

Application: St. HOPE Leadership Academy Charter School

Gretchen Liga - gliga@csbm.com
2022-2023 Annual Report

Summary

ID: 0000000112

Status: Annual Report Submission

Last submitted: Nov 1 2023 11:28 AM (EDT)

Entry 1 School Info and Cover Page

Completed - Aug 1 2023

Instructions

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

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

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

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

ST. HOPE LEADERSHIP ACADEMY CHARTER SCHOOL 800000061088

a1. Popular School Name

St. HOPE

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

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

NEW YORK CITY CHANCELLOR OF EDUCATION

c. School Unionized

Is your charter school unionized?

No

d. DISTRICT / CSD OF LOCATION

CSD # 5 - MANHATTAN

e. Date of Approved Initial Charter

Jan 15 2008

f. Date School First Opened for Instruction

Aug 12 2008

g. Approved School Mission and Key Design Elements

(Regents, NYCDOE and Buffalo BOE authorized schools only)

School Mission: St. HOPE Leadership Academy Charter School embraces the following mission statement, which serves as the foundation of the School: To educate self-motivated, productive, and critically thinking leaders who are prepared to succeed in a college preparatory high school, committed to serving others, and passionate about lifelong learning.

St. HOPE's Key Design Elements are:

- An orderly, structured, and disciplined learning environment
- Character development as the underpinning of (and precursor to) academic achievement
- Rigorous, standards-based college preparatory curriculum
- Focus on literacy and mathematics
- Low student-teacher ratios
- An extended instructional day
- Frequent benchmark assessments of scholar progress
- Intensive interventions for scholars who are performing far below grade level
- Extensive leadership development and community service opportunities

h. School Website Address

<https://www.sthopeleadershipacademy.org/>

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

300

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

220

k. Grades Served

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

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

Responses Selected:

6
7
8

I. Charter Management Organization

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

No

FACILITIES INFORMATION

m. FACILITIES

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

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

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for previous year (K-5, 6-9, etc.)	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	222 West 134th Street, New York, NY 10030	212-283-1204	NYC CSD 5	6-8	6-8	No

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Meghann Persenaire	Principal	212-283-1204	212-882-1830	mpersenaire@sthopeharlem.org
Operational Leader	Yamal Gonzalez	Director of Operations	212-283-1204	646-599-1839	ygonzalez@sthopeharlem.org
Compliance Contact	Vivian Lee	Human Resources Manager	212-283-1204	212-882-1149	vlee@sthopeharlem.org
Complaint Contact	Meghann Persenaire	Principal	212-283-1204	212-882-1830	mpersenaire@sthopeharlem.org
DASA Coordinator	Karina Perez	Director of Student Affairs	212-283-1204	212-882-1956	kperez@sthopeharlem.org
Phone Contact for After Hours Emergencies	Meghann Persenaire	Principal	212-283-1204	212-882-1830	mpersenaire@sthopeharlem.org

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

(No response)

m1c. Please list the terms of your current co-location.

	Date school will leave current co-location	Is school working with NYCDOE to expand into current space?	If so, list year expansion will occur.	Is school working with NYCDOE to move to separate space?	If so, list the proposed space and year planned for move	School at Full Capacity at Site
Site 1	N/A	No		No		Yes

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

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

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

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

Site 1 Certificate of Occupancy (COO)

Site 1 Fire Inspection Report

This is required, marked optional for administrative purposes.

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

Separate by semi-colon (;)

Not Applicable

CHARTER REVISIONS DURING THE 2022-2023 SCHOOL YEAR

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

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

No

ATTESTATIONS

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

Name	Vivian Lee
Position	Business Manager
Phone/Extension	212-283-1204
Email	vlee@sthopeharlem.org

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

Responses Selected:

Yes

As outlined in ENTRY 10:

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

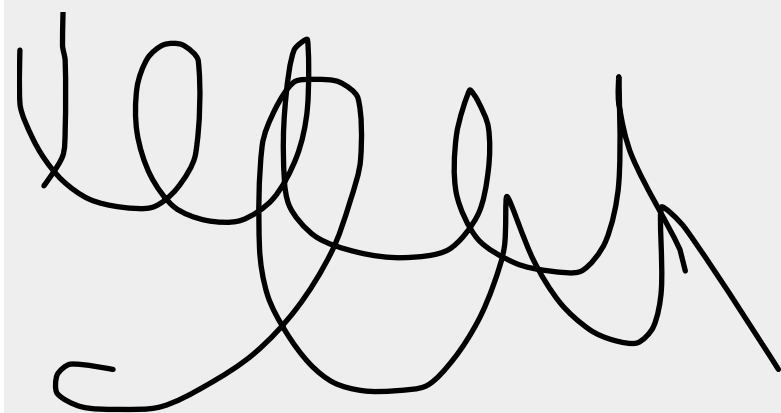
Responses Selected:

Yes

Signature, Head of Charter School

A handwritten signature in black ink, consisting of stylized, cursive letters, likely representing the name of the Head of Charter School.

Signature, President of the Board of Trustees



Date

Jul 27 2023



Thank you.

Entry 2 Links to Critical Documents on School Website

Completed - Aug 1 2023

Instructions

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

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

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

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

Form for Entry 2 Links to Critical Documents on School Website

School Name: St. HOPE Leadership Academy Charter School

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

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

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

[New York State Report Card](#)

[Emergency Response Plan Memo](#)

[NYSED Subject Matter List](#)

	Link to Documents
1. Current Annual Report (i.e., 2022-2023 Annual Report)	https://www.sthopeleadershipacademy.org/about/documents-and-policies/annual-report/
2. Board meeting notices, agendas and documents	https://www.sthopeleadershipacademy.org/about/board-of-directors/
3. New York State School Report Card	https://data.nysed.gov/essa.php?year=2022&instid=800000061088
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	https://www.sthopeleadershipacademy.org/about/documents-and-policies/dasa-policy/
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	https://www.sthopeleadershipacademy.org/about/documents-and-policies/emergency-readiness-plan/
6. Authorizer-approved FOIL Policy	https://www.sthopeleadershipacademy.org/about/documents-and-policies/foil-and-ferpa-policies/
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	https://www.sthopeleadershipacademy.org/about/documents-and-policies/foil-and-ferpa-policies/

Thank you.



Entry 3 Progress Toward Goals

Completed - Oct 31 2023

Instructions

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

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

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

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

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

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

1. ACADEMIC STUDENT PERFORMANCE GOALS

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

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

2022-2023 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	For each year of the school's renewal charter term, the percentage of the school's students who score at or above Level 3 on the New York State ELA examination must exceed such percentage for the Community School District (CSD) in which the school is located.	NYS ELA exams SHLA – 41% CSD5 – 37%	Met	
Academic Goal 2	For each year of the school's renewal charter term, the percentage of the school's students who score at or above Level 3 on the New York State ELA examination must exceed such percentage for New York City.	NYS ELA exams	Not Met	While we did not beat NYC in ELA (NYC-53%, SHLA-41%), our 8th graders came within 2 percentage points of the City average, demonstrating that our ELA program brings scholars who are two to three grade levels behind when they enter St. HOPE in 6th grade to near the City average by the time they go to high school. This tremendous growth is due to our

				<p>rigorous, comprehensive ELA program that focuses on one period per day of whole class grade-level novel-based reading and writing instruction, two periods per week of independent reading, two periods per week of extended writing, and daily individualized computer-based learning through i-Ready, Achieve3000, and Lexia.</p>
Academic Goal 3	<p>For each year of the school's renewal charter term, the percentage of the school's students who score at or above Level 3 on the New York State Mathematics examination must exceed such percentage for the Community School District (CSD).</p>	<p>NYS Math exams</p> <p>SHLA – 38% CSD5 – 25%</p>	Met	
Academic Goal 4	<p>For each year of the school's renewal charter term, the percentage of the school's students who score at or above Level 3 on the New York State Mathematics</p>	NYS Math exams	Not Met	<p>While we did not beat NYC in when comparing overall 6-8 averages in math (NYC-47%, SHLA 38%), our 8th graders' scores did exceed their City peers by 4</p>

	examination must exceed such percentage for New York City.			percentage points. This demonstrates that our math program brings scholars who are two to three grade levels behind when they enter St HOPE in 6th grade to levels that exceed their NYC peers by the time they go to high school. This significant growth is due to our rigorous, comprehensive math program that focuses on two periods per day of math instruction – one period of grade-level whole-class instruction and one period of targeted math instruction based on individual student mastery of skills and concepts. Twice per week this targeted teaching block is computer-based using i-Ready.
Academic Goal 5	Each year, 75 percent of 8th graders who have been at St. HOPE Leadership Academy Charter School for at least two years will pass the New York State Earth Science Regents.	NYS Earth Regents Science Exam	Not Met	While we did not meet the target, our scholars made significant progress over last year's results, with 20% passing the exam and 33% scoring 55% or higher. This is evidence that our program is making substantial gains towards meeting and

				<p>exceeding pre-pandemic pass rates, particularly as evidenced by much higher scores on the practical component of the exam.</p> <p>Scholars continued to struggle with the multiple choice and short answer with the focus of next year's program being vocabulary mastery and continued improved conceptual understanding of the complex material.</p>
Academic Goal 6	In each year of the charter term, the school will demonstrate increased proficiency rates on the New York State ELA examination.	<p>NYS ELA exams</p> <p>Our ELA scores increased from 32% to 41%.</p>	Met	
Academic Goal 7	In each year of the charter term, the school will demonstrate increased proficiency rates on the New York State Math examination.	<p>NYS Math exams</p> <p>Our Math scores increased from 13% to 38%.</p>	Met	
Academic Goal 8	Where the school has an eligible subgroup population (deemed as six or more students) of English language learners, the school will demonstrate positive academic growth on New York	<p>NYS ELA exams</p> <p>2023 – 31% (including FELLs)</p> <p>2022 – 23% (including FELLs)</p>	Met	

	State ELA examination proficiency rates for that applicable population in each year of the charter term.			
Academic Goal 9	Where the school has an eligible subgroup population (deemed as six or more students) of students with disabilities, the school will demonstrate positive academic growth on New York State ELA examination proficiency rates for that applicable population in each year of the charter term.	<p>NYS ELA exams</p> <p>2023 – 16%</p> <p>2022 – 9%</p>	Met	
Academic Goal 10	Where the school has an eligible subgroup population (deemed as six or more students) of students eligible for the free or reduced price lunch program, the school will demonstrate positive academic growth on New York State ELA examination proficiency rates for that applicable population in each year of the charter term.	<p>NYS ELA exams</p> <p>2023 – 41%</p> <p>2022 – 32%</p>	Met	.

2. Do have more academic goals to add?

Yes

2022-2023 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	2019-2020 progress toward attainment of goal Met/Not Met/Unable to Assess During Due to Closure
Academic Goal 11	Where the school has an eligible subgroup population (deemed as six or more students) of English language learners, the school will demonstrate positive academic growth on New York State Math examination proficiency rates for that applicable population in each year of the charter term.	NYS Math exams 2023 – 45% including FELLs 2022 – 11% including FELLs	Met	
Academic Goal 12	Where the school has an eligible subgroup population (deemed as six or more students) of students with disabilities, the school will demonstrate positive academic growth on New York State Math examination proficiency rates for that applicable population in each year of the charter term.	NYS Math exams 2023 – 21% 2022 – 0%	Met	

Academic Goal 13	Where the school has an eligible subgroup population (deemed as six or more students) of students eligible for the free or reduced-price lunch program, the school will demonstrate positive academic growth on New York State Math examination proficiency rates for that applicable population in each year of the charter term.	<p>NYS Math exams</p> <p>2023 – 38%</p> <p>2022 – 13%</p>	Met	
Academic Goal 14	Each year, each grade will increase the percentage of scholars considered to be on grade level as measured by the NWEA MAP ELA baseline exam in September and endline exam in June.	<p>NWEA MAP ELA assessments</p> <p>All grades increased the percentage of scholars considered on grade level as measured by NWEA MAP exams in ELA. 6th grade increased from 28% to 31%; 7th grade from 33% to 39%; and 8th grade from 33% to 36%.</p>	Met	
Academic Goal 15	Each year, each grade will increase the percentage of scholars considered to be on grade level as measured by the NWEA MAP Math baseline exam in September and endline exam in June.	<p>NWEA MAP Math assessments</p> <p>All grades increased the percentage of scholars considered on grade level as measured by NWEA MAP exams in Math. 6th grade increased from 17% to 21%;</p>	Met	

		7th grade from 22% to 24%; and 8th grade from 16% to 25%.		
Academic Goal 16	Each year, growth in ELA performance in each grade will exceed national growth expectations as measured by NWEA MAP exams.	<p>NWEA MAP ELA assessments</p> <p>Expected growth from Fall to Spring in 6th Grade Reading is 5 RIT points. Our mean growth was 11 RIT points, far exceeding the target.</p> <p>Expected growth from Fall to Spring in 7th Grade Reading is 4 points. Our mean growth was 7 RIT points, exceeding the target.</p> <p>Expected growth from Fall to Spring in 8th Grade Reading is 4 RIT points. Our mean growth was 7 RIT points, exceeding the target.</p>	Met	
Academic Goal 17	Each year, growth in math performance in each grade will exceed national growth expectations as measured by NWEA MAP exams.	<p>NWEA MAP Math assessments</p> <p>Expected growth from Fall to Spring in 6th Grade Math is 8 RIT points. Our mean growth was 12 RIT points, exceeding the target.</p>	Met	

		<p>Expected growth from Fall to Spring in 7th Grade Math is 7 RIT points. Our mean growth was 8 RIT points, exceeding the target.</p> <p>Expected growth, from Fall to Spring, in 8th Grade Math is 5 RIT points. Our mean growth was 7 points, exceeding the target.</p>		
Academic Goal 18				
Academic Goal 19				
Academic Goal 20				

3. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

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

2022-2023 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	Each year, the school self-reported average daily student attendance rate shall meet or exceed the average daily attendance for the Community School District (CSD) of location for elementary and middle schools and the citywide average for high schools.	Average daily attendance rate	Unable to Assess	N/A CSD5 attendance data is not available at this time.
Org Goal 2	Each year, the retention rate will exceed the rate of the Community School District (CSD) of location. The retention rate for a given year is defined as the percentage of students enrolled in ATS on 10/31 of that year who are still enrolled in at the school in ATS on 10/31 the following school year, excluding terminating grades.	Retention Rate	Unable to Assess	N/A CSD5 retention data is not available at this time.
Org Goal 3	Each year, the school will meet or	ATS records	Not Met	The NYSED enrollment target for

	<p>exceed any applicable student enrollment targets, as prescribed by the Board of Regents, for English language learners.</p>			<p>ELLs is 11.3%. Our ELL enrollment was 10%. We met the target at various points during the year but not consistently as a number of our scholars left after a few months to return to their home countries (four were from the same Yemeni family). Despite these challenges, we will continue to recruit and enroll children from migrant and refugee families as they deserve equal access to excellent schools. We will also increase our outreach to our ELL families and communities to ensure that we meet this enrollment target.</p>
Org Goal 4	<p>Each year, the school will meet or exceed any applicable student enrollment targets, as prescribed by the Board of Regents, for students with disabilities.</p>	<p>ATS records</p> <p>The NYSED enrollment target for students with disabilities is 21.2%. Our SWD enrollment was 26.4%.</p>	Met	
Org Goal 5	<p>Each year, the school will meet or exceed any applicable student enrollment targets,</p>	<p>ATS records</p> <p>The NYSED enrollment target for students eligible for</p>	Met	

	as prescribed by the Board of Regents, for students eligible for free and reduced price lunch.	Free and Reduced Price lunch is 85.8%. Our FRPL enrollment was 98%.		
Org Goal 6	Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for English language learners.	ATS Records The NYSED retention target for ELLs is 76.4%. Our ELL retention rate was 89%.	Met	
Org Goal 7	Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for students with disabilities.	ATS Records	Not Met	The NYSED retention target for students with disabilities is 82.9%. Our retention rate was 70%. Of our 14 SPED students who left, four moved either to a different borough or out-of-state. For eight of the scholars, their disabilities were reclassified during their annual CSE meetings to a more-restrictive setting. While we would like to offer smaller settings, our space restrictions do not permit us to offer these programs.
Org Goal 8	Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the	ATS Records	Not Met	The NYSED retention target for students eligible for free and reduced price lunch is 84.1%. Our retention was

	Board of Regents, for students eligible for free and reduced price lunch.			81%. As is being seen across NYC post-pandemic, families are opting to move out of state or to a less expensive borough in significant numbers, particularly from neighborhoods like Harlem where they are being priced out. 60% of our scholars who left St HOPE this past year moved out of Manhattan or the state, far exceeding numbers pre-pandemic. We continue to focus on supporting our scholars and families by doing all we can to lessen financial burdens, including paying for school uniforms and covering costs for field trips and other student activities.
Org Goal 9	Each year, the school will have a daily student attendance rate of at least 95 percent.	Average daily attendance rate	Not Met	The school's average daily attendance rate was 88%. About 10% of scholars and families struggled significantly with maintaining regular attendance, often missing 2-3 days/month. While working with families to ameliorate this issue, we found that it stems from

				<p>vestiges of the pandemic where the importance of consistently attending school in-person became less important. We are fully committed to returning to our pre-pandemic attendance levels and will continue to partner with families and scholars to re-invigorate their commitment to 95% attendance.</p>
Org Goal 10	Each year, 85% of scholars enrolled during the course of the year return the following September.	ATS Records	Not Met	<p>Our retention of scholars was 82% this past year, missing the target by 3 percentage points. As is being seen across NYC post-pandemic, families are opting to move out of state or to a less expensive borough in significant numbers, particularly from neighborhoods like Harlem where they are being priced out. 60% of our scholars who left St HOPE this past year moved out of Manhattan or the state, far exceeding numbers pre-pandemic. We continue to focus on supporting our scholars and families by doing all we can</p>

				to lessen financial burdens, including paying for school uniforms and covering costs for field trips and other student activities.
Org Goal 11	Each year, 100 percent of teachers will engage in a faculty evaluation process including goal setting and written performance reviews.	<p>School records of teacher evaluations</p> <p>St HOPE's teachers were evaluated utilizing the Charlotte Danielson framework and rubric as well as against the professional goals they set for themselves in collaboration with their supervisor. Teachers were evaluated three times during the school year and had weekly classroom visits, in addition to reflection sessions with their direct supervisor.</p>	Met	
Org Goal 12	Each year, 100 percent of teachers will participate in individualized and team-focused professional development.	<p>School records of professional development</p> <p>All faculty members participated in a two-week professional development program during the summer as well as every Friday from 1:30 – 4:15. Grade teams participated in bi-monthly data-</p>	Met	

		driven professional development.		
Org Goal 13	<p>In each year of the charter term, parents will express satisfaction with the school's program, based on the NYC DOE School Survey. The school will have a percentage of parents that meets or exceeds citywide averages in Top 2 box responses (i.e., agree/strongly agree, likely/very likely). The school will only have met this goal if at least 50% of parents participate in the survey or if the school meets the reporting threshold for NYC DOE School Survey, whichever is higher.</p>	NYC Department of Education School Survey	Not Met	<p>St HOPE met or exceeded City averages in 3 of the 5 categories but lagged behind in Inclusive Leadership and Parent-Teacher Trust by approximately 2 percentage points. Last year was the first year that SHLA did not exceed City averages in all areas and we take these results very seriously. We have shared these results with faculty/staff and are working hard to improve communications between teachers and families, particularly as it relates to families feeling like partners. We are also working with school safety agents to improve families' physical access to our building and feeling welcome when they enter our building, which we share with two other schools.</p>
Org Goal 14	<p>In each year of the charter term, staff will express satisfaction with the school's program, based on</p>	NYC Department of Education School Survey	Not Met	<p>St HOPE met or exceeded City averages in 5 of the 7 categories but lagged behind in</p>

	<p>the NYC DOE School Survey. The school will have a percentage of staff that meets or exceeds citywide averages in Top 2 box responses (i.e., agree/strongly agree, likely/very likely). The school will only have met this goal if at least 50% of staff participate in the survey or if the school meets the reporting threshold for NYC DOE School Survey, whichever is higher.</p>			<p>Innovation and Collective Responsibility and Outreach to Parents. Teachers struggled last year in their ability to connect with each other and with parents. Much of this was due to post-pandemic mental health issues and fatigue which impacted teachers' ability to go above and beyond their instructional responsibilities. We are already noticing a return to pre-pandemic norms this year and will continue to support our teachers and staff as they heal.</p>
Org Goal 15	<p>In each year of the charter term, students will express satisfaction with the school's program, based on the NYC DOE School Survey. The school will have a percentage of students that meets or exceeds citywide averages in Top 2 box responses (i.e., agree/strongly agree, likely/very likely). The school will only have met this goal if at least 50% of students participate in the</p>	<p>NYC Department of Education School Survey</p>	<p>Met</p>	

	survey or if the school meets the reporting threshold for NYC DOE School Survey, whichever is higher.			
Org Goal 16	Each year, 100 percent of scholars in grades 6 through 8 will participate in a daily advisory program focused on character development.	School records All students participated in our daily advisory program focused on character development.	Met	
Org Goal 17	Each year, 100 percent of scholars will participate in monthly community-building activities focused on character development and teamwork.	School records All students participated in community-building activities every other Friday focused on character development and teamwork.	Met	
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

2022-2023 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	Each year, the school will maintain a stable cash flow as evidenced by having 60 days of unrestricted cash on hand reported in their yearly independent fiscal audit.	Monthly Financials	Met	
Financial Goal 2	Each year, the school will operate on a balanced budget. A budget will be considered "balanced" if revenues equal or exceed expenditures.	Monthly Financials	Met	
Financial Goal 3	Each year, the school will meet or exceed 85% of their authorized enrollment on 10/31 as recorded in ATS.	ATS records	Not Met	The school's authorized enrollment is 300 scholars, with 255 being 85%. Our enrollment as of 10/31 was 230. This enrollment decline was the first in the school's history and mirrors the significant enrollment decline across NYC. The school is working diligently to ameliorate this issue for the 23/24 academic year through

				implementing a comprehensive recruitment campaign that includes wider advertising (bus and bus stops ads), improved online recruitment/enrollment and increased in-person recruitment.
Financial Goal 4	Each year, the school will undergo an independent financial audit that will result in an unqualified opinion and no major findings.	Audited Financial Statement	Met	
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 4 - Audited Financial Statements

Completed - Oct 31 2023

Required of ALL Charter Schools

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

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

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

[SHLA Audit Package Combined DOE](#)

Filename: SHLA_Audit_Package_Combined_DOE.pdf Size: 3.2 MB

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

Completed - Oct 31 2023

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

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

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

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

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

[SHLA Audited Annual Financial Report FY23](#)

Filename: SHLA_Audited_Annual_Financial_Report_FY23.xlsx Size: 64.3 kB

Entry 4c – Additional Financial Documents

Completed - Nov 1 2023

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

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

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

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

[Bank Stmt BA 5056 June 2023 FY23 SHLA](#)

Filename: Bank Stmt BA_5056_June_2023_FY23_SHLA.pdf Size: 332.0 kB

[FINAL Management Representation Letter](#)

Filename: FINAL_Management_Representation_Letter.pdf Size: 440.8 kB

[St Hope - Audit Wrap 2023](#)

Filename: St_Hope_-_Audit_Wrap_2023.pdf Size: 1.4 MB

[SHLA- FY23 SA](#)

Filename: SHLA-_FY23_SA.pdf Size: 161.9 kB

Entry 4d - Financial Contact Information

Completed - Oct 30 2023

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

Form for "Financial Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Meghann Persenaire	mpersenaire@sthopeharlem.org	212-882-1830

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Jimmy Vora	jvora@bdo.com	631-927-1235	14

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

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm
	Charter School Business Management	Christopher Daniels	425 East 79th Street, Suite 1F New York, NY 10075	cdaniels@csbm.com	315-704-9629	15

Entry 5 – Fiscal Year 2023-2024 Budget

Completed - Oct 31 2023

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

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

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

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

[DOE Budget FY24 SHLA](#)

Filename: DOE_Budget_FY24_SHLA.xlsx Size: 37.4 kB

Entry 6 – Board of Trustees Disclosure of Financial Interest Form

Completed - Aug 1 2023

Required of ALL Charter Schools

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

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

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

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

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

[AR FD Ankur Dalal](#)

Filename: AR_FD_Ankur_Dalal.pdf Size: 172.6 kB

[AR FD Jennifer Reynoso Ng](#)

Filename: AR_FD_Jennifer_Reynoso_Ng.pdf Size: 189.4 kB

[AR FD Caitlin Robisch](#)

Filename: AR_FD_Caitlin_Robisch.pdf Size: 201.8 kB

[AR FD Elizabeth Pernick](#)

Filename: AR_FD_Elizabeth_Pernick.pdf Size: 362.8 kB

[AR FD Bianca Peart](#)

Filename: AR_FD_Bianca_Peart.pdf Size: 318.5 kB

[AR FD Kristopher John](#)

Filename: AR_FD_Kristopher_John.pdf Size: 317.5 kB

[AR FD Maureen Higgins](#)

Filename: AR_FD_Maureen_Higgins.pdf Size: 170.8 kB

[AR FD Katie Embree](#)

Filename: AR_FD_Katie_Embree.pdf Size: 2.9 MB

[AR FD Mirlande Joachim](#)

Filename: AR_FD_Mirlande_Joachim.pdf Size: 171.6 kB

[AR FD Lindsey Moschet](#)

Filename: AR_FD_Lindsey_Moschet.pdf Size: 1.8 MB

[AR FD Gabrielle Apollon](#)

Filename: AR_FD_Gabrielle_Apollon.pdf Size: 573.2 kB

[AR FD Salone Kapur](#)

Filename: AR_FD_Salone_Kapur.pdf Size: 296.1 kB

Entry 7 BOT Membership Table

Completed - Aug 1 2023

Instructions

Required of ALL charter schools

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

Entry 7 BOT Table

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

Authorizer:

Who is the authorizer of your charter school?

NYCDOE

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

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Completed Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2022-2023
1	Ankur Dalal	ankurdalal@gmail.com	Chair	Finance; Executive	Yes	4	6/30/2021	6/29/2024	10
2	Gabrielle Apollon Hoekstra	gapollon@door.org	Vice Chair	Nominating; Executive	Yes	3	6/30/2022	6/29/2025	8
3	Elizabeth Pernick	elizabeth.a.phillips@gmail.com	Secretary	Finance; Executive	Yes	2	6/30/2021	6/29/2024	8
4	Maureen Higgins Piotrowicz	maureen.higgins@gmail.com	Treasurer	Accountability; Executive	Yes	4	6/30/2021	6/29/2024	10
5	Katie Embree	cme11@columbia.edu	Trustee/Member	Nominating; Accountability	Yes	1	11/7/2022	6/29/2025	6
6	Mirlande Joachim	mirlandej Joachim@yahoo.com	Trustee/Member	Accountability; Nominating	Yes	1	6/15/2023	6/29/2026	5 or less
7	Kristopher John	kmjohn@gmail.com	Trustee/Member	Accountability; Finance	Yes	2	6/30/2022	6/29/2025	8
8	Salone Kapur	salonevkapur@gmail.com	Trustee/Member	Accountability; Finance	Yes	2	6/30/2023	6/29/2026	9

9	Lindsey Moschet	LMM63@cornell.edu	Trustee/Member	Accountability; Nominating	Yes	1	5/26/2022	6/29/2025	10
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1a. Are there more than 9 members of the Board of Trustees?

Yes

1b. Board Member Information

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2022-2023
10	Bianca Peart	bipeart@collegeboard.com	Trustee/Member	Nominating; Accountability	Yes	2	6/30/2022	11/15/2022	5 or less
11	Jennifer Reynoso Ng	jreynoso.ng@gmail.com	Trustee/Member	Nominating; Accountability	Yes	1	6/30/2023	6/29/2026	9
12	Caitlin Robisch	caitlin.robisch@gmail.com	Trustee/Member	Nominating; Accountability	Yes	2	6/30/2021	09/01/2022	5 or less
13									
14									
15									

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

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2023	10
b.Total Number of Members Added During 2022-2023	2
c. Total Number of Members who Departed during 2022-2023	2
d.Total Number of members, as set in Bylaws, Resolution or Minutes	10

3. Number of Board meetings held during 2022-2023

12

4. Number of Board meetings scheduled for 2023-2024

12

Total number of Voting Members on June 30, 2023:

10

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

2

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

2

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

10

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

0

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

0

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

0

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

0

Thank you.

Entry 8 Board Meeting Minutes

Completed - Aug 1 2023

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

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

1- July Board minutes FY23 SHLA

Filename: 1-_July_Board_minutes_FY23_SHLA.pdf Size: 232.3 kB

12-June Board minutes FY23 SHLA

Filename: 12-June_Board_minutes_FY23_SHLA.pdf Size: 229.9 kB

11-May Board minutes FY23 SHLA

Filename: 11-May_Board_minutes_FY23_SHLA.pdf Size: 234.5 kB

2- August Board minutes FY23 SHLA

Filename: 2-_August_Board_minutes_FY23_SHLA.pdf Size: 233.7 kB

3- September Board minutes FY23 SHLA

Filename: 3-_September_Board_minutes_FY23_SHLA.pdf Size: 230.4 kB

10-April Board minutes FY23 SHLA

Filename: 10-April_Board_minutes_FY23_SHLA.pdf Size: 232.3 kB

9- March Board minutes FY23 SHLA

Filename: 9-_March_Board_minutes_FY23_SHLA.pdf Size: 230.0 kB

4- October Board minutes FY23 SHLA

Filename: 4-_October_Board_minutes_FY23_SHLA.pdf Size: 231.4 kB

8- February Board minutes FY23 SHLA

Filename: 8-_February_Board_minutes_FY23_SHLA.pdf Size: 209.4 kB

7- January Board minutes FY23 SHLA

Filename: 7-_January_Board_minutes_FY23_SHLA.pdf Size: 212.9 kB

[5- November Board minutes FY23 SHLA](#)

Filename: 5-_November_Board_minutes_FY23_SHLA.pdf Size: 230.3 kB

[6- December Board minutes FY23 SHLA](#)

Filename: 6-_December_Board_minutes_FY23_SHLA.pdf Size: 207.8 kB

Entry 9 Enrollment & Retention

Completed - Oct 31 2023

Instructions for submitting Enrollment and Retention Efforts

Required of ALL Charter Schools

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

*SUNY-authorized charter schools

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

Entry 9 Enrollment and Retention of Special Populations

Good Faith Efforts to Meet Recruitment Targets (Attract)

	Describe Recruitment Efforts in 2022-2023	Describe Recruitment Plans in 2023-2024
Economically Disadvantaged	<p>Our percentage of students eligible for free and reduced priced lunch was 98% in the 2022-2023 school year, surpassing our target of 85.5%. We used the following strategies to effectively recruit economically disadvantaged students:</p> <ul style="list-style-type: none"> • Increased online presence and social media campaign • Outreach in high needs neighborhoods, including housing projects • Collaborations with community-based organizations • Assistance with completion of the Meal program application, as needed. 	<p>As St HOPE exceeded the enrollment target for Economically Disadvantaged students by 12.5% percentage points, we plan to utilize the same enrollment strategies in the 2023-24 school year.</p>
English Language Learners	<p>In 2022-23, 10% of the students enrolled at St. HOPE were English Language Learners, less than the target of 11.3%. Our robust recruitment of ELL students included the following efforts:</p> <ul style="list-style-type: none"> • Outreach to schools, churches, and community-based organizations in the South Bronx and Harlem that serve families with a primary language other than English • Orientation, recruitment, and open house events presented in English, Spanish, and French • Application materials translated into Spanish and French 	<p>St HOPE missed the target by 1.3 percentage points despite implementing our usual robust recruitment strategy. We met the target at various points during the year but not consistently as a number of our scholars left after a few months to return to their home countries (four were from the same Yemeni family). Despite these challenges, we will continue to recruit and enroll children from migrant and refugee families as they deserve equal access to excellent schools. In addition to our regular recruitment efforts, we will also conduct direct outreach to our current and past ELL families to enroll additional family members and friends.</p>

Students with Disabilities	<p>In the 2022-23 school year, 26.4% of our students received special education services, exceeding the enrollment target of 21.2%. To recruit and retain these students, we employed the following strategies:</p> <ul style="list-style-type: none"> • Targeted outreach to feeder schools that serve high populations of special needs students • Consultations with non-profit and charter support organizations to pinpoint recruitment targets in the South Bronx and Harlem • Orientation to educate families on our full program offerings for students with special needs 	<p>As St. HOPE exceeded the enrollment target for Students with Disabilities by 5.2 percentage points, we plan to utilize the same enrollment strategies in the 2023-24 school year.</p>
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Good Faith Efforts To Meet Enrollment Retention Targets

	Describe Retention Efforts in 2022-2023	Describe Retention Plans in 2023-2024
Economically Disadvantaged	<p>In the 2022-23 school year, St. HOPE retained 81% of our students eligible for free or reduced price lunch, missing the target of 84.1%. To retain Economically Disadvantaged students, St. HOPE ensures that all students are fully able to participate in school activities regardless of their ability to pay. The school does not charge for field trip expenses or participation fees for afterschool clubs and activities. Uniforms are also provided free of charge for students and families who cannot afford the expense. Unfortunately, these efforts were not enough for the significant number of our families who moved out-of-state during the course of the year and over the summer, priced out of housing in Harlem. Of the students who left St HOPE, 60% left Manhattan or the state, a much higher percentage than pre-pandemic.</p>	<p>We will continue to support our Economically Disadvantaged scholars and families in any ways we can to ensure that they are able to fully participate in school and all student activities regardless of their ability to pay. While there is little we can do to ameliorate the increasing costs of food and housing in Harlem, we will continue to assist our families with access to community services that can provide help.</p>
English Language Learners	<p>In the 2022-23 school year, St. HOPE retained 89% of our English Language Learners, far exceeding the NYSED target of 76.4. To retain ELLs, St. HOPE offers the following program services:</p> <ul style="list-style-type: none"> • Comprehensive ELL services provided by a tri-lingual ELL Coordinator and two bi-lingual Guidance Counselors as well as numerous other bi-lingual staff members • Translation services at all school events, including parent-teacher conferences 	<p>As St. HOPE exceeded the retention target for English Language Learners by 12 percentage points, we plan to utilize the same enrollment strategies in the 2023-24 school year.</p>

	<ul style="list-style-type: none"> • On-going communication with parents on the progress of ELL students. 	
Students with Disabilities	<p>In the 2022-23 school year, St. HOPE retained 70% of our Students with Disabilities, missing the NYSED target of 82.9%. Of our 14 SPED students who left, four moved either to a different borough or out-of-state. For eight of the scholars, their disabilities were reclassified during their annual CSE meetings to a more-restrictive setting. While we would like to offer smaller settings, our space restrictions do not permit us to offer these programs.</p> <p>To retain Students with Disabilities, St. HOPE provided the following services and supports:</p> <ul style="list-style-type: none"> • A Director of Student Support Services who is available to answer questions for all current and prospective students • Differentiated and targeted instruction provided by teachers on each grade level in Integrated Co-Teaching Classrooms • Counseling services provided by a certified, St. HOPE Counselor • An outside provider for speech and occupational therapy services • On-going communication with parents on student progress. 	<p>This is the first time in St. HOPE's history that we have not met this target. The high number of scholars who had parents request a possible change of classification to a more-restrictive setting was unusual. While we are confident that the right decisions around appropriate setting were made for each scholar, we are fully committed to serving every student regardless of classification.</p>

Entry 10 – Teacher and Administrator Attrition

Completed - Aug 1 2023

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

A. TEACH System – Employee Clearance

Required of ALL Charter Schools

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

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

1. Emergency Conditional Clearances

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

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

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

^[1] Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.nysed.gov/common/nysed/files/programs/charter-schools/employeeefingerprintoct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

Emergency Conditional Clearances

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

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

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

Attestation

Responses Selected:

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

Entry 11 Percent of Uncertified Teachers

Completed - Aug 1 2023

Instructions

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

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

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

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

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

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

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

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

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2023)	5
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	0
Total Category A: 5 or 30% whichever is less	5.0

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

	FTE Count
i. Mathematics	3
ii. Science	2
iii. Computer Science	0
iv. Technology	0
v. Career and Technical Education	0
Total Category B: not to exceed 5	5.0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2023)	1
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	0
Total Category C: not to exceed 5	1.0

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

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

	FTE Count
Total	11

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

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

	FTE Count
Total Category D	3

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	12

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	26



Thank you.

Entry 12 Organization Chart

Completed - Aug 1 2023

[Instructions](#)

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

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

[SHLA 22-23 Org Chart](#)

Filename: SHLA_22-23_Org_Chart.pdf Size: 48.4 kB

Entry 13 School Calendar

Completed - Aug 1 2023

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

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

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

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

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

[2023-24 Academic Calendar](#)

Filename: 2023-24_Academic_Calendar.pdf Size: 202.3 kB

Entry 14 Staff Roster

Completed - Aug 1 2023

[INSTRUCTIONS](#)

Required of Regents and NYCDOE-authorized Charter Schools ONLY

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

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

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

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

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

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

[**SHLA faculty-staff-roster-2023 Final**](#)

Filename: SHLA_faculty-staff-roster-2023_Final.xlsx **Size:** 21.6 kB

Optional Additional Documents to Upload (BOR)

Incomplete

St. Hope Leadership Academy Charter School

Financial Statements
Years Ended June 30, 2023 and 2022

**and Supplemental Schedule of Expenditures
of Federal Awards**
Year Ended June 30, 2023

St. Hope Leadership Academy Charter School

Financial Statements

Years Ended June 30, 2023 and 2022

and Supplemental Schedule of Expenditures of Federal Awards

Year Ended June 30, 2023

St. Hope Leadership Academy Charter School

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Tel: 212-371-4446
Fax: 212-371-9374
www.bdo.com

622 Third Ave, Suite 3100
New York, NY 10017

Independent Auditor's Report

To the Board of Trustees
St. Hope Leadership Academy Charter School
New York, New York

Opinion

We have audited the financial statements of St. Hope Leadership Academy Charter School (the "School"), which comprise the statement of financial position as of June 30, 2023 and 2022, the related statements of activities, functional expense, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the School as of June 30, 2023 and 2022, and the results of its operations and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

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

Responsibilities of Management for the Financial Statements

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

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



Auditor's Responsibilities for the Audit of the Financial Statements

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

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

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

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



Other Matters

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated October 27, 2023 on our consideration of the 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 solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's 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 the School's internal control over financial reporting and compliance.

BDO USA, P. C.

October 27, 2023

Financial Statements

St. Hope Leadership Academy Charter School

Statements of Financial Position

<i>June 30,</i>	2023	2022
Assets		
Cash and cash equivalents	\$ 634,964	\$ 1,204,288
Restricted cash	75,398	75,390
Grants and other receivables	1,383,355	877,474
Investments at fair value	2,811,668	2,739,531
Prepaid expenses and other assets	224,649	17,627
Property and Equipment, net	470,897	539,800
Total Assets	\$ 5,600,931	\$ 5,454,110
Liabilities and Net Assets		
Liabilities		
Accounts payable and accrued expenses	\$ 379,918	\$ 215,586
Accrued salaries and other payroll related expenses	178,033	280,815
Deferred grant revenue	2,184	21,009
Total Liabilities	560,135	517,410
Commitments and Contingencies (Notes 2, 3, 5, 7, 8, and 9)		
Net Assets		
Net assets - without donor restrictions	5,040,796	4,936,700
Total Net Assets	5,040,796	4,936,700
Total Liabilities and Net Assets	\$ 5,600,931	\$ 5,454,110

See accompanying notes to financial statements.

St. Hope Leadership Academy Charter School

Statements of Activities

<i>Year ended June 30,</i>	<i>Without Donor Restrictions</i>	
	2023	2022
Revenue and Support		
State per pupil operating revenue	\$ 4,962,239	\$ 5,735,374
Government grants	860,393	1,116,623
Contributions and other grants	58,235	28,165
Investment return, net	72,137	(303,851)
Other income	8	215
Total Revenue and Support	5,953,012	6,576,526
Expenses		
Program services:		
General education	3,368,399	3,604,137
Special education	1,736,458	2,010,938
Total Program Services	5,104,857	5,615,075
Supporting services:		
Management and general	744,059	817,320
Total Expenses	5,848,916	6,432,395
Change in Net Assets	104,096	144,131
Net Assets, beginning of the year	4,936,700	4,792,569
Net Assets, end of the year	\$ 5,040,796	\$ 4,936,700

See accompanying notes to financial statements.

St. Hope Leadership Academy Charter School

Statement of Functional Expenses

Year ended June 30, 2023

	No. of positions	Program Services			Supporting Services	Total
		General Education	Special Education	Total Program Services	Management and General	
Personnel service costs:						
Administrative staff personnel	7	\$ 412,051	\$ 114,503	\$ 526,554	\$ 405,401	\$ 931,955
Instructional personnel	39	1,638,149	951,064	2,589,213		2,589,213
Total Salaries and Staff	46	2,050,200	1,065,567	3,115,767	405,401	3,521,168
Fringe benefits and payroll taxes		403,473	237,761	641,234	79,254	720,488
Retirement		81,293	47,905	129,198	15,968	145,166
Legal Services		-	-	-	382	382
Accounting and audit services		-	-	-	162,331	162,331
Other purchases, professional, consulting and services		65,660	38,693	104,353	12,898	117,251
Repairs and maintenance		3,890	2,292	6,182	764	6,946
Insurance		33,431	19,700	53,131	6,567	59,698
Supplies and materials		65,877	23,146	89,023	-	89,023
Equipment and furnishings		16,802	9,901	26,703	3,300	30,003
Staff development		13,801	4,849	18,650	-	18,650
Marketing and recruitment		186,789	72,548	259,337	5,712	265,049
Technology		141,877	75,096	216,973	20,843	237,816
Student services		152,110	53,444	205,554	-	205,554
Office expense		68,572	35,690	104,262	10,776	115,038
Depreciation and amortization		84,623	49,867	134,490	16,621	151,111
Other		-	-	-	3,242	3,242
		\$ 3,368,398	\$ 1,736,459	\$ 5,104,857	\$ 744,059	\$ 5,848,916

See accompanying notes to financial statements.

St. Hope Leadership Academy Charter School

Statement of Functional Expenses

Year ended June 30, 2022

	No. of positions	Program Services			Supporting Services	Total
		General Education	Special Education	Total Program Services	Management and General	
Personnel service costs:						
Administrative staff personnel	6	\$ 234,563	\$ 82,603	\$ 317,166	\$ 464,360	\$ 781,526
Instructional personnel	36	2,071,887	1,252,448	3,324,335	-	3,324,335
Total Salaries and Staff	42	2,306,450	1,335,051	3,641,501	464,360	4,105,861
Fringe benefits and payroll taxes		462,954	272,813	735,767	90,938	826,705
Retirement		104,909	61,821	166,730	20,607	187,337
Accounting and audit services		-	-	-	136,950	136,950
Other purchases, professional, consulting and services		108,496	63,935	172,431	21,312	193,743
Repairs and maintenance		-	-	-	5,540	5,540
Insurance		28,586	16,846	45,432	5,615	51,047
Supplies and materials		114,253	40,143	154,396	-	154,396
Staff development		10,343	3,634	13,977	-	13,977
Marketing and recruitment		122,488	46,111	168,599	2,539	171,138
Technology		101,153	53,228	154,381	14,602	168,983
Student services		112,331	39,467	151,798	-	151,798
Office expense		57,843	34,087	91,930	40,256	132,186
Depreciation and amortization		74,331	43,802	118,133	14,601	132,734
		\$ 3,604,137	\$ 2,010,938	\$ 5,615,075	\$ 817,320	\$ 6,432,395

See accompanying notes to financial statements.

St. Hope Leadership Academy Charter School

Statements of Cash Flows

<i>Year ended June 30,</i>	2023	2022
Cash Flows from Operating Activities		
Cash received from operating revenue	\$ 5,374,986	\$ 6,451,156
Cash paid to employees and suppliers	(5,862,101)	(6,453,149)
Investment income received	63,113	51,368
Other cash received	8	215
Net Cash (Used in) Provided by Operating Activities	(423,994)	49,590
Cash Flows from Investing Activities		
Proceeds from sale of investments	-	50,000
Purchase of investments	(63,113)	(951,369)
Purchase of property and equipment	(82,209)	(238,576)
Net Cash Used in Investing Activities	(145,322)	(1,139,945)
Net Decrease in Cash	(569,316)	(1,090,355)
Cash and Restricted Cash, beginning of year	1,279,678	2,370,033
Cash and Restricted Cash, end of year	\$ 710,362	\$ 1,279,678
Reconciliation of Change in Net Assets to Net Cash (Used in) Provided by Operating Activities		
Change in net assets	\$ 104,097	\$ 144,131
Adjustments to reconcile change in net assets to net cash (used in) provided by operating activities:		
Depreciation and amortization	151,111	132,734
Realized gain on investments	-	(460)
Unrealized (gain) loss on investments	(9,024)	355,679
Changes in operating assets and liabilities:		
Grants and other receivables	(505,881)	(429,006)
Prepaid expenses and other assets	(207,022)	65,870
Accounts payable and accrued expenses	164,332	(295,466)
Accrued salaries and other payroll related expenses	(102,782)	55,099
Deferred grant revenue	(18,825)	21,009
Net Cash (Used in) Provided by Operating Activities	\$ (423,994)	\$ 49,590
Supplemental Disclosure of Cash Flow Information		
Cash and restricted cash consist of:		
Cash and cash equivalents	\$ 634,964	\$ 1,204,288
Restricted cash	75,398	75,390
Cash and Restricted Cash, end of year	\$ 710,362	\$ 1,279,678

See accompanying notes to financial statements.

St. Hope Leadership Academy Charter School

Notes to Financial Statements

1. Nature of the Organization

St. Hope Leadership Academy Charter School (the School) is a not-for-profit college-preparatory public charter school in New York City pursuant to Article 56 of the Educational Law of the State of New York. On January 15, 2008, the Board of Regents of the University of the State of New York granted the School a provisional charter valid for a term of five years and renewable upon expiration. The School opened in the Fall of 2008 and currently serves students in grades six through eight. The charter of the School was renewed and extended to June 30, 2026. The School aims to graduate self-motivated, industrious, and critically thinking leaders who are prepared to attend a four-year college, committed to serving others, and passionate about lifelong learning. The School features an extended school day and school year.

The School, as determined by the Internal Revenue Service, is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code (IRC) and the corresponding provisions of the New York State 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.

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 (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 two classes of net assets - with donor restrictions or without donor restrictions - be displayed in a statement of financial position and that the amount of change in each of those classes of net assets be displayed in a statement of activities.

These classes are defined as follows:

Net Assets with Donor Restrictions - These consist of contributions and other inflows of assets whose use is subject to donor-imposed restrictions that are more specific than broad limits reflecting the nature of the not-for-profit entity, the environment in which it operates and the purposes specified in its articles of incorporation or bylaws or comparable documents. Donor-imposed restrictions may be temporary in nature, such as stipulating that resources may be used only after a specified date or limited to specific programs or services. Certain donor-imposed restrictions are perpetual in nature.

Net Assets Without Donor Restrictions - These consist of contributions and other inflows of assets whose use is not subject to donor-imposed restrictions. This net asset category includes both contributions not subject to donor restrictions and exchange transactions, and are, therefore, available for general operations.

At June 30, 2023 and 2022, the School had no assets with donor restrictions.

St. Hope Leadership Academy Charter School

Notes to Financial Statements

Restricted Cash

An escrow account in the amount of \$75,398 and \$75,390 was held aside under the provisions of the School's charter to pay for legal and audit expenses that would be associated with a dissolution should it occur, as required by the NYCDOE as of June 30, 2023 and 2022, respectively.

Grants and Other Receivables

Grants and other receivables represent unconditional promises to give. Grants and other receivables that are expected to be collected within one year and are recorded at net realizable value are \$1,383,355 and \$877,474 at June 30, 2023 and 2022, respectively. The School evaluates the collectability of the receivables and employs the allowance method. The School has determined that no allowance for uncollectible accounts for grants and other receivables is necessary as of June 30, 2023 and 2022. Such estimate is based on management's assessments of the aged basis of its receivables, as well as current economic conditions and historical information.

Contributions

Transfers of cash or other assets or settlement of liabilities that are both voluntary and nonreciprocal are recognized as contributions.

Contributions may either be conditional or unconditional. A contribution is considered conditional when the donor imposes both a measurable barrier and a right of return. Conditional contributions are recognized as revenue on the date all donor-imposed barriers are overcome or explicitly waived by the donor. Barriers may include specific and measurable outcomes, limitations on the performance of an activity and other stipulations related to the contribution. A donor has a right of return of any assets transferred or a right of release of its obligation to transfer any assets in the event the School fails to overcome one or more barriers. Assets received before the barrier is overcome are accounted for as refundable advances.

Unconditional contributions may or may not be subject to donor-imposed restrictions. Donor-imposed restrictions limit the use of the donated assets as to time or purpose restrictions.

Contributions subject to donor restrictions are recognized in changes in net assets with donor restrictions. When a purpose restriction is satisfied or when a time restriction expires, the contribution is reported as net assets released from restrictions and is recognized in changes in net assets without donor restrictions in the statement of activities.

Revenue Recognition

Per-Pupil Revenue

The School recognizes revenues from per-pupil funding in the fiscal year in which the academic programs are provided. Per-pupil revenue is billed and received based on the total number of full-time equivalent (FTE) students and the basic charter school tuition rate for the school district of residence of the students attending the School in any given fiscal year for general education and special education. The FTE is formula-driven and based on the number of days the student has been with the School as a proportion of the number of days in the entire school year (the calculation is done by using the New York State calculator online). The School's total student population includes general education and special education students. The School has determined that revenue from its

St. Hope Leadership Academy Charter School

Notes to Financial Statements

students has the same performance obligations, types of contract, and services rendered. As a result, the student body is viewed as one customer base for revenue purposes. The School uses a portfolio approach to account for per-pupil contracts as a collective group rather than recognizing revenue on an individual-contract basis. The School believes that revenue recognized by utilizing the portfolio approach approximates the revenue that would have been recognized if an individual contract approach were used.

Per-pupil invoicing is managed on a bi-monthly basis to the funding source (local school district). Billing is a function of student enrollment for the upcoming fiscal year, which is the basis for the first two invoices per-pupil due June 1st and July 31st, which is a projection. Subsequent invoices are due bi-monthly. With the implementation of an automated-invoicing process through a dedicated website, the submission of each invoice is done online. After the year is complete, the School submits the FTE per-pupil reconciliation, listing every student who attended any part of the year, and the FTE each represents. Based on this final count, it calculates how much should have been paid to the School and included in the reconciliation will be any amounts due from the funding source included in grants and other receivables on the statement of financial position at year end, or any amounts payable to the funding source included as a liability on the statement of financial position at year end, as amounts are trued up to actual based on actual numbers submitted at year end.

Additional funding is also provided to support special education services. All students who are identified to need special education services or settings have an Individualized Education Program (IEP), formalized for his or her unique needs. Based on this IEP, the student is categorized into one of three levels of service: 0-20% service, 20-60% service, or 60% or more service required and provided by the School. For a student receiving less than 20% in services, no additional funding is received. For a student receiving services between 20% and 60% and 60% or more services of the school day, additional funding per FTE is received. Billing for this support is incorporated into the per-pupil invoices and is also settled in the same FTE per-pupil reconciliation process.

As the students receive the benefit of these services simultaneously as the School is providing them, the School recognizes per-pupil revenue from these services over time. The School believes that this method provides a reasonable depiction of the transfer of services over the term of the performance obligation based on the services needed to satisfy the obligation. Generally, performance obligations satisfied over time relate to students receiving academic or school services. The School measures the performance obligation from admission or enrollment into the School to the point when the student is discharged or the end of the school year where it is no longer required to provide services to the student, which is generally at the time of discharge or the completion of the school year. All of these services are bundled and considered a single-performance obligation, and as such, the School accounts for these bundled-performance obligations under state and local per pupil operating revenue in the statement of activities and recognizes the per-pupil revenue over time.

Government Grants

Revenue from federal, state, and local government grants and contracts is recognized by the School when qualifying expenditures are incurred and billable to the government, or when required services have been provided.

St. Hope Leadership Academy Charter School

Notes to Financial Statements

Contract Assets and Contract Liabilities

In accordance with Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 606, contract assets are to be recognized when an entity has the right to receive consideration in exchange for goods or services that have been transferred to a customer when that right is conditional on something other than the passage of time. The School does not recognize contract assets, as the right to receive consideration is unconditional in accordance with the passage of time criteria. Also, in accordance with ASC 606, contract liabilities are to be recognized when an entity is obligated to transfer goods or services for which consideration has already been received. The School does not receive consideration prior to the transfer of goods or services and, therefore, does not recognize contract liabilities.

Property and Equipment

Property and equipment are stated at cost and are depreciated on the straight-line method over the estimated useful lives of the assets. Leasehold improvements are amortized over the lesser of the useful life of the asset or the lease term. The School has established a \$3,000 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, based on the established threshold.

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, 2023 and 2022.

Functional Allocation of Expenses

The costs of providing programs and other activities have been summarized on a functional basis in the accompanying statement of activities. Accordingly, certain costs have been allocated among the respective programs and activities according to the functional categories, as follows:

Program Services - This category represents expenses related to general education and special education for certain students requiring additional attention and guidance. These costs are allocated based on the FTE allocation method.

Management and General - This category represents expenses related to the overall administration and operation of the School that are no specific to any program services or development. These costs are allocated based on the FTE allocation method.

Estimates

The preparation of financial statements in conformity with 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

St. Hope Leadership Academy Charter School

Notes to Financial Statements

of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Income Taxes

The School is exempt from federal, state and local income taxes under Section 501(c)(3) of the Internal Revenue Code (IRC) and, therefore, has made no provision for income taxes in the accompanying financial statements. In addition, the School has been determined by the Internal Revenue Service not to be a “private foundation” within the meaning of Section 509(a) of the IRC. There was no unrelated business income for the years ended June 30, 2023 and 2022.

Under GAAP, an organization must recognize the tax benefit associate with tax positions taken for tax-return purposes when it is more likely than not that the position will not be sustained upon examination by a taxing authority. The School does not believe it has taken any material uncertain tax positions and, accordingly, it has not recorded any liability for unrecognized tax benefits. The School is subject to routine audits by a taxing authority. As of June 30, 2023 and 2022, the School was not subject to any examination by a taxing authority.

Investments

Investments are recorded at fair value based upon quoted market prices. Investment return includes dividend, interest and realized and unrealized gains and losses on investments carried at fair value. Investment return is recorded as income without donor restrictions in the statements of activities.

The Board has designated investment income to be used for student scholarships.

Fair Value Measurements and Fair Value - Definition and Hierarchy

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

Accounting standards establish a fair value hierarchy for inputs used in measuring fair value that maximizes the use of observable inputs and minimizes the use of unobservable inputs by requiring the most observable units be used when available. Observable inputs are those that market participants would use in pricing the asset or liability based on market data obtained from sources independent of the School. Unobservable inputs reflect the School’s assumptions about inputs used by market participants at the measurement date. The fair value hierarchy is categorized into three levels based on inputs as follows:

Level 1 - Valuation based on quoted prices in active markets for identical assets or liabilities that the School has the ability to access.

Level 2 - Valuation based on quoted prices in markets that are not active or for which all significant inputs are observable, either directly or indirectly.

Level 3 - Valuation based on inputs that are unobservable and significant to the overall fair value measurement.

St. Hope Leadership Academy Charter School

Notes to Financial Statements

Reclassification

Certain amounts in the 2022 financial statements were classified to conform with the 2023 presentation. These reclassifications had no effect on the School's financial position and change in net assets.

Recently Adopted Accounting Pronouncements

Lease Accounting

In February 2016, the FASB issued ASU 2016-02, Accounting for Leases, which applies a right-of-use (ROU) model that requires a lessee to record, for all leases with a lease term of more than 12 months, an asset representing its right to use the underlying asset and a liability to make lease payments. For leases with a term of 12 months or less, a practical expedient is available whereby a lessee may elect, by class of underlying asset, not to recognize an ROU asset or lease liability. At inception, lessees must classify all leases as either finance or operating based on five criteria. Balance sheet recognition of finance and operating leases is similar, but the pattern of expense recognition in the income statement, as well as the effect on the statement of cash flows, differs depending on the lease classification. In addition, lessees and lessors are required to provide certain qualitative and quantitative disclosures to enable users of financial statements to assess the amount, timing, and uncertainty of cash flows arising from leases. The FASB issued ASU 2020-05, which deferred the effective date for the Organization until annual periods beginning after December 15, 2021. Effective July 1, 2022, the School adopted this ASU following the modified retrospective method of application. The adoption of ASU 2016-02 did not result in a material change.

Recently Issued but not yet Adopted Accounting Pronouncements

Financial Instruments - Credit Losses

In June 2016, the FASB issued ASU 2016-13, Financial Instruments - Credit Losses (Topic 326): Measurement of Credit Losses on Financial Instruments. The new credit losses standard changes the impairment model for most financial assets and certain other instruments. For trade and other receivables, contract assets recognized as a result of applying ASC 606, loans and certain other instruments, entities will be required to use new forward looking "expected loss" model that generally will result in earlier recognition of credit losses than under today's incurred loss model. ASU 2016-13 is effective for annual periods beginning after December 15, 2022. The School is currently evaluating the impact of this ASU on its financial statements.

St. Hope Leadership Academy Charter School

Notes to Financial Statements

3. Liquidity and Availability of Resources

The School maintains a policy of structuring its financial assets to be available as its general expenditures, liabilities and other obligations come due. The School's management meets monthly to address projected cash flows to meet its operational expenditures. The School also invests cash in excess of weekly requirements in government bonds, which are highly liquid investments (Note 4). The School's financial assets available within one year of the statements of financial position date for general expenditures are as follows:

<i>June 30,</i>	2023	2022
Cash and cash equivalents	\$ 634,964	\$ 1,204,288
Restricted cash	75,398	75,390
Grants and other receivables	1,383,355	877,474
Investments at fair value	2,811,668	2,739,531
Total Financial Assets	4,905,385	4,896,683
Less amounts unavailable for general expenditures within one year due to:		
Restricted by contract	(75,398)	(75,390)
Total Financial Assets Available to Management for General Expenditures Within One Year	\$ 4,829,987	\$ 4,821,293

The School had no board designated net assets for student scholarships at June 30, 2023 and 2022.

4. Investments at fair value

Determination of Fair Values

The valuation methodologies used to determine the fair values of assets and liabilities under the "exit price" notion reflect market-participant objectives and are based on the application of the fair value hierarchy that prioritizes observable market inputs over unobservable inputs. The School measures the fair values of the government bond based on quoted market prices.

The preceding method may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair value. Furthermore, although the School believes its valuation method is appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

The School's investments are exposed to various risks such as interest rate, market, and credit risks. Due to the level of risks associated with these investments, it is at least reasonably possible that changes in the values of these investments will occur in the near term and that such changes could materially affect the amounts reported in the statements of financial position and the statements of activities.

St. Hope Leadership Academy Charter School

Notes to Financial Statements

The following tables present by level, within the fair value hierarchy, the School's investments at fair value. As required by fair value measurement accounting standards, investments are classified in their entirety based upon the lowest level of input that is significant to the fair value measurement. The School's assessment of the significance of a particular input to the fair value measurement requires judgement and may affect the placement within the fair hierarchy levels.

June 30, 2023

	Total	Level 1	Level 2	Level 3
Government bond	\$ 2,811,668	\$ 2,811,668	\$ -	\$ -

June 30, 2022

	Total	Level 1	Level 2	Level 3
Government bond	\$ 2,739,531	\$ 2,739,531	\$ -	\$ -

The aggregate cost basis, gross unrealized gains and losses, and fair market value of the investments are as follows:

June 30, 2023

	Cost	Gross Unrealized Gains	Gross Unrealized Losses	Fair Value
Government bond	\$ 3,197,532	\$ -	\$ (385,864)	\$ 2,811,668

June 30, 2022

	Cost	Gross Unrealized Gains	Gross Unrealized Losses	Fair Value
Government bond	\$ 3,134,420	\$ -	\$ (394,889)	\$ 2,739,531

The components of the activity of the School's investments were as follows:

June 30,	2023	2022
Investments, beginning of year	\$ 2,739,531	\$ 2,193,381
Purchase of investments	-	900,000
Interest & Dividends	63,113	51,369
Sale of investments	-	(50,000)
Realized gain on investments	-	460
Unrealized gain (loss) on investments reported at fair value	9,024	(355,679)
Investments, end of year	\$ 2,811,668	\$ 2,739,531

St. Hope Leadership Academy Charter School

Notes to Financial Statements

5. Agreement with School Facility

The School shares space with P.S. 92, a New York City public school, located at 222 West 134th Street. Approximately 11,000 feet of square footage is allocated to the School. As part of the New York City Chancellor's Charter School Initiative, the NYCDOE has provided this space to the School at no charge. The services provided by the NYCDOE to the charter school, such as rent, utilities, custodial services, maintenance and school safety services are also provided at no cost. The provided space can be cancelled by NYCDOE as it is on a yearly basis.

The School is using a relative valuation model to measure the fair value of the donated space. The NYCDOE has not provided a value for the space and there is no lease agreement in place. In applying the valuation model, significant inputs include the total square footage allocated the School, the average cost per square foot based on comparable sales prices in Manhattan, New York, and the estimated discount factor applied to the cost per square foot to account for the restricted use of the space. Based on such assumptions, the School applies a relative cost per square foot calculated using all available market information in Manhattan, New York.

Square footage totaling 11,000 feet is allocated to the School. The value of the space and related utilities and services calculated by applying the relative valuation model is not significant and, therefore, is not recorded in these financial statements.

6. Property and Equipment

Property and equipment consist of the following:

<i>June 30,</i>	2023	2022	Estimated Useful Lives (Years)
Furniture and fixtures	\$ 655,461	\$ 606,537	5
Computers and servers	1,260,945	1,234,960	3
Software	54,545	54,545	5
			Lesser of the useful life of the asset or the lease term
Leasehold improvements	855,101	847,801	
	2,826,052	2,743,843	
Less: accumulated depreciation and amortization	(2,355,155)	(2,204,043)	
	\$ 470,897	\$ 539,800	

Depreciation and amortization expense for the years ended June 30, 2023 and 2022 was \$151,111 and \$132,734, respectively.

St. Hope Leadership Academy Charter School

Notes to Financial Statements

7. Retirement Plan

The School has adopted a defined contribution 401(k) profit sharing plan (the Plan) which covers most of its employees. Employees are eligible to enroll in the Plan on the first day of their one month anniversary once they have worked at least 140 hours. Those employees who are employed on the last day of the Plan year (December 31st) are also eligible for employer contributions. The Plan provides for the School to contribute up to 5% of an employee's salary. The School's contribution becomes vested on a straight-line basis over five years. For the years ended June 30, 2023 and 2022, retirement expense for the School was \$145,166 and \$187,337, respectively.

8. 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 also intends to defend its positions on these matters. As of June 30, 2023 and 2022, there are no matters for which the School believes the ultimate outcome would have a material adverse effect on the School's financial position.

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, as well as additional funds for the use of facilities. The accompanying financial statements make no provision for the possible disallowance or refund. The School is of the opinion that such cost disallowances, if any, will not have a material effect in the School's financial statements and will record them in the fiscal year they become known.

9. Concentration Risks

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 insured limit of \$250,000. The School has not experienced any losses in such accounts and does not believe it is exposed to any significant credit risk.

The School received approximately 83% and 87% of its total revenue from per pupil funding from the NYCDOE during the years ended June 30, 2023 and 2022, respectively.

The School's grants and other receivables consist of one major grantor accounting for 100% and 100% at June 30, 2023 and 2022, respectively.

The School's payables consist of three major vendors accounting for approximately 35% at June 30, 2023 and two major vendors accounting for approximately 47% at June 30, 2022.

10. Subsequent Events

The School has evaluated events through October 27, 2023, which is the date the financial statements were available to be issued.

Supplementary Information

St. Hope Leadership Academy Charter School

Schedule of Expenditures of Federal Awards

Year ended June 30, 2023

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal Assistance Listing Number	Pass-Through Entity Identifying Number	Provided to Subrecipients	Total Federal Expenditures
U.S. Department of Education				
Passed through the New York State Education Department:				
Title I Grants to Local Education Agencies (Title I, Part A of the ESEA)	84.010	Not Applicable	\$ -	\$ 139,176
Supporting Effective Instruction State Grants	84.367	Not Applicable	-	11,028
Student Support and Academic Enrichment Program	84.424	Not Applicable	-	12,066
Special Education Cluster (IDEA): Special Education - Grants to States (IDEA, Part B)	84.027	Not Applicable	-	87,220
Coronavirus Response and Relief Supplemental Appropriations Act, 2021 - Emergency Assistance for Non-Public Schools (CRRSA EANS)	84.425R	Not Applicable	-	108,596
American Rescue Plan - Elementary and Secondary School Emergency Relief (ARP ESSER)	84.425U	Not Applicable	-	476,414
Total U.S. Department of Education			-	834,500
Total Expenditures of Federal Awards			\$ -	\$ 834,500

The accompanying notes are an integral part of this schedule.

St. Hope Leadership Academy Charter School

Notes to the Schedule of Expenditures of Federal Awards

1. Basis of Presentation

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of St. Hope Leadership Academy Charter School under programs of the federal government for the year ended June 30, 2023. The information in this Schedule is presented in accordance with the requirements of Title 2 *U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the School, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the School.

2. Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following cost principals contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

3. Indirect Cost Rate

The School has elected not to use the 10% de minimis indirect costs rate allowed under the Uniform Guidance.



Tel: 212-371-4446
Fax: 212-371-9374
www.bdo.com

622 Third Ave, Suite 3100
New York, NY 10017

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
St. Hope Leadership Academy Charter School
New York, New York

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of St. Hope Leadership Academy Charter School (the "School"), which comprise the School's statements of financial position as of June 30, 2023 and 2022, and the related statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the financial statements, and have issued our report thereon dated October 27, 2023.

Report on 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) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we do not express an opinion on the effectiveness of the School's internal control.

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

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

Report on Compliance and Other Matters

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



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.

BDO USA, P.C.

October 27, 2023



Tel: 212-371-4446
Fax: 212-371-9374
www.bdo.com

622 Third Ave, Suite 3100
New York, NY 10017

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

To the Board of Trustees
St. Hope Leadership Academy Charter School
New York, New York

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited St. Hope Leadership Academy Charter School (the "School") compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the School's major federal programs for the year ended June 30, 2023. The School's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the School complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2023.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the School's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the School's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the School's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in



accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the School's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the School's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- obtain an understanding of the School's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

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

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.



Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

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

BDO USA, P.C.

October 27, 2023

St. Hope Leadership Academy Charter School

Schedule of Findings and Questioned Costs Year Ended June 30, 2023

Section 1. Summary of Auditor's Results

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with U.S. GAAP:

Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? ☐ Yes ☒ No
- Significant deficiency(ies) identified? ☐ Yes ☒ None reported
- Noncompliance material to financial statements noted? ☐ Yes ☒ No

Federal Awards

Internal control over major federal programs:

- Material weakness(es) identified? ☐ Yes ☒ No
- Significant deficiency(ies) identified? ☐ Yes ☒ None reported

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

Unmodified

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

☐ Yes ☒ No

Identification of major federal programs:

Assistance Listing Number	Name of Federal Program or Cluster
84.425R	Coronavirus Response and Relief Supplemental Appropriations Act, 2021 - Emergency Assistance for Non-Public Schools (CRRSA EANS)
84.425U	American Rescue Plan - Elementary and Secondary School Emergency Relief (ARP ESSER)

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

\$750,000

Auditee qualified as low-risk auditee?

☐ Yes ☒ No

Section 2. Financial Statement Findings

There were no findings related to the financial statements that are required to be reported, in accordance with generally accepted government auditing standards.

Section 3. Federal Award Findings and Questioned Costs

There were no findings and questioned costs for federal awards (as defined in 2 CFR 200.516(a)) that are required to be reported.

At BDO, our purpose is helping people thrive, every day. Together, we are focused on delivering exceptional and sustainable outcomes — for our people, our clients and our communities. Across the U.S., and in over 160 countries through our global organization, BDO professionals provide assurance, tax and advisory services for a diverse range of clients.

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Appendix A - Schedule of Proposed Adjusting Journal Entries Report

PROPOSED ADJUSTED JOURNAL ENTRIES REPORT

<u>Item #</u>	<u>Account Name and Adjustment Description</u>	<u>Debit</u>	<u>Credit</u>
1	Proposed and unrecorded adjustment to record the in-kind revenue and rent expense for the fair value of donated space received from the NYCDOE.		
	In-Kind Rent - Donated Space	\$ 189,200	
	In-Kind Revenue - Donated Space		\$ 189,200



Appendix

Peer Review Report

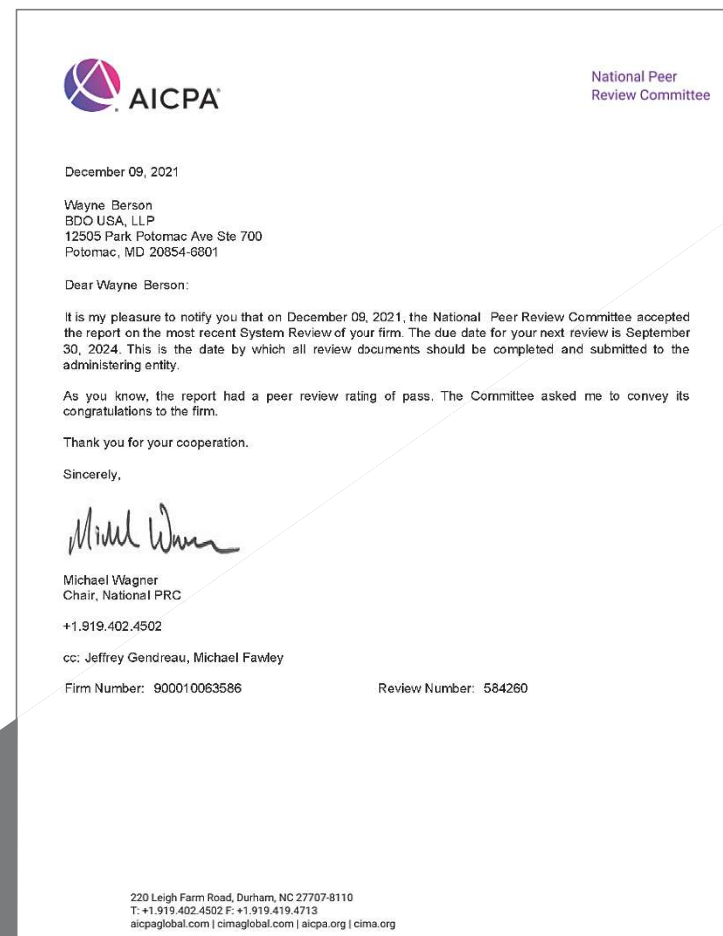
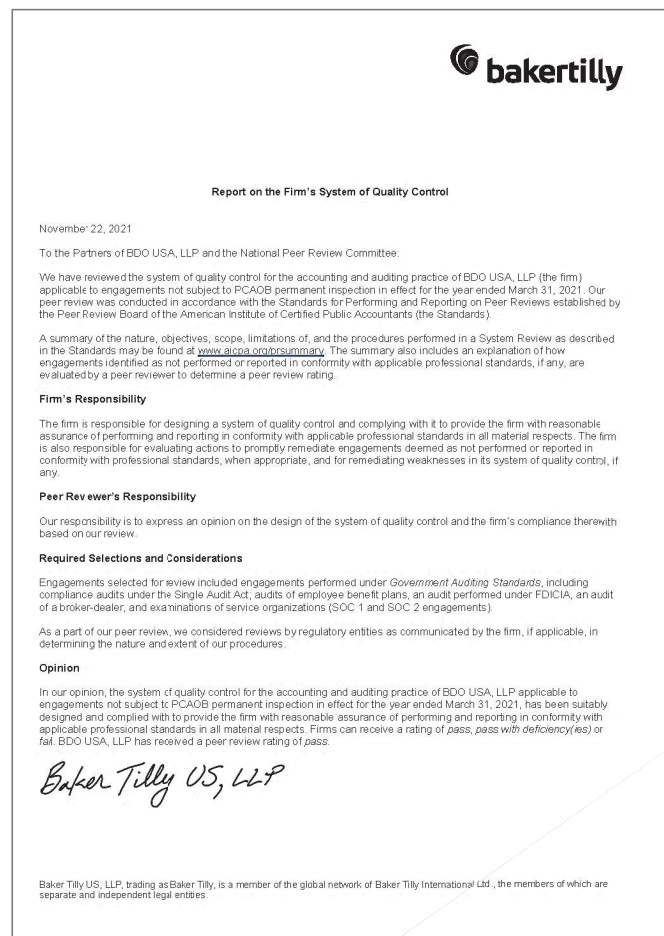
PEER REVIEWS

As a member of the AICPA, we are subject to triennial external peer reviews of the portion of our auditing practice applicable to non-SEC issuers.

Our 2021 peer review concluded that the system of quality for the firm's accounting and auditing practice applicable to non-SEC issuers was suitably designed, and the firm had complied with its own quality guidelines.

The peer review also concluded the system provided the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies), or fail.

Our firm received a rating of pass.



Audit Firm System of Quality Management

An audit firm's system of quality control (aka system of quality management) is essential to how the firm conducts audits and is in place to protect donors, stakeholders and other users of financial statements.

QUALITY MANAGEMENT STANDARDS

In June 2022, the AICPA Auditing Standards Board (ASB) issued the following interrelated standards on audit quality management (collectively, the QM standards), which are designed to improve a CPA firm's risk assessment and audit quality. The effective date of the QM standards is December 15, 2025.

Statement on Quality Management Standards (SQMS) No. 1	Statement on Quality Management Standards (SQMS) No. 2	Statement on Auditing Standards (SAS) No. 146
<i>A Firm's System of Quality Management</i>	<i>Engagement Quality Reviews</i>	<i>Quality Management for an Engagement Conducted in Accordance With Generally Accepted Auditing Standards</i>

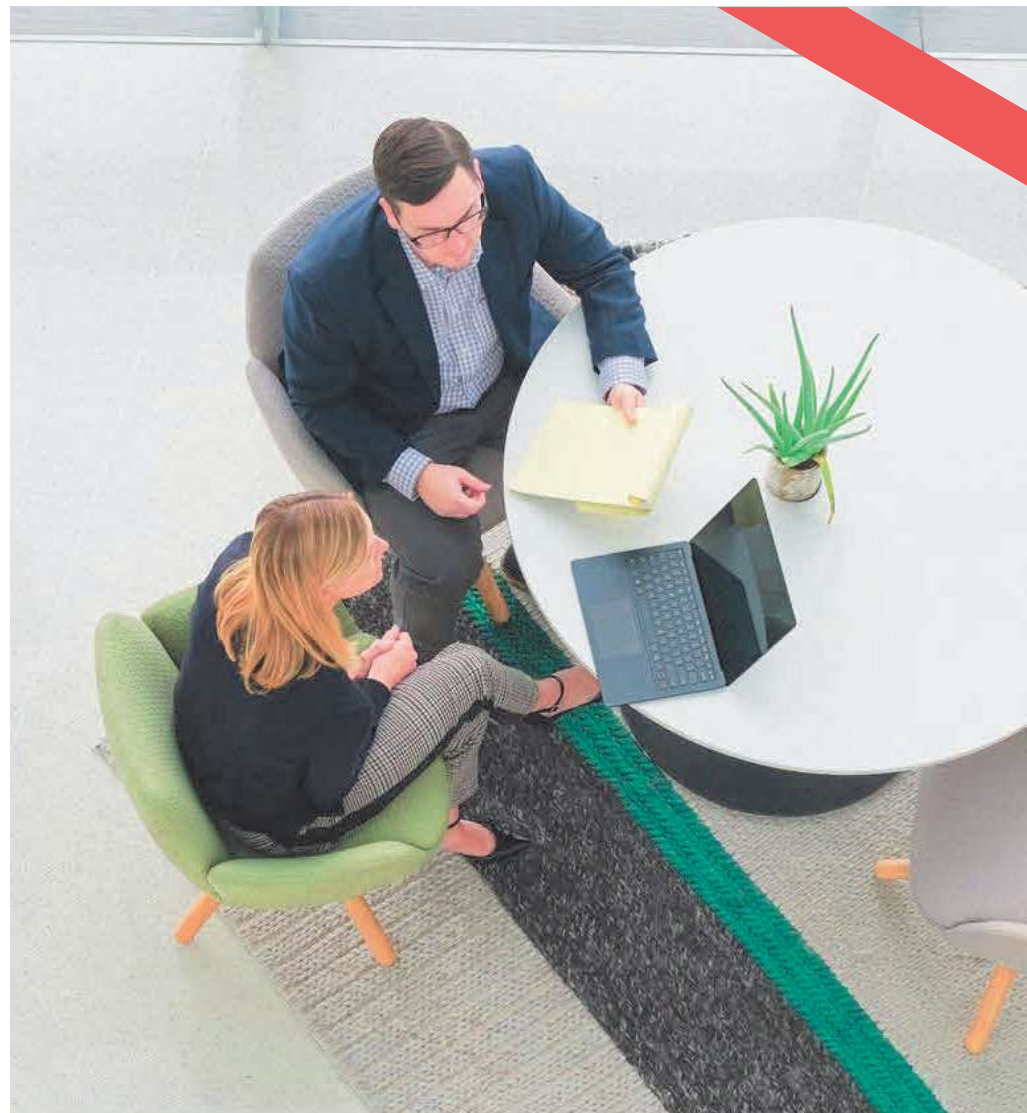
BDO has assessed the requirements of the QM standards and has analyzed our firm's current system of quality management to identify changes and improvements necessary for compliance. This includes the identification of quality objectives, quality risks and the assessment of those quality risks, and responses to address those risks. We are further working with BDO Global to appropriately integrate processes deployed at a global level into our firm's system of quality management.



We will continue to provide you with updates on our progress. Currently, you may find discussion of BDO's system of quality control within our annual [Audit Quality Reports](#), the most recent of which is accessible [here](#).

Independence

Our engagement letter to you dated May 8, 2023 describes our responsibilities in accordance with professional standards and certain regulatory authorities with regard to independence and the performance of our services. This letter also stipulates the responsibilities of the School with respect to independence as agreed to by the School. Please refer to that letter for further information.



Other Required Communications

Following is a summary of other required items, along with specific discussion points as they pertain to the School :

Requirement	Discussion Point
Disagreements with management	There were no disagreements with management about matters, whether or not satisfactorily resolved, that individually or in aggregate could be significant to the School's financial statements or to our auditor's report.
Significant difficulties encountered during the audit	There were no significant difficulties encountered during the audit.
Matters that are difficult or contentious for which the auditor consulted outside the engagement team	There were no difficult or contentious matters that we consulted with others outside the engagement team that we reasonably determined to be relevant to those charged with governance regarding their oversight of the financial reporting process.
If applicable, other matters significant to the oversight of the School's financial reporting process, including complaints or concerns regarding accounting or auditing matters	There are no other matters that we consider significant to the oversight of the School's financial reporting process that have not been previously communicated.
Representations requested from management	Please refer to the management representation letter.

Other Required Communications

Following is a summary of other required items, along with specific discussion points as they pertain to the School:

Requirement	Discussion Point
Significant changes to planned audit strategy or significant risks initially identified	There were no significant changes to the planned audit strategy or significant risks initially identified and previously communicated to those charged with governance as part of our Audit Planning communications.
Obtain information from those charged with governance relevant to the audit	There were no matters noted relevant to the audit, including, but not limited to: violations or possible violations of laws or regulations; risks of material misstatement, including fraud risks; or tips or complaints regarding the School's financial reporting that we were made aware of as a result of our inquiry of those charged with governance.
Nature and extent of specialized skills or knowledge needed related to significant risks	There were no specialized skills or knowledge needed, outside of the core engagement team, to perform the planned audit procedures or evaluate audit results related to significant risks.
Consultations with other accountants	We are not aware of any consultations about accounting or auditing matters between management and other independent public accountants. Nor are we aware of opinions obtained by management from other independent public accountants on the application of requirements of an applicable financial reporting framework.
Significant findings and issues arising during the audit in connection with the School's related parties	We have evaluated whether the identified related party relationships and transactions have been appropriately identified, accounted for, and disclosed and whether the effects of the related party relationships and transactions, based on the audit evidence obtained, prevent the financial statements from achieving fair presentation.



Additional Required Communications

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) as a basis for designing our auditing procedures 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.

Our consideration of internal control was for the limited purpose described above and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses.

We are required to communicate, in writing, to those charged with governance all material weaknesses and significant deficiencies that have been identified in the School's internal control over financial reporting. The definitions of control deficiency, significant deficiency and material weakness follow:

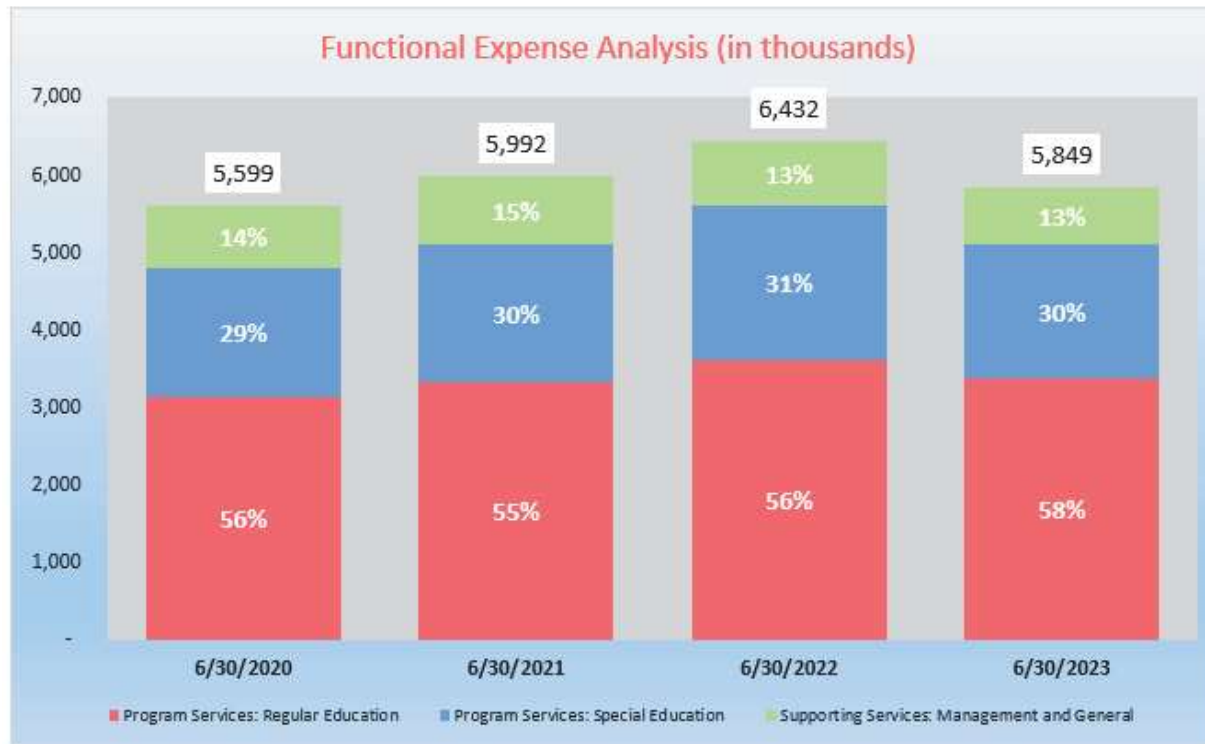
Category	Definition
Control Deficiency	A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis.
Significant Deficiency	A deficiency or 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.
Material Weakness	A deficiency or 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.

In conjunction with our audit of the financial statements, we noted no material weaknesses.

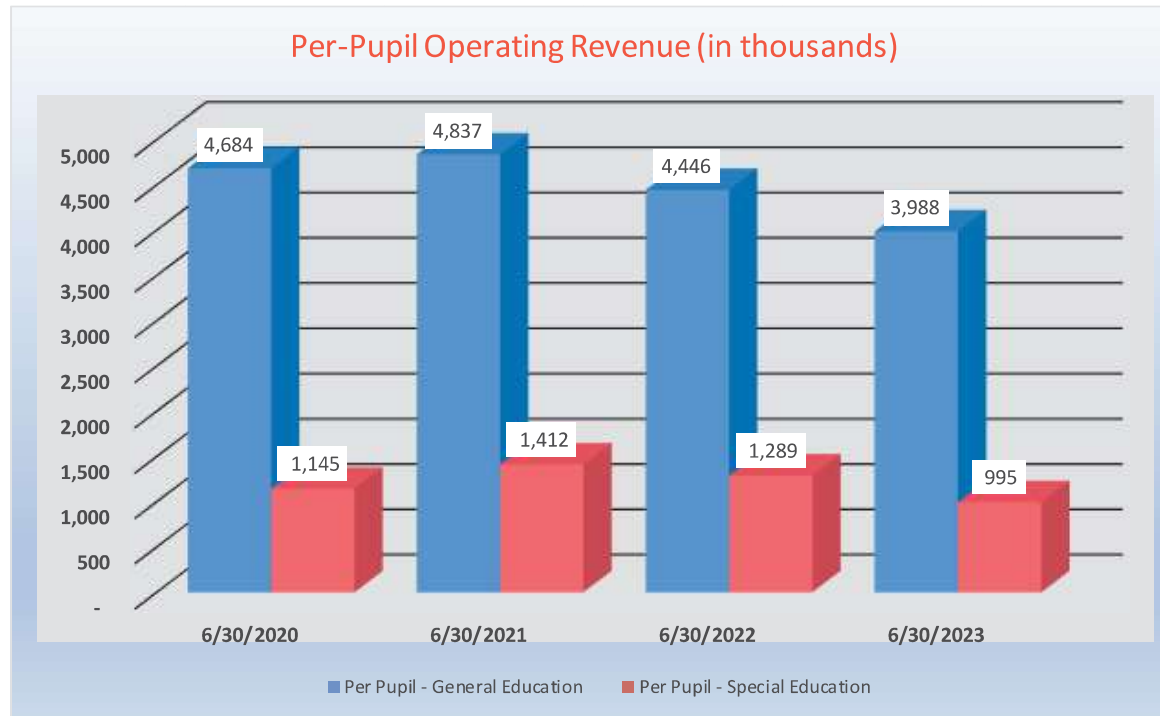


Internal Control Over Financial Reporting

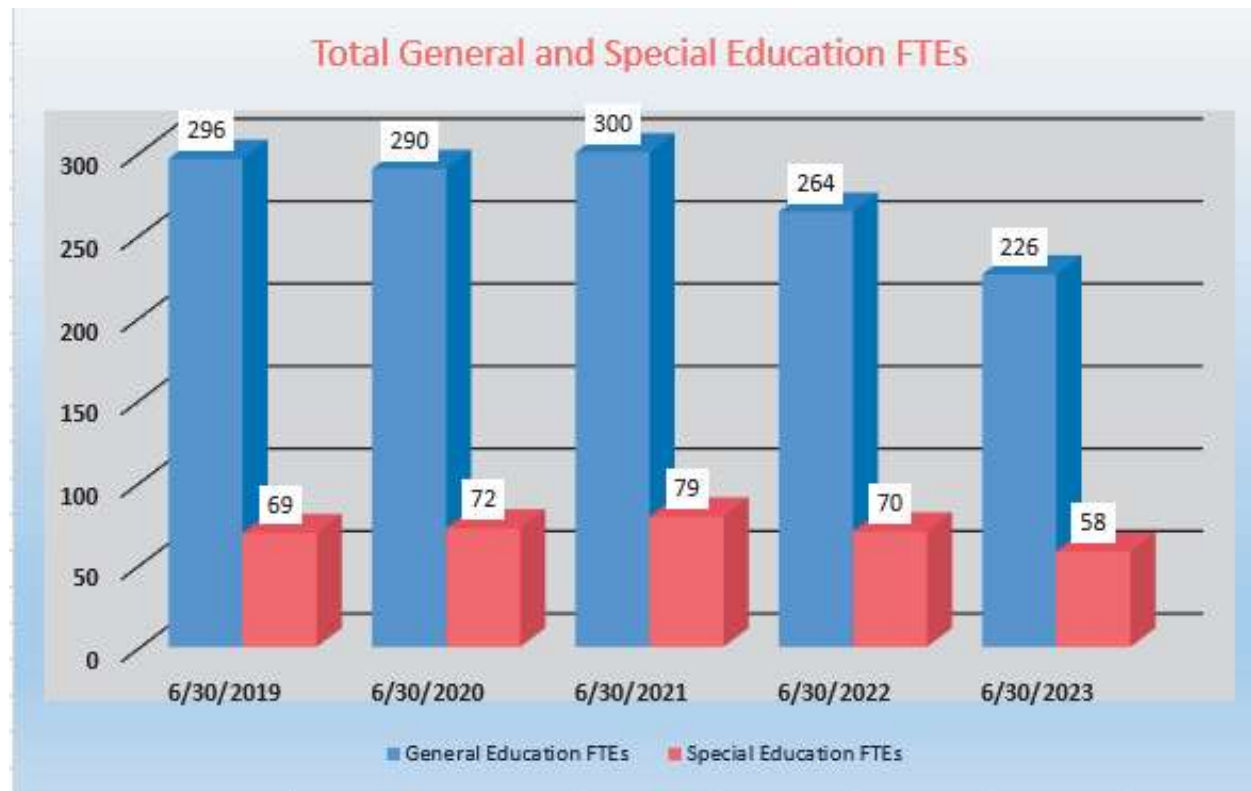
Historical Trends



Historical Trends



Historical Trends



Highlights: Results of the Single Audit

SUMMARY OF AUDITORS RESULTS ON FEDERAL AWARDS			
Internal control over major programs:			
Material weakness(es) identified?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Significant deficiency(ies) identified?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> None reported	
Type of auditor's report issued on compliance for major federal programs:	Unmodified		
Any audit findings disclosed that are required to be reporting in accordance with 2 CFR 20.516(a)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Highlights: Results of the Single Audit

- ▶ For FY 2023, the School had applicable federal expenditures amounting to \$834,500. This amount was greater than the \$750,000 established dollar threshold and therefore subject to Single Audit under Uniform Guidance.
- ▶ Due to the School not being subject to Single audit in the past two audit periods, the School does not qualify as a low-risk auditee.

IDENTIFICATION OF MAJOR FEDERAL PROGRAMS	
Assistance Listing Numbers	Name of Federal Program or Cluster
84.425R	Coronavirus Response and Relief Supplemental Appropriations Act, 2021 - Emergency Assistance for Non-Public Schools (CRRSA EANS)
84.425U	American Rescue Plan - Elementary and Secondary School Emergency Relief (ARP ESSER)

- ▶ Based on our evaluations of federal programs included in the Schedule of Expenditures of Federal Awards (SEFA). The major programs audited in FY 2023 were the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 - Emergency Assistance for Non-Public Schools (CRRSA EANS), and the American Rescue Plan - Elementary and Secondary School Emergency Relief (ARP ESSER).

Highlights: Results of the Single Audit

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS				
FEDERAL GRANTOR/PASS-THROUGH GRANTOR/PROGRAM OR CLUSTER TITLE	FEDERAL ASSISTANCE LISTING NUMBER	PASS-THROUGH ENTITY IDENTIFYING NUMBER	PROVIDED TO SUBRECIPIENTS	TOTAL FEDERAL EXPENDITURES
<u>U.S. Department of Education:</u>				
Passed through the New York State Education Department:				
Title I Grants to Local Education Agencies (Title I Part A of the ESEA)	84.010	Not Applicable	\$ -	\$ 139,176
Supporting Effective Instruction State Grants	84.367	Not Applicable	-	11,028
Student Support and Academic Enrichment Program	84.424	Not Applicable	-	12,066
Special Education Cluster (IDEA), Individuals with Disabilities Education Act	84.027	Not Applicable	-	87,220
Coronavirus Response and Relief Supplemental Appropriations Act, 2021 - Emergency Assistance for Non-Public Schools (CRRSA EANS)	84.425R	Not Applicable	-	108,596
American Rescue Plan - Elementary and Secondary School Emergency Relief (ARP ESSER)	84.425U	Not Applicable	-	476,414
Total U.S. Department of Education				834,500
Total Expenditures of Federal Awards			\$ -	\$ 834,500

Highlights: Results of the Audit - Expenses (continued)

FUNCTIONAL CLASS ANALYSIS (\$)					
	Program Services			Supporting Services	Total Expenses
	General Education	Special Education	Total	Total	
				Management and General	
June 30, 2023	\$ 3,368,399	\$ 1,736,458	\$ 5,104,857	\$ 744,059	\$ 5,848,916
June 30, 2022	3,604,137	2,010,938	5,615,075	817,320	6,432,395
Increase (\$)	\$ (235,738)	\$ (274,480)	\$ (510,218)	\$ (73,261)	\$ (583,479)

FUNCTIONAL CLASS ANALYSIS (%)					
	Program Services			Supporting Services	Total Expenses
	General Education	Special Education	Total	Total	
				Management and General	
June 30, 2023	58%	30%	87%	13%	100%
June 30, 2022	56%	31%	87%	13%	100%
Increase / (Decrease) (%)	2%	-1%	0%	0%	

- The decrease in overall expenses is directly related to reduction in payroll expense.

Highlights: Results of the Audit - Expenses (continued)

	2023	2022	Change
Program services expense	\$ 5,104,857	\$ 5,615,075	\$ (510,218)
Management and general	744,059	817,320	(73,261)
Total FTE of Gen Ed Scholars	226	264	(38)
Program services expense per Scholar	22,588	21,269	1,319
General and administrative per Scholar	3,292	3,096	196
	<u>\$ 25,880</u>	<u>\$ 24,365</u>	<u>\$ 1,515</u>

	2023	2022	Change
Significant Expense Fluctuations			
Instructional personnel	\$ 2,589,213	\$ 3,324,335	\$ (735,122)

- Payroll decreased because a few positions from FY22 remained unfilled and several terminations during FY23 were either late replacing or remained open as well.

Highlights: Results of the Audit - Expenses

EXPENSES			
	2023	2022	Change
Program services:			
General education	\$ 3,368,399	\$ 3,604,137	\$ (235,738)
Special education	1,736,458	2,010,938	(274,480)
Total Program services	\$ 5,104,857	\$ 5,615,075	\$ (510,218)
Supporting services:			
Management and general	\$ 744,059	\$ 817,320	\$ (73,261)
Total Supporting services	\$ 744,059	\$ 817,320	\$ (73,261)
Total Expenses	\$ 5,848,916	\$ 6,432,395	\$ (583,479)

- ▶ The decrease in program services is mainly due to decrease in number of students and reduction in payroll expense.

Highlights: Results of the Audit - Revenues

REVENUE AND OTHER SUPPORT			
	2023	2022	Change
State and local per pupil operating revenue	\$ 4,962,239	\$ 5,735,374	\$ (773,135)
Government grants and contracts	860,393	1,116,623	(256,230)
Contributions and other grants	58,235	28,165	30,070
Investment return, net	72,137	(303,851)	375,988
Other income	8	215	(207)
	<u>\$ 5,953,012</u>	<u>\$ 6,576,526</u>	<u>\$ (623,514)</u>

► The decrease in revenue by \$773k is noted due to decline in student enrollment which resulted in decrease in overall revenue.

FTE BREAKDOWN			
	2023	2022	Change
Total General Education FTE	226	264	(38)
Special Education FTE Breakdown			
Less than 20%	2	1	1
Between 20% and 60%	9	3	6
More than 60%	47	66	(19)
	<u>58</u>	<u>70</u>	<u>(12)</u>

Highlights: Results of the Audit - Liabilities and Net Assets

NET ASSETS			
	2023	2022	Change
Net assets without donor restrictions	\$ 5,040,796	\$ 4,936,700	\$ 104,096
Reconciliation of the Change in Net Assets	2023	2022	
Change in Net Assets	104,096	144,131	
Net change (decrease)	(40,035)		
The following represents significant fluctuations in the change in net assets between the current and prior year:			
Decrease in revenue and support	\$ (623,514)	Refer to page 12	
Decrease in expenses	583,479	Refer to page 13	
	\$ (40,035)		

Highlights: Results of the Audit - Liabilities and Net Assets

LIABILITIES AND NET ASSETS			
	2023	2022	Change
Accounts payable and accrued expenses	\$ 379,918	\$ 215,586	\$ 164,332
Accrued salaries and other payroll related expenses	178,033	280,815	(102,782)
Deferred grant revenue	2,184	21,009	(18,825)
Total Liabilities	\$ 560,135	\$ 517,410	\$ 42,725
Net Assets - Without Donor Restrictions			
Undesignated	\$ 5,040,796	\$ 4,936,700	104,096
Total Net Assets	\$ 5,040,796	\$ 4,936,700	\$ 104,096
Total Liabilities and Net Assets	\$ 5,600,931	\$ 5,454,110	\$ 146,821

Highlights: Results of the Audit - Assets

ASSETS			
	2023	2022	Change
Cash and cash equivalents	\$ 634,964	\$ 1,204,288	\$ (569,324)
Cash - restricted	75,398	75,390	8
Grants and other receivable	1,383,355	877,474	505,881
Investments	2,811,668	2,739,531	72,137
Prepaid expenses and other assets	224,649	17,627	207,022
Property, plant, & equipment, net	470,897	539,800	(68,903)
	<u>\$ 5,600,931</u>	<u>\$ 5,454,110</u>	<u>\$ 146,821</u>

- ▶ The decrease in cash value in CY by approximately \$569k is mainly due to the increase in Accounts Receivable, primarily resulting from the inclusion of ARP and ESSER 2 grants receivable. This shift has led to a reduction in the available cash balance.
- ▶ The increase in Accounts Receivable by approximately \$505k is attributed to the inclusion of ARP and ESSER 2 grants receivable. These grants, aimed at addressing specific financial needs in the organization, have contributed to the rise in the outstanding amounts owed to the organization.

Results of the Audit

CORRECTED AND UNCORRECTED MISSTATEMENTS

There were no corrected misstatements, other than those that were clearly trivial, related to accounts and/or disclosures that we brought to the attention of management.

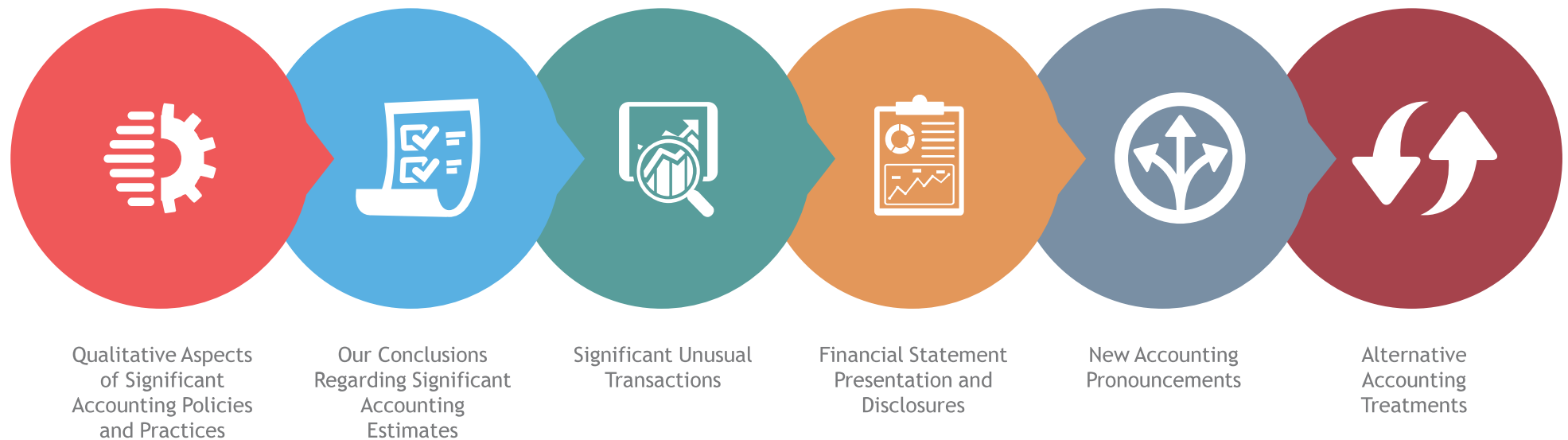
Please refer to the schedule of Proposed Adjusting Journal Entries (PAJEs) in Appendix A. We concur with management's assessment that the effects of not recording such adjustments are, both individually and in the aggregate, immaterial to the consolidated financial statements taken as a whole, considering both qualitative and quantitative factors. None of the proposed adjustments could potentially cause future-period financial statement to be materially misstated.



Results of the Audit

QUALITATIVE ASPECTS OF THE SCHOOL'S FINANCIAL REPORTING

A discussion will be held regarding the quality of the School's financial reporting, which will include:



Results of the Audit

ACCOUNTING PRACTICES, POLICIES, AND ESTIMATES

The following summarizes the more significant required communications related to our audit concerning the School’s accounting practices, policies, and estimates:

The School’s significant accounting practices and policies are those included in Note 2 to the financial statements. These accounting practices and policies are appropriate, comply with the applicable financial reporting framework and industry practice, were consistently applied, and are adequately described within Note 2 to the financial statements.

- ▶ A summary of recently issued accounting pronouncements is included in Note 2 to the School’s financial statements.
- ▶ In September 2020, the Financial Accounting Standards Board (“FASB”) issued Accounting Standards Update (“ASU”) 2020-07, *Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets (Topic 958)*. The update requires not-for-profits to present contributed nonfinancial assets as a separate line item on the statement of activities, and to disclose information regarding each type of contributed nonfinancial assets. The update is effective for financial statements issued for fiscal years beginning after June 15, 2021. The School adopted this ASU as of July 1, 2021. The adoption of this ASU did not have a material impact on the financial statements.
- ▶ There were no other changes in significant accounting policies and practices during June 30, 2023.

Significant estimates are those that require management’s most difficult, subjective, or complex judgments, often as a result of the need to make estimates about the effects of matters that are inherently uncertain. The School’s significant accounting estimates, including a description of management’s processes and significant assumptions used in development of the estimates, are disclosed in Note 2 of the financial statements.

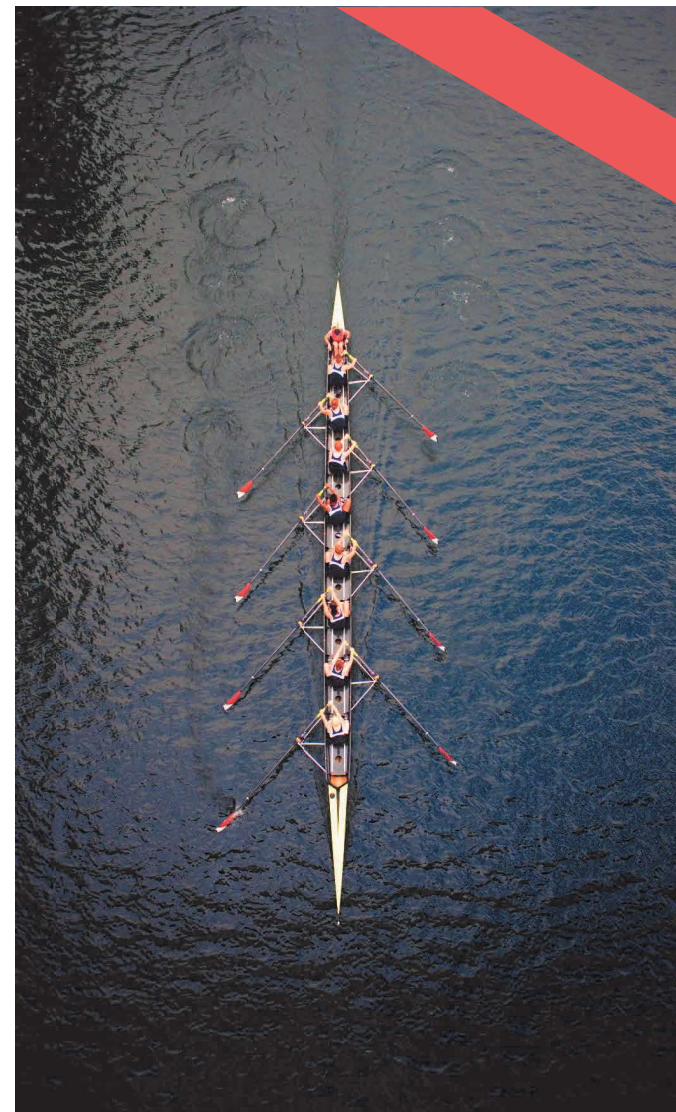
Significant Accounting Estimates
Allowances on accounts/contributions receivable
Useful Lives of Fixed Assets
Allocation of functional expenses
Fair value measurements

- ▶ Management did not make any significant changes to the processes or significant assumptions used to develop the significant accounting estimates in June 30, 2023.

Status of Our Audit

We have substantially completed our audit of the financial statements as of and for the year ended June 30, 2023. Our audit was conducted in accordance with auditing standards generally accepted in the United States of America. This audit of the financial statements does not relieve management or those charged with governance of their responsibilities.

- ▶ The objective of our audit was to obtain reasonable - not absolute - assurance about whether the financial statements are free from material misstatements.
- ▶ The scope of the work performed was substantially the same as that described to you in our earlier Audit Planning communications.
- ▶ We expect to issue an unmodified opinion on the financial statements and release our report on October 2023.
- ▶ Our responsibility for other information in documents containing the School's audited financial statements does not extend beyond the financial information identified in the audit report, and we are not required to perform procedures to corroborate such other information. However, in accordance with professional standards, we will read the information included by the School and consider whether such information, or the manner of its presentation, is materially inconsistent with its presentation in the financial statements. Our responsibility also includes calling to management's attention any information that we believe is a material misstatement of fact. We have not identified any material inconsistencies or concluded there are any material misstatements of facts in the other information that management has chosen not to correct.
- ▶ All records and information requested by BDO were freely available for our inspection.





Executive Summary

Welcome

October 26, 2023

To the Audit Committee

St. Hope Leadership Academy Charter School

Professional standards require us to communicate with you regarding matters related to the audit, that are, in our professional judgment, significant and relevant to your responsibilities in overseeing the financial reporting process. On July 27, 2023 we presented an overview of our plan for the audit of the financial statements of St. Hope Leadership Academy Charter School (the "School") as of and for the year ended June 30, 2023 including a summary of our overall objectives for the audit, and the nature, scope, and timing of the planned audit work.

This communication is intended to elaborate on the significant findings from our audit, including our views on the qualitative aspects of the School's accounting practices and policies, management's judgments and estimates, financial statement disclosures, and other required matters.

We are pleased to be of service to the School and look forward to meeting with you to discuss our audit findings, as well as other matters that may be of interest to you, and to answer any questions you might have.

Respectfully,

BDO USA, P.C.

BDO USA, P.C., a Virginia professional corporation, is the U.S. member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms. BDO is the brand name for the BDO network and for each of the BDO Member Firms.



ADAM COLE
Engagement Partner
acole@bdo.com



JIMMY VORA
Engagement Director
jvora@bdo.com

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FULL REPORT

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The following communication was prepared as part of our audit, has consequential limitations, and is intended solely for the information and use of those charged with governance (e.g., Board of Directors and Audit Committee) and, if appropriate, management of the School, and is not intended and should not be used by anyone other than these specified parties.



REPORT TO THE AUDIT COMMITTEE

ST. HOPE LEADERSHIP ACADEMY CHARTER SCHOOL

AUDIT WRAP UP:
YEAR ENDED JUNE 30,
2023





October 27, 2023

BDO USA, P.C.
600 Third Avenue, 3rd Floor
New York, NY 10016

Ladies and gentlemen:

We are providing this letter in connection with your audit of the financial statements of St. Hope Leadership Academy Charter School (the "School"), which comprise the statement of financial position as of June 30, 2023 and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the financial position, changes in net assets, and cash flows of the School in conformity with accounting principles generally accepted in the United States of America. We confirm that we are responsible for the preparation and fair presentation in the financial statements of financial position, changes in net assets, and cash flows in conformity with accounting principles generally accepted in the United States of America.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm, to the best of our knowledge and belief, as of the date of this representation letter, as entered on the first page, the following representations made to you during your audit(s):

- (1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated May 8, 2023, for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America.
- (2) We have fulfilled our responsibility, as set out in the terms of the aforementioned audit engagement letter, for 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.
- (3) The financial statements include all assets and liabilities under the entity's control.

◆ *Lighting the Spark Within* ◆

- (4) We have made available to you:
- (a) All financial records, and related data and federal awards (including amendments, if any, and any other correspondence with federal agencies or pass-through entities relevant to federal programs and related activities), including the names of all related parties and all relationships and transactions with related parties, as agreed upon in the terms of the aforementioned audit engagement letter.
 - (b) All additional information that you have requested from us for the purpose of the audit.
 - (c) Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
 - (d) Minutes of the meetings of trustees and committees of trustees that were held from July 1, 2022 to the date of this letter, or summaries of actions of recent meetings for which minutes have not yet been prepared.
- (5) There have been no communications from regulatory agencies concerning noncompliance with or deficiencies in financial reporting practices.
- (6) There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements or schedule of expenditures of federal awards (SEFA).
- (7) The financial statement misstatements relating to accounts and disclosures identified and discussed with us in the course of the audit that are listed immediately below have not been corrected. In our opinion, the effects of not correcting such identified financial statement misstatements are, both individually and in the aggregate, immaterial to the financial statements of the School taken as a whole.

Uncorrected Misstatements

Item #	Account Name and Adjustment Description	Debit	Credit	Impact on Net Assets
1	In-Kind Rent - Donated Space	\$ 189,200		\$ 0
	In-Kind Revenue - Donated Space		\$ 189,200	
	<i>Proposed and unrecorded adjustment to record the in-kind revenue and rent expense for the fair value of donated space received from the NYCDOE.</i>			

Description of Uncorrected Disclosure Misstatements
The School used a reasonable valuation model to calculate the fair value of donated space received from the NYCDOE. The calculated value resulted in an immaterial amount and, therefore, was not recorded in the financial statements.

- (8) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud or noncompliance. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud or noncompliance. We have no knowledge of any:
- (a) Fraud or suspected fraud involving management or involving employees who have significant roles in internal control, whether or not perceived to have a material effect on the financial statements.

- (b) Fraud or suspected fraud involving others where the fraud could have a material effect on the financial statements.
 - (c) Allegations of fraud or suspected fraud affecting the Organization received in communications from employees, former employees, regulatory agencies, grantors, law firms, predecessor accounting firms, or others.
 - (d) Instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse, whose effects, both quantitatively and qualitatively, should be considered when preparing the financial statements.
- (9) We have no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or net asset balances.
- (10) The following, where applicable and material, have been properly recorded or disclosed in the financial statements:
- (a) The identity of all related parties and all related party relationships and transactions of which we are aware (e.g., transactions with unconsolidated subsidiaries; affiliates under common control with the entity or that are directly or indirectly controlled by the entity; directors, management, and members of their immediate families), including sales, purchases, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties.
 - (b) Arrangements with financial institutions involving compensating balances or other arrangements involving restrictions on cash balances and line-of-credit or similar arrangements.
 - (c) All derivative instruments and any embedded derivative instruments that require bifurcation, in accordance with FASB ASC 815, *Derivatives and Hedging*.
 - (d) Guarantees, whether written or oral, under which the School is contingently liable.
 - (e) Significant estimates and material concentrations known to management that are required to be disclosed in accordance with FASB ASC 275-10, *Risk and Uncertainties - Overall*. In that regard, all accounting estimates that could be material to the financial statements, including key factors and significant assumptions underlying those estimates, have been identified, and we believe the estimates are reasonable in the circumstances. The methods, significant assumptions, and the data used in making the accounting estimates and the related disclosures are appropriate to achieve recognition, measurement, and disclosure that is in accordance with accounting principles generally accepted in the United States of America.
 - (f) The effects of all known actual or possible litigation, claims, and other liabilities or gain or loss contingencies that are required to be accrued or disclosed by FASB ASC 450, *Contingencies*, including:
 - Pending or anticipated tax assessments or refunds, other potential or pending claims, lawsuits by or against any branch of government or others;
 - Written or oral guarantees, endorsements, or unused letters of credit;
 - Unusual warranties or guarantees; or

- Labor claims or negotiations.

FASB ASC 450-20, *Loss Contingencies*, requires loss contingencies to be accrued if it is probable an asset has been impaired or a liability incurred at the statement of financial position date and the amount of loss can be reasonably estimated. Such contingencies must be disclosed, but may not be accrued, if the loss is reasonably possible (but not probable) or the loss is probable but the amount of loss cannot be reasonably estimated.

(g) Commitments, such as:

- Major fixed asset purchase agreements;
- More-than-one-year employment arrangements or contracts with suppliers or customers, or one-year-or-longer term leases;
- Deferred compensation, bonuses, pension and profit-sharing plans, or severance pay; or
- Pending sale or merger of all or a portion of the business or of an interest therein or acquisition of all or a portion of the business, assets or securities of another entity;

(h) Joint ventures or other participations, the detailed transactions of which are not carried on our books.

(i) Foreign currency transaction gains or losses, as well as translation of foreign currency financial statements.

(11) There are no:

- (a) Violations or possible violations of laws or regulations and provisions of contracts and grant agreements (including the failure to file reports required by regulatory bodies (e.g., EPA, OCC, FDIC, DOL, Medicare, U.S. Customs Service, HIPAA, IRS, Dept. of Commerce, state and municipal authorities) when the effects of failing to file could be material to the financial statements) whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency.
- (b) Unasserted claims or assessments that our lawyer has advised us are probable of assertion and must be disclosed in accordance with FASB ASC 450.
- (c) Side agreements or other arrangements (either written or oral) that have not been disclosed to you.
- (d) Designation of net assets disclosed to you that were not properly authorized and approved, or reclassifications of net assets that have not been properly reflected in the financial statements.

(12) Receivables recorded in the financial statements represent valid claims against debtors or grantors for sales, contributions, pledges, or other charges arising on or before the statement of financial position date and have been appropriately reduced to their estimated net realizable value.

(13) During the fiscal year ended June 30, 2023, the New York State Education Department owed the School ERATE, Title I, Title II, Title IV, ESSER II - CRRSA, and ESSER III - ARP grant funds totaling \$1,359,939.

- (14) With regard to items reported at fair value: (a) the underlying assumptions are reasonable and they appropriately reflect management's intent and ability to carry out its stated courses of action, (b) the measurement methods and related assumptions used in determining fair value are appropriate in the circumstances and have been consistently applied, (c) the disclosures related to fair values are complete, adequate, and in conformity with U.S. GAAP and (d) there are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.
- (15) The School has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- (16) We have complied with all aspects of grant agreements and other contractual agreements, including debt covenants, that would have a material effect on the financial statements in the event of noncompliance.
- (17) No discussions have taken place with your firm's personnel regarding employment with the School.
- (18) The School is an exempt organization under Section 501(c)(3) of the Internal Revenue Code as evidenced by determination letter dated April 9, 2009. Any activities of which we are aware that would jeopardize our tax-exempt status, all activities subject to tax on unrelated business income or excise or other tax, have been disclosed to you. All required filings with tax authorities are up-to-date.
- (19) We have complied with all restrictions on resources, including donor restrictions, and all aspects of contractual and grant agreements that would have a material effect on the financial statements in the event of noncompliance. This includes complying with donor requirements to maintain a specific asset composition necessary to satisfy their restrictions.
- (20) There were no net assets with donor restrictions of the School at June 30, 2023.
- (21) The basis used for the allocation of functional expenses is reasonable, and is in compliance with the provisions of ASU 2016-14.
- (22) As part of your audit, you assisted with the preparation of the financial statements and related notes and the schedule of expenditures of federal awards. We acknowledge our responsibility as it relates to those nonattest/nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for the financial statements and related notes and schedule of expenditures of federal awards.
- (23) We are responsible for compliance with laws, regulations, and provisions of contracts and grant agreements applicable to us and we have identified and disclosed to you all laws, regulations, and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
- (24) We have provided views on your reported findings, conclusions, and recommendations. We are responsible for taking corrective action on audit findings and we are responsible for preparing and implementing a corrective action plan for each audit finding.

- (25) We have identified and disclosed to you the findings received for previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- (26) With respect to federal award programs:
- (a) We are responsible for understanding and complying with, and have complied with, the requirements of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), as applicable.
 - (b) We have, in accordance with the Uniform Guidance, identified and disclosed to you, in the schedule of expenditures of federal awards (SEFA), expenditures made during the audit period for all government programs and related activities provided by federal agencies in the form of federal awards, grants, federal cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other assistance.
 - (c) We acknowledge our responsibility for the preparation of the SEFA and related notes in accordance with the requirements of the Uniform Guidance, and we believe the SEFA, including its form and content, is fairly presented in accordance with the Uniform Guidance. The methods of measurement or presentation of the SEFA have not changed from those used in the prior period, and we have outlined any significant assumptions and interpretations underlying the measurement or presentation of the SEFA.
 - (d) We have notified you of federal awards and funding increments that were received for awards received before December 26, 2014, and differentiated those awards from awards received on or after December 26, 2014, and subject to the audit requirements of the Uniform Guidance.
 - (e) We will include the auditor's report on the SEFA in any document that contains the SEFA and that indicates you have reported on such information.
 - (f) If the SEFA is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the SEFA no later than the date we issue the SEFA and the auditor's report thereon.
 - (g) We are responsible for understanding and complying with the requirements of federal statutes, regulations, and the terms and conditions of federal awards related to each of our federal programs and have identified and disclosed to you the requirements of federal statutes, regulations, and the terms and conditions of federal awards that are considered to have a direct and material effect on each major program.
 - (h) We are responsible for establishing and maintaining, and have established and maintained, effective internal control over compliance for federal programs that provides reasonable assurance that we are managing our federal awards in compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a material effect on our federal programs. We believe the internal control system is adequate and is functioning as intended. Also, subsequent to the date of the auditor's report as of which compliance was audited, no changes have occurred in internal control over compliance or other factors that might significantly affect internal control, including any corrective action we have taken regarding significant deficiencies and material weaknesses in internal control over compliance as reported in the schedule of findings and questioned costs.

- (i) We have made available to you all federal awards (including amendments, if any) and any other correspondence relevant to federal programs and related activities that have taken place with federal agencies or pass-through entities.
- (j) We have received no requests from a federal agency to audit one or more specific programs as a major program.
- (k) We have complied, in all material respects, with the direct and material compliance requirements (except for noncompliance disclosed to you), including, when applicable, those set forth in the *OMB Compliance Supplement*, relating to federal awards and have identified and disclosed to you all amounts questioned and all known noncompliance with the direct and material compliance requirements of federal awards, or confirmed that there were no amounts questioned and no known noncompliance with the direct and material compliance requirements of federal awards. We also know of no instances of noncompliance occurring subsequent to the end of the period audited.
- (l) We have disclosed to you any communications from federal awarding agencies and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditor's report.
- (m) Amounts claimed or used for matching were determined in accordance with relevant guidelines in Uniform Guidance.
- (n) We have disclosed to you our interpretations of compliance requirements that are subject to varying interpretations, if any.
- (o) We have made available to you all documentation related to compliance with the direct and material compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
- (p) We have disclosed to you the nature of any subsequent events that provide additional evidence with respect to conditions that existed at the end of the reporting period that affect noncompliance during the reporting period.
- (q) Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the basic financial statements have been prepared, and are prepared on a basis consistent with the schedule of expenditures of federal awards.
- (r) The copies of federal program financial reports provided to you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.
- (s) We have charged costs to federal awards in accordance with applicable cost principles.
- (t) We are responsible for, and have accurately completed, the appropriate sections of the Data Collection Form as required by the Uniform Guidance. The final version of the applicable audit reporting package, which includes your signed auditor's reports, that we will submit to the Federal Audit Clearinghouse (FAC) will be identical to the final version of such documents that you provided to us.
- (u) We have identified and disclosed to you the findings received and related corrective actions taken for previous audits, attestation engagements, internal or external monitoring, and other studies

directly related to the audit objectives of the compliance audit, including findings received and corrective actions taken from the end of the audit period covered by the compliance audit report to the date of the auditor's report.

- (v) We have disclosed to you all contracts or other agreements with service organizations, and we have disclosed to you all communications from the service organizations relating to noncompliance at the service organizations.
 - (w) We are responsible for and have ensured the reporting package does not contain protected personally identifiable information.
 - (x) As part of your audit, you assisted with the preparation of the financial statements and related notes and schedule of expenditures of federal awards. We acknowledge our responsibility as it relates to those nonattest/nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably with senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and related notes and schedule of expenditures of federal awards.
- (27) There have been no known or suspected breaches of sensitive information (e.g., personnel files) caused by cyber-attack or other means, or other cybersecurity incidents, where the breach or other incidents could have a material effect on the financial statements.
- (28) In connection with any electronic presentation of the financial statements and your audit report thereon on our web site, we acknowledge that:
- We are responsible for the preparation, presentation, and content of the financial statements in the electronic format.
 - If your audit report is presented on our web site, the full financial statements upon which you reported and to which you appended your signed report will be presented.
 - We will clearly indicate in the electronic presentation on our web site the financial information that is subject to your audit report. We will clearly differentiate any information that may also be presented by us on or in connection with our web site that was contained in the published version of the financial statements and other supplementary information, but which is not part of the audited financial statements or other financial information covered by your audit report.
 - We have assessed the security over financial statement information and the audit report presented on our web site, and are satisfied that procedures in place are adequate to ensure the integrity of the information provided. We understand the risk of potential misrepresentation inherent in publishing financial information on our web site through internal failure or external manipulation.
 - If the electronic financial statements are generally made available to the public on our web site, we will include a notification to the reader that such financial statements are presented for convenience and information purposes only, and while reasonable efforts have been made to ensure the integrity of such information, they should not be relied on. A copy of the printed financial statements will be provided on request.

- (29) By executing this document, you represent that St. Hope Leadership Academy Charter School is not owned or controlled, directly or indirectly, by one or more Russian citizen(s), Russian national(s), persons physically located in Russia or entity(s) organized under the laws of Russia. You agree that if at any time while BDO USA, P.C. ("BDO") is providing services to the School that the foregoing representation is no longer true, you will immediately notify BDO.
- (30) We are aware that Adam Cole is the engagement partner and is responsible for supervising the engagement and signing the report.
- (31) By signing below, the authorized signatory represents that he/she has power and authority and has obtained all approvals authorizations and consents necessary to execute this document on behalf of the School for whom the authorized signatory is executing this document.

To the best of our knowledge and belief, no events, including instances of noncompliance, have occurred subsequent to the statement of financial position date and through the date of this representation letter, as entered on the first page, that would require adjustment to or disclosure in the aforementioned financial statements or in the schedule of findings and questioned costs.

Very truly yours,

DocuSigned by:

A4EE141B1E5046A...

Meghann Persenaire, Principal

DocuSigned by:

0838663B9E4D4B5...

Maureen Higgins Piotrowicz, Treasurer

Certificate Of Completion

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Subject: DocuSign Request: St. Hope Leadership Acad Charter School BDO Representation Letter

SN Ticket #: DOCS0025671

Project #: 1156039 - 2023/06/30 - audit-NP

Client #: 0408563 - St. Hope Leadership Acad Charter School

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Document Pages: 9

Signatures: 2

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Signer Events

Meghann Persenaire

mpersenaire@sthopeharlem.org

Principal

Security Level: Email, Account Authentication
(None)**Signature**

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Maureen Higgins Piotrowicz

maureen.higgins@gmail.com

Security Level: Email, Account Authentication
(None)

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Electronic Record and Signature Disclosure:

Accepted: 10/27/2023 1:10:08 PM

ID: f308a0ee-2998-403d-b28c-e371680140aa

In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp**

Elizabeth Appel

eappel@bdo.com

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Monica Mohan Monica.Mohan@bdo.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 10/27/2023 11:17:07 AM Viewed: 10/27/2023 1:17:44 PM
Jimmy Vora jvora@bdo.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 10/27/2023 11:17:07 AM Viewed: 10/27/2023 11:39:54 AM
Adam Cole acole@bdo.com Managing partner BDO USA, P.C. Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 10/27/2023 11:17:08 AM Viewed: 10/27/2023 11:21:13 AM
Monica Mohan Monica.Mohan@bdo.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 10/27/2023 1:10:35 PM
Jimmy Vora jvora@bdo.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 10/27/2023 1:10:35 PM
Adam Cole acole@bdo.com Managing partner BDO USA, P.C. Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 10/27/2023 1:10:35 PM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	10/27/2023 11:17:08 AM
Certified Delivered	Security Checked	10/27/2023 1:10:08 PM
Signing Complete	Security Checked	10/27/2023 1:10:34 PM
Completed	Security Checked	10/27/2023 1:10:35 PM
Payment Events	Status	Timestamps

CONSUMER DISCLOSURE From time to time, BDO USA, P.C. ("BDO," we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document. Getting paper copies At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. You may request delivery of such paper copies from us by following the procedure described below. Withdrawing your consent If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below. Consequences of changing your mind If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us. All notices and disclosures will be sent to you electronically Unless you tell us otherwise in accordance with the procedures described herein, you agree that we may provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you, including, for example, engagement documentation and/or tax return e-file authorizations. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us. How to contact BDO USA, P.C. : You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically, please contact your BDO representative. To advise BDO USA, P.C. of your new email address To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to your BDO representative, and in the body of such request you must state: your previous e-mail address,

your new e-mail address. In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system. If you created a DocuSign account, you may update it with your new email address through your account preferences. To request paper copies from BDO USA, P.C. To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send an email to your BDO representative and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. To withdraw your consent with BDO USA, P.C. To inform us that you no longer wish to receive future notices and disclosures in electronic format you may: i. decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may; ii. send an e-mail to your BDO representative and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. System Requirements The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>. Acknowledging your access and consent to receive and sign documents electronically To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below. By checking the 'I agree' box, I confirm that: • I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC CONSUMER DISCLOSURES document; and • I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and • Until or unless I notify BDO USA, P.C. as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by BDO USA, P.C. during the course of my relationship with you, including for example engagement documentation and/or tax return e-file authorizations.



P.O. Box 15284
Wilmington, DE 19850

ST. HOPE LEADERSHIP ACADEMY CHARTER
SCHOOL
NYC BOE ESCROW
222 W 134TH ST
NEW YORK, NY 10030-3002

Business Advantage

Customer service information

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✉ Bank of America, N.A.
P.O. Box 25118
Tampa, FL 33622-5118

Your Business Advantage Savings

for June 1, 2023 to June 30, 2023

Account number: 4830 1859 5056

ST. HOPE LEADERSHIP ACADEMY CHARTER SCHOOL NYC BOE ESCROW

Account summary

Beginning balance on June 1, 2023	\$75,397.37	# of deposits/credits: 1
Deposits and other credits	0.62	# of withdrawals/debits: 0
Withdrawals and other debits	-0.00	# of days in cycle: 30
Service fees	-0.00	Average ledger balance: \$75,397.39
Ending balance on June 30, 2023	\$75,397.99	Average collected balance: \$75,397.39

Annual Percentage Yield Earned this statement period: 0.01%.
Interest Paid Year To Date: \$3.74.

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SSM-10-21-0443.B | 5054612

IMPORTANT INFORMATION: BANK DEPOSIT ACCOUNTS

How to Contact Us - You may call us at the telephone number listed on the front of this statement.

Updating your contact information - We encourage you to keep your contact information up-to-date. This includes address, email and phone number. If your information has changed, the easiest way to update it is by visiting the Help & Support tab of Online Banking.

Deposit agreement - When you opened your account, you received a deposit agreement and fee schedule and agreed that your account would be governed by the terms of these documents, as we may amend them from time to time. These documents are part of the contract for your deposit account and govern all transactions relating to your account, including all deposits and withdrawals. Copies of both the deposit agreement and fee schedule which contain the current version of the terms and conditions of your account relationship may be obtained at our financial centers.

Electronic transfers: In case of errors or questions about your electronic transfers - If you think your statement or receipt is wrong or you need more information about an electronic transfer (e.g., ATM transactions, direct deposits or withdrawals, point-of-sale transactions) on the statement or receipt, telephone or write us at the address and number listed on the front of this statement as soon as you can. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

- Tell us your name and account number.
- Describe the error or transfer you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
- Tell us the dollar amount of the suspected error.

For consumer accounts used primarily for personal, family or household purposes, we will investigate your complaint and will correct any error promptly. If we take more than 10 business days (10 calendar days if you are a Massachusetts customer) (20 business days if you are a new customer, for electronic transfers occurring during the first 30 days after the first deposit is made to your account) to do this, we will provisionally credit your account for the amount you think is in error, so that you will have use of the money during the time it will take to complete our investigation.

For other accounts, we investigate, and if we find we have made an error, we credit your account at the conclusion of our investigation.

Reporting other problems - You must examine your statement carefully and promptly. You are in the best position to discover errors and unauthorized transactions on your account. If you fail to notify us in writing of suspected problems or an unauthorized transaction within the time period specified in the deposit agreement (which periods are no more than 60 days after we make the statement available to you and in some cases are 30 days or less), we are not liable to you and you agree to not make a claim against us, for the problems or unauthorized transactions.

Direct deposits - If you have arranged to have direct deposits made to your account at least once every 60 days from the same person or company, you may call us to find out if the deposit was made as scheduled. You may also review your activity online or visit a financial center for information.

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Equal Housing Lender

Deposits and other credits

Date	Description	Amount
06/30/23	Interest Earned	0.62

Total deposits and other credits

\$0.62

Daily ledger balances

Date	Balance (\$)	Date	Balance(\$)
06/01	75,397.37	06/30	75,397.99

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BUSINESS ADVANTAGE

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Faatima Sulit
646.492.8211
faatima.faulk@bofa.com

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October 27, 2023

BDO USA, P.C.
600 Third Avenue, 3rd Floor
New York, NY 10016

Ladies and gentlemen:

We are providing this letter in connection with your audit of the financial statements of St. Hope Leadership Academy Charter School (the "School"), which comprise the statement of financial position as of June 30, 2023 and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements for the purpose of expressing an opinion as to whether the financial statements present fairly, in all material respects, the financial position, changes in net assets, and cash flows of the School in conformity with accounting principles generally accepted in the United States of America. We confirm that we are responsible for the preparation and fair presentation in the financial statements of financial position, changes in net assets, and cash flows in conformity with accounting principles generally accepted in the United States of America.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in the light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm, to the best of our knowledge and belief, as of the date of this representation letter, as entered on the first page, the following representations made to you during your audit(s):

- (1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated May 8, 2023, for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America.
- (2) We have fulfilled our responsibility, as set out in the terms of the aforementioned audit engagement letter, for 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.
- (3) The financial statements include all assets and liabilities under the entity's control.

◆ *Lighting the Spark Within* ◆

- (4) We have made available to you:
- (a) All financial records, and related data and federal awards (including amendments, if any, and any other correspondence with federal agencies or pass-through entities relevant to federal programs and related activities), including the names of all related parties and all relationships and transactions with related parties, as agreed upon in the terms of the aforementioned audit engagement letter.
 - (b) All additional information that you have requested from us for the purpose of the audit.
 - (c) Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
 - (d) Minutes of the meetings of trustees and committees of trustees that were held from July 1, 2022 to the date of this letter, or summaries of actions of recent meetings for which minutes have not yet been prepared.
- (5) There have been no communications from regulatory agencies concerning noncompliance with or deficiencies in financial reporting practices.
- (6) There are no material transactions that have not been properly recorded in the accounting records underlying the financial statements or schedule of expenditures of federal awards (SEFA).
- (7) The financial statement misstatements relating to accounts and disclosures identified and discussed with us in the course of the audit that are listed immediately below have not been corrected. In our opinion, the effects of not correcting such identified financial statement misstatements are, both individually and in the aggregate, immaterial to the financial statements of the School taken as a whole.

Uncorrected Misstatements

Item #	Account Name and Adjustment Description	Debit	Credit	Impact on Net Assets
1	In-Kind Rent - Donated Space	\$ 189,200		\$ 0
	In-Kind Revenue - Donated Space		\$ 189,200	
	<i>Proposed and unrecorded adjustment to record the in-kind revenue and rent expense for the fair value of donated space received from the NYCDOE.</i>			

Description of Uncorrected Disclosure Misstatements
The School used a reasonable valuation model to calculate the fair value of donated space received from the NYCDOE. The calculated value resulted in an immaterial amount and, therefore, was not recorded in the financial statements.

- (8) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud or noncompliance. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud or noncompliance. We have no knowledge of any:
- (a) Fraud or suspected fraud involving management or involving employees who have significant roles in internal control, whether or not perceived to have a material effect on the financial statements.

- (b) Fraud or suspected fraud involving others where the fraud could have a material effect on the financial statements.
 - (c) Allegations of fraud or suspected fraud affecting the Organization received in communications from employees, former employees, regulatory agencies, grantors, law firms, predecessor accounting firms, or others.
 - (d) Instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse, whose effects, both quantitatively and qualitatively, should be considered when preparing the financial statements.
- (9) We have no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or net asset balances.
- (10) The following, where applicable and material, have been properly recorded or disclosed in the financial statements:
- (a) The identity of all related parties and all related party relationships and transactions of which we are aware (e.g., transactions with unconsolidated subsidiaries; affiliates under common control with the entity or that are directly or indirectly controlled by the entity; directors, management, and members of their immediate families), including sales, purchases, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties.
 - (b) Arrangements with financial institutions involving compensating balances or other arrangements involving restrictions on cash balances and line-of-credit or similar arrangements.
 - (c) All derivative instruments and any embedded derivative instruments that require bifurcation, in accordance with FASB ASC 815, *Derivatives and Hedging*.
 - (d) Guarantees, whether written or oral, under which the School is contingently liable.
 - (e) Significant estimates and material concentrations known to management that are required to be disclosed in accordance with FASB ASC 275-10, *Risk and Uncertainties - Overall*. In that regard, all accounting estimates that could be material to the financial statements, including key factors and significant assumptions underlying those estimates, have been identified, and we believe the estimates are reasonable in the circumstances. The methods, significant assumptions, and the data used in making the accounting estimates and the related disclosures are appropriate to achieve recognition, measurement, and disclosure that is in accordance with accounting principles generally accepted in the United States of America.
 - (f) The effects of all known actual or possible litigation, claims, and other liabilities or gain or loss contingencies that are required to be accrued or disclosed by FASB ASC 450, *Contingencies*, including:
 - Pending or anticipated tax assessments or refunds, other potential or pending claims, lawsuits by or against any branch of government or others;
 - Written or oral guarantees, endorsements, or unused letters of credit;
 - Unusual warranties or guarantees; or

- Labor claims or negotiations.

FASB ASC 450-20, *Loss Contingencies*, requires loss contingencies to be accrued if it is probable an asset has been impaired or a liability incurred at the statement of financial position date and the amount of loss can be reasonably estimated. Such contingencies must be disclosed, but may not be accrued, if the loss is reasonably possible (but not probable) or the loss is probable but the amount of loss cannot be reasonably estimated.

(g) Commitments, such as:

- Major fixed asset purchase agreements;
- More-than-one-year employment arrangements or contracts with suppliers or customers, or one-year-or-longer term leases;
- Deferred compensation, bonuses, pension and profit-sharing plans, or severance pay; or
- Pending sale or merger of all or a portion of the business or of an interest therein or acquisition of all or a portion of the business, assets or securities of another entity;

(h) Joint ventures or other participations, the detailed transactions of which are not carried on our books.

(i) Foreign currency transaction gains or losses, as well as translation of foreign currency financial statements.

(11) There are no:

- (a) Violations or possible violations of laws or regulations and provisions of contracts and grant agreements (including the failure to file reports required by regulatory bodies (e.g., EPA, OCC, FDIC, DOL, Medicare, U.S. Customs Service, HIPAA, IRS, Dept. of Commerce, state and municipal authorities) when the effects of failing to file could be material to the financial statements) whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency.
- (b) Unasserted claims or assessments that our lawyer has advised us are probable of assertion and must be disclosed in accordance with FASB ASC 450.
- (c) Side agreements or other arrangements (either written or oral) that have not been disclosed to you.
- (d) Designation of net assets disclosed to you that were not properly authorized and approved, or reclassifications of net assets that have not been properly reflected in the financial statements.

(12) Receivables recorded in the financial statements represent valid claims against debtors or grantors for sales, contributions, pledges, or other charges arising on or before the statement of financial position date and have been appropriately reduced to their estimated net realizable value.

(13) During the fiscal year ended June 30, 2023, the New York State Education Department owed the School ERATE, Title I, Title II, Title IV, ESSER II - CRRSA, and ESSER III - ARP grant funds totaling \$1,359,939.

- (14) With regard to items reported at fair value: (a) the underlying assumptions are reasonable and they appropriately reflect management's intent and ability to carry out its stated courses of action, (b) the measurement methods and related assumptions used in determining fair value are appropriate in the circumstances and have been consistently applied, (c) the disclosures related to fair values are complete, adequate, and in conformity with U.S. GAAP and (d) there are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.
- (15) The School has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- (16) We have complied with all aspects of grant agreements and other contractual agreements, including debt covenants, that would have a material effect on the financial statements in the event of noncompliance.
- (17) No discussions have taken place with your firm's personnel regarding employment with the School.
- (18) The School is an exempt organization under Section 501(c)(3) of the Internal Revenue Code as evidenced by determination letter dated April 9, 2009. Any activities of which we are aware that would jeopardize our tax-exempt status, all activities subject to tax on unrelated business income or excise or other tax, have been disclosed to you. All required filings with tax authorities are up-to-date.
- (19) We have complied with all restrictions on resources, including donor restrictions, and all aspects of contractual and grant agreements that would have a material effect on the financial statements in the event of noncompliance. This includes complying with donor requirements to maintain a specific asset composition necessary to satisfy their restrictions.
- (20) There were no net assets with donor restrictions of the School at June 30, 2023.
- (21) The basis used for the allocation of functional expenses is reasonable, and is in compliance with the provisions of ASU 2016-14.
- (22) As part of your audit, you assisted with the preparation of the financial statements and related notes and the schedule of expenditures of federal awards. We acknowledge our responsibility as it relates to those nonattest/nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for the financial statements and related notes and schedule of expenditures of federal awards.
- (23) We are responsible for compliance with laws, regulations, and provisions of contracts and grant agreements applicable to us and we have identified and disclosed to you all laws, regulations, and provisions of contracts and grant agreements that we believe have a direct and material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.
- (24) We have provided views on your reported findings, conclusions, and recommendations. We are responsible for taking corrective action on audit findings and we are responsible for preparing and implementing a corrective action plan for each audit finding.

- (25) We have identified and disclosed to you the findings received for previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- (26) With respect to federal award programs:
- (a) We are responsible for understanding and complying with, and have complied with, the requirements of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), as applicable.
 - (b) We have, in accordance with the Uniform Guidance, identified and disclosed to you, in the schedule of expenditures of federal awards (SEFA), expenditures made during the audit period for all government programs and related activities provided by federal agencies in the form of federal awards, grants, federal cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other assistance.
 - (c) We acknowledge our responsibility for the preparation of the SEFA and related notes in accordance with the requirements of the Uniform Guidance, and we believe the SEFA, including its form and content, is fairly presented in accordance with the Uniform Guidance. The methods of measurement or presentation of the SEFA have not changed from those used in the prior period, and we have outlined any significant assumptions and interpretations underlying the measurement or presentation of the SEFA.
 - (d) We have notified you of federal awards and funding increments that were received for awards received before December 26, 2014, and differentiated those awards from awards received on or after December 26, 2014, and subject to the audit requirements of the Uniform Guidance.
 - (e) We will include the auditor's report on the SEFA in any document that contains the SEFA and that indicates you have reported on such information.
 - (f) If the SEFA is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the SEFA no later than the date we issue the SEFA and the auditor's report thereon.
 - (g) We are responsible for understanding and complying with the requirements of federal statutes, regulations, and the terms and conditions of federal awards related to each of our federal programs and have identified and disclosed to you the requirements of federal statutes, regulations, and the terms and conditions of federal awards that are considered to have a direct and material effect on each major program.
 - (h) We are responsible for establishing and maintaining, and have established and maintained, effective internal control over compliance for federal programs that provides reasonable assurance that we are managing our federal awards in compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a material effect on our federal programs. We believe the internal control system is adequate and is functioning as intended. Also, subsequent to the date of the auditor's report as of which compliance was audited, no changes have occurred in internal control over compliance or other factors that might significantly affect internal control, including any corrective action we have taken regarding significant deficiencies and material weaknesses in internal control over compliance as reported in the schedule of findings and questioned costs.

- (i) We have made available to you all federal awards (including amendments, if any) and any other correspondence relevant to federal programs and related activities that have taken place with federal agencies or pass-through entities.
- (j) We have received no requests from a federal agency to audit one or more specific programs as a major program.
- (k) We have complied, in all material respects, with the direct and material compliance requirements (except for noncompliance disclosed to you), including, when applicable, those set forth in the *OMB Compliance Supplement*, relating to federal awards and have identified and disclosed to you all amounts questioned and all known noncompliance with the direct and material compliance requirements of federal awards, or confirmed that there were no amounts questioned and no known noncompliance with the direct and material compliance requirements of federal awards. We also know of no instances of noncompliance occurring subsequent to the end of the period audited.
- (l) We have disclosed to you any communications from federal awarding agencies and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditor's report.
- (m) Amounts claimed or used for matching were determined in accordance with relevant guidelines in Uniform Guidance.
- (n) We have disclosed to you our interpretations of compliance requirements that are subject to varying interpretations, if any.
- (o) We have made available to you all documentation related to compliance with the direct and material compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
- (p) We have disclosed to you the nature of any subsequent events that provide additional evidence with respect to conditions that existed at the end of the reporting period that affect noncompliance during the reporting period.
- (q) Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the basic financial statements have been prepared, and are prepared on a basis consistent with the schedule of expenditures of federal awards.
- (r) The copies of federal program financial reports provided to you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.
- (s) We have charged costs to federal awards in accordance with applicable cost principles.
- (t) We are responsible for, and have accurately completed, the appropriate sections of the Data Collection Form as required by the Uniform Guidance. The final version of the applicable audit reporting package, which includes your signed auditor's reports, that we will submit to the Federal Audit Clearinghouse (FAC) will be identical to the final version of such documents that you provided to us.
- (u) We have identified and disclosed to you the findings received and related corrective actions taken for previous audits, attestation engagements, internal or external monitoring, and other studies

directly related to the audit objectives of the compliance audit, including findings received and corrective actions taken from the end of the audit period covered by the compliance audit report to the date of the auditor's report.

- (v) We have disclosed to you all contracts or other agreements with service organizations, and we have disclosed to you all communications from the service organizations relating to noncompliance at the service organizations.
 - (w) We are responsible for and have ensured the reporting package does not contain protected personally identifiable information.
 - (x) As part of your audit, you assisted with the preparation of the financial statements and related notes and schedule of expenditures of federal awards. We acknowledge our responsibility as it relates to those nonattest/nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably with senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and related notes and schedule of expenditures of federal awards.
- (27) There have been no known or suspected breaches of sensitive information (e.g., personnel files) caused by cyber-attack or other means, or other cybersecurity incidents, where the breach or other incidents could have a material effect on the financial statements.
- (28) In connection with any electronic presentation of the financial statements and your audit report thereon on our web site, we acknowledge that:
- We are responsible for the preparation, presentation, and content of the financial statements in the electronic format.
 - If your audit report is presented on our web site, the full financial statements upon which you reported and to which you appended your signed report will be presented.
 - We will clearly indicate in the electronic presentation on our web site the financial information that is subject to your audit report. We will clearly differentiate any information that may also be presented by us on or in connection with our web site that was contained in the published version of the financial statements and other supplementary information, but which is not part of the audited financial statements or other financial information covered by your audit report.
 - We have assessed the security over financial statement information and the audit report presented on our web site, and are satisfied that procedures in place are adequate to ensure the integrity of the information provided. We understand the risk of potential misrepresentation inherent in publishing financial information on our web site through internal failure or external manipulation.
 - If the electronic financial statements are generally made available to the public on our web site, we will include a notification to the reader that such financial statements are presented for convenience and information purposes only, and while reasonable efforts have been made to ensure the integrity of such information, they should not be relied on. A copy of the printed financial statements will be provided on request.

- (29) By executing this document, you represent that St. Hope Leadership Academy Charter School is not owned or controlled, directly or indirectly, by one or more Russian citizen(s), Russian national(s), persons physically located in Russia or entity(s) organized under the laws of Russia. You agree that if at any time while BDO USA, P.C. ("BDO") is providing services to the School that the foregoing representation is no longer true, you will immediately notify BDO.
- (30) We are aware that Adam Cole is the engagement partner and is responsible for supervising the engagement and signing the report.
- (31) By signing below, the authorized signatory represents that he/she has power and authority and has obtained all approvals authorizations and consents necessary to execute this document on behalf of the School for whom the authorized signatory is executing this document.

To the best of our knowledge and belief, no events, including instances of noncompliance, have occurred subsequent to the statement of financial position date and through the date of this representation letter, as entered on the first page, that would require adjustment to or disclosure in the aforementioned financial statements or in the schedule of findings and questioned costs.

Very truly yours,

DocuSigned by:

A4EE141B1E5046A...

Meghann Persenaire, Principal

DocuSigned by:

0838663B9E4D4B5...

Maureen Higgins Piotrowicz, Treasurer

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Signer Events

Meghann Persenaire

mpersenaire@sthopeharlem.org

Principal

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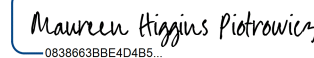
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Maureen Higgins Piotrowicz

maureen.higgins@gmail.com

Security Level: Email, Account Authentication
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Elizabeth Appel

eappel@bdo.com

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Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	10/27/2023 11:17:08 AM
Certified Delivered	Security Checked	10/27/2023 1:10:08 PM
Signing Complete	Security Checked	10/27/2023 1:10:34 PM
Completed	Security Checked	10/27/2023 1:10:35 PM
Payment Events	Status	Timestamps

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REPORT TO THE AUDIT COMMITTEE

ST. HOPE LEADERSHIP ACADEMY CHARTER SCHOOL

AUDIT WRAP UP:
YEAR ENDED JUNE 30,
2023



Contents

QUICK ACCESS TO THE
FULL REPORT

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The following communication was prepared as part of our audit, has consequential limitations, and is intended solely for the information and use of those charged with governance (e.g., Board of Directors and Audit Committee) and, if appropriate, management of the School, and is not intended and should not be used by anyone other than these specified parties.

Welcome

October 26, 2023

To the Audit Committee

St. Hope Leadership Academy Charter School

Professional standards require us to communicate with you regarding matters related to the audit, that are, in our professional judgment, significant and relevant to your responsibilities in overseeing the financial reporting process. On July 27, 2023 we presented an overview of our plan for the audit of the financial statements of St. Hope Leadership Academy Charter School (the “School”) as of and for the year ended June 30, 2023 including a summary of our overall objectives for the audit, and the nature, scope, and timing of the planned audit work.

This communication is intended to elaborate on the significant findings from our audit, including our views on the qualitative aspects of the School’s accounting practices and policies, management’s judgments and estimates, financial statement disclosures, and other required matters.

We are pleased to be of service to the School and look forward to meeting with you to discuss our audit findings, as well as other matters that may be of interest to you, and to answer any questions you might have.

Respectfully,

BDO USA, P.C.

BDO USA, P.C., a Virginia professional corporation, is the U.S. member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms. BDO is the brand name for the BDO network and for each of the BDO Member Firms.



ADAM COLE
Engagement Partner
acole@bdo.com



JIMMY VORA
Engagement Director
jvora@bdo.com



Executive Summary

Status of Our Audit

We have substantially completed our audit of the financial statements as of and for the year ended June 30, 2023. Our audit was conducted in accordance with auditing standards generally accepted in the United States of America. This audit of the financial statements does not relieve management or those charged with governance of their responsibilities.

- ▶ The objective of our audit was to obtain reasonable - not absolute - assurance about whether the financial statements are free from material misstatements.
- ▶ The scope of the work performed was substantially the same as that described to you in our earlier Audit Planning communications.
- ▶ We expect to issue an unmodified opinion on the financial statements and release our report on October 2023.
- ▶ Our responsibility for other information in documents containing the School's audited financial statements does not extend beyond the financial information identified in the audit report, and we are not required to perform procedures to corroborate such other information. However, in accordance with professional standards, we will read the information included by the School and consider whether such information, or the manner of its presentation, is materially inconsistent with its presentation in the financial statements. Our responsibility also includes calling to management's attention any information that we believe is a material misstatement of fact. We have not identified any material inconsistencies or concluded there are any material misstatements of facts in the other information that management has chosen not to correct.
- ▶ All records and information requested by BDO were freely available for our inspection.



Results of the Audit

ACCOUNTING PRACTICES, POLICIES, AND ESTIMATES

The following summarizes the more significant required communications related to our audit concerning the School’s accounting practices, policies, and estimates:

The School’s significant accounting practices and policies are those included in Note 2 to the financial statements. These accounting practices and policies are appropriate, comply with the applicable financial reporting framework and industry practice, were consistently applied, and are adequately described within Note 2 to the financial statements.

- ▶ A summary of recently issued accounting pronouncements is included in Note 2 to the School’s financial statements.
- ▶ In September 2020, the Financial Accounting Standards Board (“FASB”) issued Accounting Standards Update (“ASU”) 2020-07, *Presentation and Disclosures by Not-for-Profit Entities for Contributed Nonfinancial Assets (Topic 958)*. The update requires not-for-profits to present contributed nonfinancial assets as a separate line item on the statement of activities, and to disclose information regarding each type of contributed nonfinancial assets. The update is effective for financial statements issued for fiscal years beginning after June 15, 2021. The School adopted this ASU as of July 1, 2021. The adoption of this ASU did not have a material impact on the financial statements.
- ▶ There were no other changes in significant accounting policies and practices during June 30, 2023.

Significant estimates are those that require management’s most difficult, subjective, or complex judgments, often as a result of the need to make estimates about the effects of matters that are inherently uncertain. The School’s significant accounting estimates, including a description of management’s processes and significant assumptions used in development of the estimates, are disclosed in Note 2 of the financial statements.

Significant Accounting Estimates

Allowances on accounts/contributions receivable

Useful Lives of Fixed Assets

Allocation of functional expenses

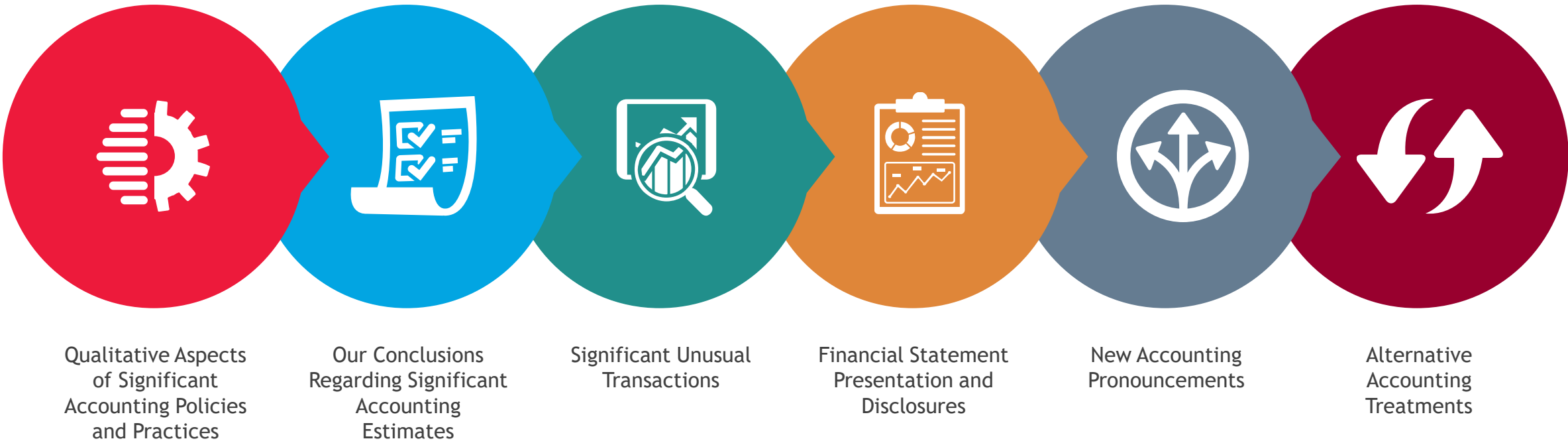
Fair value measurements

- ▶ Management did not make any significant changes to the processes or significant assumptions used to develop the significant accounting estimates in June 30, 2023.

Results of the Audit

QUALITATIVE ASPECTS OF THE SCHOOL’S FINANCIAL REPORTING

A discussion will be held regarding the quality of the School’s financial reporting, which will include:



Results of the Audit

CORRECTED AND UNCORRECTED MISSTATEMENTS

There were no corrected misstatements, other than those that were clearly trivial, related to accounts and/or disclosures that we brought to the attention of management.

Please refer to the schedule of Proposed Adjusting Journal Entries (PAJEs) in Appendix A. We concur with management's assessment that the effects of not recording such adjustments are, both individually and in the aggregate, immaterial to the consolidated financial statements taken as a whole, considering both qualitative and quantitative factors. None of the proposed adjustments could potentially cause future-period financial statement to be materially misstated.



Highlights: Results of the Audit - Assets

ASSETS			
	2023	2022	Change
Cash and cash equivalents	\$ 634,964	\$ 1,204,288	\$ (569,324)
Cash - restricted	75,398	75,390	8
Grants and other receivable	1,383,355	877,474	505,881
Investments	2,811,668	2,739,531	72,137
Prepaid expenses and other assets	224,649	17,627	207,022
Property, plant, & equipment, net	470,897	539,800	(68,903)
	<u>\$ 5,600,931</u>	<u>\$ 5,454,110</u>	<u>\$ 146,821</u>

- ▶ The decrease in cash value in CY by approximately \$569k is mainly due to the increase in Accounts Receivable, primarily resulting from the inclusion of ARP and ESSER 2 grants receivable. This shift has led to a reduction in the available cash balance.
- ▶ The increase in Accounts Receivable by approximately \$505k is attributed to the inclusion of ARP and ESSER 2 grants receivable. These grants, aimed at addressing specific financial needs in the organization, have contributed to the rise in the outstanding amounts owed to the organization.

Highlights: Results of the Audit - Liabilities and Net Assets

LIABILITIES AND NET ASSETS			
	2023	2022	Change
Accounts payable and accrued expenses	\$ 379,918	\$ 215,586	\$ 164,332
Accrued salaries and other payroll related expenses	178,033	280,815	(102,782)
Deferred grant revenue	2,184	21,009	(18,825)
Total Liabilities	\$ 560,135	\$ 517,410	\$ 42,725
Net Assets - Without Donor Restrictions			
Undesignated	\$ 5,040,796	\$ 4,936,700	104,096
Total Net Assets	\$ 5,040,796	\$ 4,936,700	\$ 104,096
Total Liabilities and Net Assets	\$ 5,600,931	\$ 5,454,110	\$ 146,821

Highlights: Results of the Audit - Liabilities and Net Assets

NET ASSETS			
	2023	2022	Change
Net assets without donor restrictions	\$ 5,040,796	\$ 4,936,700	\$ 104,096
Reconciliation of the Change in Net Assets	2023	2022	
Change in Net Assets	104,096	144,131	
Net change (decrease)	(40,035)		
The following represents significant fluctuations in the change in net assets between the current and prior year:			
Decrease in revenue and support	\$ (623,514)	Refer to page 12	
Decrease in expenses	583,479	Refer to page 13	
	\$ (40,035)		

Highlights: Results of the Audit - Revenues

REVENUE AND OTHER SUPPORT			
	2023	2022	Change
State and local per pupil operating revenue	\$ 4,962,239	\$ 5,735,374	\$ (773,135)
Government grants and contracts	860,393	1,116,623	(256,230)
Contributions and other grants	58,235	28,165	30,070
Investment return, net	72,137	(303,851)	375,988
Other income	8	215	(207)
	<u>\$ 5,953,012</u>	<u>\$ 6,576,526</u>	<u>\$ (623,514)</u>

- The decrease in revenue by \$773k is noted due to decline in student enrollment which resulted in decrease in overall revenue.

FTE BREAKDOWN			
	2023	2022	Change
Total General Education FTE	226	264	(38)
Special Education FTE Breakdown			
Less than 20%	2	1	1
Between 20% and 60%	9	3	6
More than 60%	47	66	(19)
	<u>58</u>	<u>70</u>	<u>(12)</u>

Highlights: Results of the Audit - Expenses

EXPENSES			
	2023	2022	Change
Program services:			
General education	\$ 3,368,399	\$ 3,604,137	\$ (235,738)
Special education	1,736,458	2,010,938	(274,480)
Total Program services	\$ 5,104,857	\$ 5,615,075	\$ (510,218)
Supporting services:			
Management and general	\$ 744,059	\$ 817,320	\$ (73,261)
Total Supporting services	\$ 744,059	\$ 817,320	\$ (73,261)
Total Expenses	\$ 5,848,916	\$ 6,432,395	\$ (583,479)

- ▶ The decrease in program services is mainly due to decrease in number of students and reduction in payroll expense.

Highlights: Results of the Audit - Expenses (continued)

	2023	2022	Change
Program services expense	\$ 5,104,857	\$ 5,615,075	\$ (510,218)
Management and general	744,059	817,320	(73,261)
Total FTE of Gen Ed Scholars	226	264	(38)
Program services expense per Scholar	22,588	21,269	1,319
General and administrative per Scholar	3,292	3,096	196
	<u>\$ 25,880</u>	<u>\$ 24,365</u>	<u>\$ 1,515</u>

	2023	2022	Change
Significant Expense Fluctuations			
Instructional personnel	\$ 2,589,213	\$ 3,324,335	\$ (735,122)

- Payroll decreased because a few positions from FY22 remained unfilled and several terminations during FY23 were either late replacing or remained open as well.

Highlights: Results of the Audit - Expenses (continued)

FUNCTIONAL CLASS ANALYSIS (\$)					
	Program Services			Supporting Services	Total Expenses
	General Education	Special Education	Total	Total Management and General	
June 30, 2023	\$ 3,368,399	\$ 1,736,458	\$ 5,104,857	\$ 744,059	\$ 5,848,916
June 30, 2022	3,604,137	2,010,938	5,615,075	817,320	6,432,395
Increase (\$)	\$ (235,738)	\$ (274,480)	\$ (510,218)	\$ (73,261)	\$ (583,479)

FUNCTIONAL CLASS ANALYSIS (%)					
	Program Services			Supporting Services	Total Expenses
	General Education	Special Education	Total	Total Management and General	
June 30, 2023	58%	30%	87%	13%	100%
June 30, 2022	56%	31%	87%	13%	100%
Increase / (Decrease) (%)	2%	-1%	0%	0%	

► The decrease in overall expenses is directly related to reduction in payroll expense.

Highlights: Results of the Single Audit

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS				
FEDERAL GRANTOR/PASS-THROUGH GRANTOR/PROGRAM OR CLUSTER TITLE	FEDERAL ASSISTANCE LISTING NUMBER	PASS-THROUGH ENTITY IDENTIFYING NUMBER	PROVIDED TO SUBRECIPIENTS	TOTAL FEDERAL EXPENDITURES
<u>U.S. Department of Education:</u>				
Passed through the New York State Education Department:				
Title I Grants to Local Education Agencies (Title I Part A of the ESEA)	84.010	Not Applicable	\$ -	\$ 139,176
Supporting Effective Instruction State Grants	84.367	Not Applicable	-	11,028
Student Support and Academic Enrichment Program	84.424	Not Applicable	-	12,066
Special Education Cluster (IDEA), Individuals with Disabilities Education Act	84.027	Not Applicable	-	87,220
Coronavirus Response and Relief Supplemental Appropriations Act, 2021 - Emergency Assistance for Non-Public Schools (CRRSA EANS)	84.425R	Not Applicable	-	108,596
American Rescue Plan - Elementary and Secondary School Emergency Relief (ARP ESSER)	84.425U	Not Applicable	-	476,414
Total U.S. Department of Education				834,500
Total Expenditures of Federal Awards			\$ -	\$ 834,500

Highlights: Results of the Single Audit

- ▶ For FY 2023, the School had applicable federal expenditures amounting to \$834,500. This amount was greater than the \$750,000 established dollar threshold and therefore subject to Single Audit under Uniform Guidance.
- ▶ Due to the School not being subject to Single audit in the past two audit periods, the School does not qualify as a low-risk auditee.

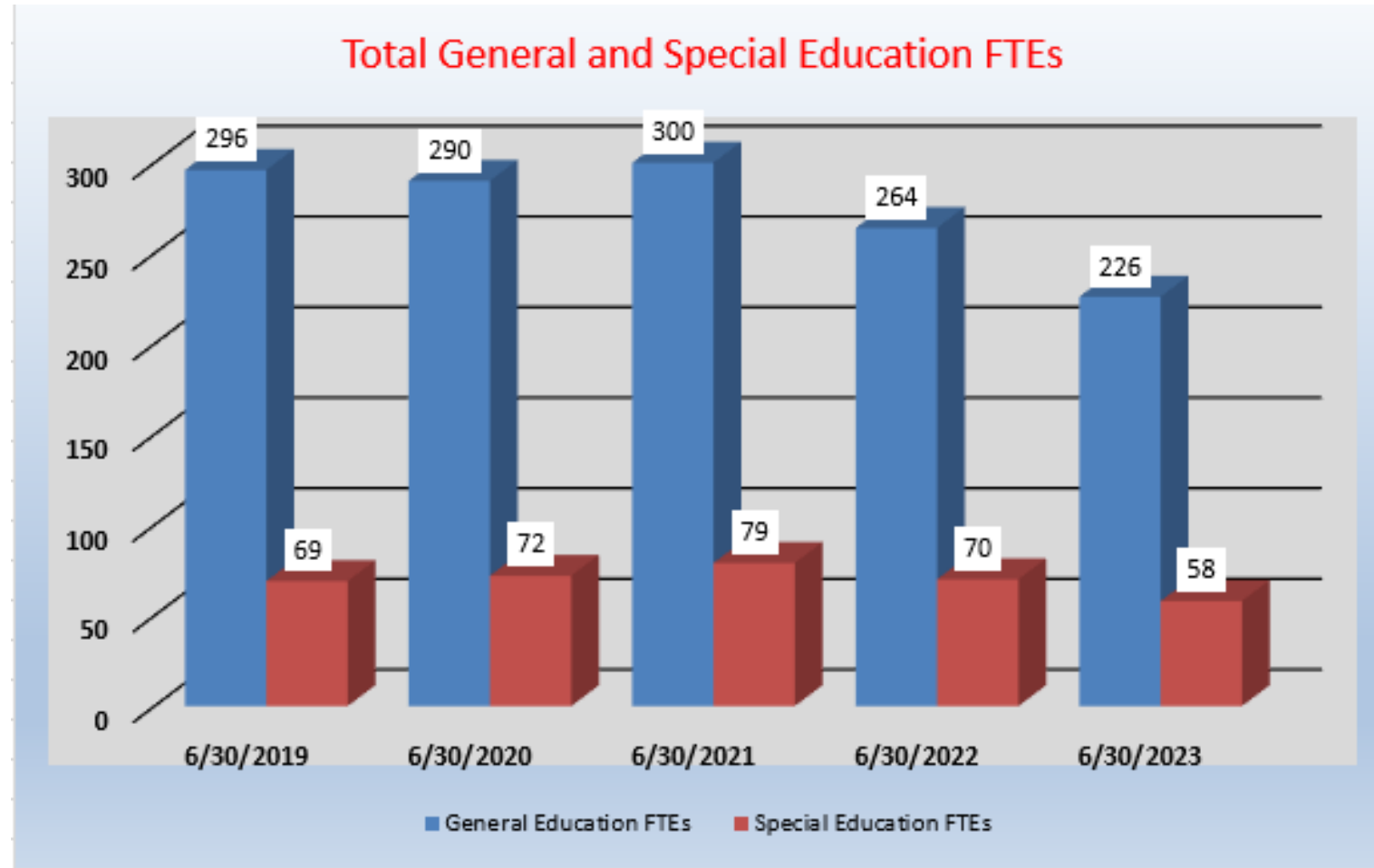
IDENTIFICATION OF MAJOR FEDERAL PROGRAMS	
Assistance Listing Numbers	Name of Federal Program or Cluster
84.425R	Coronavirus Response and Relief Supplemental Appropriations Act, 2021 - Emergency Assistance for Non-Public Schools (CRRSA EANS)
84.425U	American Rescue Plan - Elementary and Secondary School Emergency Relief (ARP ESSER)

- ▶ Based on our evaluations of federal programs included in the Schedule of Expenditures of Federal Awards (SEFA). The major programs audited in FY 2023 were the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 - Emergency Assistance for Non-Public Schools (CRRSA EANS), and the American Rescue Plan - Elementary and Secondary School Emergency Relief (ARP ESSER).

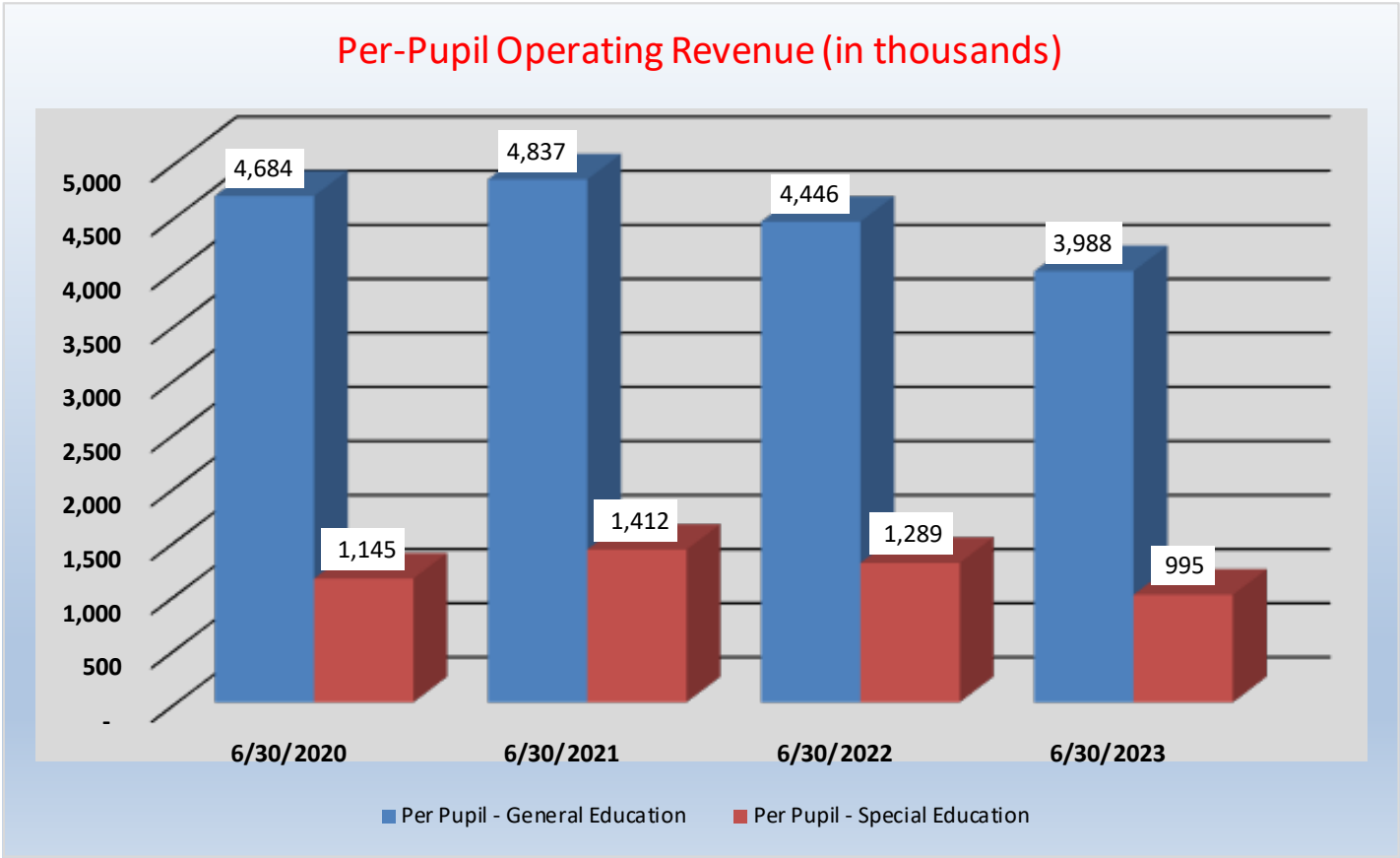
Highlights: Results of the Single Audit

SUMMARY OF AUDITORS RESULTS ON FEDERAL AWARDS			
Internal control over major programs:			
Material weakness(es) identified?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Significant deficiency(ies) identified?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> None reported	
Type of auditor's report issued on compliance for major federal programs:		Unmodified	
Any audit findings disclosed that are required to be reporting in accordance with 2 CFR 20.516(a)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

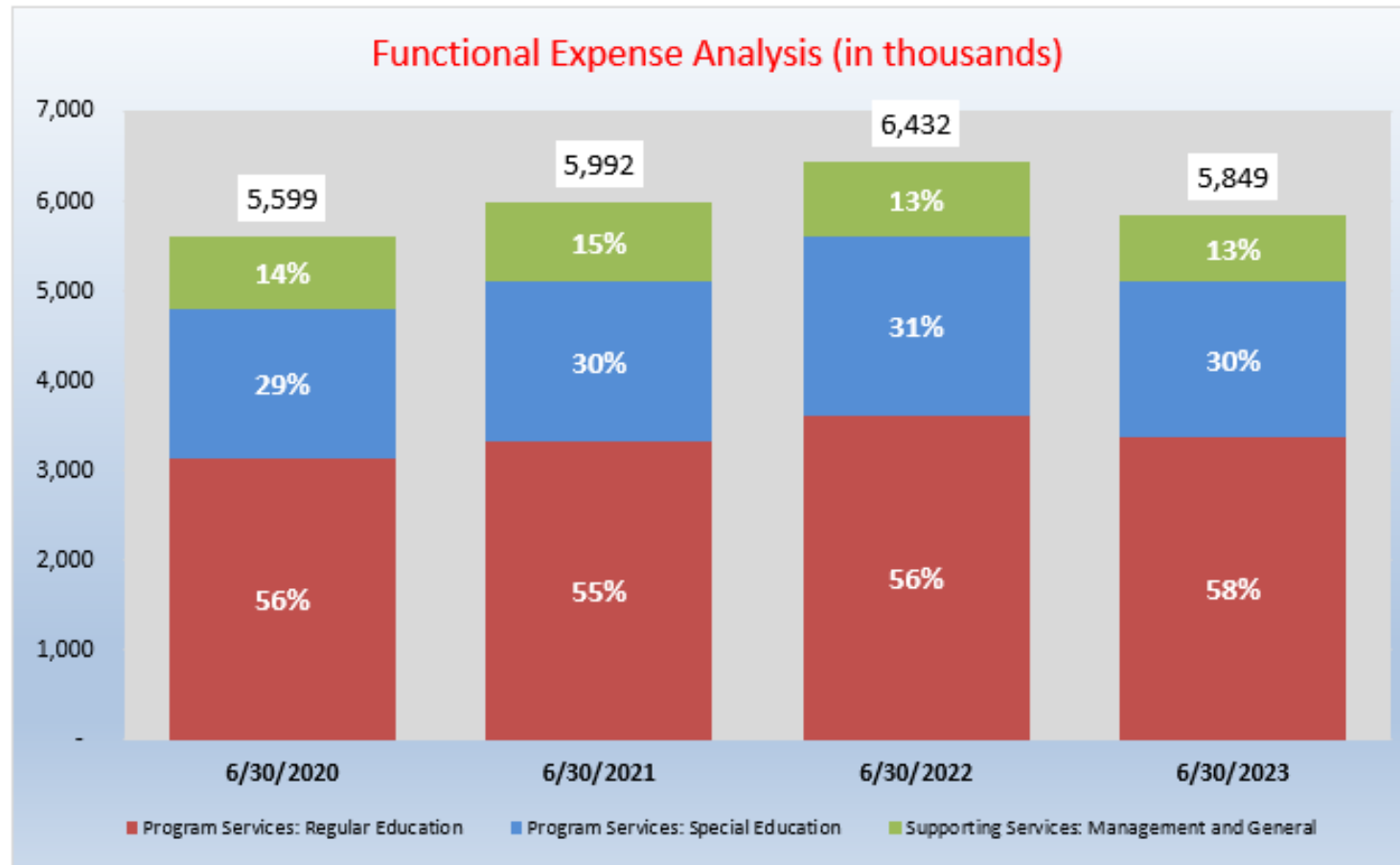
Historical Trends



Historical Trends



Historical Trends





Internal Control Over Financial Reporting

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) as a basis for designing our auditing procedures 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.

Our consideration of internal control was for the limited purpose described above and was not designed to identify all deficiencies in internal control that might be significant deficiencies or material weaknesses.

We are required to communicate, in writing, to those charged with governance all material weaknesses and significant deficiencies that have been identified in the School’s internal control over financial reporting. The definitions of control deficiency, significant deficiency and material weakness follow:

Category	Definition
Control Deficiency	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.
Significant Deficiency	A deficiency or 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.
Material Weakness	A deficiency or 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.

In conjunction with our audit of the financial statements, we noted no material weaknesses.



Additional Required Communications

Other Required Communications

Following is a summary of other required items, along with specific discussion points as they pertain to the School:

Requirement	Discussion Point
Significant changes to planned audit strategy or significant risks initially identified	There were no significant changes to the planned audit strategy or significant risks initially identified and previously communicated to those charged with governance as part of our Audit Planning communications.
Obtain information from those charged with governance relevant to the audit	There were no matters noted relevant to the audit, including, but not limited to: violations or possible violations of laws or regulations; risks of material misstatement, including fraud risks; or tips or complaints regarding the School’s financial reporting that we were made aware of as a result of our inquiry of those charged with governance.
Nature and extent of specialized skills or knowledge needed related to significant risks	There were no specialized skills or knowledge needed, outside of the core engagement team, to perform the planned audit procedures or evaluate audit results related to significant risks.
Consultations with other accountants	We are not aware of any consultations about accounting or auditing matters between management and other independent public accountants. Nor are we aware of opinions obtained by management from other independent public accountants on the application of requirements of an applicable financial reporting framework.
Significant findings and issues arising during the audit in connection with the School’s related parties	We have evaluated whether the identified related party relationships and transactions have been appropriately identified, accounted for, and disclosed and whether the effects of the related party relationships and transactions, based on the audit evidence obtained, prevent the financial statements from achieving fair presentation.

Other Required Communications

Following is a summary of other required items, along with specific discussion points as they pertain to the School :

Requirement	Discussion Point
Disagreements with management	There were no disagreements with management about matters, whether or not satisfactorily resolved, that individually or in aggregate could be significant to the School’s financial statements or to our auditor’s report.
Significant difficulties encountered during the audit	There were no significant difficulties encountered during the audit.
Matters that are difficult or contentious for which the auditor consulted outside the engagement team	There were no difficult or contentious matters that we consulted with others outside the engagement team that we reasonably determined to be relevant to those charged with governance regarding their oversight of the financial reporting process.
If applicable, other matters significant to the oversight of the School’s financial reporting process, including complaints or concerns regarding accounting or auditing matters	There are no other matters that we consider significant to the oversight of the School’s financial reporting process that have not been previously communicated.
Representations requested from management	Please refer to the management representation letter.

Independence

Our engagement letter to you dated May 8, 2023 describes our responsibilities in accordance with professional standards and certain regulatory authorities with regard to independence and the performance of our services. This letter also stipulates the responsibilities of the School with respect to independence as agreed to by the School. Please refer to that letter for further information.



Audit Firm System of Quality Management

An audit firm's system of quality control (aka system of quality management) is essential to how the firm conducts audits and is in place to protect donors, stakeholders and other users of financial statements.

QUALITY MANAGEMENT STANDARDS

In June 2022, the AICPA Auditing Standards Board (ASB) issued the following interrelated standards on audit quality management (collectively, the QM standards), which are designed to improve a CPA firm's risk assessment and audit quality. The effective date of the QM standards is December 15, 2025.

Statement on Quality Management Standards (SQMS) No. 1	Statement on Quality Management Standards (SQMS) No. 2	Statement on Auditing Standards (SAS) No. 146
<i>A Firm's System of Quality Management</i>	<i>Engagement Quality Reviews</i>	<i>Quality Management for an Engagement Conducted in Accordance With Generally Accepted Auditing Standards</i>

BDO has assessed the requirements of the QM standards and has analyzed our firm's current system of quality management to identify changes and improvements necessary for compliance. This includes the identification of quality objectives, quality risks and the assessment of those quality risks, and responses to address those risks. We are further working with BDO Global to appropriately integrate processes deployed at a global level into our firm's system of quality management.

2020 BDO AUDIT QUALITY REPORT

CONTINUING TO BUILD TRUST



We will continue to provide you with updates on our progress. Currently, you may find discussion of BDO's system of quality control within our annual [Audit Quality Reports](#), the most recent of which is accessible [here](#).

Peer Review Report


PEER REVIEWS

As a member of the AICPA, we are subject to triennial external peer reviews of the portion of our auditing practice applicable to non-SEC issuers.

Our 2021 peer review concluded that the system of quality for the firm's accounting and auditing practice applicable to non-SEC issuers was suitably designed, and the firm had complied with its own quality guidelines.

The peer review also concluded the system provided the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies), or fail.

Our firm received a rating of pass.



Report on the Firm's System of Quality Control

November 22, 2021

To the Partners of BDO USA, LLP and the National Peer Review Committee:

We have reviewed the system of quality control for the accounting and auditing practice of BDO USA, LLP (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended March 31, 2021. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (the Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/summary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act; audits of employee benefit plans, an audit performed under FDICIA, an audit of a broker-dealer, and examinations of service organizations (SOC 1 and SOC 2 engagements).


As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of BDO USA, LLP applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended March 31, 2021, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. BDO USA, LLP has received a peer review rating of *pass*.

Baker Tilly US, LLP

Baker Tilly US, LLP, trading as Baker Tilly, is a member of the global network of Baker Tilly International Ltd., the members of which are separate and independent legal entities.



National Peer
Review Committee

December 09, 2021

Wayne Berson
BDO USA, LLP
12505 Park Potomac Ave Ste 700
Potomac, MD 20854-6801


Dear Wayne Berson:

It is my pleasure to notify you that on December 09, 2021, the National Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is September 30, 2024. This is the date by which all review documents should be completed and submitted to the administering entity.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

Thank you for your cooperation.

Sincerely,



Michael Wagner
Chair, National PRC

+1.919.402.4502

cc: Jeffrey Gendreau, Michael Fawley

Firm Number: 900010063586 Review Number: 584260

220 Leigh Farm Road, Durham, NC 27707-8110
T: +1.919.402.4502 F: +1.919.419.4713
aicpaglobal.com | cimaglobal.com | aicpa.org | cima.org



Appendix

Appendix A - Schedule of Proposed Adjusting Journal Entries Report

PROPOSED ADJUSTED JOURNAL ENTRIES REPORT

<u>Item #</u>	<u>Account Name and Adjustment Description</u>	<u>Debit</u>	<u>Credit</u>
1	Proposed and unrecorded adjustment to record the in-kind revenue and rent expense for the fair value of donated space received from the NYCDOE.		
	In-Kind Rent - Donated Space	\$ 189,200	
	In-Kind Revenue - Donated Space		\$ 189,200

At BDO, our purpose is helping people thrive, every day. Together, we are focused on delivering exceptional and sustainable outcomes – for our people, our clients and our communities. Across the U.S., and in over 160 countries through our global organization, BDO professionals provide assurance, tax and advisory services for a diverse range of clients.

BDO is the brand name for the BDO network and for each of the BDO Member Firms.

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Material discussed in this publication is meant to provide general information and should not be acted on without professional advice tailored to your needs.

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St. Hope Leadership Academy Charter School

Schedule of Expenditures of Federal Awards

Year ended June 30, 2023

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal Assistance Listing Number	Pass-Through Entity Identifying Number	Provided to Subrecipients	Total Federal Expenditures
U.S. Department of Education				
Passed through the New York State Education Department:				
Title I Grants to Local Education Agencies (Title I, Part A of the ESEA)	84.010	Not Applicable	\$ -	\$ 139,176
Supporting Effective Instruction State Grants	84.367	Not Applicable	-	11,028
Student Support and Academic Enrichment Program	84.424	Not Applicable	-	12,066
Special Education Cluster (IDEA): Special Education - Grants to States (IDEA, Part B)	84.027	Not Applicable	-	87,220
Coronavirus Response and Relief Supplemental Appropriations Act, 2021 - Emergency Assistance for Non-Public Schools (CRRSA EANS)	84.425R	Not Applicable	-	108,596
American Rescue Plan - Elementary and Secondary School Emergency Relief (ARP ESSER)	84.425U	Not Applicable	-	476,414
Total U.S. Department of Education			-	834,500
Total Expenditures of Federal Awards			\$ -	\$ 834,500

The accompanying notes are an integral part of this schedule.

St. Hope Leadership Academy Charter School

Notes to the Schedule of Expenditures of Federal Awards

1. Basis of Presentation

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal award activity of St. Hope Leadership Academy Charter School under programs of the federal government for the year ended June 30, 2023. The information in this Schedule is presented in accordance with the requirements of Title 2 *U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the School, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the School.

2. Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following cost principals contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

3. Indirect Cost Rate

The School has elected not to use the 10% de minimis indirect costs rate allowed under the Uniform Guidance.



Tel: 212-371-4446
Fax: 212-371-9374
www.bdo.com

622 Third Ave, Suite 3100
New York, NY 10017

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

To the Board of Trustees
St. Hope Leadership Academy Charter School
New York, New York

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited St. Hope Leadership Academy Charter School (the "School") compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the School's major federal programs for the year ended June 30, 2023. The School's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the School complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2023.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the School and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the School's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the School's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the School's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in



accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the School's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the School's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- obtain an understanding of the School's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

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

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.



Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

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

BDO USA, P.C.

October 27, 2023

St. Hope Leadership Academy Charter School

Schedule of Findings and Questioned Costs Year Ended June 30, 2023

Section 1. Summary of Auditor's Results

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with U.S. GAAP:

Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? ☐ Yes ☒ No
- Significant deficiency(ies) identified? ☐ Yes ☒ None reported
- Noncompliance material to financial statements noted? ☐ Yes ☒ No

Federal Awards

Internal control over major federal programs:

- Material weakness(es) identified? ☐ Yes ☒ No
- Significant deficiency(ies) identified? ☐ Yes ☒ None reported

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

Unmodified

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

☐ Yes ☒ No

Identification of major federal programs:

Assistance Listing Number	Name of Federal Program or Cluster
84.425R	Coronavirus Response and Relief Supplemental Appropriations Act, 2021 - Emergency Assistance for Non-Public Schools (CRRSA EANS)
84.425U	American Rescue Plan - Elementary and Secondary School Emergency Relief (ARP ESSER)

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

\$750,000

Auditee qualified as low-risk auditee?

☐ Yes ☒ No

Section 2. Financial Statement Findings

There were no findings related to the financial statements that are required to be reported, in accordance with generally accepted government auditing standards.

Section 3. Federal Award Findings and Questioned Costs

There were no findings and questioned costs for federal awards (as defined in 2 CFR 200.516(a)) that are required to be reported.

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

Trustee Name:

ANKUR DALAL

Name of Charter School Education Corporation:

ST HOPE LEADERSHIP ACADEMY

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

PRESIDENT

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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



None

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

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

☒ **None**

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

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

Business Telephone:

212 278 4131

Business Address:

245 PARK AVENUE, NEW YORK, NY

E-mail Address:

ankurdalal@gmail.com

Home Telephone:

908 327 4087

Home Address:

210 W 90 St, New York, NY

 6/22/23

Signature **Date**

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Jennifer Reynoso Ng

Name of Charter School Education Corporation:

St. Hope Leadership Academy

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

Accountability Committee Member
Nominating Committee Member

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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



None

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

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

☒ None

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

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

Business Telephone:

Business Address:

E-mail Address:

jreynoso.ng@gmail.com

Home Telephone:

917-742-2968

Home Address:

572 Grand St. Apt G504 New York, NY 10002

Signature  **Date** 6/22/23

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Caitlin Robisch

Name of Charter School Education Corporation:

St. HOPE Leadership Academy Charter School

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☒ **None**

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

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

☒ **None**

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

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

Business Telephone:

212-381-1174

Business Address:

117 West 124th Street, New York, NY 10027

E-mail Address:


caitlin.robisch@gmail.com

Home Telephone:

757-803-5644

Home Address:

147 Bond Street #1, Brooklyn, NY 11217

	07/18/2023
Signature	Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Elizabeth Pernick

Name of Charter School Education Corporation:

St HOPE Leadership Academy Charter School

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☒ **None**

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

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

☒ **None**

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

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

Business Telephone:

203-246-6444

Business Address:

395 Ninth Ave., New York, NY 10001

E-mail Address:

elizabeth.a.phillips@gmail.com

Home Telephone:

203-246-6444

Home Address:

404 Carlisle Court, Rockville Centre, NY 11570



7/19/2023

Signature

Date

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

last revised 04/2022

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

Trustee Name:

Name of Charter School Education Corporation:

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

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

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

None

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

-

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

Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Name of Charter School Education Corporation:

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

Yes No

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

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

None

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

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

None

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

-

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Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Maureen Higgins Piotrowicz

Name of Charter School Education Corporation:

St. Hope Leadership Academy

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

Treasurer
Accountability Committee Chair

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☒ **None**

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

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

☒ **None**

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

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

Business Telephone:

332 257 1854

Business Address:

1515 Broadway, NY, NY

E-mail Address:

mavren.higgins@gmail.com

Home Telephone:

212 -679-9699

Home Address:

365 Oswego Ct. West New York



Signature

6/22/23

Date

Acceptable signature formats include:

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- Print form, manually sign, scan to PDF

last revised 04/2022

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

Trustee Name:

KATIE EMBREE

Name of Charter School Education Corporation:

ST. HOPE

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

Accountability Committee

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☒ **None**

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

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

☐

None

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

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

Business Telephone:

212. 678. 2991

Business Address:

TEACHERS COLLEGE 525 W 120TH ST BOX 162
NY NY 10027

E-mail Address:

CME11 @ COLUMBIA. EDU

Home Telephone:

~~212. 678. 2~~ 917. 566. 1253

Home Address:

1787 MADISON AVE 315
NY NY 10035



Signature

6-22-23

Date

Acceptable signature formats include:

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- Print form, manually sign, scan to PDF

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

Name: MIRLANDE JOACHIM

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

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

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

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

3. Are you related, by blood or marriage, to any person employed by the school?
No

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

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school? **No**

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

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school? **No**

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

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

___ Yes X No

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

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

Date(s)	Nature of financial interest/transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you
NONE	NONE	NONE	NONE
<i>Please write "None" if applicable. Do not leave this space blank.</i>			

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

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


Signature

05/31/23
Date

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

Business Telephone: 347-968 -1616

Business Address: 276 5th ave, ste 704, new york, new York
10001

E-mail Address: mjoachim@joachimlawoffice.com and
mirlandejoachim@yahoo.com

Home Telephone:
3479681616

Home Address: 2235 5th ave, apt 12F, new york, new york,
10037

last revised 06/8/2020

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

Trustee Name:

Lindsey Moschet

Name of Charter School Education Corporation:

St. Hope Leadership Academy

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

Member of the Accountability Committee
Member of the Recruitment Committee

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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



None

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

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

☒ **None**

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

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

Business Telephone:

Business Address:

E-mail Address:

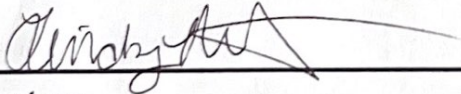
lmm63@cornell.edu

Home Telephone:

(970) 309-3174

Home Address:

424 W End Ave Apt. 14C NY, NY 10024



Signature

7/18/2023

Date

Acceptable signature formats include:

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

last revised 04/2022

KAG

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

Trustee Name:

Gabrielle Apollon

Name of Charter School Education Corporation:

St. Hope Leadership Academy

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

Vice chair, Chair of nominating committee

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☒ **None**

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

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

☒ **None**

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

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

Business Telephone:

N/A

Business Address:

139 MacDougal St.

E-mail Address:

mar755@nyu.edu

Home Telephone:

917-972-0640

Home Address:

380 Lenox Ave. Apt. 9F, NY, NY 10027



Signature

7/27/23

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Salone Kapur

Name of Charter School Education Corporation:

St Hope Leadership Academy

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

Finance Committee

Secretary

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

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

☒ **None**

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

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

☒ **None**

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

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

Business Telephone:

n/a

Business Address:

111 8th Avenue, New York, NY 10011

E-mail Address:

salonevkapur@gmail.com

Home Telephone:

(650) 235-6983

Home Address:

110 3rd Avenue, New York, NY 10003



July 28, 2023

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Maureen Higgins (Treasurer)
Kristopher John
Salone Kapur
Lindsey Moschet
Jennifer Ng
Bianca Peart
Elizabeth Phillips (Secretary)
Caitlin Robisch



St. HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

July 14, 2022 from 6:30-8:00 pm

Meeting Conducted at 222 West 134th Street New York, NY 10030
And Virtually

- **Welcome**

Call to Order

Gabrielle Apollon	Absent (Excused)
Ankur Dalal	Absent (Excused)
Maureen Higgins	Present (Virtual)
Kristopher John	Present
Salone Kapur	Absent (Excused)
Lindsey Moschet	Present
Jennifer Ng	Present (Virtual)
Bianca Peart	Present (Virtual)
Elizabeth Phillips	Present
Caitlin Robisch	Absent (Excused)

Also present at the meeting: Meghann Persenaire, Principal; Katie Embree, Prospective Board Member; Jimmy Vora, BDO (auditors). The meeting took place in person, with some board members present via teleconference. The meeting was recorded.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the June 23, 2022 Board meeting were unanimously approved by the Board.

- **Nominating Committee**

- Ms. Persenaire introduced Katie Embree, who is a prospective board member (candidate). Ms. Embree shared her background and shared her impressions from the SHLA student tour. The next step in the process will be to vote on adding Ms. Embree to the Board at the August board meeting.
- Ms. Moschet is officially a voting board member.
- Ms. Persenaire reminded the board that Annual Report Financial Disclosures are due tomorrow.

- **Finance Committee**

- Mr. Vora discussed the upcoming SHLA audit. Preliminary work is underway and fieldwork will commence in August; he plans to have a draft to the Board by early September.

- Ms. Persenaire provided an update on enrollment and recruitment. The current projection is 62 sixth graders, 90 seventh graders, and 84 eighth graders, for a total projected enrollment of 236. These are projections based on both fully enrolled students and students who have accepted and are pending enrollment. There are also 37 waitlisted students, all of which are eighth graders. SHLA is budgeted for 275; to address the current gap of 39, there will be two more recruitment mailings. SHLA is also using a grass roots campaign to reach additional prospective students. If SHLA accepted eighth graders off the waitlist, they would move to four cohorts (rather than three); Ms. Persenaire noted that SHLA has not accepted any new eighth graders over the last three years. The board and Ms. Persenaire further discussed recruitment strategy.
- **Accountability Committee**
 - Ms. Higgins discussed the Board's consideration of a new Engagement Committee, which was discussed during executive session at the June meeting. The idea for a committee stemmed from faculty and staff interest in having the Board become more engaged in the SHLA community. Ms. Persenaire noted that the committee could have a role in the scholarship applications, attend honor roll dinners and parent-teacher conferences, and attend graduation, among other things. Board members expressed interest in forming an Engagement Committee. Ms. Persenaire will explore next steps for forming the committee and will follow up at the August board meeting.
 - Ms. Persenaire reported on the 2021-2022 MAP and interim data. She noted that eighth graders met the ELA growth target and exceeded the math growth target. Seventh graders exceeded growth for both ELA and math, and noted that the percentage below the 20th percentile reduced for both ELA and math. Sixth graders exceeded target growth for both ELA and math; Ms. Persenaire noted minimal movement of scholars below the 20th percentile and at or above the 50th percentile, and explained that this may have been impacted by enrollment of new students throughout the school year (including a number of ELLs). Ms. Persenaire also discussed breakout data for students with IEPs and for ELLs; for example, ELLs experienced meaningful growth across all grades. Ms. Persenaire also discussed results in the context of remote learning and learning loss associated with the pandemic, and plans to further examine the data to evaluate how remote learning impacted the results. She also noted how the scores impact planning for the next year, including SHLA's plan to introduce iReady for math instruction.
 - Ms. Persenaire presented the 2021-2022 dashboard. She discussed that SHLA ended the year with enrollment of 258, and noted attendance rates for the last school year as well as a goal of 95% for the next year.
- **Principal Update**
 - Ms. Persenaire shared a chart showing COVID-19 test volume by month, noting that SHLA had <1% positivity rate over the course of the year. The Board also noted the relationship between positivity rates and attendance rates.

Meeting adjourned at 7:28 pm.

I, Elizabeth Phillips, do hereby certify that I am the duly qualified and acting interim Secretary of St. HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on July 14, 2022 at which quorum was present throughout. (July 14, 2022)

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Katie Embree
Maureen Higgins (Treasurer)
Mirlande Joachim
Kristopher John
Salone Kapur
Lindsey Moschet
Jennifer Ng
Elizabeth Pernick (Secretary)



St HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

June 22, 2023 from 6:30-8:00 pm
Meeting Conducted In-Person and Virtually

• **Welcome**

Call to Order

Ankur Dalal	Present
Katie Embree	Absent (Excused)
Gabrielle Apollon	Present (Virtual)
Maureen Higgins	Present
Mirlande Joachim	Present
Kristopher John	Present
Salone Kapur	Present (Virtual)
Jennifer Ng	Present
Lindsey Moschet	Present (Virtual)
Elizabeth Pernick	Present (Virtual)

Also present at the meeting: Meghann Persenaire, Principal; and Raisa Schwanbeck, NYCDOE Charter School Office. The meeting took place at SHLA and via teleconference, and was recorded.

• **Public Comment**

No requests for public comment were received.

• **Consent Agenda**

Minutes from the May 25, 2023 Board meeting were unanimously approved by the Board.

• **Nominating Committee**

- Ms. Persenaire informed the Board that Mirlande Joachim's Board candidacy was approved by the school's authorizer. Ms. Joachim is now a full member of the Board with all voting privileges.
- **2023-2024 Board Membership: The Board voted unanimously to re-elect Salone Kapur and Kristopher John to the Board for a full three-year term.**
- **2023-2024 Slate of Officers: The Board unanimously approved the slate of officers for the 2023-2024 year: Ankur Dalal (President), Gabrielle Apollon (Vice President), Maureen Higgins (Treasurer), and Salone Kapur (Secretary). The Board unanimously approved the proposed committee membership, with two changes - Ms. Joachim on the Nominating Committee and the Accountability Committee and Ms. Kapur on the Executive Committee.**
- **2023-2024 Board Calendar: The Board voted unanimously to approve the proposed 2023-2024 Board meeting calendar.**

- *Annual Report Financial Disclosures:* Ms. Persenaire informed the Board that financial disclosures are due July 20, 2023.

- **Finance Committee**

- *May Finance Report:* Ms. Persenaire presented the May finance report, noting current projected surplus and enrollment, as well as other line items.
- *2023-2024 Budget Approval:* Ms. Persenaire noted changes to the proposed budget relative to the version discussed at the May Board meeting. Following questions and discussion by the Board, **the Board unanimously approved to adopt the proposed 2023-2024 budget as presented.**
- *Recruitment and Enrollment:* Ms. Persenaire discussed enrollment, which did not dip below 220 this year, which was the goal.

- **Accountability Committee**

- *Accountability of Principal:* Ms. Higgins discussed the Board's review of Ms. Persenaire's performance. The committee felt confident that test scores are moving in the right direction, and noted that SHLA leadership is working to improve enrollment for the next year. She discussed areas of focus for next year, including teacher morale and student social-emotional growth. Committee members discussed themes from conversations with staff members.
- *Dashboard:* Ms. Persenaire discussed the dashboard, noting enrollment, attendance, and other items.

- **Principal Update**

- Ms. Persenaire recognized Ankur Dalal and Maureen Higgins for 10 years of service on the SHLA Board.

Meeting adjourned at 7:13pm, and the Board entered Executive Session.

I, Elizabeth Pernick, do hereby certify that I am the duly qualified and acting Secretary of St HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on June 22, 2023 at which quorum was present throughout. (June 22, 2023)

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Katie Embree
Maureen Higgins (Treasurer)
Kristopher John
Salone Kapur
Lindsey Moschet
Jennifer Ng
Elizabeth Pernick (Secretary)



St HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

May 25, 2023 from 6:30-8:00 pm
Meeting Conducted Virtually

- **Welcome**

Call to Order

Ankur Dalal	Absent (Excused)
Katie Embree	Present
Gabrielle Apollon	Present
Maureen Higgins	Present
Kristopher John	Present
Salone Kapur	Present
Jennifer Ng	Absent (Excused)
Lindsey Moschet	Absent (Excused)
Elizabeth Pernick	Present

Also present at the meeting: Meghann Persenaire, Principal and Mirlande Joachim, Board candidate. The meeting took place via teleconference and was recorded.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the April 27, 2023 Board meeting were unanimously approved by the Board.

- **Nominating Committee**

- At the April meeting the Board met with Ms. Joachim in person and engaged in a question and answer session regarding her Board candidacy. The Board and Ms. Joachim were given a final opportunity to discuss her candidacy at this meeting. With no further questions, Ms. Apollon presented the candidacy of Mirlande Joachim to the Board. **Ms. Joachim was unanimously elected to the Board, subject to approval by school's authorizer.**

- **Finance Committee**

- *Update from the Finance Committee:* The Committee met this month to review the retirement account provider, Wells Fargo and the custodian, Empower. Every three years the Board reviews the retirement plan. A questionnaire was developed by the Committee to help measure provider efficacy which Ms. Lee, Business Manager, will share with our current provider and two other potential providers. These three providers will then be invited to the July meeting to present to the Board.

- *ARP Funds Review:* As shared in the April meeting, \$318,072 in unspent ARP funds has been reallocated from the current fiscal year's budget to the 23-24 budget. The Board discussed in greater depth what the funds will be used for in the upcoming fiscal year including a continued focus on closing the pandemic learning gap and supporting our special populations post-pandemic. With these funds moved, the projected 2022-23 surplus equals approximately \$203K.
- *23-24 Proposed Budget:* Ms. Persenaire thoroughly presented the draft budget, highlighting specific accounts to show where the \$318,072 ARP funds were allocated or where accounts were adjusted to better fit the expected needs based on this year's experience and anticipated changes. The budget is based on an enrollment of 250 which is an increase of 25 over our current enrollment but is 50 scholars shy of our chartered enrollment. NYC is still experiencing an exodus of families so it is important to plan for another challenging year. The budget reflects these challenges, including an increase to the student recruitment line. Budget projects a surplus of approximately \$140K.
- *Recruitment and Enrollment:* The school is ahead of last year with 229 applications received, 61 in progress and several accepted but the numbers are not what they were four years ago. Staff are reaching out to those in process and offered seats but not yet accepted.

- **Accountability Committee**

- *Principal Evaluation:* Maureen Higgins as Chair of the Accountability Committee will run the evaluation which includes a review of the Principal's reflection on goals, speaking to staff members and meeting with the accountability committee. The Committee will present to the Board at the June meeting.
- *23-24 Board Committee Membership:* Elizabeth Pernick will step down as Secretary and Board members are encouraged to express their interest in the role. The Board reviewed current committee membership with Trustees reminded that committee membership for 2023-24 is determined at the annual meeting in June.
- *23-24 Calendar Draft:* The only suggested change to the proposed calendar was to change December 21 to December 14. It will be voted on in the June meeting.
- *April Dashboard:* Enrollment is at 221 which is two less than last month. Both student's families moved out of NYC. There are continued challenges around scholar attendance with April numbers impacted by current state policy around immunizations. Scholars are no longer allowed any exemptions, including for religious reasons, and scholars who are not fully in compliance cannot attend school. School staff are working diligently with families and immunizations are slowly coming in. The suspension numbers reflect the challenges schools are experiencing nationwide as scholars re-learn how to be in school together. Current numbers look very similar to 2016-17 numbers when the school was first transitioning to restorative practices. Ms. Persenaire is confident that numbers will decrease again next year.

- **Principal Update**

- *22-23 College Trips -* Ms. Persenaire shared that scholars were able to visit Binghamton, where a 2022 Harlem Scholarship recipient hosted the visit, as well as Lincoln, Princeton, and Delaware State.

Meeting adjourned at 7:45

I, Katie Embree, do hereby certify that I am the duly qualified and acting interim Secretary of St HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on May 25, 2023 at which quorum was present throughout. (May 30, 2023)

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Maureen Higgins (Treasurer)
Kristopher John
Salone Kapur
Lindsey Moschet
Jennifer Ng
Bianca Peart
Elizabeth Phillips (Secretary)
Caitlin Robisch



St. HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

August 18, 2022 from 6:30-8:00 pm
Meeting Conducted at 222 West 134th Street New York, NY 10030
And Virtually

- **Welcome**

Call to Order

Gabrielle Apollon	Absent (Excused)
Ankur Dalal	Present
Maureen Higgins	Present (Virtual)
Kristopher John	Absent (Excused)
Salone Kapur	Absent (Excused)
Lindsey Moschet	Present (Virtual)
Jennifer Ng	Present (Virtual)
Bianca Peart	Present (Virtual)
Elizabeth Phillips	Present (Virtual)
Caitlin Robisch	Absent (Excused)

Also present at the meeting: Meghann Persenaire, Principal. The meeting took place in person, with some board members present via teleconference. The meeting was recorded.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the July 14, 2022 Board meeting were unanimously approved by the Board.

- **Nominating Committee**

- Prospective Board member Katie Embree will join for the September meeting.
- Ms. Persenaire discussed steps to form an Engagement committee or group. Forming a group, rather than a committee that would make recommendations to the board, would not require a change to the bylaws. The goal of the group would be to give board members an opportunity to attend SHLA events and interact with staff and the community. At the September meeting, the Board will designate three Board members to be a part of the Engagement Group.

- **Finance Committee**

- Ms. Persenaire presented the June Finance Report. SHLA's final cash income was \$292,000. The Board asked questions regarding the reconciled report.

- Ms. Persenaire discussed the Scholarship Account, which has seen losses over the last year; this will impact the surplus. Mr. Dalal noted that the investments are approximately 80% bonds and 20% stocks, but that the bond market also took a hit this year.
- Ms. Persenaire provided an update on recruitment and enrollment. At present, there are 56 students fully enrolled and 1 pending for 6th grade; 79 fully enrolled and 3 pending for 7th grade; and 90 fully enrolled and 1 pending for 8th grade. The projected total enrollment is 230, which does not take into account students who might be leaving. The enrollment target was 275. At the end of the meeting, the Board will enter executive session to discuss impacts on the budget. SHLA is receiving more interest from prospective 8th graders; SHLA is contemplating opening a fourth section of 8th grade. Ms. Persenaire discussed how SHLA is establishing relationships with 8-10 feeder schools to support 6th grade enrollment for next year. Following discussion, the Board voted unanimously to allow the leadership team to restructure the number of sections per grade in order to drive greater enrollment.

- **Accountability Committee**

- The Board discussed the proposed 2022-23 dashboard, including the ability to split out 8th grade performance by new versus returning students. The Board reviewed and voted unanimously to approve the proposed 2022-23 with the proposed change to the presentation of 8th grade performance.
- The Board reviewed the 2022-23 District-Wide Safety Plan, and Ms. Persenaire discussed an addition to the plan to include a silent alarm. Following discussion, the Board voted unanimously to approve the plan, subject to public comment.
- Ms. Persenaire presented the proposed professional development calendar for the 2022-2023 year. Following discussion, the Board voted unanimously to adopt the proposed calendar.

- **Principal Update**

- Ms. Persenaire reported on the 5-week Summer Boost program, which just concluded. In addition to the academic learning, the program allowed an opportunity for students to continue social and emotional growth through in-person learning. There were 70 students enrolled, with average attendance of 61.

Meeting adjourned at 7:23 pm. The Board entered executive session to discuss the budget.

I, Elizabeth Phillips, do hereby certify that I am the duly qualified and acting interim Secretary of St. HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on August 18, 2022 at which quorum was present throughout. (August 18, 2022)

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Maureen Higgins (Treasurer)
Kristopher John
Salone Kapur
Lindsey Moschet
Jennifer Ng
Bianca Peart
Elizabeth Phillips (Secretary)



St HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

September 22, 2022 from 6:30-8:00 pm
Meeting Conducted at 222 West 134th Street New York, NY 10030
And Virtually

- **Welcome**

Call to Order

Gabrielle Apollon	Absent (Excused)
Ankur Dalal	Present (Virtual)
Maureen Higgins	Absent (Excused)
Kristopher John	Present
Salone Kapur	Present (Virtual)
Lindsey Moschet	Absent (Excused)
Jennifer Ng	Present
Bianca Peart	Present (Virtual)
Elizabeth Phillips	Absent (Excused)

Also present at the meeting: Meghann Persenaire, Principal. The meeting took place in person, with some board members present via teleconference. The meeting was recorded.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the August 18, 2022 Board meeting were unanimously approved by the Board.

- **Nominating Committee**

- The candidacy of Katie Embree was presented to the Board. **Ms. Embree was unanimously elected to the Board, subject to approval by school's authorizer.**
- Ms. Persenaire reviewed the prior Board discussion regarding creating an Engagement Group which would consist of three rotating Board members with each member attending at least one student-centered school event over the course of an academic year. The following Board members will be part of the 2022-23 Engagement Group: Jennifer Ng, Ankur Dalal, and Salone Kapur.

- **Finance Committee**

- Ms. Persenaire shared that our Title applications were submitted and approved and noted that the required collaboration and consultation meeting occurred.
- Ms. Persenaire provided an update on recruitment and enrollment. She shared that the school is pursuing the possibility of bus stop and bus ads and is re-engaging with North Star Marketing. Ms. Persenaire also

noted that current enrollment requires significant cuts to the 2022-23 budget which will be reviewed at the October meeting.

- **Accountability Committee**

- Ms. Persenaire reminded the Board that we are abiding by the original Open Meetings Law, not by the amendment, through which Board members can attend Board meetings virtually when extraordinary circumstances arise. Their participation will count towards quorum provided they provide the address from which they will be attending and that address is posted on the meeting notice.
- Ms. Persenaire provided summaries of the individual 2018, 2019, 2020, and 2021 HARLEM Scholarship recipients, including progress towards degree and current academic status. Particular note was made of the positive impact of the scholarship in significantly helping alumni pay for college. The Board inquired about the possibility of having a HARLEM Scholarship recipient attend a future meeting of the Board.
- Ms. Persenaire described the formation of a College Essay Committee, a committee of St HOPE staff volunteers who will review college essays for St HOPE alumni applying to college for the 2023-2024 academic year.

- **Principal Update**

- Ms. Persenaire discussed the annual Family Fair.

Meeting adjourned at 7:10 pm.

I, Ankur Dalal, do hereby certify that I am the duly qualified and acting in place of the Secretary of St HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on September 22, 2022 at which quorum was present throughout. (September 22, 2022)

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Katie Embree
Maureen Higgins (Treasurer)
Kristopher John
Salone Kapur
Lindsey Moschet
Jennifer Ng
Elizabeth Pernick (Secretary)



St HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

April 27, 2023 from 6:30-8:00 pm
Meeting Conducted Virtually and In-Person

- **Welcome**

Call to Order

Ankur Dalal	Present (Virtually)
Katie Embree	Present (In Person)
Gabrielle Apollon	Present (In Person)
Maureen Higgins	Present (Virtually)
Kristopher John	Absent (Excused)
Salone Kapur	Present (Virtually)
Jennifer Ng	Present (In Person)
Elizabeth Pernick	Absent (Excused)
Lindsey Moschet	Present (In Person)

Also present at the meeting: Meghann Persenaire, Principal and for a portion of the meeting we were joined in-person by Vivian Lee, Business Manager. The meeting took place in person and via teleconference. The meeting was recorded.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the March 23, 2023 Board meeting were unanimously approved by the Board.

- **Nominating Committee**

- The Board reviewed the professional resume of Mirlande Joachim. This potential Board member had a school tour and met 2 students. She has 12 years of experience in immigration law. She joined us at the Board meeting and shared that she was extremely impressed at her visit, has a number of teacher friends who are frustrated with the public school system, lives in the community and wants to join the Board to make a difference.

- **Finance Committee**

- *March Finance Report:* For FY22-23 there is an annual projected actual surplus of \$203,206 with approximately \$320,000 of unspent ARP funds being reallocated to the next fiscal year. We have been cautious due to uncertain enrollment. There was some discussion about reallocating more of the projected surplus but believe it too risky to go below \$200,000. Surpluses are due to savings in staffing, almost \$1

million, which is in turn due to lower than expected enrollment. We plan to spend \$65,000 on field trips, which includes college trips, and trips to Six Flags, DC, Dave & Busters and Times Square. Expenditures for ESSER-2 will remain the same with the grant being closed out. We are paying CSBM more than normal because of their help with grants.

- *23-24 Budget Introduction* – The \$318,072 ARP reallocation discussed as part of the Finance Report will be discussed at greater length when the Board reviews the 23-24 budget draft at the May meeting. The budget has been built using conservative enrollment figures for next year.
- *Retirement Account* – Ms. Lee gave the Board an update on the Retirement Account. The account has 70 participants with 25 active employees in the plan. Empower is very easy to work with and is responsive. TPA who is the 3rd party administrator who manages the forms and compliance are also easy to work with. The financial planner has not been as responsive and the school needs a provider that is accessible, knowledgeable and responsive. It is appropriate for Boards to do an assessment of their 401K every 3 years so the Board will ask the current provider and at least 2 others to answer questions about their competence, services, fees, etc. The Finance Committee will meet prior to the May meeting to begin the review process.
- *Recruitment and Enrollment*: With 205 applications we are slightly above last year. 117 seats were offered and 13 have accepted. We built the 23-24 budget on 250 so will push harder including doing another Vanguard mailing in June. There are several schools closing and we now offer busing. Staff are going to the Bronx, Washington Heights and Harlem to churches, mosques and summer camps.
- *Summer Boost Grant* – SHLA applied for and was awarded a Summer Boost Grant from Bloomberg again this year, receiving \$63,250 to implement an in-person summer school for 50 of our academically neediest scholars. The program will run for 5 weeks in July/early August.

- **Accountability Committee**

- *March Dashboard*: The school is working hard to try to break the 90% threshold on attendance. The hope is that the field trips will bring our kids back to school. The loss of enrollment was due to 5 students moving out of the City or the State and 1 with a change of placement because of an IEP. Suspensions are down a bit and happy about the steady growth in the A3K figures. Using the curriculum Achieve 3000 gives students a daily exposure to reading which may be why their reading comprehension is improving.

- **Principal Update**

- *Planting the Seed Scholarship Preview* - Ms. Persenaire shared that \$25,000 of scholarship funds will be used by current and former students this summer to engage in engineering, writing, fashion, and coding programs. A few of the programs are even out-of-state.

Meeting adjourned at 7:45 pm.

I, Katie Embree, do hereby certify that I am the duly qualified and acting interim Secretary of St HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on April 27 2023 at which quorum was present throughout. (May 8, 2023)

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Katie Embree
Maureen Higgins (Treasurer)
Kristopher John
Salone Kapur
Lindsey Moschet
Jennifer Ng
Elizabeth Pernick (Secretary)



St HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

March 23, 2023 from 6:30-8:00 pm
Meeting Conducted Virtually

- **Welcome**

Call to Order

Gabrielle Apollon	Present (In Person)
Ankur Dalal	Present (In Person)
Katie Embree	Present (In Person)
Gabrielle Apollon	Present (In Person)
Maureen Higgins	Present (Virtually)
Kristopher John	Present (Virtually)
Salone Kapur	Present (Virtually)
Jennifer Ng	Present (Virtually)
Elizabeth Pernick	Absent (Excused)
Lindsey Moschet	Present (Virtually)

Also present at the meeting: Meghann Persenaire, Principal; and Yamel Gonzalez, Director of Operations. For a portion of the meeting we were joined virtually by Marissa Goulbourne. The meeting took place in person and via teleconference. The meeting was recorded.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the February 16, 2023 Board meeting were unanimously approved by the Board.

- **Nominating Committee**

- Ms. Persenaire shared that the potential Board member that Ms. Apollon had engaged in discussions with visited the school and loved it. She lives near and would be honored to have a role serving the children in our neighborhood and specifically to the children who live in her building and attend St HOPE. She will attend the April meeting and a decision will be made on her candidacy in May or June.

- **Finance Committee**

- *2023 Scholarships:* Ms. Goulbourne shared the results of the 2023 Harlem Scholarships and the 2023 Journey Scholarships review committee interviews. On behalf of the committees she asked that four \$10,000 and one \$5,000 awards be given for the HARLEM Scholarships and that three Journey Scholarships be

given. The Harlem Scholarship normally awards four \$10,000 and two \$1000 awards. One finalist did not interview so there were five finalists. The Journey Scholarship normally awards two \$5,000 awards. There were three finalists. There are surplus funds due to prior year's awardees not needing the entire award because they receive the award in a year other than their Freshman year. The total requested is \$60,000, \$45,000 for the HARLEM Scholarship and \$15,000 for the Journey Scholarship. The request for \$45,000 for the HARLEM Scholarship was unanimously approved by the Board. The request for \$15,000 for the Journey Scholarship was unanimously approved by the Board.

- *Investment Account:* The Board reviewed the portfolio returns from January 2021 to January 2022. A \$900,000 deposit was made in March to increase the balance to \$2.7 million. 2022 was not a good year for the stock market. The rate of return decreased by 14% but the S&P was down 18-19%. We fared better because we have a very conservative portfolio. 2022 was unique in that both stocks and bonds were down. We are meeting our financial goals in terms of the scholarships that we want to give but being so conservative does mean that we give up the potential upside in the years when the market is performing well. The Board made a decision to decrease in stocks when COVID began. Our portfolio is now 80% bonds and 20% stocks. Mr. Dalal will research portfolio options and share this at an upcoming Board meeting. Ms. Persenaire will review prior Board Meeting minutes to determine if/what the Charter authorization requires in terms of realized and unrealized losses and gains.
- *Recruitment and Enrollment:* Ms. Gonzalez shared that the deadline for the virtual lottery is April 1st and that before the lottery officially ends there will be another Vanguard mailing sent. The last one resulted in 30 new applications. She has been attending open houses. At this time last year there were 125 applications and this year there are 161 – 102 for 6th, 32 for 7th and 27 for 8th.

- **Accountability Committee**

2023 State Test Projections and the Winter 2023 Data Analysis MAP Midline Results: Ms. Persenaire is encouraged because all measures seem to be going in the right direction and in cases exceeding the targets in all grades and all subjects. There were significant shifts in the test in 2015-2016 lowering the cut scores for ELA and Math. We will see slight increases and decreases. One challenge is our fluidity of enrollment. We have lost kids and other kids have enrolled mid-year or into 7th and 8th grade which means they would not have come up from our 6th grade curriculum.

- *February Dashboard:* There were a number of suspensions for a range of high impact behaviors. The number is always higher in February because it is the next step after restorative measures have been exhausted. There has been more issues post-COVID but they are decreasing.

- **Principal Update**

- Ms. Persenaire shared that the ELA pre-college test prep has been split into leveled groups. This is a shift but they are still reading on grade level. They are adding direct vocabulary instruction and test taking strategies. For Math, in Quarter 4 there will be a special review for all state assessments using past questions. This will start after Spring Break.

Meeting adjourned at 7:45 pm.

I, Katie Embree, do hereby certify that I am the duly qualified and acting interim Secretary of St HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on March 23, 2023 at which quorum was present throughout. (February 16, 2023)

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Maureen Higgins (Treasurer)
Kristopher John
Salone Kapur
Lindsey Moschet
Jennifer Ng
Bianca Peart
Elizabeth Phillips (Secretary)



St. HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

October 20, 2022 from 6:30-8:00 pm

Meeting Conducted at 222 West 134th Street New York, NY 10030

• **Welcome**

Call to Order

Gabrielle Apollon	Absent (Excused)
Ankur Dalal	Present (Virtual)
Maureen Higgins	Present (Virtual)
Kristopher John	Absent (Excused)
Salone Kapur	Present (Virtual)
Lindsey Moschet	Present
Jennifer Ng	Absent (Excused)
Bianca Peart	Absent (Excused)
Elizabeth Phillips	Present (Virtual)

Also present at the meeting: Meghann Persenaire, Principal; Yamel Gonzalez, Director of Operations; Marc Taub, BDO; Christopher Daniels, CSBM; Jimmy Vora, BDO; and Laron Walker, CSBM. The meeting took place in person, with some board members present via teleconference. The meeting was recorded.

• **Public Comment**

No requests for public comment were received.

• **Consent Agenda**

Minutes from the September 22, 2022 Board meeting were unanimously approved by the Board.

• **Nominating Committee**

- The Board is waiting for charter oversight to officially approve Katie Embree as a board member.
- Ms. Persenaire announced that Bianca Peart will be stepping down from the Board.

• **Finance Committee**

- Marc Taub and Jimmy Vora of BDO presented the audit for the year ended June 30, 2022. Mr. Taub discussed highlights of the audit as well as differences relative to the prior year. Relative to 2021, there was a decrease in revenue and in investment returns. Functional expenses for program services increased from 85% in 2021 to 87% in 2022. No material weaknesses or deficiencies were identified. The Board asked questions to the auditors, including regarding investment losses and revenue declines. **The Board voted unanimously to accept the audit as presented.**

- Ms. Persenaire presented the August finance report. At present, the projected surplus for the year is approximately \$49,000 based on a budget that accounts for 230 students. Relative to the original budget, based on 275 students, there is a deficit of just over \$900,000. Ms. Persenaire discussed how SHLA expects to offset the deficit, including through grants and departing staff members who were not replaced.
- Ms. Gonzalez shared an update on enrollment, which is 230 as of today. As SHLA continues to enroll students, the highest interest appears to be for 8th grade. In December, January, and February, SHLA will be advertising on 25 busses as well as several bus shelters in Harlem and the Bronx.
- **Accountability Committee**
 - Ms. Persenaire provided an overview of the 2022 state test results and baseline assessments; at the November board meeting, Ms. Persenaire will provide a deeper dive of the results, including how they compare to the state. She discussed SHLA's results in comparison to District 5 and NYC overall, providing detail on changes relative to last year. In reference to NWEA results, she reported on specific populations of students, such as ELLs, as well as on overall performance by subject and grade. SHLA will be administering the ELA interim tomorrow and the math interim next Friday. The board asked questions regarding the test scores.
 - Ms. Persenaire presented on her goals for the 2022-2023 academic year. Goals include academic, financial, recruitment and enrollment, and other goals.
 - The Board reviewed the September dashboard.
- **Principal Update**
 - Ms. Persenaire discussed the recent visit by an administrator from the Colegio Nueva Granada School in Colombia in connection with Character.org.

Meeting adjourned at 7:47 pm.

I, Elizabeth Phillips, do hereby certify that I am the duly qualified and acting interim Secretary of St. HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on October 20, 2022 at which quorum was present throughout. (October 20, 2022)

Board of Trustees

Gabrielle Apollon (Vice President)

Ankur Dalal (President)

Katie Embree

Maureen Higgins (Treasurer)

Kristopher John

Salone Kapur

Lindsey Moschet

Jennifer Ng

Elizabeth Pernick (Secretary)



St HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

February 16, 2023 from 6:30-8:00 pm

Meeting Conducted Virtually

- **Welcome**

Call to Order

Gabrielle Apollon	Present (In Person)
Ankur Dalal	Present (In Person)
Katie Embree	Present (In Person)
Maureen Higgins	Absent (Excused)
Kristopher John	Absent (Excused)
Salone Kapur	Absent (Excused)
Lindsey Moschet	Present (Virtually)
Jennifer Ng	Present (Virtually)
Elizabeth Pernick	Absent (Excused)

Also present at the meeting: Meghann Persenaire, Principal; and Yamel Gonzalez, Director of Operations. The meeting took place in person and via teleconference. The meeting was recorded.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the January 19, 2023 Board meeting were unanimously approved by the Board.

- **Nominating Committee**

- Ms. Apollon shared that she engaged in discussions with a potential Board member who is an immigration attorney, lives in the school's neighborhood, and is interested. The next step is to share her resume with the Board and schedule a tour of the school.

- **Finance Committee**

- *Scholarship Dates:* The dates for the scholarship interviews have been adjusted. The Journey Scholarship Finalist interviews, fully virtual, will be on March 4th from 11 to 12. There were 3 applicants. Jennifer Ng will attend. The HARLEM Scholarship Finalist interviews (in person) will be on March 11th from 10 to 2. There were 10 applicants. Katie Embree will attend. On February 27th, the applications review committee will meet and select 6 finalists. As a reminder, SHLA's graduation ceremony will be held on June 23, 2023 at 4 p.m.
- *HARLEM Scholarship GPA Requirement:* There is currently a minimum GPA requirement of 2.5 to be eligible for the HARLEM Scholarship. Students were fully or partially remote because of COVID and there may be extenuating circumstances that led to lower than expected GPA's. For this year, there is 1 applicant who does not meet the GPA requirement. The Board discussed the possibility, for the next 2 years, of requiring

1) a minimum GPA of 2.0 and 2) 1 additional academic reference for applicants with GPA's between 2.0 and 2.5. Data shows that there is no correlation between GPA and recipients of the program pausing or opting out of college. There was discussion concerning whether or not decreasing the GPA requirement, even just for 2 years, would dampen motivation to qualify. At a future Board meeting, we will review the pre-COVID data and make a decision.

- *January Finance Report:* There is a projected surplus of \$309,000. This number has hovered closer to \$225,000 in prior years. The report will be shared again with actuals based on current enrollment. The education community talking citywide about enrollment and sharing information. There is a working group launched to discuss enrollment and finances and their recommendations are, hearteningly, some of the initiatives we have already taken through our work with North Star. September of next year we will know what all of our efforts yielded and, with actual data, can determine what the school's enrollment projections should be. The State goal is to meet 85% of projected enrollment and this is the first time the school has been under that amount. The data shown for the grants will be "green" after funds are allocated to actual expense lines and some surpluses that exist because of lack of need will be redistributed to other areas. There are savings from staffing because the school hasn't replaced approximately 10 positions since the summer due to lower than projected enrollment. That number is higher than normal but in part is due to the national crisis in teaching due in large part to COVID. Being in school post-COVID is not the same as pre-COVID.
- *Recruitment and Enrollment:* There are 12 Catholic schools closing, which may lead to more applicants. As of February 1st, the school has received over 40 new applications likely due to the Vanguard mailing. Phone calls are also continually coming in, mostly from parents in the Bronx. There are currently 110 applications which is significantly ahead of the number at this point in time last year. Work was done to correct addresses so very few mailers were returned and adding a phone number and not only a QR code has proved helpful.

- **Accountability Committee**

- Ms. Persenaire presented the January Dashboard. She noted that the interim results need to be reviewed within the context of MAP since some of the results may not be indicative of the final pass results. This is true in either direction – inflated or deflated. It is more prudent to look at the interims in the context of the midline results which will come later. Ms. Persenaire shared that the A3K results were puzzling and that she will be in touch with them to determine why. Attendance is moving in the right direction and it is assumed that this is due in part to kids being sick less often. It is also assumed that the suspension numbers will likely look like 2016-2017 due to restorative practices implemented with kids and families. Balancing the call of some families for more punitive measures with a strong belief in restorative justice can sometimes pose a challenge which will, it is believed, diminish as we come together more in our communities. Enhancement of orientation to develop a good working relationship will continue.

- **Principal Update**

- Ms. Persenaire asked Gabrielle and Katie to share their experience attending the Honor Roll Dinner. Both agreed that it was a wonderful, emotional experience to watch the students and their families celebrating together with administrators and teachers.
- Mr. Dalal suggested that the 401K plan be reviewed on an annual basis.

Meeting adjourned at 7:35 pm.

I, Katie Embree, do hereby certify that I am the duly qualified and acting interim Secretary of St HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on February 16, 2023 at which quorum was present throughout. (February 16, 2023)

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Katie Embree
Maureen Higgins (Treasurer)
Kristopher John
Salone Kapur
Lindsey Moschet
Jennifer Ng
Elizabeth Pernick (Secretary)



St. HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

January 19, 2023 from 6:30-8:00 pm
Meeting Conducted Virtually

- **Welcome**

Call to Order

Gabrielle Apollon	Present
Ankur Dalal	Present
Katie Embree	Present
Maureen Higgins	Present
Kristopher John	Present
Salone Kapur	Present
Lindsey Moschet	Present
Jennifer Ng	Absent (Excused)
Elizabeth Pernick	Present

Also present at the meeting: Meghann Persenaire, Principal; and Yamel Gonzalez, Director of Operations. The meeting took place via teleconference. The meeting was recorded.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the December 15, 2022 Board meeting were unanimously approved by the Board.

- **Nominating Committee**

- Ms. Persenaire reviewed the Engagement Committee calendar. The Quarter 2 Honor Roll Dinner will be held on February 16, 2023 from 4:30pm-6pm; the Journey Scholarship Finalist interviews (fully virtual) will be March 11, 2023; and the HARLEM Scholarship Finalist interviews (in-person) will be on March 18, 2023. Finally, SHLA's graduation ceremony will be held on June 23, 2023 at 4pm.
- Ms. Apollon noted that she has had several exploratory conversations with potential Board candidates.

- **Finance Committee**

- The investment fund is currently \$2.78m. The Board voted unanimously to approve a withdrawal of \$50K for the HARLEM and Journey scholarships.
- Ms. Persenaire and Ms. Gonzalez discussed a school bus proposal for the 2023-2024 school year. The most cost effective bus company is ARJ bus company, which could provide a bus route for 30 sixth grade students who live in the Bronx. For 184 school days, the total cost will be \$129K for the bus and \$37K for a

bus matron; which is a total of \$166K per year. The Board asked questions regarding how this would be implemented and the extent to which school leadership anticipates that this would increase enrollment. Following discussion, the Board voted unanimously to approve the school bus proposal.

- Mr. Dalal will perform an annual investment account analysis to share with the Board at the March meeting.
- Ms. Persenaire and the Board discussed the draft Form 990, and the Board voted unanimously to approve the Form 990.
- Ms. Persenaire discussed recruitment and enrollment. As of today, SHLA has received 65 applications, of which 46 are sixth grade, 7 are seventh grade, and 12 are eighth grade applications.

- **Accountability Committee**

- Ms. Persenaire presented on the 2022 NYC School Survey results, and discussed key themes with the Board. The Board asked about questions to better understand certain findings.
- Ms. Persenaire presented the December dashboard. She noted that the NY Ready Interim II results will be available at the February meeting, and the MAP Midline results will be available at the March meeting. She also discussed 6th grade A3K results; approximately half of the class is far below grade level, but it is expected that they will benefit from the three years at SHLA even if many are not at CCR (college and career readiness) level at the end of the year.

- **Principal Update**

- Ms. Persenaire discussed statistics for the 2018 HARLEM scholarship recipients. Of the four recipients, two have graduated, one of which has entered graduate school; and a third will be graduating this spring.

Meeting adjourned at 7:31 pm.

I, Elizabeth Pernick, do hereby certify that I am the duly qualified and acting interim Secretary of St HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on January 19, 2023 at which quorum was present throughout. (January 19, 2023)

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Maureen Higgins (Treasurer)
Kristopher John
Salone Kapur
Lindsey Moschet
Jennifer Ng
Elizabeth Phillips (Secretary)



St. HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

November 17, 2022 from 6:30-8:00 pm
Meeting Conducted at 222 West 134th Street New York, NY 10030

- **Welcome**

Call to Order

Gabrielle Apollon	Present (Virtual)
Ankur Dalal	Present
Maureen Higgins	Present
Kristopher John	Present
Salone Kapur	Present (Virtual)
Lindsey Moschet	Present
Jennifer Ng	Present (Virtual)
Elizabeth Phillips	Present (Virtual)

Also present at the meeting: Meghann Persenaire, Principal; Yamel Gonzalez, Director of Operations. The meeting took place in person, with some board members present via teleconference. The meeting was recorded.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the October 20, 2022 Board meeting were unanimously approved by the Board.

- **Nominating Committee**

- Bianca Peart resigned from the Board.
- The Board is waiting for charter oversight to officially approve Katie Embree as a board member.

- **Finance Committee**

- Ms. Persenaire presented on SHLA's Planting the Seed scholarship opportunities, and discussed the various summer opportunities.
- Ms. Gonzalez presented to the board on potential costs to hire a bus service for SHLA students. She noted that this may support increased enrollment. The Board discussed the cost for a bus service for 30 students, and how that would compare to revenue from additional enrollment. The Board will consider this in connection with the next budget approval process.

- **Accountability Committee**

- Ms. Persenaire provided the preliminary Interim I results. For ELA, the pass rates for 6th, 7th, and 8th grades were 30%, 31%, and 35%, respectively. For math, the pass rates for 6th, 7th, and 8th grades were 20%, 28%, and 27%, respectively. Ms. Persenaire discussed results relative to prior years, and the Board asked questions regarding these trends.
- Ms. Persenaire then presented the 2022 State Test Results, including how the results compare to District 5, with and without inclusion of Columbia Secondary. She discussed SHLA's results relative to different cuts of District 5, and noted trends in SHLA's scores. Ms. Persenaire also presented a subgroup analysis for the 2022 State Exam and discussed trends relative to prior years for subgroups, including ELLs and students with IEPs.
- Ms. Persenaire discussed performance for students who participated in the 5-week Summer Boost analysis. In reading, 4 of 17 students made growth while 13 did not; those who did not declined by slightly more than the typical summer slide. The Board asked questions and discussed also analyzing results of mid-year scores.
- The Board reviewed the October Dashboard. Attendance has increased from September to October. In addition, MAP Baseline scores are increased relative to last year (with the exception of 6th grade ELA).

- **Principal Update**

- Ms. Persenaire discussed SHLA's Q1 parent-teacher conferences, which were successful.

Meeting adjourned at 7:37 pm.

I, Elizabeth Phillips, do hereby certify that I am the duly qualified and acting interim Secretary of St. HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on November 17, 2022 at which quorum was present throughout. (November 17, 2022)

Board of Trustees

Gabrielle Apollon (Vice President)
Ankur Dalal (President)
Katie Embree
Maureen Higgins (Treasurer)
Kristopher John
Salone Kapur
Lindsey Moschet
Jennifer Ng
Elizabeth Phillips (Secretary)



St. HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

December 15, 2022 from 6:30-8:00 pm
Meeting Conducted Virtually

- **Welcome**

Call to Order

Gabrielle Apollon	Present
Ankur Dalal	Present
Katie Embree	Present
Maureen Higgins	Present
Kristopher John	Present
Salone Kapur	Present
Lindsey Moschet	Present
Jennifer Ng	Present
Elizabeth Phillips	Present

Also present at the meeting: Meghann Persenaire, Principal. The meeting took place via teleconference. The meeting was recorded.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the November 17, 2022 Board meeting were unanimously approved by the Board.

- **Nominating Committee**

- Katie Embree has officially joined the SHLA board.
- The Board discussed plans to identify another potential board member.

- **Finance Committee**

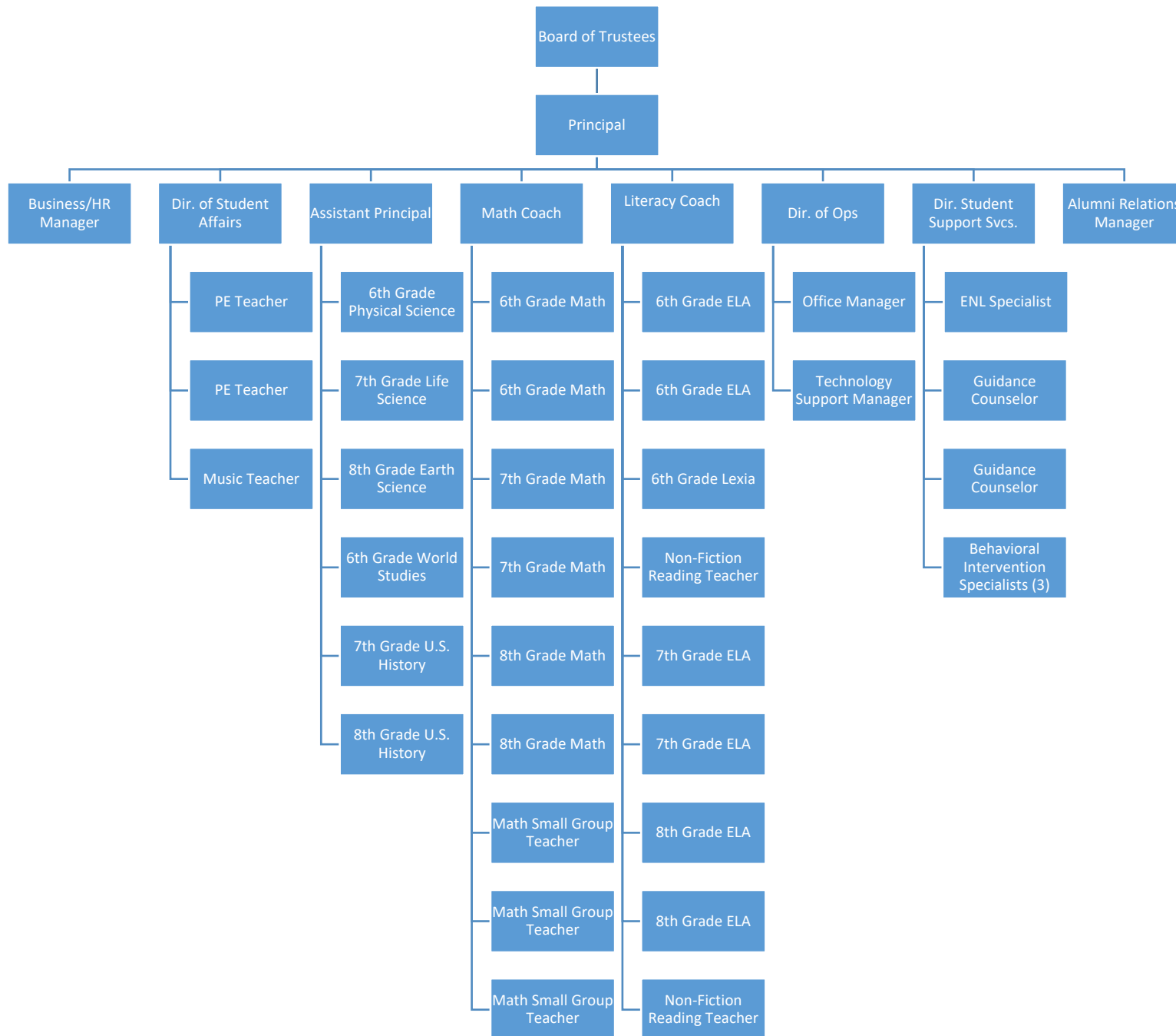
- Ms. Persenaire presented the November finance report. Projections are based on 230 students, but Ms. Persenaire anticipates that enrollment will be approximately 225. She discussed expenses for which SHLA may exceed overspend, as well as those where SHLA is currently under budget. The current projected surplus is \$276,000. The Board asked questions and discussed the teacher shortage with Ms. Persenaire.
- Ms. Persenaire discussed recruitment and enrollment, and shared enrollment figures for local public and charter schools including several that are similarly seeing drops in enrollment from 2019 to present.

- **Accountability Committee**

- Ms. Persenaire presented the Interim I subgroup analysis to the Board for each class.
- Ms. Persenaire presented the November dashboard. SHLA is seeing steady increases in A3K, with strong engagement in 7th grade. The Board asked questions about the Interim I results, including changes from last year to this year. She also discussed current attendance, noting the impact of the tripledemic.

Meeting adjourned at 7:27 pm.

I, Elizabeth Phillips, do hereby certify that I am the duly qualified and acting interim Secretary of St. HOPE Leadership Academy, a New York education corporation and that the above is a true and complete copy of the minutes of the meeting of the Board of Trustees of the said corporation held on December 15, 2022 at which quorum was present throughout.
(December 15, 2022)





2023 – 2024 Academic Calendar
Meghann Persenaire, Principal

August 2023						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2023						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2023						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2023						
Su	Mo	Tu	We	Th	Fr	Sa
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26	27	28	29	30		

December 2023						
Su	Mo	Tu	We	Th	Fr	Sa
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24	25	26	27	28	29	30
31						

January 2024						
Su	Mo	Tu	We	Th	Fr	Sa
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21	22	23	24	25	26	27
28	29	30	31			

February 2024						
Su	Mo	Tu	We	Th	Fr	Sa
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25	26	27	28	29		

March 2024						
Su	Mo	Tu	We	Th	Fr	Sa
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24	25	26	27	28	29	30
31						

April 2024						
Su	Mo	Tu	We	Th	Fr	Sa
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28	29	30				

May 2024						
Su	Mo	Tu	We	Th	Fr	Sa
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June 2024						
Su	Mo	Tu	We	Th	Fr	Sa
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July 2024						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

