

**Bond Goals 2019 – 2020**  
**Executive Director**

- Ensure successful transition to new leadership structure of Executive Director and Principal.
  - Clear delineation of duties – Duties of both positions were clearly defined in August, 2019 and executed through the entirety of the 2019-20 academic year
  - Continued execution of all duties with 100% compliance in all key areas (nothing falls through the cracks) – All NYSED and NYCDOE compliance deadlines were met, including but not limited to the NYSED Annual Report, Title applications and reports, NYCDOE Annual Comprehensive Review, BEDS reports, SIRS reports, Staffing reports, 2019 Audit, School and District Safety Plans, DOE Quarterly Finance Reports, Per Pupil Reports, Course and Attendance Data, SPED/504 Report, Discipline Reports, Lottery/Recruitment Report, and Succession Plan for Leadership. 2020 Audit still in progress with final documents expected in October for November 1 NYSED due date.
  - Continued discussion with Board and Leadership Team to determine benefits and drawbacks of the structure with final decision on whether to continue with current structure by April, 2020 – Following intensive Leadership Team and Board discussions, final approval of new leadership structure occurred at the February, 2020 Board meeting.
- Begin preparations for charter renewal that will occur during the 2020/2021 academic year.
  - Interview and hire Charter Renewal Consultant by May, 2020. – Contract with Mary Grace Eapen was executed in December, 2019 with work starting in January. Completion of the renewal narrative and other required renewal documents expected in September.
  - Create/gather all critical documents and place into central online file by end of July, 2020 – all critical documents have been shared with Ms. Eapen as of February, 2020 with sharing of new documents ongoing.
- Ensure successful transition of 401k program
  - New account is established and all staff accounts are fully transitioned by January, 2020 – Successful transition to new Empower 401k program was complete in early February, 2020
- Build additional avenues to share St HOPE best practices with schools and educators, both locally and nationally.
  - Work with other independent charter schools in NYC to help them improve performance. St HOPE took on a leadership role within the NYCDOE DCC and hosted two school visits prior to the pandemic. At the behest of the NYCDOE Charter Office, St HOPE also shared best practices with two DOE-authorized independent charter middle schools. The school also provided guidance on establishing a successful schoolwide restorative justice program with two charter schools in New York state.

- Attend national conferences and pursue speaking engagements (panels, etc.)  
This did not occur, partially due to the pandemic.