

Application: St. HOPE Leadership Academy Charter School

Gretchen Liga - gliga@csbm.com
2023-2024 Annual Report

Summary

ID: 0000000099
Status: Annual Report Submission
Last submitted: Oct 30 2024 03:15 PM (EDT)

Entry 1 – School Information and Cover Page

Completed - Jul 31 2024

Instructions

Required of ALL Charter Schools

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

Entry 1 – School Information and Cover Page

(New schools that were not open for instruction for the 2023-2024 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer (**as of June 30, 2024**) or you may not be assigned the correct tasks.

BASIC INFORMATION

a. LEGAL SCHOOL NAME (as chartered)

(Select name from the drop down menu)

ST. HOPE LEADERSHIP ACADEMY CHARTER SCHOOL 800000061088

b. Unofficial or Popular School Name

St. HOPE

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

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

NEW YORK CITY CHANCELLOR OF EDUCATION

c. School Unionized

Is your charter school unionized?

No

d. District/CSD of Location

CSD # 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 2023-2024 School Year

300

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

177

k. Grades Served

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

Responses Selected:

6
7
8

l. Charter Management Organization/Educational Management Organization

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

No

FACILITIES INFORMATION

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

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

	No, just one site.
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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 Served at Site for 2023-2024 School Year (K-5, 6-9, etc.)	Grades to be Served at Site for 2024-2025 school year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	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 space or in private space?

Public Space

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

Responses Selected:

Co-Located with a District School

m1d. 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	N/A	Yes

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

Separate by semi-colon (;)

Not Applicable

o1. Total Number of School Calendar Days

184

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

January 2024	120
February 2024	90
March 2024	122
April 2024	94
May 2024	129
June 2024	79
July 2023	0
August 2023	9
September 2023	120
October 2023	129
November 2023	109
December 2023	92

CHARTER REVISIONS DURING THE 2023-2024 SCHOOL YEAR

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

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

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

No

ATTESTATIONS

q. Name/Position of Person Completing/Submitting the 2023-2024 Annual Report. (To write type in a phone number with an extension, please use this format: 123-456-7890-3. The dash and number 3 at the end of the phone number refers to the individual's phone extension. Do not type in the work extension or the abbreviation for it - just the dash and the extension number after the phone number).

Name	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 7 (Employee Fingerprint Requirements Attestation):

Our E-Signatures (not digital signatures) (Executive Director/School Leader/Head of School and Board President) below attest that our school has reviewed, understands and will comply with the employee clearance and fingerprint requirements as outlined in Entry 7 and found in the [NYSED CSO Fingerprint Clearance Oct 2019 Memo](#). Click **YES** to agree.

Responses Selected:

Yes

Signature, Head of Charter School

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



Signature, President of the Board of Trustees

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



Date

Jul 29 2024



Thank you.

Entry 2 – Links to Critical Documents on School Website

Completed - Jul 31 2024

Instructions

Required of ALL Charter Schools (Note that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved Dignity for All Students Act (DASA) policy and NYSED-Approved School Discipline Policy)

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

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

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

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

Entry 2 – Links to Critical Documents on School Website

School Name: St. HOPE Leadership Academy Charter School

Required of ALL Charter Schools (Note that SUNY-authorized charter schools are not required to submit item 4: Authorizer-approved Dignity for All Students Act (DASA) policy and NYSED-Approved School Discipline Policy)

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the [link from the school's website](#) for each of the items. All links must be readily found on the school's website.

[New York State Report Card](#)

[Emergency Response Plan Memo](#)

[NYSED Subject Matter List](#)

	Link to Documents
1. Current Annual Report (i.e., 2023-2024 Annual Report)	https://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. This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State law; (Even if there is no school data yet reported, provide a direct web link to the most recent New York State School Report Card for the charter school.	https://data.nysed.gov/essa.php?year=2023&instid=800000061088
4a. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	https://www.sthopeleadershipacademy.org/about/documents-and-policies/dasa-policy/
4b. Authorizer-approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	https://www.sthopeleadershipacademy.org/wp-content/uploads/2022/02/St-HOPE_Discipline-Policy.pdf
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 – Board of Trustees Disclosure of Financial Interest Form

Completed - Jul 31 2024

Required of ALL Charter Schools

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2023-2024 school year must complete and sign a Trustee [Disclosure of Financial Interest Form](#) due **no later than 11:59 PM on August 1, 2024**. Acceptable signature formats include:

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

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for ensuring that each member who served on the board during the 2023-2024 school year completes the form.**

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

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

[Financial Disclosure Ankur Dalal](#)

Filename: Financial_Disclosure_Ankur_Dalal.pdf Size: 188.5 kB

[Financial Disclosure Kritsopher John](#)

Filename: Financial_Disclosure_Kritsopher_John.pdf Size: 202.8 kB

[Financial Disclosure Katie Embree](#)

Filename: Financial_Disclosure_Katie_Embree.pdf Size: 297.1 kB

[Financial Disclosure Elizabeth Pernick](#)

Filename: Financial_Disclosure_Elizabeth_Pernick.pdf Size: 185.0 kB

[Financial Disclosure Lindsey Moschet](#)

Filename: Financial_Disclosure_Lindsey_Moschet.pdf Size: 188.7 kB

[Financial Disclosure Jennifer Reynoso](#)

Filename: Financial_Disclosure_Jennifer_Reynoso.pdf Size: 179.9 kB

[Financial Disclosure Gabrielle Apollon](#)

Filename: Financial_Disclosure_Gabrielle_Apollon.pdf Size: 419.5 kB

[Financial Disclosure Maureen Higgins](#)

Filename: Financial_Disclosure_Maureen_Higgins.pdf Size: 190.5 kB

[Financial Disclosure Mirlande Joachim](#)

Filename: Financial_Disclosure_Mirlande_Joachim.pdf Size: 182.8 kB

[Financial Disclosure Salone Kapur](#)

Filename: Financial_Disclosure_Salone_Kapur.pdf Size: 190.5 kB

Entry 4 – Board of Trustees Membership Table

Completed - Jul 31 2024

Instructions

Required of ALL charter schools

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

Entry 4 – Board of Trustees Membership Table

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

Authorizer:

Who is the authorizer of your charter school?

NYCDOE

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

	Voting Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliation (s)	Voting Member Per By-Laws (Y/N)	Number of Completed Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2023- 2024
1	Ankur Dalal	ankurdalal@gmail.com	Chair	Finance Executive	Yes	4	06/30/2024	06/29/2027	8
2	Gabrielle Apollon Hoekstra	gapollon@door.org	Vice Chair	Nominating Executive	Yes	3	06/30/2022	06/29/2025	6
3	Elizabeth Pernick	elizabeth.a.phillips@gmail.com	Secretary	Finance Executive	Yes	2	06/30/2024	06/29/2027	10
4	Maureen Higgins Piotrowicz	maureen.higgins@gmail.com	Treasurer	Accountability Executive	Yes	4	06/30/2024	06/29/2027	9
5	Katie Embree	cme11@columbia.edu	Trustee/Member	Nominating Accountability	Yes	1	11/07/2022	06/29/2025	9
6	Mirlande Joachim	mirlandejoachim@yahoo.com	Trustee/Member	Nominating Accountability	Yes	1	06/15/2023	06/29/2026	10
7	Kristopher John	kmjohn@gmail.com	Trustee/Member	Accountability Finance	Yes	2	06/30/2022	06/29/2025	10
8	Salone Kapur	salonevkapur@gmail.com	Trustee/Member	Accountability Finance	Yes	2	06/30/2023	06/29/2026	6

9	Lindsey Moschet	"Lindsey Moschet LMM63 @cornell.edu"	Trustee/ Member	Nominating Account ability	Yes	1	05/26/2022	06/29/2025	9
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1a. Are there more than 9 members of the Board of Trustees?

Yes

1b. Board Member Information

	Voting Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliation (s)	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2023-2024
10	Jennifer Reynoso Ng	jreynoso.ng@gmail.com	Trustee/ Member	Nominating Account ability	Yes	1	06/30/2023	06/29/2026	8
11									
12									
13									
14									
15									

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

No

2. Number of board meetings conducted in 2023-2024

12

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

12

4. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total number of Voting Members on June 30, 2024	10
b. Total number of Voting Members added during the 2023-2024 school year	0
c. Total number of Voting Members who left the board during 2023-2024 school year	0
d. Total Maximum Number of Voting Members in 2023-2024; as set by the board in bylaws, resolution, or minutes	10

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

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

Thank you.

Entry 5 – Board Meeting Minutes

Completed - Jul 31 2024

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

Schools must upload a complete set of final monthly board meeting minutes (July 2023-June 2024), which should match the number of meetings held during the 2023-2024 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted **no later than 11:59 PM on August 1, 2024**.

1- July Board minutes FY24 SHLA

Filename: 1- July_Board_minutes_FY24_SHLA.pdf Size: 240.9 kB

3 - September Board minutes FY24 SHLA

Filename: 3 -_September_Board_minutes_FY24_SHLA.pdf Size: 517.0 kB

5 - November Board minutes FY24 SHLA

Filename: 5 -_November_Board_minutes_FY24_SHLA.pdf Size: 535.8 kB

7 - January Board minutes FY24 SHLA

Filename: 7 -_January_Board_minutes_FY24_SHLA.pdf Size: 931.5 kB

6 - December Board minutes FY24 SHLA

Filename: 6 -_December_Board_minutes_FY24_SHLA.pdf Size: 606.6 kB

[8 - February Board minutes FY24 SHLA](#)

Filename: 8_-_February_Board_minutes_FY24_SHLA.pdf Size: 712.9 kB

[9 - March Board minutes FY24 SHLA](#)

Filename: 9_-_March_Board_minutes_FY24_SHLA.pdf Size: 642.3 kB

[4 - October Board minutes FY24 SHLA](#)

Filename: 4_-_October_Board_minutes_FY24_SHLA.pdf Size: 533.5 kB

[11 - May Board minutes FY24 SHLA](#)

Filename: 11_-_May_Board_minutes_FY24_SHLA.pdf Size: 183.9 kB

[12 - June Board minutes FY24 SHLA](#)

Filename: 12_-_June_Board_minutes_FY24_SHLA.pdf Size: 211.6 kB

[10 - April Board minutes FY24 SHLA](#)

Filename: 10_-_April_Board_minutes_FY24_SHLA.pdf Size: 535.3 kB

[2- August Board minutes FY24 SHLA](#)

Filename: 2-_August_Board_minutes_FY24_SHLA.pdf Size: 184.3 kB

Entry 6 – Enrollment & Retention

Completed - Oct 28 2024

[Instructions for submitting Enrollment and Retention Efforts](#)

Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2023-2024 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWD), English Language Learner(s) (ELL), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2024-2025.

***SUNY-authorized charter schools**

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

Entry 6 – Enrollment and Retention of Special Populations

Good Faith Efforts to Meet Recruitment Targets (Attract)

	Describe Recruitment Efforts in 2023-2024	Describe Recruitment Plans in 2024-2025
Students with Disabilities	<p>In the 2023-24 school year, 26.7% 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 pin-point 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 5.5 percentage points, we plan to utilize the same enrollment strategies in the 2024-25 school year.</p>
English Language Learners	<p>In 2023-24, 14% of the students enrolled at St HOPE were English Language Learners, more 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>As St HOPE exceeded the enrollment target for English Language Learners by 2.7%, we plan to utilize the same enrollment strategies in the 2024-25 school year.</p>
Economically Disadvantaged	<p>Our percentage of students eligible for free and reduced-priced lunch was 97% in the 2023-2024 school year, surpassing our target of 85.5%. We used the following strategies to effectively recruit</p>	<p>As St HOPE exceeded the enrollment target for Economically Disadvantaged students by 11.5%, we plan to utilize the same enrollment strategies in the 2024-25 school year.</p>

economically disadvantaged students:

- 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.

Good Faith Efforts To Meet Retention Targets

	Describe Retention Efforts in 2023-2024	Describe Retention Plans in 2024-2025
Students with Disabilities	<p>In the 2023-24 school year, St. HOPE retained 74% of our Students with Disabilities, missing the NYSED target of 82.9%. 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>SHLA lost six SPED scholars over the course of the year. While our school setting is one where the majority of SPED scholars thrive, sometimes families and/or the CSE determine that a scholar would be better served in a more restrictive setting. Four of the six transitioned to a more appropriate school setting over the course of the academic year. We will continue to work with families and the CSE to ensure that every scholar with a disability at St. HOPE receives the classroom setting and services that they need to succeed, both academically and socially.</p>
English Language Learners	<p>In the 2023-24 school year, St. HOPE retained 95% of our English Language Learners, far exceeding the NYSED target of 76.4%. To retain English Language Learners, 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 • On-going communication with parents on the progress of ELL 	<p>As St. HOPE exceeded the retention target for English Language Learners by 18 percentage points, we plan to utilize the same retention strategies in the 2024-25 school year. Changes or improvements to services will be made, however, if student assessments, teacher observations, or parental input point to a need for more support for these students and their families.</p>

	students.	
Economically Disadvantaged	<p>In the 2023-24 school year, St. HOPE retained 85% of our students eligible for free or reduced-price lunch, exceeding 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.</p>	<p>As St HOPE exceeded the retention target for Economically Disadvantaged students, we plan to utilize the same retention strategies in the 2024-25 school year.</p>

Entry 7 – Employee Fingerprint Requirements Attestation

Completed - Jul 31 2024

Entry 7 – Employee Fingerprint Requirements Attestation

A. TEACH System – Employee Clearance

Required of ALL Charter Schools

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

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

^[1] Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at [NYSED CSO Employee Clearance and Fingerprint Memo](#) or visit the NYSED website at [Who Must Be Fingerprinted Charts](#) for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

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

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

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

Attestation

Responses Selected:

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

Entry 8 – Organization Chart

Completed - Jul 31 2024

Instructions

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

Upload the 2023-2024 **Organization Chart**. The organization chart should be a graphic representation (A list will not be accepted.) and should include position titles and reporting (hierarchical) relationships. Employee names should **not** appear on the chart.

Annual Report Organizational Chart

Filename: Annual_Report_Organizational_Chart.pdf Size: 47.0 kB

Entry 9 – School Calendar

Completed - Jul 31 2024

Instructions for submitting School Calendar

Required of ALL Charter Schools

If the charter school has a tentative calendar based on available information and guidance at the time, please submit it **no later than 11:59 PM on August 1, 2024**. Charter schools must upload a final school calendar into the portal and may do so at any time but **no later than 11:59 PM on September 16, 2024**.

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

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

Sample Calendar:

12 Month Calendar 2021-2022											
184 Instructional Days											
July						January (20)					
Mon	Tues	Wed	Thurs	Fri		Mon	Tues	Wed	Thurs	Fri	
			1	2		3	4	5	6	7	
5	6	7	8	9		10	11	12	13	14	
12	13	14	15	16		17	18	19	20	21	
19	20	21	22	23		24	25	26	27	28	
26	27	28	29	30		31					
August						February (15)					
Mon	Tues	Wed	Thurs	Fri		Mon	Tues	Wed	Thurs	Fri	
2	3	4	5	6			1	2	3	4	
9	10	11	12	13		7	8	9	10	11	
16	17	18	19	20		14	15	16	17	18	
23	24	25	26	27		21	22	23	24	25	
30	31					28					
September (18)						March (23)					
Mon	Tues	Wed	Thurs	Fri		Mon	Tues	Wed	Thurs	Fri	
		1	2	3			1	2	3	4	
6	7	8	9	10		7	8	9	10	11	
13	14	15	16	17		14	15	16	17	18	
20	21	22	23	24		21	22	23	24	25	
27	28	29	30			28	29	30	31		
October (20)						April (15)					
Mon	Tues	Wed	Thurs	Fri		Mon	Tues	Wed	Thurs	Fri	
				1						1	
4	5	6	7	8		4	5	6	7	8	
11	12	13	14	15		11	12	13	14	15	
18	19	20	21	22		18	19	20	21	22	
25	26	27	28	29		25	26	27	28	29	
November (18)						May (21)					
Mon	Tues	Wed	Thurs	Fri		Mon	Tues	Wed	Thurs	Fri	
1	2	3	4	5		2	3	4	5	6	
8	9	10	11	12		9	10	11	12	13	
15	16	17	18	19		16	17	18	19	20	
22	23	24	25	26		23	24	25	26	27	
29	30					30	31				
December (17)						June (17)					
Mon	Tues	Wed	Thurs	Fri		Mon	Tues	Wed	Thurs	Fri	
		1	2	3				1	2	3	
6	7	8	9	10		6	7	8	9	10	
13	14	15	16	17		13	14	15	16	17	
20	21	22	23	24		20	21	22	23	24	
27	28	29	30	31		27	28	29	30		

Staff Report - August 23rd

Early Dismissal Days

Holiday/Recess (No Students or Staff)

Superintendent's Conference Day (No School for Students)

Regents and School-level Exams

September 8, 2021 All Grade Levels Report

June 24, 2022 - Last Day of School

2024-25 Academic Calendar

Filename: 2024-25_Academic_Calendar.pdf Size: 221.8 kB

Entry 10 – Faculty/Staff Roster Template

Completed - Jul 31 2024

INSTRUCTIONS

Required of Regents, NYCDOE, and Buffalo BOE-authorized Charter Schools ONLY

Please click on the MS Excel [Faculty/Staff Roster Template](#) and provide the following information for **ANY and ALL** instructional and non-instructional employees (all faculty and staff employed by the school during the 2023-2024 school year).

Use of the 2023-2024 Annual Report Faculty/Staff Roster Template is required. Each of the data elements, with the exception of the Notes, are required, and use of the drop-down options, when provided, is also required.

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

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

Roster Data Elements	Explanations
Authorizer NOTE: MUST BE DONE FIRST	Select your school's authorizer from the drop-down list first , before completing the roster.
School Name and Institution ID	Select your school's name from the drop-down list .
Faculty/Staff First Name	Enter the first name of the Faculty/Staff person.
Faculty/Staff Last Name	Enter the last name of the Faculty/Staff person.
TEACH ID	Enter the 7 digit TEACH ID for the Faculty/Staff person.
Role in School	Select the best choice of role of the Faculty/Staff person from the drop-down list .
CPR/AED Certification Status	Select the appropriate choice from the drop-down list .
Hire Date	Enter the date that the Faculty/Staff person was hired.
Start Date	Enter the date that the Faculty/Staff person actually began employment in this school.
Total Years' Experience in this Role	Enter Total Years of Experience that the Faculty/Staff person has in their current role.
Total Years at this School	Enter the Total Years that the Faculty/Staff person has been employed in this school.
Out-of-Certification Justification	Select the appropriate choice from the drop-down list .
Subject Taught	Select the appropriate choice from the drop-down list .
Notes	Optional

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

Filename: SHLA_faculty-staff-roster-2024.xlsx Size: 21.1 kB

Entry 11 – Progress Toward Goals

Completed - Oct 28 2024

Instructions

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

SUNY-authorized charter schools must download an Accountability Plan Progress Report template at [Accountability Plan Progress Report](#). After completing, SUNY-authorized charter schools must upload the document into the Annual Report Portal, and into the SUNY Epicenter document management system **no later than 11:59 PM on September 16, 2024**.

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

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters **no later than 11:59 PM on November 1, 2024.**

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

Entry 11 – Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

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

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 1, 2024.

1. ACADEMIC STUDENT PERFORMANCE GOALS

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

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2024.**

2023-2024 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	For each year of the school's 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	Not Met	The CSD5 middle grades pass rate on the ELA exam was 41%, surpassing SHLA's pass rate by 2 percentage points. SHLA's 7th and 8th graders beat their CSD counterparts but the 6th graders, the school's intake grade, were outperformed by their CSD peers by 26%. Given that our 6th graders enter SHLA 3 to 4 grade levels behind, we will continue to focus on catching them up through increased participation in Lexia and adding Reading Eggs for our lowest performers.
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	NYS ELA exams	Not Met	SHLA's results did not exceed those of NYC on the ELA state exam. To ensure that our scholars continue to grow and excel, we

	the New York State ELA examination must exceed such percentage for New York City.			are expanding our Lexia programming for our incoming 6th graders as well as adding Reading Eggs for our lowest performers. We are also increasing our i-Ready implementation for all grades with every student receiving at least two periods per week, in addition to daily Achieve3000 instruction and double-blocks of ELA.
Academic Goal 3	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 New York City.	<p>NYS Math exams</p> <p>SHLA scholars outperformed their CSD5 counterparts by 6 percentage points on the Math state exam, with SHLA 8th graders scoring 19 percentage points higher than CSD5 8th graders.</p>	Met	
Academic Goal 4	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	NYS Math exams	Not Met	SHLA results did not exceed those of NYC on the Math state exam. To ensure that our scholars continue to grow and excel, we are increasing our number of math instructional hours

	exceed such percentage for New York City.			each week by adding two days of i-Ready on top of our daily math targeted teaching and whole group grade level instructional blocks.
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 our scholars made significant progress in 2023, our scholars fell short in 2024, with 14% passing the exam and 25% scoring 55% or higher. This year, we focused on vocabulary mastery and improved conceptual understanding of the complex material in an effort to improve on the multiple choice portion of the exam. While the 2024 cohort improved on the multiple choice portion of the exam, we observed a decline in the performance section of the exam. As we transition to the new framework in 2025, we have already identified an established curriculum to better prepare our scholars for the varied components of the Earth Science Regents exam.

Academic Goal 6	In each year of the charter term, the school will demonstrate increased proficiency rates on the New York State ELA examination.	NYS ELA exams	Not Met	SHLA results on the ELA state exam mirrored those around the state that saw a 2 percentage point drop in overall exam results. This was the first year that SHLA participated in computer-based testing which did result in a slight decline in scores. To ensure that our scholars continue to grow and excel, we are expanding our Lexia programming for our incoming 6th graders as well as adding Reading Eggs for our lowest performers. We are also increasing our i-Ready implementation for all grades with every student receiving at least two periods per week, in addition to daily Achieve3000 instruction and double-blocks of ELA.
Academic Goal 7	In each year of the charter term, the school will demonstrate increased proficiency rates on the New York State Math examination.	NYS Math exams	Not Met	SHLA results of the math state exam mirrored those around the state that showed scores remaining the same as the year prior. This was the first year that SHLA

				<p>participated in computer-based testing which likely contributed to the results. To ensure that our scholars continue to grow and excel, we are increasing our number of math instructional hours each week by adding two days of i-Ready on top of our daily math targeted teaching and whole group grade-level instructional blocks.</p>
Academic Goal 8	<p>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 ELA examination proficiency rates for that applicable population in each year of the charter term.</p>	NYS ELA exams	Not Met	<p>This year, 14% of our ELLs/FELLs passed the ELA state exam, not meeting the target. Our number of ELLs has grown as we serve increasing-numbers of migrant families, many of whom have interrupted schooling. To ensure that we continue to meet these students where they are, we have increased our bilingual services, including bilingual instruction and push-in support, along with programs like Lexia and Reading Eggs that help teach basic reading skills.</p>

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.	NYS ELA exams	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.	NYS ELA exams	Not Met	SHLA results on the ELA state exam showed a 2% drop with our FRPL population. This was the first year that SHLA participated in computer-based testing which did result in a slight decline in scores. To ensure that our FRPL scholars continue to grow and excel, we are expanding our Lexia programming for our incoming 6th graders as well as adding Reading Eggs for our lowest performers. We are also increasing our i-Ready implementation for all grades with every student receiving at least two periods per

				week, in addition to daily Achieve3000 instruction and double-blocks of ELA.
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2. Do have more academic goals to add?

Yes

2023-2024 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	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	Not Met	This year, 16% of our ELLs/FELLs passed the math state exam, not meeting the target. Our number of ELLs has grown as we serve increasing-numbers of migrant families, many of whom have interrupted schooling. To ensure that we continue to meet these students where they are, we have increased our bilingual services, including bilingual instruction and push-in support, including providing math materials in the scholars' native language and Spanish-language math computer programs.
Academic Goal 12	Where the school has an eligible subgroup population (deemed as six or more students) of students with disabilities, the	NYS Math exams	Not Met	SHLA performance on the math state exam for students with disabilities fell 2 percentage points last year, from 21% in 2023 to 19% in

	<p>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>			<p>2024. To ensure that our SPED scholars continue to grow and excel, we are increasing our number of math instructional hours each week by adding two days of individualized i-Ready on top of our daily math targeted teaching and whole group grade-level instructional blocks.</p>
Academic Goal 13	<p>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	Not Met	<p>SHLA results for our FRPL scholars on the math state exam showed scores remaining the same as the year prior. This was the first year that SHLA participated in computer-based testing which likely contributed to the results. To ensure that our FRPL scholars continue to grow and excel, we are increasing our number of math instructional hours each week by adding two days of i-Ready on top of our daily math targeted teaching and whole group grade-level instructional blocks.</p>
Academic Goal 14	<p>Each year, each grade will increase the percentage of</p>	NWEA MAP ELA assessments	Met	

	<p>scholars considered to be on grade level as measured by the NWEA MAP ELA baseline exam in September and endline exam in June.</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 20% to 31%; 7th grade from 40% to 43%; and 8th grade from 34% to 40%.</p>		
Academic Goal 15	<p>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>	<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 16% to 30%; 7th grade from 17% to 27%; and 8th grade from 23% to 24%.</p>	Met	
Academic Goal 16	<p>Each year, growth in ELA performance in each grade will exceed national growth expectations as measured by NWEA MAP exams.</p>	<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 10 RIT points, exceeding the target.</p> <p>Expected growth from Fall to Spring in 7th Grade Reading</p>	Met	

		<p>is 4 points. Our mean growth was 8 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>		
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 11 RIT points, exceeding the target.</p> <p>Expected growth from Fall to Spring in 7th Grade Math is 7 RIT points. Our mean growth was 11 RIT points, exceeding the target.</p> <p>Expected growth, from Fall to Spring, in 8th Grade Math is</p>	Met	

		5 RIT points. Our mean growth was 8 points, exceeding the target.		
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 Attendance information from CSD5 was not available as of the time of this report.
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 Retention information from CSD5 was not available as of the time of this report.
Org Goal 3	Each year, the school will meet or	ATS records	Met	

	exceed any applicable student enrollment targets, as prescribed by the Board of Regents, for English language learners.	The NYSED enrollment target for ELLs is 11.3%. Our ELL enrollment was 14%.		
Org Goal 4	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>ATS records</p> <p>The NYSED enrollment target for students with disabilities is 21.2%. Our SWD enrollment was 26.7%.</p>	Met	
Org Goal 5	Each year, the school will meet or exceed any applicable student enrollment targets, as prescribed by the Board of Regents, for students eligible for free and reduced price lunch.	<p>ATS records</p> <p>The NYSED enrollment target for students eligible for Free and Reduced Price lunch is 85.8%. Our FRPL enrollment was 97%.</p>	Met	
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.	<p>ATS records</p> <p>The NYSED retention target for English language learners is 76.4%. Our ELL retention was 95%.</p>	Met	
Org Goal 7	Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents,	ATS records	Not Met	The NYSED retention target for students with disabilities is 82.9%. Our SPED scholar retention rate was 74%. SHLA lost 6 SPED scholars over

	for students with disabilities.			the course of the year. While our school setting is one where the majority of SPED scholars thrive, sometimes families and/or the CSE determine that a scholar would be better served in a more restrictive setting. Four of the six transitioned to a more appropriate school setting over the course of the academic year.
Org Goal 8	Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for students eligible for free and reduced price lunch.	<p>ATS records</p> <p>The NYSED retention target for students eligible for free and reduced priced lunch is 84.1%. Our retention rate for FRPL students was 85%</p>	Met	
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 89.2%. 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 vestiges of the

				<p>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. This year, specifically, we met with families when they reached the threshold of chronic absenteeism. In addition, the Principal, Counselors, and members of the grade teams created plans for these scholars.</p>
Org Goal 10	Each year, 85% of scholars enrolled during the course of the year return the following September.	<p>ATS records</p> <p>94% of the scholars enrolled over the course of the year returned in September.</p>	Met	
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</p>	Met	

		<p>against the professional goals they set for themselves in collaboration with their supervisor. Teachers were evaluated three times during the school year and had regular classroom visits, in addition to reflection sessions with their direct supervisor.</p>		
Org Goal 12	<p>Each year, 100 percent of teachers will participate in individualized and team-focused professional development.</p>	<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 – 4:00. Grade teams participated in bi-monthly data-driven professional development.</p>	Met	
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.,</p>	<p>NYC Department of Education School Survey</p>	Not Met	<p>Of the 5 topics covered by the NYCDOE survey, SHLA parent averages beat NYCDOE middle school averages on 3 topics including outreach to parents, parent involvement and parent-teacher trust. While all SHLA averages were</p>

	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.			above 90% on all topics, NYCDOE averages exceeded SHLA averages by one percentage point on inclusive leadership and parent-principal trust.
Org Goal 14	In each year of the charter term, staff will express satisfaction with the school's program, based on 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.	NYC Department of Education School Survey	Not Met	Of the 19 topics covered by the NYCDOE survey, SHLA staff averages beat NYCDOE middle school averages on 13 topics. This includes exceeding the DOE by 24% on the topic of school safety and 13% on the topic of professional development. SHLA teachers did not rate themselves as highly as DOE teachers on the topics of classroom behavior or quality of classroom discussion.
Org Goal 15	In each year of the charter term, students will express satisfaction with the school's program,	NYC Department of Education School Survey SHLA student	Met	

	<p>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 survey or if the school meets the reporting threshold for NYC DOE School Survey, whichever is higher.</p>	<p>responses exceeded NYC DOE middle school averages on every topic. Of particular note, SHLA exceeded NYCDOE by 40% on preventing bullying.</p>		
Org Goal 16	<p>Each year, 100 percent of scholars in grades 6 through 8 will participate in a daily advisory program focused on character development.</p>	<p>School records</p> <p>All students participated in our daily advisory program focused on character development.</p>	Met	
Org Goal 17	<p>Each year, 100 percent of scholars will participate in monthly community-building activities focused on character development and teamwork.</p>	<p>School records</p> <p>All students participated in community building activities every other Friday focused on character development and teamwork.</p>	Met	
Org Goal 18				
Org Goal 19				

Org Goal 20				
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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 182. This enrollment decline mirrors the significant enrollment decline across NYC. The school is working diligently to ameliorate this issue for the 24/25 academic year through implementing a comprehensive

				recruitment campaign that includes providing busing to families in the Bronx, improved online recruitment/enrollment and canvassing efforts with an organization with proven results.
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 12 – Audited Financial Statements

Completed - Oct 30 2024

Required of ALL Charter Schools

ALL SUNY-authorized charter schools must upload the financial statements and related documents in PDF format into the Annual Report Portal and into the SUNY Epicenter document management system **no later than 11:59 PM on November 1, 2024**. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools must upload final, audited financial statements to the Annual Report Portal **no later than 11:59 PM on November 1, 2024**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

PLEASE NOTE: This task appears as visible and optional task in the online portal until August 1 2024 but will be identified as a required task thereafter and due on November 1, 2024. This is a required task, and it is marked optional for administrative purposes only.

[SHLA 2024 fst 0630 FINAL merged](#)

Filename: SHLA_2024_fst_0630_FINAL_merged.pdf Size: 848.1 kB

Entry 12c – Additional Financial Documents

Completed - Oct 30 2024

Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents and submit **no later than 11:59 PM on November 1, 2024**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a “federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold.”

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

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

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

[SHLA 2024 Completed Management and Representation Letter](#)

Filename: SHLA_2024_Completed_Management_and_bZxoMvD.pdf Size: 558.6 kB

[June 2024 Bank Statement 5056](#)

Filename: June_2024_Bank_Statement_5056.pdf Size: 390.3 kB

Entry 12d – Financial Contact Information

Completed - Oct 30 2024

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

Form for "Financial Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	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	15

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	16

Entry 13 – Fiscal Year 2024-2025 Budget

Completed - Oct 30 2024

SUNY-authorized charter schools should download the [2024-2025 Budget and Quarterly Report Template and the 2024-2025 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed templates into the Annual Report Portal and into the Epicenter document management system. **Due no later than 11:59 PM on November 1, 2024.**

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

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

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

[DOE Budget FY25 SHLA](#)

Filename: DOE_Budget_FY25_SHLA.xlsx Size: 47.0 kB

Optional Additional Documents to Upload (BOR)

Incomplete

**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 - 915 - 1967

Business Address:

499 PARK AVE, NEW YORK, NY

E-mail Address:

ankur.dalal@gmail.com

Home Telephone:

908-327-4087

Home Address:

210 W 90 ST, NEW YORK, NY



6.27.24

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

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

Trustee Name:

Kristopher John

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

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:

646-657-8336

Business Address:

3 W 108th Apt. 6

E-mail Address:

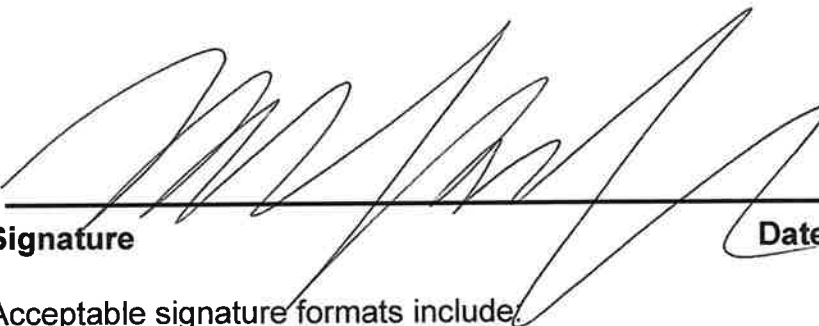
kmjohn@gmail.com

Home Telephone:

S/A

Home Address:

S/A

 6/27/2024

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:

KATIE EMBREE

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.).

NONE

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:

525 WEST 120TH ST, ROOM 124 ZANKEL

E-mail Address:

CME11@COLUMBIA.EDU

Home Telephone:

917-566-1353

Home Address:

1787 MADISON AVE, 315 NY NY 10035



Signature

6.24.24

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:

Business Address:

E-mail Address:

eapernick@gmail.com

Home Telephone:

203-246-6444

Home Address:

404 Carlisle Court, Rockville Centre, NY 11570

Digitally signed by XX916EN

DN: cn=XX916EN, email=elizabeth.pernick@parthenon.ey.com

Date: 2024.07.19 10:43:19 -04'00'

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:

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.).

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:

Business Address:

E-mail Address:

Lindseymoschet@gmail.com

Home Telephone:

(970) 309-3174

Home Address:

424 W 81st Street, Apt 14C
New York, NY 10024

Signature

Lindsey Moschet

Date

6/27/2024

Acceptable signature formats include:

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

last revised 04/2022

Disclosure of Financial Interest by a Current or 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,
Enrollment 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:

jreynosong@gmail.com

Home Telephone:

9177422968

Home Address:

572 Grand St Apt G504 New York, NY 10002



6/24/24

Signature

Date

Acceptable signature formats include:

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

last revised 04/2022

Disclosure of Financial Interest by a Current
or Former Trustee

Trustee Name:

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:

917-972-0640

Business Address:

139 MacDougal St. NY, NY 10013

E-mail Address:

gabrielle.a@gmail.com

Home Telephone:

917-972-0640

Home Address:

380 Lenox Ave, NY, NY 10023



Signature

7/22/24

Date

Acceptable signature formats include:

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

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

Trustee Name:

Maurice Higgins

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

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:

1515 Broadway, NY, NY

E-mail Address:

maureen.higgins@gmail.com

Home Telephone:

201-679-9699

Home Address:

365 Oswego Ct, West New York, NJ 07093



Signature

6/27/2024

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:

MIRLANDE JOACHIM

Name of Charter School Education Corporation:

ST HOPE ACADEMY

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:

3479681616

Business Address:

376 5TH AVE STE 704, NEW YORK, NY 10001

E-mail Address:

MIRLANDEJOACHIM@YAHOO.COM

Home Telephone:

3479681616

Home Address:

2235 5THA VE, APT 12F , NEW YORK NY 10037

Mirlande Joachim

07/10/2024

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:

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.).

Board Member

Secretary (former position)

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.

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☒ **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



7/10/24

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)
Katie Embree
Maureen Higgins (Treasurer)
Mirlande Joachim
Kristopher John
Salone Kapur (Secretary)
Lindsey Moschet
Jennifer Ng
Elizabeth Pernick



St HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

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

- **Welcome**

Call to Order

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

Also present at the meeting: Meghann Persenaire, Principal; Ms. Lee, Human Resources Manager; Brian Scanlon, Wells Fargo Bank; Jimmy Vora, BDO; and Adam Cole, BDO. 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 June 22, 2023 Board meeting were unanimously approved by the Board.

- **Nominating Committee**

- Ms. Persenaire reminded board members to complete and return their Annual Report Financial Disclosure forms.

- **Finance Committee**

- *Launching the 2022-23 Audit:* Mr. Vora discussed the SHLA audit. Preliminary work is underway and fieldwork will commence in August; he plans to have a draft to the Board by late September or early October.
- *Meeting with 401K Plan Provider: Wells Fargo:* Mr. Scanlon provided an overview of the overall performance of the school's retirement plan. Following feedback from Ms. Lee in regards to the school's experience with Wells Fargo, Mr. Scanlon responded to questions from the Board around how to improve the client experience, lower the administrative costs the school pays to offer the program, and auto-enrollment. Mr. Scanlon will provide additional information that will be shared with the Board prior to the August meeting.

- *Recruitment and Enrollment*: Ms. Persenaire provided a summary of student recruitment. Specifically, she noted that, as of July 27, 42 prospective students have completed the registration process (24 in 6th Grade, 7 in 7th Grade, 11 in 8th Grade) and 18 prospective students have accepted their seat and are “in process” (10 in 6th Grade, 3 in 7th Grade, 5 in 8th Grade). In addition 11 prospective students have accepted their offer, and 38 prospective students have been offered a seat at St HOPE. To date, 274 applications have been received. Given projected low enrollment, Ms. Persenaire shared that she is already preparing for that and will share a contingency plan in more detail at the August Board Meeting.

- **Accountability Committee**

- *2022-23 MAP and Interim Data Class by Class Analysis*: Ms. Persenaire provided an overview of MAP performance for the Class of 2023, the Class of 2024, and the Class of 2025. For each class, she shared overall performance and growth and performance and growth for each subgroup (Students with IEPs and English Language Learners). She reiterated that overall growth exceeded national norms in all grades and all subjects, and she also celebrated the profound growth of our students with IEPs and ELLs.
- *Dashboard*: Ms. Persenaire discussed the dashboard, noting final enrollment, final attendance, and final suspensions.

- **Principal Update**

- Ms. Persenaire provided an update on the progress of the Summer Boost Program, and she also provided an overview of various summer camps attended by current St HOPE students as a result of the board-approved Planting the Seed Scholarships.

Meeting adjourned at 7:53 p.m.

I, Salone Kapur, 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 July 27, 2023 at which quorum was present throughout. (July 27, 2023)

Board of Trustees

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



St HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

September 28, 2023 from 6:30-8:00 pm

- **Welcome**

Call to Order

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

Also present at the meeting: Meghann Persenaire, Principal; Ms. Goulbourne, Director of Alumni Relations. The meeting took place at SHLA and via videoconference.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the August 24, 2023 Board meeting were unanimously approved by the Board.

- **Finance Committee**

- *Retirement Plan Auto Enroll*: The Board discussed the pros and cons of implementing auto-enroll for the school's retirement plan, including any concerns raised by potential providers and various safeguards including, but not limited to, the Safe Harbor Provision and Secure 2.0 Act. **The Board voted unanimously to approve the auto-enroll option for the school's retirement plan at a 3% rate.**
- *Retirement Plan Feedback from Other Providers*: Ms. Persenaire provided a summary of the feedback received from our current provider, Wells Fargo, and the feedback we received from the other two alternative providers. Following a brief discussion, **the Board voted unanimously to remain with our current retirement plan provider, Wells Fargo, with a check-in around their customer service in 6 months.**
- *Recruitment and Enrollment*: Ms. Persenaire provided a summary of 2023-24 student recruitment and enrollment. She noted that, while the school enrolled several new students and were poised to achieve the more realistic goal of 200 discussed at the previous month's board meeting, a larger number of students who enrolled at St HOPE and confirmed intent to attend were "no shows" because they either moved out of state,

their shelter changed to another borough, or they remained in the borough, state or country where they resided during the summer. The Board discussed the challenges and agreed to do a deeper dive into the school's enrollment decline alongside similar enrollment declines in CSD 5 and New York City via a Board retreat to be held this fall. Ms. Persenaire will circulate possible dates prior to the October meeting.

- *August Finance Report*: Ms. Persenaire provided a summary of the August Finance Report, noting that it represents a projected enrollment of 220. She reviewed both revenue and expenses and shared that the projected deficit in revenue is being offset by the savings created via staffing.
- *Stronger Connections Grant Update*: Ms. Persenaire shared that, while we thought we would be eligible to apply, we learned that the majority of the funding would be going to improving building safety. Since we are in a DOE building, we were advised not to apply.
- *Title Applications*: Ms. Persenaire informed the Board that all of the Title applications were submitted on time.
- *Annual Report*: Ms. Persenaire shared that test scores were released but embargoed and that she cannot discuss them during a public meeting. With the nearing due date of the Annual Report (November 1st), the State has yet to give guidance on how to complete it without publicly released state test scores.
- *Audit Update*: Ms. Persenaire confirmed that the auditor and CSBM are on track to complete the audit in advance of its review at the October Board meeting.

- **Accountability Committee**

- *COVID State of Emergency Update*: Ms. Persenaire shared that the COVID State of Emergency allowing for fully remote board meetings expired and reviewed the expectations and guidance for remote attendance.
- *HARLEM Scholarship Recipients*: Ms. Goulbourne shared a class-by-class summary of HARLEM Scholarship recipients. The Board discussed recipient success rates and scholarship selection criteria.

- **Principal Update**

- Ms. Persenaire provided a summary of the Family Fair.

- Meeting adjourned at 7:45 p.m. The Board entered Executive Session at this time to discuss a confidential issue.

I, Salone Kapur, 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 September 28, 2023 at which quorum was present throughout. (September 29, 2023)

Board of Trustees

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



St HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

November 16, 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	Absent (Excused)
Maureen Higgins	Present (Virtual)*
Mirlande Joachim	Present
Kristopher John	Present
Salone Kapur	Present (Virtual)*
Jennifer Ng	Present (Virtual)*
Lindsey Moschet	Absent (Excused)
Elizabeth Pernick	Present (Virtual)*

Also present at the meeting: Meghann Persenaire, Principal. The meeting took place at the school and via videoconference.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the October 26, 2023 Board meeting were unanimously approved by the Board.

- **Finance Committee**

- *Investment Account Update:* Ms. Persenaire shared that, following the Board's approval to transfer the money in the investment account to a more conservative money market account at the October board meeting, she completed this transfer on November 1st. She also shared that the investment account lost approximately \$40,000 between September and October but, since the transfer, made a profit of \$32,000.
- *October Finance Report:* Ms. Persenaire provided a summary of the October Finance Report, specifically noting a projected surplus of \$42,616. She noted that there has been no change in enrolment and that another increase in the projection was experienced due to a staff resignation. Finally, she shared that \$25,000 was added to the student recruitment budget to ensure that enough funds were available to pay for additional planned activities to address the decline in enrollment.
- *Board Retreat:* Ms. Persenaire provided an update on the Board retreat scheduled for Saturday, November 18th. She shared the tentative agenda and location.

- *2022-23 Planting the Seed Scholarship Reflection:* Ms. Persenaire provided a summary of the 2022-23 Planting the Seed Scholarship results. \$25,000 was originally approved by the Board and allocated to the program. Fourteen scholars were approved to attend five summer camps at a cost of \$10,560. Ten scholars actually attended while four were a “no show” despite the fact that the cost was paid in full. As fees were due up front, this resulted in \$2,230 being disbursed without any benefit.

- **Accountability Committee**

- *Preliminary Interim I Results:* Ms. Persenaire provided a summary of the preliminary Interim I results. She noted a shift in English Language Arts through which the second instructional block is part instruction and part independent reading. Previously, the second instructional block was independent reading. In addition, there was noticeable improvement on the writing section of the exam from last year to this year. The format, computer-based, may have negatively impacted students’ performance on the math interim exam, but the school has already partnered with “Data Mate” to continue to rehearse the actual computer-based format of the state exam.
- *Annual Report Retention Targets:* Ms. Persenaire provided a summary of the annual report enrollment and retention goals chart, specifically noting that the school did not meet the retention target for free/reduced-price lunch students and students with IEPs. She discussed the primary reasons that these goals were not met and shared the school’s plan to meet these targets during the 2023-24 academic year.
- *Persenaire Goals:* Ms. Persenaire provided a summary of her goals for the 2023-24 academic year which, consistently, address measures for student academic performance, finance, and enrollment. This year, she added a goal to address the retention of students with IEPs. The Board asked if consideration had been given to adding state exam performance, given the tremendous growth, and/or school survey results. She noted that these results are typically publicly released in August and September respectively.
- *October Dashboard:* Ms. Persenaire provided a summary of the October Dashboard.

- **Principal Update**

- Ms. Persenaire shared that *in-person* Quarter 1 Parent-Teacher Conferences were a success, with 91% of families attending.

Meeting adjourned at 7:20 p.m.

I, Salone Kapur, 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 November 16, 2023 at which quorum was present throughout. (November 16, 2023)

*Address of Board Member’s remote location was publically available at least 72 hours prior to the meeting.

Board of Trustees

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



St HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

January 25, 2024 from 6:30-8:00 pm
Meeting Conducted In-Person at 222 W. 134th Street

- **Welcome**

Call to Order

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

Also present at the meeting: Meghann Persenaire, Principal and Executive Director; Marissa Goulbourne, Alumni Relations Manager; and Constance Bond, Leadership and Board Consultant.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the December 14, 2023 Board meeting were unanimously approved by the Board.

- **Nominating Committee**

- Ms. Persenaire reported that she had a follow-up conversation with Nominating Committee Chair, Ms. Apollon regarding the possible addition of an alumni representative on the Board. As Ms. Apollon would be absent at this meeting, she requested that this item be tabled until the February meeting.
- Ms. Moschet agreed to fill in for Ms. Kapur as Secretary and take notes for this meeting.

- **Finance Committee**

- *Harlem, Journey and Planting the Seed Scholarships*: Ms. Goulbourne reported that she has received four strong applications for the Harlem Scholarship to date. Finalist interviews will be conducted on March 16th from 10AM to 2PM at the school. One to two Board members will be needed to join the interview committee that day. Ms. Goulbourne and Ms. Persenaire requested \$75,000 to fully fund four Harlem and two Journey scholarships for the 2024 awards, along with \$25,000 to fund the Planting the Seed scholarships. Mr. Dalal discussed that the Board typically allocates no more than 2.5% of the scholarship investment account to fund

each year's awards, which would currently be about \$66,000. The Board discussed the funding of the Planting the Seed Scholarship in light of current enrollment challenges. Ms. Goulbourne provided additional information on the types of scholarships that would be provided to rising 9th graders this year, most of which are focused on high-caliber programs at higher education institutions like Bucknell, University of Pennsylvania and Brown. She also reported that these colleges and universities are very impressed with our students and are excited to work with more of our graduates. She is meeting with current 8th graders and their families to increase buy-in for these amazing opportunities. The Board elected to table the Planting the Seed scholarship allocation until the Finance Committee discussion. **The Board unanimously approved \$50,000 from the Vanguard Investment Account to fund the 2024 Harlem and Journey scholarship awards.**

- *December Finance Report:* Ms. Persenaire presented the December Finance Report, indicating that spending is as projected and there is currently a projected surplus of \$205,000. She added that this number is likely to grow each month by about \$20,000 as there are currently three vacant staff lines that have been very difficult to fill due to lack of quality candidates. The Board also made note of the items that are currently funded by ARP dollars that will no longer be available next year.
- *Current Surplus in Operating Account:* The Board continued its discussion of the \$248,000 of surplus cash from 21-11 and 22-23 in the operating account (\$144K from 21-22 and \$104K from 22-23) that has not been moved to the scholarship account. Given current projected surplus, it was determined that the school does not need these funds this fiscal year to re-fund the student events and field trip lines as \$105,000 can be pulled from current projected surplus. The Board discussed the importance of student programming, including college trips that are a critical component of meeting the school's mission. Ms. Dalal expressed concern that if the school does spend the full \$105,000, it brings projected surplus below \$100,000, which could be risky. He asked that the Board receive monthly updates on these expenditures, which Ms. Persenaire agreed to provide. Dr. Bond discussed the possible need for the \$248,000 in surplus cash next year as the school approaches a fiscal cliff with the loss of ARP and ERC funds which amount to about \$500,000 of the current budget. The Board discussed ramifications of this, including the possibilities of running budgets in the red. Ms. Persenaire presented an email she received from CSBM that explained that SHLA is "in a very strong financial position as we approach next year with current assets exceeding current liabilities by 13 times. A single year of operating deficit would have little to no impact on SHLA's financial position. Enrollment is the bigger issue, but SHLA has a history of managing its budget to come out in front in such cases." Dr. Bond added that it has become the norm for schools to operate in the red as they spend down cash to maintain student services during this enrollment crisis. It can still create reporting issues as the DOE budget templates are not designed to account for operating budgets that use surplus in this way. Mr. Dalal asked if CSBM could provide a few more ratios that compared 2019 to 2023/24 and if the Board could take a look at the kinds of reporting templates the authorizer uses to determine financial strength. Ms. Persenaire will provide both at the next Board meeting.
 - In light of this discussion, and after noting that the current budget accounts for \$70,000 in scholarship awards this fiscal year, **the Board unanimously approved \$20,000 from the Vanguard Investment Account to fund 2024 Planting the Seed Scholarships.**
- *Scholarship Account and Operating Budget:* The Board agreed to continue the discussion in upcoming Board meetings of possibly using funds in the scholarship account to fund operating expenses as the school prepares for the 2024/25 budget season.
- *Review of the 2022-23 Tax Return:* Ms. Persenaire presented the SHLA 2022-23 tax return. **The Board voted unanimously to approve the 2022-23 tax return, as presented.**
- *Recruitment and Enrollment:* Ms. Persenaire presented the current data around 2024/25 recruitment, indicating that the school has received 55 applications to date, down about 15% from this time last year when we need to be up by 20%. Mr. John asked questions about marketing strategies being implemented and the use of mailers. Ms. Persenaire explained that the school was trying postcards this year instead of the typical Vanguard mailings. Mr. John indicated that the Board Enrollment Committee met and asked that they be in touch with school operations to discuss further.

- The Board asked questions around staff morale given staffing shortages and if there was something else the Board could do to support the school. Ms. Persenaire said that Leadership Team was excited to hear about the Board's focus on the enrollment crisis and she would ask the Leadership Team if there were additional ways the Board could be supportive.
- **Accountability Committee**
 - *State Test Score Analysis:* Ms. Persenaire shared the full school and CSD5 results from the state ELA and math exams, which demonstrated that St HOPE had the highest scores in the school's history. SHLA also beat CSD5 in both subjects and SHLA 8th graders beat the state in both subjects and NYC in math. SHLA also beat two of the three Democracy Prep middle schools, along with the vast majority of public middle schools in CSD5. Ms. Persenaire also presented results for subgroups and for the Regents exams. The Board congratulated Ms. Persenaire and the school staff on such a strong performance.
 - *December Dashboard:* Ms. Persenaire reviewed the December Dashboard.

Meeting adjourned at 8:03 p.m.

I, Lindsay Moschet, do hereby certify that I am duly qualified and interim 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 January 25, 2024 at which quorum was present throughout. (January 26, 2024).

Board of Trustees

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



St HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

December 14, 2023 from 6:30-8:00 pm
Meeting Conducted In-Person and Virtually

- **Welcome**

Call to Order

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

Also present at the meeting: Meghann Persenaire, Principal. The meeting took place at SHLA and via videoconference.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the November 17, 2023 Board meeting were unanimously approved by the Board.

- **Nominating Committee**

- Ms. Persenaire reported that Ms. Kapur is currently on maternity leave and would be out until March. As Ms. Kapur is the Secretary, Ms. Persenaire asked for a volunteer to take Ms. Kapur's place. Any interested Board member was asked to contact Ms. Persenaire if interested.
- *Prospective Board Candidate:* Ms. Persenaire referenced the minutes of the Board retreat, noting a discussion around the possibility of an alumni representative to the Board. She shared that the Leadership Team identified a potential candidate. Prior to reaching out to the potential candidate and requesting their resume, Ms. Persenaire will share a more detailed summary of Leadership Team's discussion and process for identifying this prospective Board candidate at the next meeting.
- *Enrollment Committee:* Ms. Persenaire referenced the minutes of the Board retreat, noting a discussion around potentially launching an Enrollment Committee to further address the current enrollment challenges. The Board confirmed this is the desired next step and that the committee will meet two times between the December and February Board meetings and report back to the Board at the February meeting. **A motion to establish an Enrollment Committee with Kristopher John, Jennifer Reynoso Ng, Lindsey Moschet,**

and Maureen Higgins as members and Mirlande Joachim as chair was unanimously approved by the Board.

- **Finance Committee**

- *Review of Retreat Minutes:* The Board reviewed the minutes of the Board retreat held on November 18, 2023.
- *Scholarship Account and Operating Budget:* As a follow-up to a discussion during the retreat around how the school might better utilize its scholarship investment to address the fiscal challenges created by low enrollment, Ms. Persenaire stated that she met with Dr. Constance Bond and CSBM to discuss possible options. CSBM shared that, given the enrollment challenges faced by most charter schools in NYC, it is now common for schools to operate in the red and utilize their cash on hand, including past surplus. It continues to create reporting issues as the DOE budget templates are not designed to account for operating budgets that use surplus in this way, but it is no longer considered questionable practice. She also noted that the school's investment policy as written gives the Board broad discretion on how to direct these funds. CSBM recommended that, if the Board moves in the direction of using the funds in the investment account for more than scholarships, the Board should specifically earmark items in the budget. They recommended that the school decide how much to draw down and for what purpose. The Board agreed to continue this discussion at the January meeting.
- *Current Surplus in Operating Account:* Ms. Persenaire shared that there is currently \$248,000 of surplus cash from 21-11 and 22-23 in the operating account (\$144K from 21-22 and \$104K from 22-23) that has not been moved to the scholarship account. In the same meeting with CSBM referenced in the previous agenda item, CSBM recommended that we keep the cash on hand and potentially spend down some of the surplus to fund student programming that had been cut due to enrollment issues. Ms. Persenaire recommended that the Board approve \$148,000 of the \$248,000 combined surplus to be utilized this fiscal year, with \$90K being earmarked to reinstate field trips, including college trips, and \$25K being earmarked for student events. The Board had additional questions around the potential impact of operating in the red on charter renewal. Ms. Persenaire will meet with CSBM to address this question and report to the Board at the January meeting.

- **Accountability Committee**

- *Additional Dashboard Analysis:* Ms. Persenaire shared the primary reason for low attendance in November was illness, including a rise in COVID, RSV, and the flu. In addition, she described a new buddy system the school launched to address post-COVID chronic absenteeism.
- *November Dashboard:* Ms. Persenaire reviewed the remaining items on the November Dashboard.

- **Principal Update**

- Ms. Persenaire shared a summary of a recent impactful restorative conversation between a scholar and a teacher that stemmed from the current political situation in the Middle East.

Meeting adjourned at 7:40 p.m.

I, Lindsey Moschet, do hereby certify that I am the duly qualified and filling in for the 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 December 14, 2023 at which quorum was present throughout. (December 14, 2023)

Board of Trustees

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



St HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

February 28, 2024 from 6:30-8:00 pm
Meeting Conducted In-Person at 222 W. 134th Street

- **Welcome**

Call to Order

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

Also present at the meeting: Meghann Persenaire, Principal and Executive Director and Constance Bond, PhD, Leadership and Board Consultant.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the January 25th Board meeting were unanimously approved by the Board.

- **Nominating Committee**

- **Ms. Moschet was unanimously approved by the Board to act as Secretary for the remainder of the fiscal year to cover the extended absence of Ms. Kapur.**
- Ms. Persenaire continued the discussion of having a potential alumni representative on the Board, presenting the viewpoint of the school's leadership team which wondered about the purpose and expressed concern that an alumni representative might be too close to current members of the school community to ensure an above-the-dance-floor perspective. They suggested instead that an Alumni Council be formed that could assist with student recruitment and enrollment, as this is where they are most needed. The Board expressed agreement with this. Ms. Persenaire will continue the discussion with Ms. Apollon and report back at the next meeting.

- **Finance Committee**

- *January Finance Report* - Ms. Persenaire presented the January Finance Report for discussion, noting that the state no longer allows schools to bill for students who are on the ATS roster but have not attended this

school year. This resulted in a decrease of overall enrollment by 5 students, amounting to a loss of approximately \$90,000. The school will cover this deficit by not filling the three current vacant staff positions. The Board reviewed the report, noting that the school is still anticipating a \$95,000 surplus. Ms. Persenaire presented the \$60,000 field trip budget, focused on college visits. The Board discussed that these trips are an essential component of fulfilling the mission and expressed support for re-instating field trips this year at a cost of approximately \$60,000. Ms. Dalal stressed that the budget is tight with little wiggle room. Ms. Persenaire and Dr. Bond stated that they will continue to diligently review the budget to ensure a surplus at the end of the fiscal year.

- *Surplus in Operating Account* – The Board continued the discussion of the \$248,000 in prior surplus currently in the operating account. Ms. Persenaire indicated that it will not be needed this year so it makes sense to transfer it to the investment account to earn interest. The money can be moved quickly and easily if we need it next year. CSBM has confirmed that there is not an issue to move money from one account to the other. **Board unanimously approved that \$248,000 in prior surplus in the operating account be moved to the investment account.**
- *Ratios* – Dr. Bond presented the ratios CSBM created in response to the Board inquiry to compare this fiscal year with 2018/19, the last full fiscal year prior to COVID with full enrollment. The ratios show that the school is still in a strong financial position, despite the enrollment challenges, with budget/staffing adjusting proportionally.
- *ARP* – Ms. Persenaire reviewed the items in the budget that are currently being covered by ARP funds, money that will not be available next year. The school is currently engaged in a desk audit, along with all schools in the state.
- *Enrollment Committee Update* – Ms. Joachim presented the notes from the recent Enrollment Committee meeting. The committee wants to partner with the operations team to work on recruitment initiatives that are most effective. Ms. Moschet noted that she is in communication with Success Academy on a possible SPED partnership. Ms. Persenaire will work with Ms. Moschet to prepare materials.
- *Student Recruitment* – Ms. Persenaire stated that applications are slowly coming in but are still lagging behind last year. There are more 6th grade applications this year and the school is receiving more applications through the website, which means they are actually seeking out the school as opposed to completing the common application. This year the application materials also have different QR codes so the school can better track which recruitment initiatives are most effective.

- **Accountability Committee**

- *State Test Prep and Interim Exams*: Ms. Persenaire shared that the school is using a computer-based testing platform that mimics the state test to help with the transition to full computer-based testing this year. The tool bar for the math test is very confusing for students so practice is needed. The second interim exams used this platform and the decrease in scores is in part due to this, making it difficult to compare scores between the first and second interims.
- *MAP Midline Results* – Ms. Persenaire presented the MAP midline results, sharing that all grades demonstrated significant growth in both ELA and math, both in the average RIT and percent on grade level. Ms. Persenaire also noted that i-Ready scores have been increasing. A3K scores held steady for the month without significant increases, likely because so many January days were spent testing.
- *January Dashboard*: Ms. Persenaire reviewed the January Dashboard, noting the changes to enrollment discussed earlier.
- *Parent-Teacher Conferences* – Ms. Persenaire shared that Quarter 2 Parent-Teacher Conferences were very well-attended, with over 90% of families participating, the overwhelming majority in-person.

Meeting adjourned at 7:43 p.m.

I, Lindsay Moschet, do hereby certify that I am duly qualified and interim 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 February 28, 2024 at which quorum was present throughout. (February 29, 2024).

Board of Trustees

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



St HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

March 28, 2024 from 6:30-8:00 pm
Meeting Conducted In-Person at 222 W. 134th Street

- **Welcome**

Call to Order

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

Also present at the meeting: Meghann Persenaire, Principal and Marissa Goulbourne, Alumni Relations Manager

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the February 28th Board meeting were unanimously approved by the Board.

- **HARLEM and Journey Scholarships**

- Ms. Goulbourne reported that scholarship interviews were held via Zoom for the 2024 HARLEM and Journey scholarships. For the HARLEM scholarships, there were seven finalists with an average GPA of 3.4. Six of the finalists were especially strong with the interview committee recommending that four \$10,000 scholarships, one \$5,000 scholarship and one \$500 book award be awarded. There was one Journey Scholarship finalist who was also very strong with the committee recommending receipt of the award. **The Board unanimously approved these seven scholarships at a total cost of \$50,000.**

- **Trustee Committee**

- The Board continued the discussion of having an alumni representative on the Board. Ms. Apollon stated that it would be important to have an additional voice that can represent the community, particularly the student perspective. The Board discussed possibilities, including whether a recent alum or an alum who is more established would be a better fit. The Board determined that the best next step would be to have a Board member conduct exploratory conversations with alumni and report back to the Board.

- **Finance Committee**

- *February Finance Report* - Ms. Persenaire presented the February Finance Report for discussion, stating that the school would not fill the 3 vacant staff positions and, at this point in the year, it does not make much sense to do so. Ms. Persenaire also noted that there were additional ARP funds totaling \$26,000 that were identified by CSBM as not spent last fiscal year that are available now. As these funds were tagged to Chromebooks, the school will go ahead with this much-needed purchase. Ms. Persenaire also noted the additional charge to the recruitment line for the mailer that went out a few weeks ago.
- *Enrollment Committee* – Ms. Moschet reported that she reached out to her contact at Success and is waiting to hear back. Ms. Joachim presented the committee idea of having flyers or small cards to hand out to families at playgrounds or afterschool activities and perhaps have interns do the social media posts since we are not happy with our current provider.
- *Recruitment and Enrollment* – Ms. Persenaire reported that the lottery will be held on April 5th and that there are currently 70 6th grade applications. An Open House was held where 8 families attended and were impressed with the school community. School representatives attended a Charter School Fair on Saturday but only four families attended. Two staff members have been consistently canvassing the neighborhood, handing out flyers and talking to families.
- **Accountability Committee**
 - *State Test Projections* – Ms. Persenaire reported her projections for the upcoming state exams - 6th grade ELA 25% pass rate, 7th grade ELA 40%, 8th grade ELA 45%. For math, 6th grade 20%, 7th grade 35% and 8th grade 45%. With 6th grade, there are not many who are on the cusp, so numbers not likely to increase. This is the first year of computer-based testing so it is harder to predict. Like paper based exams, test is not adaptive so it does not adjust depending on how students respond. Students are allowed to use scratch paper for both ELA and math. School has had only one day this year with no internet in the building so hoping ELA exams April 16 and 17 go well.
 - *February Dashboard* – Ms. Persenaire presented the February dashboard data. Attendance improved to 90% last month and suspensions decreased significantly from this time last year. Percentages of students considered College and Career Ready according to A3K increased in all grades, which is good news as scholars prepare for the upcoming state exams.
- **Principal Update**
 - Two visits from alumni provided important reminders to the staff of why we do this work. One alumni is currently a Kindergarten teacher at another charter school in the City. Her grandfather recently passed and told her to visit St. HOPE because the school had such a big impact on her. The second alumni shared he would be attending graduate school at Harvard next year. He wanted to visit St. HOPE because of the tremendous influence the school had on him, planting the seed that he would attend an Ivy League school someday.

Meeting adjourned at 7:45 p.m.

I, Lindsay Moschet, do hereby certify that I am duly qualified and interim 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 March 28, 2024 at which quorum was present throughout. (March 29, 2024).

Board of Trustees

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

St HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

October 26, 2023 from 6:30-8:00 pm
Meeting Conducted In-Person and Virtually

- **Welcome**

Call to Order

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

Also joined by Jimmy Vora from BDO & Christopher Daniels from CSBM to present the 2022-23 audit.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the September 28, 2023 Board meeting were unanimously approved by the Board.

- **Finance Committee**

- *Presentation of the 2022-23 Audit:* Jimmy Vora from BDO presented the audit. The report revealed no control deficiencies or material weaknesses. No changes in audit strategies or violations of laws or regulations were found. There were also no significant findings or disagreement with management. **The Board unanimously approved the audit as presented.**
- *Budget Update and Investment Account:*
 - Ms. Persenaire presented the amended 2023-24 budget that reflects the current enrollment shortfall as of BEDS day, resulting in a \$1.2M revenue loss. Expenses were cut to make up for this shortfall, mostly through not filling staff vacancies. Staff professional development, field trips and classroom supply lines were also cut, leading to a current projected surplus of \$101,000. The Board discussed that the investment account is currently losing money due to a volatile market that could swing the surplus to a deficit. Ms. Persenaire explained that this would be very difficult to manage as the school cannot cut any additional staff. The Board determined that, given that we no longer have an operating cushion, our risk tolerance is lower. Mr. Dalal, suggested that the Board move the money to the VMFXX Vanguard Money Market fund to ensure consistent gains and no risk of losses. The

Board determined that doing so soon was in the school's best interest and the **Board voted unanimously to move 100% of the scholarship funds to the Vanguard Money Market (VMFXX) fund.** Ms. Persenaire will move the funds before the November meeting.

- *Enrollment Next Steps:*

- The Board determined that engaging in a deeper dive to explore the reasons behind the school's enrollment decline and discuss possible solutions was the right next step. The Board will conduct a retreat on November 18 at Mr. Dalal's home. Connie Bond will join the retreat to provide historical context.

- **Accountability Committee**

- *Baseline NWEA Summary:*

- 6th grade baseline data is very similar to where it has been post-COVID, typically around 199, lower than the 201/202 range we saw pre-COVID. 7th and 8th grade ELA are both starting higher than we've seen in the last two years, demonstrating that they are maintaining the gains they made last year. 7th and 8th grade math are also starting slightly higher.

- *2023 State Exam Results:*

- Ms. Persenaire presented the 2022-23 state exam results, highlighting that the school saw tremendous growth in both ELA and math last year with 8th graders beating the City in math and coming within 2 points of their City peers in ELA. This is slightly behind where we were in ELA in 2019 but we are coming close to our pre-COVID numbers. The school also beat the public schools in our community school district in both ELA and math, demonstrating the significant value of a St HOPE education to the students of Harlem.
- Ms. Persenaire also presented the results for the school's special populations, with pass rates for students with IEPs growing from 9% to 16% in ELA and from 0% to 21% in math. Our ELLs (including former ELLs) grew from 23% to 31% in ELA and from 13% to 45% in math. The Board congratulated Ms. Persenaire and the staff on these remarkable results.

- *September Dashboard:*

- Ms. Persenaire presented the September Dashboard including specific enrollment and suspension data for the month.

- **Principal Update**

- *Plan for Interim Testing:*

- Ms. Persenaire discussed the plan for the implementation of Interim I, including the move to computer-based testing in preparation for the state exams in the spring.

Meeting adjourned at 7:41pm

I, Salone Kapur, 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 October 26, 2023 at which quorum was present throughout. (October 26, 2023)

Board of Trustees

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



St HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

May 30, 2024 from 6:30-8:00 pm
Meeting Conducted In-Person at 222 W. 134th Street

- **Welcome**

Call to Order

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

Also present at the meeting: Meghann Persenaire, Principal.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the April 25th Board meeting were unanimously approved by the Board.

- **Nominating Committee**

- The Board continued the discussion of having an alumni representative on the Board. Ms. Persenaire shared that she reached out to a potential alumni representative named during the March board meeting and has not received a reply expressing interest. The Board determined that the best next step would be to meet with alumni at the HARLEM Excellence Dinner on Tuesday, June 4th.

- **Finance Committee**

- *April Finance Report* - Ms. Persenaire presented the April Finance Report for discussion, stating that there were no significant changes since the March Finance Report. Ms. Persenaire also noted that the audit was \$16,000 over budget, due mostly to the required single audit. She will continue conversations with CSBM and BDO to ensure that 2024-25 budgeting is accurate. Finally, she reviewed the projected surplus before and after depreciation.
- *2024-25 Proposed Budget Review* – Ms. Persenaire reminded the Board that the proposed 24-25 budget offers a side-by-side comparison with a budget based on 230, the enrollment projection discussed at the

time of the Board retreat in November and 200, the more realistic projected enrollment based on the number of applications received. The Board reviewed the projected revenue based on the increased per pupil amount and projected special education enrollment. Ms. Persenaire noted Line 4215, sharing that ARP must be spent by September 30th, tentatively moving \$79,000 from this year's to next year's budget. This ensures that the budget operates with a surplus at an enrollment of 200.

- *Recruitment and Enrollment* – Ms. Persenaire reported exciting news in regards to a new marketing partnership with Underdog. Underdog started as an organization that ran local political campaigns that recently transitioned to running student recruitment for “underdog” schools in NYC. As of the date of the Board meeting, Underdog had already generated 153 digital leads, 3 times the number of leads generated by the previous marketing team. In addition to digital leads, they will complete 36 hours of canvassing.

- **Accountability Committee**

- *Principal Evaluation* – Ms. Persenaire reminded the Accountability Committee that the Principal Evaluation was required by the June Board meeting.
- *24-25 Board Committee Membership* – The Board reviewed the proposed 2024-25 Board membership and committees. The Board discussed three potential changes on the Executive Committee, to be voted on at the June Board meeting. Ms. Persenaire noted that the Board would also vote on the 3-year member renewals of Ankur Dalal, Elizabeth Pernick, and Jennifer Reynoso Ng.
- *24-25 Board Calendar Draft* – The Board reviewed the proposed 24-25 Board meeting calendar and suggested changes to the August and December Board meetings. The Board will vote on the 24-25 Board Calendar at the June board meeting.
- *April Dashboard* – Ms. Persenaire presented the April dashboard data. The Board discussed the impressive A3K data, particularly for 8th grade, and the uptick in the number of suspensions.

- **Principal Update**

- Ms. Persenaire invited the Board to attend the HARLEM Excellence Dinner, a dinner for members of the Board of Trustees, staff who have been employed by St HOPE for 5 or more years, and HARLEM and Journey scholarship recipients.

Meeting adjourned at 7:45 p.m.

I, Maureen Higgins, do hereby certify that I am duly qualified Treasurer 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 28, 2024 at which quorum was present throughout. (May 31, 2024).

Board of Trustees

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



St HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

June 27, 2024 from 6:30-8:00 pm
Meeting Conducted In-Person at 222 W. 134th Street

- **Welcome**

Call to Order

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

Also present at the meeting: Meghann Persenaire, Principal.

- **Public Comment**

No requests for public comment were received.

- **Consent Agenda**

Minutes from the May 30th Board meeting were unanimously approved by the Board.

- **Nominating Committee**

- The Board will continue its discussion of a potential alumni representative at the July Board meeting.
- Ankur Dalal shared that he would be remaining on the Board of Trustees but stepping down as President. Ms. Persenaire and the Board thanked him for his years of service as the President.
- The Board reviewed the proposed 2024-25 Slate of Officers - Maureen Higgins, President; Gabrielle Apollon, Vice President; Kristopher John, Treasurer; and Lindsey Moschet, Secretary. **The 2024-25 Slate of Officers was unanimously approved by the Board.**
- The Board reviewed the 3-year Board member renewals of Ankur Dalal, Elizabeth Pernick, and Jennifer Reynoso Ng. **The renewals were unanimously approved by the Board.**
- The Board reviewed the proposed 2024-25 Board Calendar. **The 2024-25 Board Calendar was unanimously approved by the Board.**
- Ms. Persenaire reminded members of the Board to complete their Annual Report Financial Disclosures.

- **Finance Committee**

- *May Finance Report* - Ms. Persenaire presented the May Finance Report for discussion, stating that there were no significant changes since the April Finance Report. Ms. Persenaire noted that the audit costs were above budget mostly due to unexpected out of pocket expenses that were not billed by the auditor in previous years and had not been accounted for when the budget was originally created and approved. She then presented data on the dramatic increase in audit costs over the last four years, with the total cost nearly doubling in that time. CSBM is currently compiling a list of auditors whose costs are more reasonable which will be presented to the Board at an upcoming meeting. Ms. Persenaire also noted that CSBM had billed over \$22,000 in excess ESSER support expenses for which they had not been transparent. She shared that she will be in conversations with CSBM to provide more transparency when billed hours are significantly over budget and outside the umbrella of the yearly contract. The Board offered to review CSBM's contract.
- *2024-25 Budget Approval* – Ms. Persenaire reviewed the proposed 2024-25 Budget with the Board, noting a projected surplus of \$63,000. The Board asked for confirmation that the school had already budgeted for discretionary items like field trips, additional scholarships, etc. Ms. Persenaire confirmed and shared that she believed \$40,000 was a fair amount for field trips based on lower enrollment. ***The 2024-25 Budget was unanimously approved, as presented, with continued review of monthly Finance Reports.***
- *Recruitment and Enrollment* – Ms. Persenaire shared that she continues to believe an enrollment of 200 is achievable, especially with the addition of Underdog Marketing. She shared that the school will continue to provide transportation, as every seat will be used in the 2024-25 academic year and transportation being a consistent request of families in the Bronx. Ms. Persenaire also shared that, since transitioning to Underdog Marketing, 44 new students have applied. The previous marketing firm only generated a few leads every 1-2 weeks.
- **Accountability Committee**
 - *Accountability of Principal* – Ms. Persenaire shared a reflection on her 2023-24 goals, noting the tremendous academic gains of students, keeping the budget balanced amid enrollment challenges, and implementing new recruitment strategies. The Board asked questions around teacher recruitment and retention and changes to administrator job responsibilities that have them spending more time in classrooms.
 - *May Dashboard* – Ms. Persenaire presented the dashboard data, noting that May saw attendance increase to 89%, 8 suspensions, and continued A3K growth. MAP data will be reviewed at the July meeting.
- **Principal Update**
 - Ms. Persenaire thanked the members of the Board who attended the first-ever Alumni and Longevity Dinner, and she hopes it is the beginning of a yearly transition.
- **Executive Session**
 - The Board voted at 7:35 to enter Executive Session to discuss Ms. Persenaire's formal performance evaluation.

Meeting adjourned at 7:55 p.m.

I, Lindsey Moschet, do hereby certify that I am duly qualified 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 27, 2024 at which quorum was present throughout. (June 27, 2024).

Board of Trustees

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

St HOPE Leadership Academy Board of Trustees Board Meeting

MINUTES

April 25, 2024 from 6:30-8:00 pm
Meeting Conducted In-Person at 222 W. 134th Street

Welcome

Call to Order

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

Also present at the meeting: Meghann Persenaire, Principal

Public Comment

No requests for public comment were received.

Consent Agenda

Minutes from the March 28th Board meeting were unanimously approved by the Board.

Nominating Committee

Discussion tabled until May when committee chair is able to attend.

Finance Committee

- Draft of 24-25 Budget:* Ms. Persenaire presented the draft of the 2024-25 budget which included two side-by-side budgets differentiated by enrollment, one for the stretch goal of 230 students and the other for the more realistic 200 students. In June the Board will approve one of these budgets based on the number of students anticipated. Both adjust expenses accordingly, mostly related to staffing, with some expenses being fixed. Ms. Persenaire then discussed the proposal to move \$80,000 in unspent ARP funds to next year's budget which will ensure that the budget based on an enrollment of 200 has a surplus. These funds will need to be spent in the first quarter of fiscal year, which can be assured. The Board then discussed that the anticipated 23-24 surplus will be reduced accordingly but will not result in a deficit for the year. **The Board unanimously approved moving \$80,000 in ARP funds from the 23-24 budget to the 24-25 budget.**
- March Finance Report* – Ms. Persenaire presented the March Finance Report for discussion, highlighting three areas where spending is unlikely to reach budgeted amounts – classroom supplies, student software, and staff food and events. This will likely help cushion the surplus with the transfer of the ARP funds. Every purchase will continue to be scrutinized during May and June as the school year comes to an end.

- *Enrollment Committee* – The Board continued the discussion of student enrollment, highlighting recommendations of the Enrollment Committee such as building a relationship with Success and perhaps having interns do the social media posts. Ms. Persenaire reported that she and Ms. Gonzalez are in discussions with a different marketing company and will quickly move to changing providers if they prove to be a better fit and effective at student recruitment. The Committee will be looking at what competitors are doing and learning what else we can do to be competitive.
- *Recruitment and Enrollment* – Ms. Persenaire reported that 117 applications were received by the lottery deadline and all applicants were offered seats. These numbers are very similar to last year, although most of the applications this year are for 6th grade. Conversion rates are higher than last year with 25 accepting the seat compared to 13 last year. To ensure that the school is focusing on enrollment, all 12-month employees will have a group of 15-20 applicants over the summer with whom they will build a relationship in hopes that they will enroll and attend. .

Accountability Committee

- *ELA State Exam Recap* – Ms. Persenaire reported that on Tuesday and Wednesday students completed the ELA state exams with make-ups on Thursday and Friday. The transition to computer-based testing was very smooth with no technology issues and a positive vibe in the building. There is no definitive date for when the results will be received.
- *March Dashboard* – Ms. Persenaire presented the March dashboard data. Attendance remained at 90% in March and there were four suspensions, three less than this time last year. A3K data continued to show increases in students considered College and Career Ready in 7th and 8th grade leading up to the state exams, with 8th grade reaching 47%.

Principal Update

Ms. Persenaire shared that St HOPE and PS92 came together to write a grant for \$2.1 million to renovate the playground that was recently approved. It will be eco-friendly with students having a say on the planning and design. It should be completed by August, 2025. The Board congratulated Ms. Persenaire on this wonderful news.

Meeting adjourned at 7:11 p.m.

I, Katie Embree, do hereby certify that I am duly qualified and interim 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 April 25, 2024 at which quorum was present throughout. (April 26, 2024).

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



St. HOPE Leadership Academy Board of Trustees
Board Meeting

MINUTES

August 24, 2023 from 6:30-8:00 pm
Meeting Conducted Virtually and In-Person

- **Welcome**

Call to Order

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

Also present at the meeting: Meghann Persenaire, Principal. 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 July 27, 2023 Board meeting were unanimously approved by the Board.

- **Finance Committee**

- *Feedback from Wells Fargo and Other Providers:* The Board continued the review of 401k providers. The school's current provider, Wells Fargo, responded to the school's concerns by assigning a new person as the primary contact for the school's account along with a supervisor who can be contacted to quickly escalate concerns. They also decreased their fee 10% from .29 to .26 percent.
- *Retirement Plan: Auto Enroll:* The Board discussed the possibility of transitioning to an auto enroll policy for the school's 401k plan. As only one member of the Finance Committee was in attendance, the Board will wait to vote on auto enroll until the September meeting.
- *June Financial Report:* The Board reviewed the June, 2023 Finance Report, the last report for the 2023 fiscal year. Ms. Persenaire noted the projected surplus of \$172,999 which will only change if there is an additional unexpected expense that arrives late. While the school had a lower-than-expected enrollment, staffing changes kept pace with enrollment changes ensuring a balanced budget. It was also noted that the school's

investment account did well last fiscal year. In September, the Board will discuss moving the FY2023 surplus to the scholarship investment account.

- *Recruitment and Enrollment:* With two weeks to go until the start of school, current enrollment stands at 189 students - 37 in 6th grade, 55 in 7th grade and 97 in 8th grade. While the original goal was 250 students Ms. Persenaire believes 200 is more likely. A tremendous effort was made this year to recruit students including visiting shelters, community centers, public and K-5 charter schools in Harlem and the Bronx; tabling at subway entrances; mailing flyers, post cards and applications through Vanguard; bus/bus stops ads and an increased presence online. Leadership has already built a contingency plan to ensure a balanced budget based mostly on building a staffing structure that matches projected enrollment. Other schools in NYC have experienced dramatic decreases as well, including Success Academy and DOE schools that are feeders to St HOPE. Five years ago there were 1.1 million students in NYC, this year the DOE expects to enroll about 800,000. 75% of those students who left public schools moved out of the City or the state, with religious and private schools also under-enrolling. Charter revisions are due November 1 so if the plan is to reduce the charter enrollment number then the Board would have to vote on it at the October meeting. Ms. Persenaire also recommends that the Board form a subcommittee to think about other marketing options to increase visibility.
- *Update on the 2023-24 Budget:* The contingency plan is to budget for an enrollment of 200 with the hope of reaching 220. This will mean a \$600,000 shortfall. Part of this will be filled through the \$175,000 employee retention credit the school received in July. The remainder will come from not filling teacher vacancies and creating a schedule that allows the school to operate effectively this year with the funds allotted.
- *Stronger Connections Grant:* The school is applying for a state grant that, if awarded, would provide additional staff lines for family engagement and counseling for 3 years.

Accountability Committee

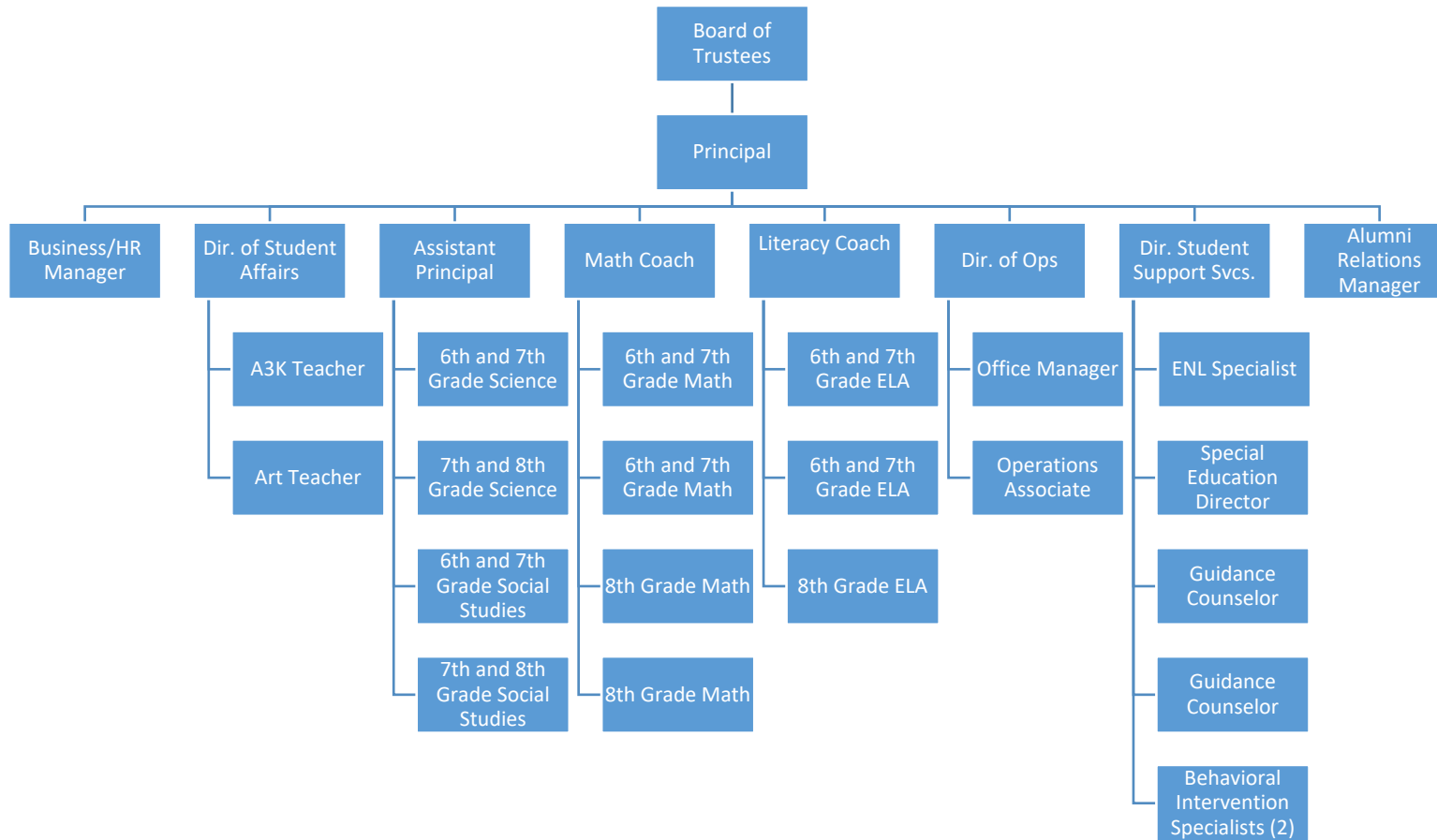
- *Proposed 2023-24 Dashboard:* **The Board voted unanimously to approve the proposed dashboard which includes a historical comparison and College and Career Readiness percentages.**
- *Proposed 2023-24 Professional Development Calendar:* **The Board voted unanimously to approve the Professional Development calendar, as presented.** This year's staff professional development will continue to focus on Restorative Practices, Grade Team Meetings, and sessions helping teachers to develop and meet their individual professional development goals.
- *Proposed 2023-24 District-Wide Safety Plan:* **The Board voted unanimously to approve the District-Wide Safety Plan, as presented.** St HOPE is small but it considered a district so the school is required to develop and submit an entire plan. The plan is sent to parents and posted on the website for review. This year a remote emergency plan was added.

Principal Update

- *Message from a HARLEM Scholarship Recipient:* Ms Persenaire shared a beautiful recorded video made by and featuring an alum who was a scholarship recipient.

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 August 24, 2023 at which quorum was present throughout. (August 31, 2023)





2024 - 2025 Academic Calendar
Meghann Persenaire, Principal

August 2024						
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 2024						
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 2024						
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		

November 2024						
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

December 2024						
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				

January 2025						
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	

February 2025						
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	

March 2025						
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					

April 2025						
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			

May 2025						
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

June 2025						
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					

July 2025						
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		

<i>Key</i>	
	Testing Days
	Staff In-Service
	No School
	Parent Teacher Conferences
B	1:15 p.m. Dismissal

August

- 19: New Teachers Report
- 21: Returning Teachers Report
- 28: 1st Day for New Students
- 29: Family Fair 4:00 – 6:00

September

- 2: Labor Day
- 3: 1st Day for Returning Students

October

- 14: Indigenous People's Day
- 25: End of Quarter 1
- 28: Staff In-Service

November

- 5: Parent-Teacher Conferences (10-5)
- 6: Parent-Teacher Conferences (3-7)
- 11: Veteran's Day
- 27-29: Thanksgiving Recess

December

- 23- Jan 2: Term Break
- 22-31: Office Closed

January

- 1-2: New Year's Day; Term Break
- 3: Staff In-Service
- 20: Rev. Dr. Martin Luther King Jr. Day
- 17: End of Quarter 2
- 29: Parent-Teacher Conferences (3-7)
- 30: Parent-Teacher Conferences (10-5)

February

- 17-21: Mid-Winter Recess

March

- 28: End of Quarter 3
- 31: Eid-al-Fitr

April

- 7-8: ELA State Exam
- 14-21: Spring Break

May

- 6-7: Math State Exam
- 12-23: NYSESLAT Exams
- 26: Memorial Day

June

- 5: Eid al-Adha
- 10: *Earth Science Regents*
- 19: Juneteenth
- 18: End of Quarter 4
- 20: Last Day of School
- 20: US History Regents
- 23: Graduation at 4:00
- 23: Last Day for Teachers

July

- 4: Office Closed

Quarter 1

- First Day: August 28
- Last Day: October 25
- 41 Days

Quarter 2

- First Day: October 28
- Last Day: January 17
- 47 Days

Quarter 3

- First Day: January 21
- Last Day: March 28
- 44 Days

Quarter 4

- First Day: April 1
- Last Day: June 20
- 50 Days

St. Hope Leadership Academy Charter School

Financial Statements
Years Ended June 30, 2024 and 2023

The report accompanying these financial statements was issued by BDO USA, P.C., a Virginia professional corporation, and the U.S. member of BDO International Limited, a UK company limited by guarantee.



St. Hope Leadership Academy Charter School

Financial Statements
Years Ended June 30, 2024 and 2023

St. Hope Leadership Academy Charter School

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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 financial position as of June 30, 2024 and 2023, and 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, 2024 and 2023, and the changes in its net assets 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 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 Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 25, 2024 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 25, 2024

Financial Statements

St. Hope Leadership Academy Charter School

Statements of Financial Position

<i>June 30,</i>	2024	2023
Assets		
Cash and cash equivalents	\$ 1,550,555	\$ 634,964
Restricted cash	75,452	75,398
Grants and other receivables	412,417	1,383,355
Investments at fair value	2,977,500	2,811,668
Prepaid expenses and other assets	182,637	224,649
Property and Equipment, net	348,275	470,897
Total Assets	\$ 5,546,836	\$ 5,600,931
Liabilities and Net Assets		
Liabilities		
Accounts payable and accrued expenses	\$ 299,843	\$ 379,918
Accrued salaries and other payroll related expenses	116,155	178,033
Deferred grant revenue	-	2,184
Total Liabilities	415,998	560,135
Commitments and Contingencies		
Net Assets		
Net assets - without donor restrictions	5,130,838	5,040,796
Total Net Assets	5,130,838	5,040,796
Total Liabilities and Net Assets	\$ 5,546,836	\$ 5,600,931

See accompanying notes to financial statements.

St. Hope Leadership Academy Charter School

Statements of Activities

<i>Year ended June 30,</i>	2024	2023
	<u>Without Donor Restrictions</u>	
Revenue and Support		
State per-pupil operating revenue	\$ 3,984,260	\$ 4,962,239
Government grants	556,892	860,393
Contributions and other grants	63,250	58,235
Investment return, net	2,832	72,137
Employee Retention Credit	246,071	-
Other income	83	8
Total Revenue and Support	4,853,388	5,953,012
Expenses		
Program services:		
General education	2,871,939	3,368,398
Special education	1,119,867	1,736,459
Total Program Services	3,991,806	5,104,857
Supporting services:		
Management and general	771,540	744,059
Total Expenses	4,763,346	5,848,916
Change in Net Assets	90,042	104,096
Net Assets, beginning of year	5,040,796	4,936,700
Net Assets, end of year	\$ 5,130,838	\$ 5,040,796

See accompanying notes to financial statements.

St. Hope Leadership Academy Charter School

Statement of Functional Expenses

Year ended June 30, 2024

	Number of positions	Program Services			Supporting Services	Total
		General Education	Special Education	Total Program Services	Management and General	
Personnel service costs:						
Administrative staff personnel	8	\$ 405,826	\$ 224,746	\$ 630,572	\$ 329,560	\$ 960,132
Instructional personnel	15	1,272,392	443,415	1,715,807	-	1,715,807
Total Salaries and Staff	23	1,678,218	668,161	2,346,379	329,560	2,675,939
Fringe benefits and payroll taxes		348,617	138,797	487,414	68,460	555,874
Retirement		63,588	25,317	88,905	12,487	101,392
Accounting and audit services		-	-	-	164,094	164,094
Other purchases, professional, consulting, and services		33,683	11,496	45,179	100,683	145,862
Repairs and maintenance		5,174	2,060	7,234	1,016	8,250
Insurance		34,589	13,772	48,361	6,792	55,153
Supplies and materials		43,205	15,058	58,263	-	58,263
Equipment and furnishings		18,349	7,306	25,655	3,603	29,258
Staff development		18,121	6,315	24,436	-	24,436
Marketing and recruitment		264,894	95,147	360,041	3,282	363,323
Technology		92,726	35,372	128,098	12,094	140,192
Student services		135,732	47,301	183,033	-	183,033
Office expense		41,803	16,643	58,446	47,104	105,550
Depreciation and amortization		93,240	37,122	130,362	18,311	148,673
Other		-	-	-	4,054	4,054
		\$ 2,871,939	\$ 1,119,867	\$ 3,991,806	\$ 771,540	\$ 4,763,346

See accompanying notes to financial statements.

St. Hope Leadership Academy Charter School

Statement of Functional Expenses

Year ended June 30, 2023

	Number 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

Statements of Cash Flows

<i>Year ended June 30,</i>	2024	2023
Cash Flows from Operating Activities		
Cash received from operating revenue	\$ 5,575,340	\$ 5,374,986
Cash paid to employees and suppliers	(4,716,797)	(5,862,101)
Investment income received	115,259	63,113
Other cash received	246,153	8
Net Cash Provided by (Used in) Operating Activities	1,219,955	(423,994)
Cash Flows from Investing Activities		
Proceeds from sale of investments	85,000	-
Purchase of investments	(363,260)	(63,113)
Purchase of property and equipment	(26,050)	(82,209)
Net Cash Used in Investing Activities	(304,310)	(145,322)
Net Increase (Decrease) in Cash	915,645	(569,316)
Cash and Restricted Cash, beginning of year	710,362	1,279,678
Cash and Restricted Cash, end of year	\$ 1,626,007	\$ 710,362
Reconciliation of Change in Net Assets to Net Cash Provided by (Used in) Operating Activities		
Change in net assets	\$ 90,042	\$ 104,097
Adjustments to reconcile change in net assets to net cash (used in) provided by operating activities:		
Depreciation and amortization	148,673	151,111
Realized gain on investments	112,427	-
Unrealized (gain) loss on investments	-	(9,024)
Changes in operating assets and liabilities:		
Grants and other receivables	970,938	(505,881)
Prepaid expenses and other assets	42,012	(207,022)
Accounts payable and accrued expenses	(80,075)	164,332
Accrued salaries and other payroll related expenses	(61,878)	(102,782)
Deferred grant revenue	(2,184)	(18,825)
Net Cash Provided by (Used in) Operating Activities	\$ 1,219,955	\$ (423,994)
Supplemental Disclosure of Cash Flow Information		
Cash and restricted cash consist of:		
Cash and cash equivalents	\$ 1,550,555	\$ 634,964
Restricted cash	75,452	75,398
Cash and Restricted Cash, end of year	\$ 1,626,007	\$ 710,362

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, 2024 and 2023, the School had no assets with donor restrictions.

St. Hope Leadership Academy Charter School

Notes to Financial Statements

Cash and Cash Equivalents

For financial reporting purposes, School considers all highly liquid instruments purchased with an original maturity of three months or less, excluding cash held for investment purposes, to be cash and cash equivalents.

Restricted Cash

An escrow account in the amount of \$75,452 and \$75,398 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, 2024 and 2023, 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 \$412,417 and \$1,383,355 at June 30, 2024 and 2023, 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, 2024 and 2023. Such estimate is based on management's assessments of the aged basis of its receivables, as well as current economic conditions and historical information. There was no Credit loss for the years ended June 30, 2024 and 2023.

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.

St. Hope Leadership Academy Charter School

Notes to Financial Statements

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 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,

St. Hope Leadership Academy Charter School

Notes to Financial Statements

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.

Revenues with customers is comprised of:

<i>June 30,</i>	2024	2023
State per-pupil revenue	\$ 3,984,260	\$ 4,962,239
Total Revenue from Contracts Subject to ASC 606	3,984,260	4,962,239
Total Other Revenues Not Subject to ASC 606 ⁽¹⁾	869,128	990,773
Total Operating Revenues	\$ 4,853,388	\$ 5,953,012

⁽¹⁾ Other revenues not subject to ASC 606 include government grants, contributions, employee retention credit, investment and other income.

The School had no accounts receivable subject to ASC 606 at June 30, 2024 and \$23,417 at June 30, 2023.

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.

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.

St. Hope Leadership Academy Charter School

Notes to Financial Statements

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, 2024 and 2023.

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 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, 2024 and 2023.

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, 2024 and 2023, 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.

St. Hope Leadership Academy Charter School

Notes to Financial Statements

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

Level 2 - Valuation is 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 is based on inputs that are unobservable and significant to the overall fair value measurement.

Credit Losses

The School recognizes credit losses for financial assets carried at amortized cost to present the net amount expected to be collected as of the year-end. Such amounts are based on the credit losses expected to arise over the life of the asset (contractual term), which includes consideration of prepayments and is based on the expectation as of the financial position date.

Assets are written off when the School determines that such financial assets are deemed uncollectible or based on regulatory requirements, whichever is earlier. Write-offs are recognized as a deduction from the allowance for credit losses. Expected recoveries of amounts previously written off, not to exceed the aggregate of the amount previously written off, are included in determining the necessary reserve at the financial position date.

The School pools its accounts receivable based on similar risk characteristics in estimating expected credit losses. In situations where certain accounts receivable do not share same risk characteristics with other receivables, the School measures the expected credit losses for those receivables individually. The School also continuously evaluates such pooling decisions and adjusts as needed from period to period as risk characteristics change.

The School determines its estimated credit losses for accounts receivable using a loss rate approach in determining its lifetime expected credit losses on its receivables from customers. This method is used for calculating an estimate of losses based primarily on the School's historical loss experience. In determining its loss rates, the School evaluates information related to its historical losses, adjusted for current conditions, and further adjusted for the period of time that the School can reasonably forecast. Qualitative and quantitative adjustments related to current conditions and the reasonable and supportable forecast period consider all of the following: the customers'

St. Hope Leadership Academy Charter School

Notes to Financial Statements

creditworthiness, changes in policy and procedures, existence, and effect of any concentration of credit and changes in level of such considerations, and the current and forecasted direction of the economic and operation environment.

Recently Adopted Accounting Pronouncements

Financial Instruments - Credit Losses

In June 2016, the FASB issued Accounting Standards Update (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 adopted the ASU effective July 1, 2023, and the adoption did not have a material impact on the 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 and federal money market funds, which are highly liquid investments (see 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>	2024	2023
Cash and cash equivalents	\$ 1,550,555	\$ 634,964
Restricted cash	75,452	75,398
Grants and other receivables	412,417	1,383,355
Investments at fair value	2,977,500	2,811,668
Total Financial Assets	5,015,924	4,905,385
Less: amounts unavailable for general expenditures within one year due to:		
Restricted by contract	(75,452)	(75,398)
Total Financial Assets Available to Management for General Expenditures Within One Year	\$ 4,940,472	\$ 4,829,987

The School had no board designated net assets for student scholarships at June 30, 2024 and 2023.

St. Hope Leadership Academy Charter School

Notes to Financial Statements

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 and federal money market funds based on quoted market prices. These investments are classified as Level 1.

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.

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, 2024

	Total	Level 1	Level 2	Level 3
Federal Money Market Fund	\$ 2,977,500	\$ 2,977,500	\$ -	\$ -

June 30, 2023

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

Investment return consists of the following:

<i>June 30,</i>	2024	2023
Interest and dividends	\$ 115,260	\$ 63,113
Realized and unrealized (loss) gain on investments	(112,428)	9,024
Investments, end of year	\$ 2,832	\$ 72,137

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:

June 30,

	2024	2023	Estimated Useful Life (Years)
Furniture and fixtures	\$ 655,461	\$ 655,461	5
Computers and servers	1,286,995	1,260,945	3
Software	-	54,545	5
Leasehold improvements	855,101	855,101	Lesser of the useful life of the asset or the lease term
	2,797,557	2,826,052	
Less: accumulated depreciation and amortization	(2,449,282)	(2,355,155)	
Property and Equipment, Net	\$ 348,275	\$ 470,897	

Depreciation and amortization expense for the years ended June 30, 2024 and 2023 was \$148,673 and \$151,111, respectively.

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 31) are also eligible for employer contributions. The

St. Hope Leadership Academy Charter School

Notes to Financial Statements

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, 2024 and 2023, retirement expense for the School was \$101,392 and \$145,166, 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, 2024 and 2023, 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 82% and 83% of its total revenue from per pupil funding from the NYCDOE during the years ended June 30, 2024 and 2023, respectively.

The School's grants and other receivables consist of one major grantor accounting for 100% at June 30, 2024 and 2023.

The School's payables consist of two major vendors accounting for approximately 86% at June 30, 2024 and three major vendors accounting for approximately 35% at June 30, 2023.

10. Subsequent Events

The School has evaluated events through October 25, 2024, which is the date the financial statements were available to be issued.

Supplementary Information



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

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, 2024 and 2023, 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 25, 2024.

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 25, 2024

St. Hope Leadership Academy Charter School

Schedule of Findings and Questioned Costs

Section I - Summary of Auditor's Results

Financial Statements

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

Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? _____ yes X no
- Significant deficiency(ies) identified? _____ yes X none reported

Noncompliance material to financial statements noted? _____ yes X no

Section II. 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.



October 25, 2024

BDO USA, P.C.
200 Park Avenue, 38th Floor
New York, NY 10166

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") as of June 30, 2024 and for the year then ended 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 (U.S. GAAP). 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 U.S. GAAP.

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:

- (1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated April 18, 2024, for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP.
- (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 School's control.
- (4) We have made available to you:
 - (a) All financial records, and related data, 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.

◆ *Lighting the Spark Within* ◆



- (c) Unrestricted access to persons within the School from whom you determined it necessary to obtain audit evidence.
- (d) Minutes of the meetings of directors and committees of directors that were held from July 1, 2023 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) 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		\$ -
	In-Kind Revenue - Donated Space		\$ 189,200	
	Proposed and unrecorded adjustment to record the in-kind revenue and rent expense for the fair value of donated space received from the NYCDOE.			

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.

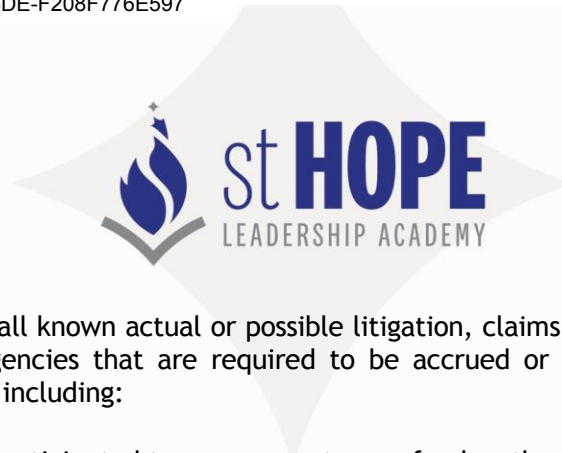
- (7) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud or noncompliance. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud or 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.

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- (c) Allegations of fraud or suspected fraud affecting the School 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 waste or abuse, whose effects, both quantitatively and qualitatively, should be considered when preparing the financial statements.
- (8) We have no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or net asset balances.
- (9) 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 School or that are directly or indirectly controlled by the School; 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 Financial Accounting Standards Board (FASB) Accounting Standards Codification (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 U.S. GAAP.

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(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 School;

(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.

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- (10) 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.
- (11) 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.
- (12) During the fiscal year ended June 30, 2024, 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 \$397,361.
- (13) 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 in accordance with FASB ASC 820, *Fair Value Measurements and Disclosures*, and have taken into account all the considerations therein, (c) the disclosures related to fair values are complete, adequate, and in conformity with U.S. GAAP (other comprehensive basis of accounting) and (d) there are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.
- (14) 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.
- (15) 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.

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- (16) No discussions have taken place with your firm's personnel regarding employment with the School.
- (17) The School is an exempt organization under Section 501(c)(3) of the Internal Revenue Code as evidenced by determination letter dated April 12, 2013. Any activities of which we are aware that would jeopardize our tax-exempt status and all activities subject to tax on unrelated business income, excise, or other tax, have been disclosed to you. All required filings with tax authorities are up to date.
- (18) 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.
- (19) There were no net assets with donor restrictions of the School at June 30, 2024.
- (20) We have implemented and maintained proper controls to identify revenue recognition in accordance with FASB ASC 606, *Revenue from Contracts with Customers*, and Accounting Standards Update (ASU) 2018-08, *Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*, and also addressed the related disclosure requirements.
- (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. 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.
- (23) For revenue contracts under FASB ASC 606:
 - a. There are no side letters, e-mails, or other agreements (oral or written) that materially alter the terms of the original contracts other than any fully executed amendments to the contracts.
 - b. We have taken all appropriate and reasonable measures to inform employees of the Entity and our sales force to comply with Entity policies in this regard.
 - c. We have fully disclosed to you all sales terms, including all rights of return or price adjustments, upgrade/update rights, and any other relevant provisions.

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- (24) We have implemented FASB issued ASU 2016-13, Financial Instruments - Credit Losses (Topic 326): Measurement of Credit Losses on Financial Instruments during the audit period. Results for reporting periods beginning after July 1, 2023 are presented under ASC 326, while prior period amounts are reported in accordance with previously applicable U.S. GAAP. The School's credit loss was not material to the financial statements and no adjustments were required related to this ASU.
- (25) 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.
- (26) Expenditures of federal awards were below the \$750,000 threshold for the year ended June 30, 2024 and therefore we were not required to be audited in accordance with the Uniform Guidance.
- (27) 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.
- (28) 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.
- (29) 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

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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.
- (30) 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.
- (31) We are aware that Adam Cole is the engagement principal and is responsible for supervising the engagement and signing the report.
- (32) 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.
- (33) We have considered climate-related events and conditions when preparing the financial statements and necessary disclosures, and have communicated to you such matters, if any, and their impact on our financial reporting.

To the best of our knowledge and belief, no events, 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.

Very truly yours,

Signed by:

A4EE141B1E5046A...
 Meghann Persenaire, Principal 10/25/2024


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Certificate Of Completion

Envelope Id: F7209CCB8B0A4C6E85DEF208F776E597		Status: Completed
Subject: DocuSign Request: St. Hope Leadership Academy Charter School BDO Representation Letter		
SN Ticket #: DOCT0038448		
Project #: 1301210 - June 30, 2024 Audit		
Client #: 0408563 - St. Hope Leadership Acad Charter School		
Source Envelope:		
Document Pages: 8	Signatures: 1	Envelope Originator:
Certificate Pages: 4	Initials: 0	BDO eSign Assurance
AutoNav: Enabled		130 E Randolph St
Envelopeld Stamping: Enabled		#2800
Time Zone: (UTC-08:00) Pacific Time (US & Canada)		Chicago, IL 60601-6207
		BDOAssuranceDocuSign@bdo.com
		IP Address: 67.165.105.190

Record Tracking

Status: Original	Holder: BDO eSign Assurance	Location: DocuSign
10/25/2024 12:14:05 PM	BDOAssuranceDocuSign@bdo.com	

Signer Events	Signature	Timestamp
Meghann Persenaire mpersenaire@sthopeharlem.org Principal Security Level: Email, Account Authentication (None)	<div>Signed by:  A4EE141B1E5046A...</div> Signature Adoption: Pre-selected Style Using IP Address: 98.0.255.122	Sent: 10/25/2024 12:14:07 PM Viewed: 10/25/2024 12:14:30 PM Signed: 10/25/2024 12:14:41 PM

Electronic Record and Signature Disclosure:
Accepted: 10/25/2024 12:14:30 PM
ID: 1bf984fe-78ad-4693-b4d4-fb4571204eb7

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

Clever Pattison cpattison@bdo.com Security Level: Email, Account Authentication (None)	<div>COPIED</div>	Sent: 10/25/2024 12:14:05 PM Viewed: 10/25/2024 12:14:05 PM Signed: 10/25/2024 12:14:05 PM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Mary Newell mnewell@bdo.com BDO USA, P.C. Security Level: Email, Account Authentication (None)	<div>COPIED</div>	Sent: 10/25/2024 12:14:06 PM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		

Carbon Copy Events	Status	Timestamp
Shubham Deshpande sdeshpande@bdo.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 10/25/2024 12:14:06 PM Viewed: 10/25/2024 12:15:25 PM
Jimmy Vora jvora@bdo.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 10/25/2024 12:14:06 PM Viewed: 10/25/2024 12:14:47 PM
Shubham Deshpande sdeshpande@bdo.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 10/25/2024 12:14:42 PM
Jimmy Vora jvora@bdo.com Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 10/25/2024 12:14:43 PM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	10/25/2024 12:14:06 PM
Certified Delivered	Security Checked	10/25/2024 12:14:30 PM
Signing Complete	Security Checked	10/25/2024 12:14:41 PM
Completed	Security Checked	10/25/2024 12:14:43 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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.



October 25, 2024

BDO USA, P.C.
200 Park Avenue, 38th Floor
New York, NY 10166

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") as of June 30, 2024 and for the year then ended 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 (U.S. GAAP). 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 U.S. GAAP.

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:

- (1) We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated April 18, 2024, for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP.
- (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 School's control.
- (4) We have made available to you:
 - (a) All financial records, and related data, 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.

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- (c) Unrestricted access to persons within the School from whom you determined it necessary to obtain audit evidence.
- (d) Minutes of the meetings of directors and committees of directors that were held from July 1, 2023 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) 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		\$ -
	In-Kind Revenue - Donated Space		\$ 189,200	
	Proposed and unrecorded adjustment to record the in-kind revenue and rent expense for the fair value of donated space received from the NYCDOE.			

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.

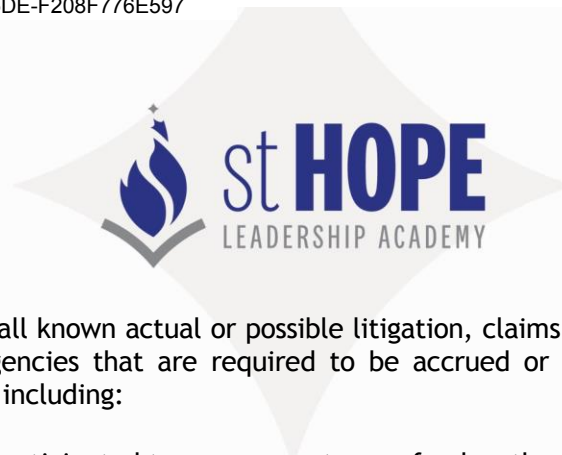
- (7) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud or noncompliance. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud or 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.

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- (c) Allegations of fraud or suspected fraud affecting the School 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 waste or abuse, whose effects, both quantitatively and qualitatively, should be considered when preparing the financial statements.
- (8) We have no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or net asset balances.
- (9) 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 School or that are directly or indirectly controlled by the School; 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 Financial Accounting Standards Board (FASB) Accounting Standards Codification (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 U.S. GAAP.

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(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 School;

(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.

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- (10) 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.
- (11) 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.
- (12) During the fiscal year ended June 30, 2024, 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 \$397,361.
- (13) 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 in accordance with FASB ASC 820, *Fair Value Measurements and Disclosures*, and have taken into account all the considerations therein, (c) the disclosures related to fair values are complete, adequate, and in conformity with U.S. GAAP (other comprehensive basis of accounting) and (d) there are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.
- (14) 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.
- (15) 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.

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- (16) No discussions have taken place with your firm's personnel regarding employment with the School.
- (17) The School is an exempt organization under Section 501(c)(3) of the Internal Revenue Code as evidenced by determination letter dated April 12, 2013. Any activities of which we are aware that would jeopardize our tax-exempt status and all activities subject to tax on unrelated business income, excise, or other tax, have been disclosed to you. All required filings with tax authorities are up to date.
- (18) 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.
- (19) There were no net assets with donor restrictions of the School at June 30, 2024.
- (20) We have implemented and maintained proper controls to identify revenue recognition in accordance with FASB ASC 606, *Revenue from Contracts with Customers*, and Accounting Standards Update (ASU) 2018-08, *Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*, and also addressed the related disclosure requirements.
- (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. 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.
- (23) For revenue contracts under FASB ASC 606:
 - a. There are no side letters, e-mails, or other agreements (oral or written) that materially alter the terms of the original contracts other than any fully executed amendments to the contracts.
 - b. We have taken all appropriate and reasonable measures to inform employees of the Entity and our sales force to comply with Entity policies in this regard.
 - c. We have fully disclosed to you all sales terms, including all rights of return or price adjustments, upgrade/update rights, and any other relevant provisions.

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- (24) We have implemented FASB issued ASU 2016-13, Financial Instruments - Credit Losses (Topic 326): Measurement of Credit Losses on Financial Instruments during the audit period. Results for reporting periods beginning after July 1, 2023 are presented under ASC 326, while prior period amounts are reported in accordance with previously applicable U.S. GAAP. The School's credit loss was not material to the financial statements and no adjustments were required related to this ASU.
- (25) 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.
- (26) Expenditures of federal awards were below the \$750,000 threshold for the year ended June 30, 2024 and therefore we were not required to be audited in accordance with the Uniform Guidance.
- (27) 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.
- (28) 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.
- (29) 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

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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.
- (30) 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.
- (31) We are aware that Adam Cole is the engagement principal and is responsible for supervising the engagement and signing the report.
- (32) 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.
- (33) We have considered climate-related events and conditions when preparing the financial statements and necessary disclosures, and have communicated to you such matters, if any, and their impact on our financial reporting.

To the best of our knowledge and belief, no events, 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.

Very truly yours,

Signed by:

A4EE141B1E5046A...
 Meghann Persenaire, Principal 10/25/2024

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Mary Newell

mnewell@bdo.com

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Witness Events	Signature	Timestamp
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Certified Delivered	Security Checked	10/25/2024 12:14:30 PM
Signing Complete	Security Checked	10/25/2024 12:14:41 PM
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SCHOOL
NYC BOE ESCROW
222 W 134TH ST
NEW YORK, NY 10030-3002

Your Business Advantage Savings

for June 1, 2024 to June 30, 2024 Account number: 4830 1859 5056

ST. HOPE LEADERSHIP ACADEMY CHARTER SCHOOL NYC BOE ESCROW

Account summary

Beginning balance on June 1, 2024	\$75,450.91	# 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: \$75,450.93
Ending balance on June 30, 2024	\$75,451.53	Average collected balance: \$75,450.93

Annual Percentage Yield Earned this statement period: 0.01%.
Interest Paid Year To Date: \$4.74.



Important information about payment scams

- We will never...
- call and ask you to send money using Zelle® to yourself or anyone else.
 - contact you via phone or text to ask for a security code.
 - reach out to you and ask you to send money or provide a code. If someone unfamiliar to you does this, it's likely a scam.
- Treat Zelle® payments like cash – once you send money, you're unlikely to get it back.
- Learn more about trending scams at bofa.com/helpprotectyourself

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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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Deposits and other credits

Date	Description	Amount
06/28/24	Interest Earned	0.62

Total deposits and other credits **\$0.62**

Daily ledger balances

Date	Balance (\$)	Date	Balance(\$)
06/01	75,450.91	06/28	75,451.53

Account security you can see

Check your security meter level and watch it rise as you take action to help protect against fraud. See it in the Mobile Banking app and Online Banking.

To learn more, visit bofa.com/SecurityCenter or scan this code.



When you use the QRC feature, certain information is collected from your mobile device for business purposes. Mobile Banking requires that you download the Mobile Banking app and is only available for select mobile devices. Message and data rates may apply.

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