutes to March meeting.

2. FINANCE AND EXPANSION

- a. NYC DOE approved Haven Academy's request for expansion of grades to 6, 7 and 8 and sent approval to NYS Board of Regents for vote. The vote will take place today and we anticipate it will be voted favorably. Bill and Jessica N have looked at several space and facilities options which include build out options and renovations. If renovating space, 2017-18 timeline for launch is feasible; new construction would delay opening until 2018-19. 2 current team members are currently doing research on curriculum. The next step in recruitment would be to post a Director of Middle School position. Discussed benefits of having team member onboard during planning phase. Meghan offered to assist in the development of a job description. The board also supports plans to move 5th Grade offsite as the specialized instruction is invaluable for preparation to middle school grades.

3. ACADEMIC AND SOCIAL EMOTIONAL PROGRAM MATTERS

- a. State practice exams results were reviewed in comparison to last year's practice and actual test performance. Math practice exams are typically more difficult than ELA, as about 20% of concepts have not been taught yet. ELA practice tests tend to be more predictive of performance. Some changes have been made to the tests: Math is currently untimed and ELA removed a passage.

4. **SCHOOL LEADER UPDATE** – provided in agenda items 2, 3

5. **LEGAL, REGULATORY AND GOVERNANCE MATTERS**

- a. Discussed whether to invite DOE for optional Annual visit. The board was in favor extending an invitation and suggested Haven Academy going on record as welcoming the annual visit.
- b. Jessica Sloan has been working with Attorney Kevin Quinn on two current legal matters including DOE denial of facilities and claim filed against Haven Academy for an incident that occurred at recess. The recess incident was documented appropriately at time of incident. All documents have been shared with Kevin for review. The board discussed whether or not recess / parks releases should be updated annually versus at time of school admission. Suggestion made for annual enrollment contract that guardians sign indicating a recommitment to the school rules and regulations.

6. **EXECUTIVE SESSION**-none held

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

APPROVAL OF MINUTES

Signature: Patricia Mulvaney

Patricia Mulvaney, Board Chair



Agenda

Board of Trustees Meeting

March 24, 2016 @ 5:00pm at Mott Haven Academy

1. **Approval of prior Board meeting minutes** (January 25, 2016 and February 22, 2016)
2. **Finance and Expansion**
 - A. Middle School Update
 - B. Monthly Financials
 - C. Approval of Discretionary Funding Contract
3. **Academic and Social Emotional Program Matters**
 - A. Data Dashboard
4. **School Leader Update**
 - A. Staff Recruitment update
5. **Legal, Regulatory and Governance Matters**
6. **Executive Session**

**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL**

March 24, 2016

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at Mott Haven Academy from 4:30pm 6:00pm. The following members attended in person or via video conference: Patricia Mulvaney, Bill Baccaglini, Kat Flores, Meghan Mackay, Whitney Kneisley, Russ Valdez and Jessica Nauiokas. All members participating via video or telephone were able to adequately hear and make comments. Guests included: Jessica Sloan (Director of External Affairs and Strategic Initiatives), and Ashlyn Field (Assistant Principal).

1. APPROVAL OF MINUTES

- a. Motion made to approve January meeting minutes and motion made to approve February minutes with slight edits. Both motions approved.

2. FINANCE AND EXPANSION

- a. NYF and Haven team has been exploring facilities options that include existing real estate that would require renovation, properties for new construction, acquiring space from Catholic diocese, and the latest plan of expanding onto the 5th, 6th, and 7th floors of our current building. Jessica N and Bill reported that the team is working on a test fit which would include expansion into upper floors and renovating lower floor spaces to make classrooms more comfortable. The current proposed K-8 model budgets 486 students; 150 of whom will be eligible for facilities funding. The board discussed pros and cons of offsite / onsite expansion. The remodel of 170 Brown Place could be more time efficient however the advantage to off-site building is the potential to grow more. Jessica stated a MS leader draft job description was created—Meghan offered to provide consult on this. The board encouraged Jessica to reach out to Janet for financial planning as it relates to proposed budget.
- b. The board reviewed the monthly financial report. To date, contributions are under \$150,000 to what was budgeted. Reviewed pending contributions and those being considered for solicitation. The Board suggested presenting projections on next month's report versus budgeted goal. Reviewed SPED numbers as well and the possibility of looking for an associate attorney to take on the project of CSE's delay in processing.

- c. Motion to approve resolution for NYC Discretionary Funding contract designating Jessica Nauiokas as authorized agent of the organization. Motion approved.

3. ACADEMIC AND SOCIAL EMOTIONAL PROGRAM MATTERS

- a. The data dashboard was distributed for review. No major changes to report.

4. SCHOOL LEADER UPDATE

- a. Staff continue recruitment practices for next year which include career fairs and teacher postings.

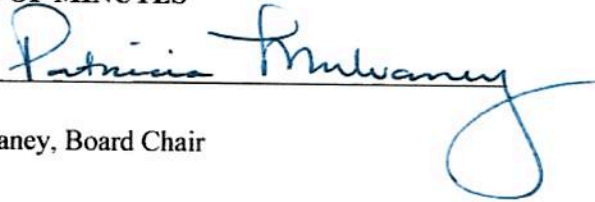
5. LEGAL, REGULATORY AND GOVERNANCE MATTERS - none held

6. EXECUTIVE SESSION-none held

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

APPROVAL OF MINUTES

Signature: _____



Patricia Mulvaney, Board Chair



**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL**

April 18, 2016

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at Mott Haven Academy from 5:30pm to 7:00pm. The following members attended in person or via video conference: Patricia Mulvaney, Bill Baccaglini, Meghan Mackay, Whitney Kneisley, Janet Campagna, and Jessica Nauiokas. All members participating via video or telephone were able to adequately hear and make comments. Guests included: Jessica Sloan (Director of External Affairs and Strategic Initiatives), Zennea Chetta (Director of Data Technology Services), Ashlyn Field (Assistant Principal), and Viviana Torres (CSBM).

1) APPROVAL OF MINUTES

- a) Motion to approve March 24, 2016 Minutes. Minutes were approved.

2) FINANCE AND EXPANSION

- a) Middle School Update: The school leader job description was posted on hiring sites. The description will be sent to the board for review and comments. The board discussed the pros of hiring immediately and bringing on staff by the summer, as well as looking for someone with experience and interest in growth potential of the position. The current organizational chart, which includes two assistant principals will likely change as AP Patience Brown is leaving at the end of the year for a Principal position elsewhere. The MS leader hired will take over for upper grades while in MS planning phase. The board will be presented with FY2016-17 Budget with this position included and without it. Continue to consider facilities options however finding limited options in the neighborhood at affordable pricing. At upcoming board meeting, Jess N will present clear benchmarks to the board including hiring and project plans to be completed by the end of the school year.
- b) Financials: Reviewed contributions report including pending and solicited gifts for this fiscal year and discussed the merits of continuing to present this format along with the monthly financials.
- c) Draft Budget will be presented in May for a vote in June. Anticipating increase in the NYS per pupil formula averaging about \$150/student.

3) ACADEMIC AND SOCIAL EMOTIONAL PROGRAM MATTERS

- a) The data dashboard was distributed for review. No major changes to report.
- b) Zennea Chetta presented the digital data wall using Tableau software. The board suggested using Tableau to track other trends and correlations such as attendance. Meghan Mackay reported that Success Academies also uses Tableau and will set up time to show Zennea other uses. The board talked about the benefits of evaluation and Bill Baccaglini suggested acquiring an outside evaluator to research effectiveness of programming.

4) SCHOOL LEADER UPDATE

- a) Lottery was conducted. Jess N is pleased to report that all available foster care and prevention seats were filled and we are currently maintaining a waitlist for these seats.
- b) Testing season observations were provided. This is the first year that ELA tests were untimed—have to wait and see how this effects performance.

5) LEGAL, REGULATORY AND GOVERNANCE MATTERS

- a) Continuing to monitor the NYS annual budget and how this will effect allocations to charter schools. Updates will be provided to the board as they are received.

6) EXECUTIVE SESSION-none held

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

APPROVAL OF MINUTES

Signature: Patricia Mulvaney

Patricia Mulvaney, Board Chair





**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL**

May 20, 2016

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at Mott Haven Academy from 10am to 11am. The following members attended in person or via video conference: Patricia Mulvaney, Kathleen Flores, Whitney Kneisley, and Jessica Nauiokas. All members participating via video or telephone were able to adequately hear and make comments. Guests included: Jessica Sloan (Director of External Affairs and Strategic Initiatives), Zennea Chetta (Director of Data Technology Services), Ashlyn Field (Assistant Principal), and Kristen ____ (Middle School Leader candidate).

1) APPROVAL OF MINUTES

- a) Board Meeting minutes from April 18th will be held until next month for approval.

2) FINANCE AND EXPANSION

- a) Middle School Update: A school leader job candidate is attending today's meeting. There is progress being made towards using the upper floors of 170 Brown Place for initial placement of the Middle School, at least during beginning years while a search for separate space continues.
- b) Financials: Actual profit and loss is landing close to projections as we approach the end of the fiscal year. There was some discrepancy whether projections were calculated on the assumption contribution goal would be met in full. Clarification will be obtained and provided via email.
- c) The preliminary audit took place on Monday. It was the same auditors as previous years. No findings were reported thus far. Erica, our new CSBM financial consultant, completed the prep work under the supervision of Viviana Torres.

3) ACADEMIC AND SOCIAL EMOTIONAL PROGRAM MATTERS

- a) The data dashboard was distributed for review. Following a meeting with Administrators from CSE, all overdue CSE cases now have an active action step. While we are not optimistic about reimbursement for these cases, scholars whose services were delayed as a result will receive services over the summer from providers.

4) SCHOOL LEADER UPDATE

- a) Administrators from CSE came to Haven for a visit and discussion regarding issues related to referrals to CSE and the timeliness of reviews. Currently we have 29 cases that are overdue and following this meeting each have an action step. The tone of the meeting was cordial and we are optimistic about the follow up moving forward.
- b) Haven Academy is hosting the Alumni Dinner at the end of the month. We plan to distribute Middle School Experience surveys and have requested that scholars provide copies of their report cards to review academic progress and standing.

5) LEGAL, REGULATORY AND GOVERNANCE MATTERS - none held

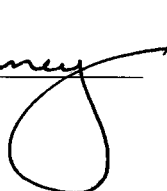
6) EXECUTIVE SESSION-none held

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

APPROVAL OF MINUTES

Signature: Patricia Mulvaney

Patricia Mulvaney, Board Chair

A handwritten signature in black ink, reading "Patricia Mulvaney", written over a horizontal line. The signature is cursive and includes a large, stylized loop at the end.



**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL**

June 20, 2016

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at The New York Foundling (590 Avenue of the Americas New York, NY) from 9:30am to 11:30am. The following members attended in person or via video conference: Patricia Mulvaney, Kathleen Flores, Bill Baccaglioni, Janet Campagna, and Jessica Nauiokas. All members participating via video or telephone were able to adequately hear and make comments. Guests included: Jessica Sloan (Director of External Affairs and Strategic Initiatives), Zennea Chetta (Director of Data Technology Services), Ashlyn Field (Assistant Principal), and Viviana Torres (CSBM).

1) APPROVAL OF MINUTES

- a) Board Meeting minutes from April 18th and May 20th were voted on. Motions made to approve.

2) FINANCE AND EXPANSION

- a) FY2017 Draft Budget was presented for review. Projected revenue is increased due to small per pupil increase and a one time state stimulus payment. The current budget reflects 302 students (k-5) which is the maxed amount due to classroom sizes. The current version of the draft reflects a \$100,000 deficit which is largely due to Middle School Planning expenses (addition of a Middle School leader position) prior to any funds coming in for that program and increasing current staff salaries to remain competitive with DOE's recent plans to increase salaries incrementally over the new few years. A summary of the salary changes were distributed for board members' review.
 - Possible areas of concession are decreasing the cost of living increase from 4% to 3% across the board as well as following up with potential donors for the Middle School project.
 - The board preliminarily approved the draft budget pending edits from the Finance Committee.
- b) Jessica continues to interview candidates for the Middle School leader position and is getting to know two applicants better currently.
- c) Monthly financials were discussed during the draft budget discussion. We are ending the fiscal year approximately \$50,000 short of our projected contributions goal.

3) ACADEMIC AND SOCIAL EMOTIONAL PROGRAM MATTERS

- a) The data dashboard was distributed for review.

-Attendance: We met our charter goal for daily attendance. Prevention families continue to struggle with attendance the most. The board suggested that action plans are tracked on the dashboard to reflect the work being done with families.

-Enrollment: We currently utilize minimal advertising for new scholars as word of mouth for our general community scholars continues to bring in high volumes of new applicants. We held our lottery in April. Currently all seats are filled and we maintain a waitlist in all three categories. The board reviewed enrollment policies for Pre-K and how they differ; if a seat is empty on BEDS day then no matter if the seat is filled, the program will only be reimbursed for the number of kids reported in the program on that day.

-SPED: Current overdue cases all have action steps but are still reflecting as overdue on the dashboard. Over the summer, related services providers will provide services for scholars whose cases are overdue at CSE.

-Support Services / Retention: Retention numbers dropped which was attributed to internal investigation of scholars' progress post-retention as well as having a small pool to retain to avoid double retention cases. We continue to increase the number of intervention services provided during the school day and outside the academic day. Next year we will be adding a Reading Recovery Teacher to target 1st Graders struggling with literacy for one on one support over an eight to twelve week period. The Board also suggested looking at correlations between retention rates and chronic absenteeism.

- b) Terra Nova report: The Terra Nova is an end of the year assessment used in K-5 that presents a snapshot of time compared to peer groups. Data for our current K-5 scholars was presented and reflects growth in all areas with the most significant growth with our general community scholars. The Terra Nova tends to also strongly correlate with NYS test results. We are currently waiting for the Level 1 report to be released which reflects preliminary results of students anticipated to score a level 1 on the state tests which will be shared with the board when received.

4) SCHOOL LEADER UPDATE

- a) Haven Academy has many end of year activities planned including stepping up ceremonies for Pre-K, K, and 5th Grade. Senator Serrano is also scheduled to visit the school on Wednesday to present two 4th Graders with awards for winning the NY Senate Earth Day Poster Contest.
- b) The newly released framework for Great Schools Report was shared with the board which uses data from NYC Teacher and Parent Satisfaction surveys.

5) LEGAL, REGULATORY AND GOVERNANCE MATTERS - none held

6) EXECUTIVE SESSION-none held

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

APPROVAL OF MINUTES

Signature: _____

Patricia Mulvaney, Board Chair



Appendix H: Enrollment and Retention Efforts

In the 2015-2016 school year, our student body included 97% Free and Reduced Lunch, compared to 92% in the district, 25% special education students compared to 24% in the district, and 17% English language learners compared to 18% in the district.

The school serves a unique student population of students in foster care, those receiving prevention services, and those from the general community. Haven Academy makes a good faith effort to attract, retain and educate a greater enrollment of students with disabilities, English language learners and students who are eligible for free and reduced lunch program. Our recruitment materials are widely available, in multiple languages, to all members of our community.

*District comparative data is based on the NYSED 2014-2015 district report card for NYC CSD 7.



Entry 12 Teacher and Administrator Attrition

Created: 06/21/2016

Last updated: 07/07/2016

Report changes in teacher and administrator staffing.

Page 1

Instructions for completing the Teacher and Administrator Attrition Tables

The following tables reflect formatting in the online portal required for Regents authorized charter schools. Schools should provide, for teachers and administrators only, the full time equivalent (FTE) of staff on June 30, 2015; the FTE for added staff from July 1, 2015 through June 30, 2016; and the FTE for any departed staff from July 1, 2015 through June 30, 2016 using the two tables provided.

2015-16 Teacher Attrition Table

	FTE Teachers on June 30, 2015	FTE Teachers Departed 7/1/15 - 6/30/16	FTE Teachers Filling Vacant Positions 7/1/15 - 6/30/16	FTE Teachers Added in New Positions 7/1/15-6/30/16	FTE of Teachers on June 30, 2016
	40	3	0	0	37

2015-16 Administrator Position Attrition Table

	FTE Administrative Positions on June 30, 2015	FTE Administrators Departed 7/1/15 - 6/30/16	FTE Administrators Filling Vacant Positions 7/1/15 - 6/30/16	FTE Administrators Added in New Positions 7/1/15-6/30/16	FTE Administrative Positions on June 30, 2016
	3	1	0	0	2

Thank you



Entry 13 Uncertified Teachers

Created: 06/28/2016

Last updated: 07/05/2016

Page 1

The table below is reflective of the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Enter the relevant full time equivalent (FTE) count of teachers in each column. For example, a school with 20 full time teachers and 5 half time teachers would have an FTE count of 22.5. If more than one column applies to a particular teacher, please select one column for the FTE count.

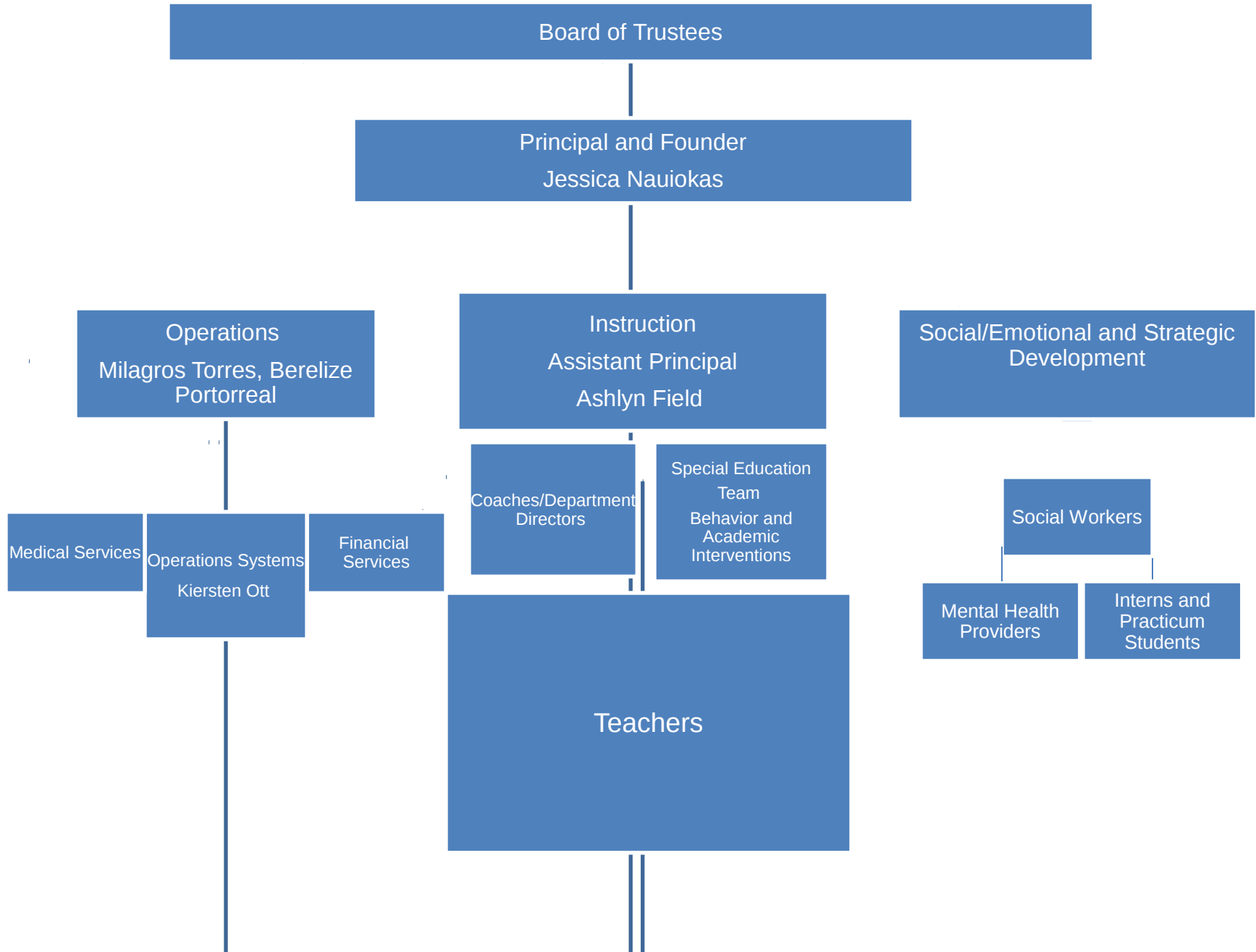
Staff Qualifications (June 30, 2016)

Note: Columns should sum to the FTE count of Teachers on June 30, 2016, and each teacher should be in only one column.

1. FTE Count of Uncertified Teachers (6-30-15)	
2. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (6-30-15)	5
3. FTE count of uncertified teachers who are tenured or tenure track college faculty (6-30-15)	
4. FTE count of uncertified teachers with two years of Teach for America experience (6-30-15)	1
5. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (6-30-15)	
6. FTE count of uncertified teachers who do not fit into any of the prior four categories	
Total	6.0

Thank you.

Haven Academy Organizational Chart



2016-2017 SCHOOL CALENDAR (181 days)

August 25, 2016	Tuesday	Kindergarten/ Pre-K PM Orientation	
August 26, 2016	Wednesday	First day of school (1 st to 5 th Grade) FULL DAY	
August 26-28 2016	Wednesday-Friday	Half Day of School (pre k and K)	HALF DAY
September 7, 2016	Monday	Labor Day	NO SCHOOL
September 14-15, 2016	Monday-Tuesday	Rosh Hashanah	NO SCHOOL
September 23-24, 2016	Wednesday –Thursday	Yom Kippur	NO SCHOOL
September 28, 2016	Monday	Afterschool Begins	
October 12, 2016	Monday	Columbus Day	NO SCHOOL
October 13, 2016	Tuesday	Staff Development	NO SCHOOL
November 3, 2016	Tuesday	Staff Development	NO SCHOOL
November 11, 2016	Wednesday	Veteran’s Day	NO SCHOOL
November 25-27, 2016	Wed - Friday	Thanksgiving	NO SCHOOL
December 21, 2016- January 1, 2017	10 Days (Students return to school on January 4, 2016)	Winter Recess	NO SCHOOL
January 18, 2017	Monday	Dr.MLK, Jr.Day	NO SCHOOL
January 19, 2017	Tuesday	Staff Development	NO SCHOOL
February 15-19, 2017	Monday-Friday	Mid-Winter Recess	NO SCHOOL
March 25, 2017	Friday	Good Friday	NO SCHOOL
April 25- April 29, 2017	5 Days	Spring Recess	NO SCHOOL
May 30, 2017	Monday	Memorial Day	NO SCHOOL
June 2, 2017	Thursday	Staff Development	NO SCHOOL
June 16, 2017	Thursday	Afterschool Ends	
June 17, 2017	Friday	Field Day (RAIN DATE: Monday, June 20)	
June 21, 2017	Tuesday	Pre-K Stepping Up	
June 22, 2017	Wednesday	5 th Grade Stepping Up	10:00 AM
June 22, 2017	Wednesday	Final Community Meeting	
June 23, 2017	Thursday	Kindergarten Stepping Up	10:00 AM
June 23, 2017	Thursday	LAST DAY OF SCHOOL	HALF DAY