

I. SCHOOL INFORMATION AND COVER PAGE

Created Monday, July 14, 2014

Page 1

1. SCHOOL NAME

(Select School name from dropdown menu; BEDS # appears first)

140600860961 HEALTH SCIENCES CS

2. CHARTER AUTHORIZER

Regents-Authorized Charter School

3. DISTRICT / CSD OF LOCATION

Buffalo

4. SCHOOL INFORMATION

PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
1140 Ellicott Street Buffalo, New York 14209	716-888-4080	716-464-7623	[REDACTED]

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Dr. Henry (Hank) Stopinski
Title	Principal
Emergency Phone Number (###-###-####)	[REDACTED]

5. SCHOOL WEB ADDRESS (URL)

www.healthsciencescharterschool.org

6. DATE OF INITIAL CHARTER

2009-09-01 00:00:00

7. DATE FIRST OPENED FOR INSTRUCTION

2010-08-01 00:00:00

8. TOTAL NUMBER OF STUDENTS ENROLLED IN 2013-14 (as reported on BEDS Day)

(as reported on BEDS Day)

9. GRADES SERVED IN SCHOOL YEAR 2013-14

Check all that apply

 9

 10

 11

 12**10. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?**

Yes/No	Name of CMO/EMO
No	

11. FACILITIES

Will the School maintain or operate multiple sites?

No, just one site.

12. SCHOOL SITES

Please list the sites where the school will operate in 2014-15.

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	1140 Ellicott Street Buffalo, New York 14209	716-888-4080	BUFFALO CITY SD	9-12	No	Own

12a. Please provide the contact information for Site 1 (same as the primary site).

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Dr. Henry (Hank) Stopinski	[REDACTED]	[REDACTED]	[REDACTED]
Operational Leader	Greg Altman	[REDACTED]	[REDACTED]	[REDACTED]
Compliance Contact	Greg Altman	[REDACTED]	[REDACTED]	[REDACTED]
Complaint Contact	Dr. Henry (Hank) Stopinski	[REDACTED]	[REDACTED]	[REDACTED]

13. Are the School sites co-located?

No

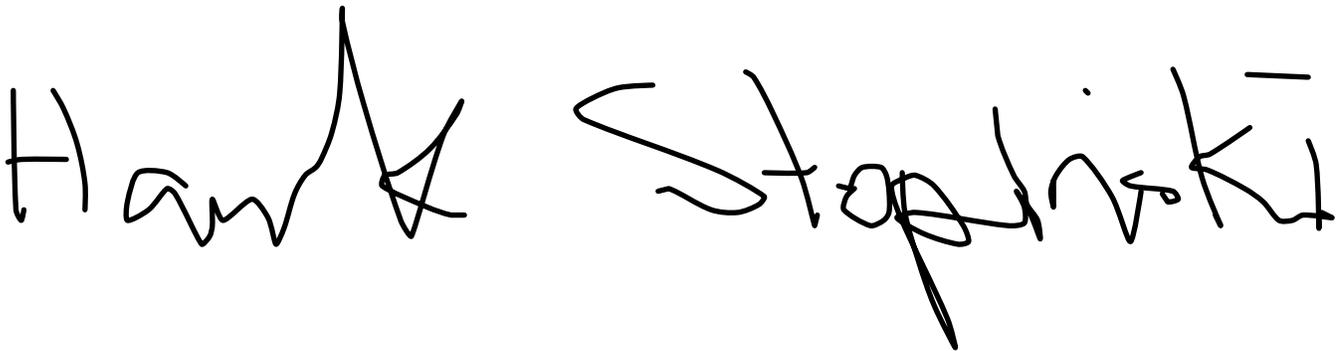
14. Were there any revisions to the school's charter during the 2013-2014 school year? (Please include both those that required authorizer approval and those that did not require authorizer approval).

No

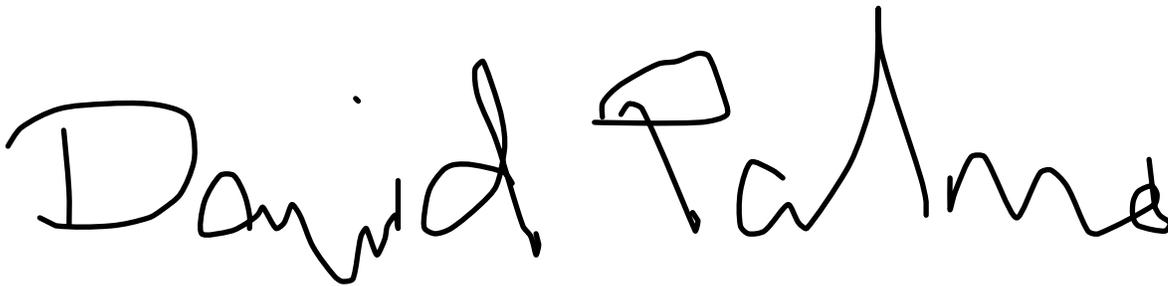
16. Our signatures below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in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

• Yes

Signature, Head of Charter School

A handwritten signature in black ink that reads "Hank Stopinski". The letters are cursive and somewhat stylized, with a large 'H' and a prominent 'S'.

Signature, President of the Board of Trustees

A handwritten signature in black ink that reads "David Palma". The letters are cursive and somewhat stylized, with a large 'D' and a prominent 'P'.

Thank you.

Appendix A: Progress Toward Goals

Created Monday, July 14, 2014

Updated Wednesday, July 16, 2014

Page 1

Charter School Name: 140600860961 HEALTH SCIENCES CS

1. NEW YORK STATE REPORT CARD

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

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

<http://data.nysed.gov/reportcard.php?year=2012&instid=800000065871>

2. APPENDIX A: PROGRESS TOWARD CHARTER GOALS

2a. ACADEMIC STUDENT PERFORMANCE GOALS

If the results are not available by August 1st, please list the goals and explain this in the "progress toward goal attainment" column. This task will reopen for the school to update and finalize by the November 1, 2014 due date.

2013-14 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 1	Core Regents exam scores will meet or exceed the NYS average.	NYS Regents exam scores. Awaiting August Regents exam results.	% of Health Sciences (HS) students scoring 65 or above as of 6.24.14: Comprehensive English - 87% HS vs. 77% NYS 2012-13 average. Algebra I - 76% HS vs. 74% NYS 2012-13 average. Algebra II - 10% HS vs. 66% NYS 2012-13 average. Global History & Geography -36% HS vs. 71% NYS 2012-13 average. US History & Government - 75% HS vs. 79% NYS 2012-13 average. Living Environment - 72% HS vs. 76% NYS 2012-13 average Chemistry - 42% HS vs. 76% NYS 2012-13 average. Geometry - 35% HS vs. 74% NYS 2012-13 average.	

Academic Goal 2	Student achievement on ELA Assessments will meet or exceed the NYS standards.	Performance Series Scores Reading Grade Levels - Pre/Post Students meet SLO targets	89% of students on or above grade level at the end of the 2013-14 academic year.
Academic Goal 3	A minimum of 80% of the student body will complete PSAT, SAT, PLAN (Pre-ACT), ACT, and Accu-placer preparation courses by their Senior year. In addition, HSCS Juniors will visit a minimum of two campuses per year prior to graduation.	College Acceptances Completion Rate Visits to College Campuses	85% of seniors accepted to college. 100% of senior class completed either PSAT, SAT, PLAN (Pre-ACT, ACT and/or Accu-placer.
Academic Goal 4	Students at-risk of not obtaining a Regents Diploma will be enrolled in a HSE certification program, BOCES program, or pursue an alternative diploma based on an IEP, or SLOs for ELL students	Completion of alternative certification program. Students will meet/exceed employment criteria and be hired at one of the School's partner organizations.	All students participating in BOCES programs completed and are enrolled in college.
Academic Goal 5	80% of students will receive a NYS Regents Diploma and graduate.	Graduation Rate	On Target - June 2014 - 74% - August 2014 - projected to be 85%
Academic Goal 6	NEW ACADEMIC GOAL 100% of the teachers will be expected to maintain an annual rating of effective or highly-effective.	Charlotte Danielson summative assessments.	All teachers are rated effective or highly-effective.

2a1. Do have more academic goals to add?

No

2a2. Do have more academic goals to add?

No

2b. ORGANIZATIONAL GOALS

2013-14 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	2013-14 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Org Goal 1	480 students will be enrolled in Year V of the Charter	Completed applications in Eschool Enrolled Students on BEDS Day	491 students enrolled in Eschool Confirmed enrollment at 457 Wait List in Grade 10	Aggressive marketing initiatives are in process (multiple open house programs for students, parents, shadow days, print advertising, post card drop to select zipcodes, classroom visits to feeder schools, resettlement agencies, Saturday tours, electronic (radio and tv) and social media.
Org Goal 2	To ensure parent satisfaction and engagement exceeds expectations.	Parent Surveys Personal Meetings with Teachers, Dean of Students, Assistant Principal, Social Worker	90% of new parents attended a parent orientation. Online surveys completed at parent orientation.	All faculty and staff are receiving professional development with regards to improving parent engagement.
Org Goal 3	To ensure student satisfaction will remain at a high level.	Attendance Participation in Athletics Participation in Clubs	94% Attendance Rate 60% of student body participates in athletics and clubs.	On target.
Org Goal 4	To maintain an environment that drives educational success, 100% of the teachers will be expected to maintain an annual rating of effective or highly-effective based on the Charlotte Danielson summative assessments.	100% of teachers will be effective or highly-effective	On target	On target
Org Goal 5	n Year 5, Power-Up Parenting, a pilot integrated learning program with Grade 9 parents, students and teachers, will be introduced to increase academic achievement, parent engagement and student support at home. Also, the addition of Closing the Gap and 12 new AmeriCorps ABLÉ members will complement the ongoing culture that permeates the hallways - Responsibility, Respect and Safety. The School also anticipates increasing its presence within the Buffalo Niagara Medical Campus community over the			

next charter term as more students access internship and career exploration, and employment opportunities. The School has recently pursued funding to support a new staff position who would coordinate community outreach and the growth of ongoing and development of new partnerships to ensure the School's climate reflects the professionalism and commitment expected in within the health sciences industry.

2b.1 Do you have more organizational goals to add?

Yes

2013-14 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Org Goal 8	To finalize a new organizational structure in order to accommodate the School's first year of full enrollment. This structure clearly defines the roles and responsibilities of the Administration and will provide teachers with the support and guidance essential to the implementation of the unique educational program at the HSCS.			
Org Goal 9	The School continues to be faithful to its mission and has implemented all key design elements in the current charter. The original key elements address academic and college and career-readiness. Based on three years of operation and experiences with hundreds of at-risk urban youth, the Board, staff and Administration have identified two additional, complementary key design elements that are paramount to the implementation of the overall education plan: (1) Closing the Gap- Through a unique collaboration between the School, Catholic Charities of Buffalo and United Way of Buffalo and Erie County, the HSCS has designed a program that will provide staff and students with a multitude of support services and linkages to partner health and human service partner organizations to address individual student and family needs. (2) PBIS (Positive Behavioral Intervention & Supports)- HSCS students are traditional at-risk urban youth who reside in some of the poorest and			

dangerous neighborhoods in the country. Many do not enter high school with the ability to independently problem solve, manage crisis situations, or trust authority figures. The School must address such issues in order to maintain a positive learning environment for all students. All staff will complete PBIS training and have the ability to identify problematic behavior, develop and implement expectations, and manage their classroom

2c. FINANCIAL GOALS

2013-14 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Financial Goal 1	Develop fiscal policies to assist in the governance of the HSCS finances.	Standard accounting practices/sample policies and procedures from like institutes.	Completed	
Financial Goal 2	Develop systems to manage and account for State and Federal fund management	High security level business software system.	Completed	
Financial Goal 3	Develop and implement internal controls for the protection of school assets.	Standard accounting practices/sample policies and procedures from like institutes.	Completed	
Financial Goal 4	Develop and implement initial/on-going training for the administration and the Board of Trustees regarding fiscal management and oversight.	HSCS partner organizations and Accountability Committee goals.	In Process	Appropriate professional development activities are scheduled for the Administrative/ Leadership Team
Financial Goal 5	Meet the projected programmatic and fiscal needs of the school.	Academic and Finance Committee goals.	Completed	

Appendix A: Progress Toward Goals

Created Thursday, July 17, 2014

Updated Sunday, August 31, 2014

Page 1

Charter School Name: 140600860961 HEALTH SCIENCES CS

1. NEW YORK STATE REPORT CARD

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<http://data.nysed.gov/reportcard.php?year=2013&instid=800000065871>

2. APPENDIX A: PROGRESS TOWARD CHARTER GOALS

2a. ACADEMIC STUDENT PERFORMANCE GOALS

If the results are not available by August 1st, please list the goals and explain this in the "progress toward goal attainment" column. This task will reopen for the school to update and finalize by the November 1, 2014 due date.

2013-14 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 1	2014 NYS Regents Integrated Algebra examination scores will meet or exceed the 2013 NYS average.	June and August 2014 NYSED Regents Examinations.	Goal met. 82% of the HSCS students scored above 65% in June/August 2014. NYS 2013 avg. 74%.	N/A
Academic Goal 2	2014 NYS Regents Geometry examination scores will meet or exceed the 2013 NYS average.	June and August 2014 NYSED Regents Examinations.	40% of the HSCS students scored above 65% in June/August 2014. NYS 2013 avg. 74%.	Multiple interventions including math ramp-up addressing foundational math skills will be integrated into student schedules for the 2014-15 school year. Interventions will be based on individual student needs.
Academic Goal 3	2014 NYS Regents Living Environment examination scores will meet or exceed the 2013 NYS average.	June and August 2014 NYSED Regents Examinations.	66% of the HSCS students scored above 65% in June/August 2014. NYS 2013 avg. 76%.	Multiple interventions addressing foundational science and literacy skills will be integrated into student schedules for the 2014-15 school year. Interventions will be based on individual student needs.

Academic Goal 4	2014 NYS Regents Global History & Geography examination scores will meet or exceed the 2013 NYS average.	June and August 2014 NYSED Regents Examinations.	40% of the HSCS students scored above 65% in June/August 2014. NYS 2013 avg. 71%.	Multiple interventions will be integrated into student schedules for the 2014-15 school year. Interventions will be based on individual student needs.
Academic Goal 5	2014 NYS Regents Algebra 2 examination scores will meet or exceed the 2013 NYS average.	June and August 2014 NYSED Regents Examinations.	10% of the HSCS students scored above 65% in June/August 2014. NYS 2013 avg. 66%.	Multiple interventions including math ramp-up addressing foundational math skills will be integrated into student schedules for the 2014-15 school year. Interventions will be based on individual student needs.
Academic Goal 6	2014 NYS Regents US History & Government examination scores will meet or exceed the 2013 NYS average.	June and August 2014 NYSED Regents Examinations.	Goal met. 83% of the HSCS students scored above 65% in June 2014. NYS 2013 avg. 79%.	N/A
Academic Goal 7	2014 NYS Regents Comprehensive English examination scores will meet or exceed the 2013 NYS average.	June and August 2014 NYSED Regents Examinations.	Goal met due to comprehensive literacy interventions. 85% of the HSCS students scored above 65% in June/August 2014. NYS 2013 avg. 77%.	N/A
Academic Goal 8	2014 NYS Regents Chemistry examination scores will meet or exceed the 2013 NYS average.	June and August 2014 NYSED Regents Examinations.	42% of the HSCS students scored above 65% in June/August 2014. NYS 2013 avg. 76%.	Multiple interventions will be integrated into student schedules for the 2014-15 school year. Interventions will be based on individual student needs.

2a1. Do have more academic goals to add?

Yes

2013-14 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Academic Goal 9	80% of students graduating will receive a Regents Diploma.	June and August graduation rate.	The graduation rate as of August 2014 was 81.4%. Important to note is that 91% of the 2010 cohort that completed the 2014 school year with HSCS graduated from Health Sciences.	Comprehensive academic support during the summer session will result in additional seniors obtaining a Regents Diploma therefore increasing the graduation rate.
Academic Goal 10	Each student will demonstrate an annual growth rate that is 70% of the Performance Series national standards in literacy.	New York State approved Performance Series literacy assessments for grades 9 through 11 were conducted in the fall and spring.	Goal met.	N/A
Academic Goal 11	80% of the student body will participate in college preparation coursework.	PSAT, SAT, PLAN (Pre-ACT), ACT, and Accu-placer preparation courses for Seniors and a minimum of two campuses per year for Juniors.	Goal met. 100% of students participated in at least one college prep activity.	N/A
Academic Goal 12	10-20% of students at-risk of not obtaining a Regents Diploma will be enrolled in a certification program at BOCES, GED programming, or pursue an alternative diploma based on an IEP, or SLOs for ELL students, to ensure they meet employability requirements through one of the partner organizations.	School staff and Counselors work with partners to track student progress.	Goal met. Summer programming, Adopt A Junior, Urban League Programming at the School have provided at-risk students with support and guidance.	N/A
Academic Goal 13	Students will participate in at least four career events.	School Counselors developed and monitored events.	Goal met. Four school day events were held including mock interviews, College Day, MASH Camps, Doctors Back to School Day, etc. In addition, students were exposed to over 100 professionals and dozens of health career professionals over the year.	N/A
Academic Goal 14	Students will complete 100 hours of service or more.	Student service hours tracked by School College and Career Coordinator.	Goal met. All graduating seniors met service hours goal.	N/A

2a2. Do have more academic goals to add?

No

2b. ORGANIZATIONAL GOALS

2013-14 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	2013-14 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Org Goal 1	120 students will be enrolled in Year V of the Charter.	Monthly billing reports and data warehouse submissions.	Goal met.	N/A
Org Goal 2	High percentage of students will re-enroll for the following year.	Intent to return letters from parents.	Goal met. School is at maximum enrollment for fall.	N/A
Org Goal 3	Parent satisfaction will be realized.	Semi-annual satisfaction surveys.	92% of parents surveyed in 2014 were satisfied or extremely satisfied.	N/A
Org Goal 4	Student satisfaction will be realized.	Annual satisfaction survey.	100% of those students surveyed in 2014 were satisfied or extremely satisfied.	N/A
Org Goal 5	100% of teachers will be effective/highly effective. Develop new organizational structure Organizational chart and outline. New structure established and in the process of implementation.	Annual teacher assessments utilizing Danielson Framework.	100% of teachers were effective/highly effective.	N/A

2b.1 Do you have more organizational goals to add?

No

2c. FINANCIAL GOALS

2013-14 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	2013-2014 Progress Toward Attainment	If Not Met, Describe Efforts to be Taken
Financial Goal 1	Design a reporting format that will enable the administration, Finance Committee, and Board of Trustees to effectively and efficiently exchange, analyze, and communicate financial information in a timely manner.	Monthly reports to the Finance Command BOT.	Format has been developed and utilized on a monthly basis.	N/A
Financial Goal 2	Continue to develop and implement internal controls for the protection of school assets.	Final policies adopted by Board of Trustees.	The School has designed systems with separation of responsibilities. Implemented procedures for each policy	N/A

			adopted by the Board with clear designation of responsibility. Designed fixed asset management system and implemented fixed asset software to assist in managing them.	
Financial Goal 3	Develop comprehensive Procurement Policy.	Final policies adopted by Board of Trustees.	Policy has been written and vetted by Finance Committee and approved by Board of Trustees.	N/A
Financial Goal 4	Meet the requirements necessary for a favorable audit for year-end.	Independent Auditor's Report.	Audit will be completed and submitted to NYSED by November 1, 2014.	N/A
Financial Goal 5	Continue to project and meet the projected programmatic and fiscal needs of the school. Monthly Finance reports to Finance Committee and Board of Trustees.	Supported instructional curriculum, technology, college and career events through expenditures, investments and grants.	The Finance Committee began development of a long-term fiscal sustainability plan.	N/A

Appendix B: Total Expenditures and Administrative Expenditures per Child

Created Thursday, July 17, 2014
Updated Tuesday, July 29, 2014

Page 1

Charter School Name: 140600860961 HEALTH SCIENCES CS

B. Financial Information

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

1. Total Expenditures Per Child

To calculate 'Total Expenditures per Child' take total expenditures (from the unaudited 2013-14 Schedule of Functional Expenses) and divide by the count of students you reported on of BEDS Day. (Integers Only. No dollar signs or commas).

1. Total Expenditures Per Child Line 1: Total Expenditures	6681330
1. Total Expenditures Per Child Line 2: BEDS Day Pupil Count	438
1. Total Expenditures Per Child Line 3: Divide Line 1 by Line 2	15254

2. Administrative Expenditures per Child

To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2013-14 Schedule of Functional Expenses) and divide by the BEDS per pupil count. The relevant portion that must be included in this calculation is defined as follows:

Administrative Expenditures: Administration and management of the charter school includes the activities and personnel of the offices of the chief school officers, the treasurer, the finance or business offices, the purchasing unit, the employee personnel offices, the records management offices, or a public information and services offices. It also includes those administrative and management services provided by other organizations or corporations on behalf of the charter school for which the charter school pays a fee or other compensation.

Please note the following:

Do not include the FTE of personnel dedicated to administration of the instructional programs.

Do not include Employee Benefit costs or expenditures in the above calculations.

A template for the Schedule of Functional Expenses is provided on page 21 of the 2012 Annual Report Guidelines to assist schools identify the categories of expenses needed to compute the two per pupil calculations. This template does not need to be completed or submitted on August 1st as it will be submitted November 1st as part of the audited financial statements. Therefore schools should use unaudited amounts for these per pupil calculations. (See the 2013-14 Annual Report Guidelines in "Resources" area of your portal task page).

To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas).

To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 1: Relevant Personnel Services Cost (Row)	0
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 2: Management and General Cost (Column)	2428736
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 3: Sum of Line 1 and Line 2	2428736
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 4: BEDS Day Pupil Count	438
To calculate 'Administrative Expenditures per Child' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2013-14 Schedule of Functional Expenses) and divide by the count of students as of BEDS Day. (Integers Only. No dollar signs or commas). Line 5: Divide Line 3 by the BEDS Day Pupil Count	5545

Thank you.



Financial Audit Supplemental Data Request Form

for Regents-Authorized Charter Schools

School Name: [Health Sciences Charter School](#)

Date: July 28, 2014

School Fiscal Contact Name: [Gregory J. Altman](#)
School Fiscal Contact Email: [REDACTED]
School Fiscal Contact Phone: [REDACTED]
District of Location: [Buffalo](#)
Authorizer: [SED](#)
Years of Operation: 4
Facility: [Public](#)
Grades Currently Served: 9 - 12
Planned Grades at Full Capacity: 9 - 12
Enrollment: 438
Max Enrollment: 480
Year of Most Recent Data: 2014
School Fiscal Contact Phone: 716-888-4080 ext. 175

School Audit Firm Name: [Kirisits & Associates CPAs, PLLC](#)
School Audit Contact Name: [Lisa Kirisits, CPA](#)
School Audit Contact Email: LisaK@kirisitscpa.com
School Audit Contact Phone: 716-881-0089

Latest Audit Period (through June 30): [2014](#)

Do Not Use this Box Health Sciences Charter School2014

FILL IN GRAY CELLS

HEALTH SCIENCES CHARTER SCHOOL

STATEMENTS OF FINANCIAL POSITION

FOR THE YEARS ENDED JUNE 30, 2014 & 2013

	<u>2014</u>	<u>2013</u>
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$282,063	\$220,689
Grants and contracts receivable	-	-
Accounts receivables	301,755	26,787
Inventory	-	-
Prepaid Expenses	70,907	30,697
Contributions and other receivables	-	-
Other	8,845	8,845
TOTAL CURRENT ASSETS	\$663,570	\$287,018
OTHER ASSETS		
Investments	\$-	\$-
Property, Plant and Equipment, Net	8,165,305	6,978,611
Loan acquisition costs, net	51,720	-
Restricted Cash	189,457	-
OTHER ASSETS	\$8,406,482	\$6,978,611
TOTAL ASSETS	\$9,070,052	\$7,265,629
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable and accrued expenses	\$317,987	\$255,106
Accrued payroll and benefits	675,345	377,219
Refundable Advances	-	-
Deferred Revenue	237,747	15,000
Current maturities of long-term debt	90,452	25,452
Short Term Debt - Bonds, Notes Payable	224,000	224,000
Other	-	-
TOTAL CURRENT LIABILITIES	\$1,545,531	\$896,777
LONG-TERM DEBT, net current maturities	\$8,588,217	\$7,142,191
TOTAL LIABILITIES	\$10,133,748	\$8,038,968
NET ASSETS		
Unrestricted	\$(1,063,696)	\$(773,339)
Temporarily restricted	-	-
TOTAL NET ASSETS	\$(1,063,696)	\$(773,339)
TOTAL LIABILITIES AND NET ASSETS	\$9,070,052	\$7,265,629
<i>Check</i>	-	-

FILL IN GRAY CELLS

Health Sciences Charter School

STATEMENTS OF ACTIVITIES

FOR THE YEARS ENDED JUNE 30,

	2014			2013
	Unrestricted	Temporarily Restricted	Total	Total
REVENUE, GAINS AND OTHER SUPPORT				
State & Local Operating Revenue	\$5,606,308	\$-	\$5,606,308	\$4,249,125
Federal - Title and IDEA	-	-	-	-
Federal - Other	144,962	-	144,962	266,329
State and City Grants	-	-	-	-
Contributions and private grants	105,811	272,073	377,884	95,208
After school revenue	-	-	-	-
Other	261,819	-	261,819	183,493
Food Service/Child Nutrition Program	-	-	-	-
TOTAL REVENUE, GAINS AND OTHER SUPPORT	\$6,118,900	\$272,073	\$6,390,973	\$4,794,155
EXPENSES				
Program Services				
Regular Education	\$2,545,234	\$-	\$2,545,234	\$2,904,669
Special Education	291,883	-	291,883	363,866
Other Programs	157,502	-	157,502	397,176
Total Program Services	\$2,994,619	\$-	\$2,994,619	\$3,665,711
Supporting Services				
Management and general	\$3,686,711	\$-	\$3,686,711	\$1,526,901
Fundraising	-	-	-	-
TOTAL OPERATING EXPENSES	\$6,681,330	\$-	\$6,681,330	\$5,192,612
SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS	\$(562,430)	\$272,073	\$(290,357)	\$(398,457)
Contributions				
Foundations	\$-	\$-	\$-	\$-
Individuals	-	-	-	-
Corporations	-	-	-	-
Fundraising	-	-	-	-
Interest income	-	-	-	-
Miscellaneous income	-	-	-	-
Net assets released from restriction	-	-	-	-
TOTAL SUPPORT AND OTHER REVENUE	\$-	\$-	\$-	\$-
CHANGE IN NET ASSETS	\$(562,430)	\$272,073	\$(290,357)	\$(398,457)
NET ASSETS BEGINNING OF YEAR	\$(773,339)	\$-	\$(773,339)	\$(374,882)
PRIOR YEAR/PERIOD ADJUSTMENTS	-	-	-	-
NET ASSETS - END OF YEAR	\$(1,335,769)	\$272,073	\$(1,063,696)	\$(773,339)

HEALTH SCIENCES CHARTER SCHOOL INDEPENDENT AUDITOR'S REPORT

Charter schools must **UPLOAD** final 2013-14 independent audits, along with corresponding reports and management letters (the independent auditor's report on the financial statements, report compliance, report on internal control over financial reporting, management letter, and federal Single Audit, if applicable) by November 1st. [Please upload audit in .PDF file format].

Please know the independent auditor's report is in process and will be uploaded upon completion.

New York State Education Department

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

Budget and Cash Flow Templates for the 2013 New Charter Applications

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

1	Complete ALL SIX tabs in BLUE
2	Enter information into the GRAY cells
3	Cells labeled in ORANGE contain guidance pertaining to that tab
4	Cells containing RED triangles in the upper right corner in columns B through G contain guidance on that particular item
5	Funding by School District information for all NYS School district is located on the State Aid website at https://stateaid.nysed.gov/charter/ . Refer to this website for per-pupil tuition funding for all school districts. Rows may be inserted in the worksheet to accommodate additional districts if necessary.
6	The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

HEALTH SCIENCES CHARTER SCHOOL

PROJECTED BUDGET FOR 2014-2015

HEALTH SCIENCES CHARTER SCHOOL PROJECTED BUDGET FOR 2014-2015 July 1, 2014 to June 30, 2015							Assumptions
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 147. This will populate the data in row 9.							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	5,718,319	595,105	-	-	307,285	6,620,708	
Total Expenses	3,400,682	360,496	187,460	66,000	3,096,281	7,110,919	
Net Income	2,317,637	234,609	(187,460)	(66,000)	(2,788,996)	(490,210)	
Actual Student Enrollment	394	56				450	Budget assumes student enrollment of 450 with an allocation of SPED students consistent with previous year
Total Paid Student Enrollment	394	56				450	
	PROGRAM SERVICES			SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Custodian	-	-	-	-	-	-	
Security	4.00	-	-	-	117,668	117,668	1 Head of Security; 3 Hall Monitors
Other	1.00	-	-	-	44,346	44,346	1 Head of Facilities
TOTAL NON-INSTRUCTIONAL	5.5	-	-	-	183,013	183,013	
SUBTOTAL PERSONNEL SERVICE COSTS	59.50	1,528,990	289,533	-	1,172,259	2,990,782	
PAYROLL TAXES AND BENEFITS							
Payroll Taxes	130,729	24,755	-	-	100,228	255,712	
Fringe / Employee Benefits	131,493	24,784	-	-	100,223	256,501	
Retirement / Pension	84,094	15,924	-	-	64,474	164,493	
TOTAL PAYROLL TAXES AND BENEFITS	346,316	65,463	-	-	264,926	676,705	
TOTAL PERSONNEL SERVICE COSTS	1,875,306	354,996	-	-	1,437,184	3,667,487	
CONTRACTED SERVICES							
Accounting / Audit	-	-	-	-	10,500	10,500	
Legal	-	-	-	-	10,000	10,000	
Management Company Fee	-	-	-	-	-	-	
Nurse Services	-	-	-	-	21,000	21,000	
Food Service / School Lunch	-	-	-	-	-	-	
Payroll Services	-	-	-	-	84,000	84,000	HR & Payroll Services
Special Ed Services	-	500	-	-	-	500	Mediators
Titlement Services (i.e. Title I)	-	-	-	-	-	-	
Other Purchased / Professional / Consulting	-	-	-	66,000	175,000	241,000	Accountability Audit; Grant Services; Management Services; IT; In Kind
TOTAL CONTRACTED SERVICES	-	500	-	66,000	300,500	367,000	
SCHOOL OPERATIONS							
Board Expenses	-	-	-	-	1,000	1,000	
Classroom / Teaching Supplies & Materials	30,553	-	-	-	-	30,553	
Special Ed Supplies & Materials	-	5,000	-	-	-	5,000	
Textbooks / Workbooks	40,000	-	-	-	-	40,000	
Supplies & Materials other	-	-	-	-	-	-	
Equipment / Furniture	59,000	-	7,600	-	5,000	71,600	
Telephone	21,000	-	-	-	-	21,000	
Technology	125,925	-	-	-	-	125,925	
Student Testing & Assessment	11,250	-	-	-	-	11,250	
Field Trips	15,000	-	-	-	-	15,000	
Transportation (student)	-	-	8,000	-	-	8,000	
Student Services - other	218,075	-	129,010	-	-	347,085	BOCES, Summer School, Athletics and Uniforms
Office Expense	-	-	-	-	49,500	49,500	
Staff Development	100,500	-	-	-	12,500	113,000	
Staff Recruitment	21,000	-	-	-	-	21,000	
Student Recruitment / Marketing	15,500	-	1,000	-	-	16,500	
School Meals / Lunch	271,648	-	-	-	-	271,648	
Travel (Staff)	-	-	-	-	-	-	
Fundraising	-	-	-	-	-	-	
Other	97,175	-	41,850	-	13,020	152,045	Substitute Teacher(s), Americorp, Saturday School, Clubs, Student Recognition, Interest, Bank Charges, Miscellaneous
TOTAL SCHOOL OPERATIONS	1,026,626	5,000	187,460	-	81,020	1,300,106	
FACILITY OPERATION & MAINTENANCE							
Insurance	-	-	-	-	45,000	45,000	
Janitorial	-	-	-	-	165,200	165,200	
Building and Land Rent / Lease	-	-	-	-	850,189	850,189	
Repairs & Maintenance	-	-	-	-	53,500	53,500	
Equipment / Furniture	-	-	-	-	-	-	
Security	-	-	-	-	39,000	39,000	
Utilities	79,200	-	-	-	19,800	99,000	
TOTAL FACILITY OPERATION & MAINTENANCE	79,200	-	-	-	1,172,689	1,251,889	
DEPRECIATION & AMORTIZATION	419,550	-	-	-	104,887	524,437	
DISSOLUTION ESCROW & RESERVES / CONTINGENCY	-	-	-	-	-	-	
TOTAL EXPENSES	3,400,682	360,496	187,460	66,000	3,096,281	7,110,919	
NET INCOME	2,317,637	234,609	(187,460)	(66,000)	(2,788,996)	(490,210)	

HEALTH SCIENCES CHARTER SCHOOL

PROJECTED BUDGET FOR 2014-2015

July 1, 2014 to June 30, 2015

Assumptions

DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 147. This will populate the data in row 9.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	5,718,313	595,105	-	-	307,285	6,620,708
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Actual Student Enrollment	394	56				450
Total Paid Student Enrollment	394	56				450

Budget assumes student enrollment of 450 with an allocation of SPED students consistent with previous year

PROGRAM SERVICES

SUPPORT SERVICES

REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
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ENROLLMENT - *School Districts Are Linked To Above Entries*

	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED
District of Location	384	54	438
School District 2 - Others outside Buffalo	10	2	12
School District 3 (Enter Name)			-
School District 4 (Enter Name)			-
School District 5 (Enter Name)			-
TOTAL ENROLLMENT	394	56	450
REVENUE PER PUPIL	14,513	10,675	-
EXPENSES PER PUPIL	8,631	6,466	417

Audited Financial Statement Checklist

Created Thursday, July 17, 2014

Updated Thursday, July 24, 2014

Page 1

Charter School Name:

1. Please check each item that is included in the 2013-14 Audited Financial Statement submitted for your charter school.

	Yes/No
Audited Financial Statements (including report on compliance and report on internal control over financial reporting)	Yes
Single Audit (if applicable)	Not Applicable
CSP Agreed Upon Procedures (if applicable)	Not Applicable
Management Letter	Not Applicable
Report on Extracurricular Student Activity Accounts (if applicable)	Not Applicable
Corrective Action Plans for any Findings	Not Applicable

2. Please indicated if there is a finding(s) noted in any of the following sections of your charter school's 2013-14 Audited Financial Statement.

	Yes/No
Report on Compliance	Not Applicable
Report on Internal Control over Financial Reporting	Not Applicable
Single Audit	Not Applicable
CSP Agreed Upon Procedures Report	Not Applicable
Management Letter	Not Applicable

Thank you.

Appendix E: Disclosure of Financial Interest Form

Created Monday, July 14, 2014

Updated Tuesday, July 22, 2014

Page 1

140600860961 HEALTH SCIENCES CS

An Appendix E: Disclosure of Financial Interest Form must be completed for each active Trustee who served on the charter school's Board of Trustees during the 2013-14 school year. Trustees are at times difficult to track down in the summer months. Trustees may complete and submit at their leisure (but before the deadline) their individual form at:

<http://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/>. Trustees may download and/or email their forms to you upon completion.

Trustees who are technologically advanced may complete the survey using their smartphones or other mobile devices by downloading the this bar code link to the survey <https://fluidsurveys.com/account/surveys/540612/publish/qrcode/>. (Make sure you have the bar code application reader on your phone).

If a Trustee is unable to complete the form by the deadline (i.e, out of the country), the school is responsible for submitting the information required on the form for that individual trustee.

Just send the links via email today to your Trustees requesting that they each complete their form as soon as possible.
Thank you.

Yes, each member of the school's Board of Trustees has received a link to the Disclosure of Financial Interest Form.

Yes

Thank you.

Appendix F: BOT Membership Table

Created Wednesday, July 16, 2014

Updated Tuesday, July 22, 2014

Page 1

140600860961 HEALTH SCIENCES CS

1. Current Board Member Information

	Full Name of Individual Trustees	Position on Board (Officer or Rep).	Voting Member	Area of Expertise &/or Additional Role	Terms Served & Length (include date of election and expiration)	Committee affiliations
1	David A. Palmer	Chair/President	Yes	Commissioner, Personnel County of Erie, New York	2 terms, 2009-present	Academic, Marketing, Accountability, Finance, Facilities, Personnel, Technology, Nominating, Executive
2	Marsha D. Jackson, Ph.D.	Vice Chair/Vice President	Yes	Associate Vice President for Student Affairs SUNY Erie Community College	2 terms, 2009-present	Academic, Marketing, Personnel, Nominating, Executive
3	Michael J. Faso	Treasurer	Yes	Senior Vice President Finance & New Business Development Independent Health Association	2 terms, 2010-present	Finance, Executive
4	Cynthia A. Schwartz	Secretary	Yes	Executive Director, Corporate Projects & Initiatives Roswell Park Cancer Institute	2 terms, 2009-present	Marketing, Finance, Facilities
5	Donna M. Brown	Member	Yes	Senior Vice President Finance & New Business Development Independent Health Association	2 terms, 2011-present	Marketing, Academic
6	Lisa A. Coppola, Esq.	Member	Yes	Partner Rupp, Baase, Pfalzgraf, Cunningham & Coppola LLC	2 terms, 2011-present	Personnel, Finance, Nominating, Executive
7	Michael Edbauer, DO	Member	Yes	Chief Medical Officer Catholic Medical Partners, IPA	1 term, 2014-present	Academic, Technology
8	Debora M. Hayes	Member	Yes	Upstate NY / NE / CT Director Communications Workers of America	1 term, 2014-present	Academic, Marketing
9	John J. Hennessey	Member	Yes	Vice President, Chief Information Officer Kaleida Health	1 term, 2014-present	Technology, Executive
10	Jevon D. Hunter, Ph.D.	Member	Yes	Professor, Elementary Education and Reading Department Buffalo State College	1 term, 2014-present	Academic

11	Michael J. Moley	Member	Yes	SVP and Chief Human Resources Officer Catholic Health	2 terms, 2009-present	Personnel, Nominating, Accountability
12	Dr. John J. Gillespie	Member	Yes	Consultant	2 terms, 2009-present	Academic, Executive

2. Total Number of Members Joining Board during the 2013-14 school year

3

3. Total Number of Members Departing the Board during the 2013-14 school year

3

4. According to the School's by-laws, what is the maximum number of trustees that may comprise the governing board?

15

5. How many times did the Board meet during the 2013-14 school year?

12

6. How many times will the Board meet during the 2014-15 school year?

12

Thank you.

Health Sciences Charter School Board Meeting Minutes

Date: June13, 2013

Location/Time: Health Sciences Charter School - 7:30 a.m.

Attendees: Donna Brown, Lisa Coppola, Dr. John Gillespie, Mark Golden, Dr. Marsha Jackson, David Palmer, Cynthia Schwartz, Dr. Richard Vienne

Absent/Excused Michael Faso, Mark Golden, Dr. Bharat Kohli, Melva Visher (LOA)

Guests: Dr. Hank Stopinski, Justin Reid, Renu Singla, Janice Barrett, Rob Baxter, Heidi Caraway, Reverend James Cassidy, Connie Hanel , Carol Pratt, Catherine Prosser

Topic	Discussion	Action
Call to Order	<ul style="list-style-type: none"> • Mr. Palmer called meeting to order 	
Consent Agenda Items <ul style="list-style-type: none"> • May 9, 2013 Board Meeting Minutes • Employment Resolutions <ul style="list-style-type: none"> ○ Kristen Bithorn - Science ○ Kelly McManus- Mathematics ○ Ashley Dreibelbis- Social Studies ○ Brittany Matiash- Social Studies ○ Molly Gurman- Literacy/ SPED ○ Dorian Dallas- English ○ Nichole Walls- Dean of Students ○ Felecia Hanesworth – CSE Coordinator • Policies <ul style="list-style-type: none"> ○ Code of Ethics ○ Recruitment, Selection & Appointment of Personnel ○ Equal Employment Opportunity ○ General Personnel Policy Statement • Finance Committee Minutes (June 5) • Treasurer's Report 		<ul style="list-style-type: none"> • Ms. Coppola moved acceptance; Ms. Schwartz seconded (approved)

Parent Comments- Reverend James Cassidy & Catherina Prosser	<ul style="list-style-type: none"> Parents addressed the Board and expressed concerns about a specific topic within the curriculum. Option of opting out or alternative curriculum was offered. Mr. Moley reiterated the responsibility of the Board to discuss the issue in detail. 	<ul style="list-style-type: none"> Academic Committee to discuss issue and present recommendations to Board. Mr. Moley asked that the Board be kept apprised of the decisions of the Academic Committee.
HSCS Reflections (Rob Baxter)	<ul style="list-style-type: none"> Mr. Baxter discussed the systems in place for the Summer-emphasized on a "Student- Centered School" and better recruitment. Discussed the District wide deployment of "Edmodo" (Social networking platform for teachers, students, parents and school administrators). Board was invited to join the network. 	<ul style="list-style-type: none"> No Action
Power- Up Parenting Presentation-	<ul style="list-style-type: none"> Ms. Pratt and Ms. Hanel gave a presentation about Power-up Parenting. 	<ul style="list-style-type: none"> Additional support and services to be provided to HSCS parents.
Literacy Assessment Highlights- Heidi Caraway	<ul style="list-style-type: none"> Ms. Caraway highlighted the success of students in the Literacy program. 42% of students in grade 9 are reading at or above grade level as of the Spring 2013. 44% of students in grade 10 and 11 are reading at or above grade level in grades 10 and 11. Notably, a small group of students grew from a 5th grade to a 10th grade reading level within the 2012-2013 school year. 	<ul style="list-style-type: none"> Board recognized Ms. Caraway and her good work.
Principal's Report <ul style="list-style-type: none"> Enrollment YTD School Nurse Food Service Program 	<ul style="list-style-type: none"> 150 students to date have been accepted for the 2013-14 school year. 140 students have completed enrollment applications. 92 families to participate in Student /Parent Orientations scheduled on June 26th and 27th from 5:30- 7:00. No school nurse in place for the summer and fall sessions. Mr. Moley offered assistance in procuring services of a school nurse for summer and upcoming school year. Food Service program onsite is in the design phase. All students will be mandated to eat breakfast in the morning. 	<ul style="list-style-type: none"> Follow up is in process to secure required documents for the remaining applications Board members invited to attend the Student/ Parent orientations. Discussion with Catholic Health to follow. Facility Committee working on design and equipment needed.

Academic Committee	<ul style="list-style-type: none"> • Mr. Palmer recognized Dr. Jackson for her efforts in building a partnership with Erie Community College HSCS • Discussion with Canisius College to provide both professional development for staff and additional tutoring supports for students is in process. • Accuplacer Assessment in place for the junior class. 	<ul style="list-style-type: none"> • Efforts ongoing to develop written articulation agreement.
Accountability Committee	<ul style="list-style-type: none"> • No report. 	<ul style="list-style-type: none"> • Next meeting is June 26.
Facilities Committee	<ul style="list-style-type: none"> • Personal Touch and Buffalo Hotel Supply to discuss the kitchen layout of a hot food option. • Ms. Schwartz informed the Board about a potential delay in fixing the Gym floor. 	<ul style="list-style-type: none"> • Buffalo Hotel Supply, Personal Touch, Mr. Starnes, Ms. Schwartz and Dr. Stopinski to meet and discuss the issue. • Facilities Committee is meeting to discuss potential kitchen design. • Efforts to be undertaken to ensure the Gym floor is ready for the new school year.
Marketing Committee	<ul style="list-style-type: none"> • Ms. Schwartz announced a half day retreat for the Marketing committee 	<ul style="list-style-type: none"> • No Action
Personnel Committee	<ul style="list-style-type: none"> • No report. 	<ul style="list-style-type: none"> • Personnel committee to meet in executive session on June 27th.
New Business	<ul style="list-style-type: none"> • New Student/Parent Orientations June 26 and 27. 	<ul style="list-style-type: none"> • Individual Board members have agreed to participate.
Meeting Adjournment	<ul style="list-style-type: none"> • Mr. Palmer requested motion to go into Executive Session. 	<ul style="list-style-type: none"> • Dr. Vienne moved acceptance; Ms. Coppola seconded (approved)

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Thursday, July 11, 2013 – 7:30 a.m. at HSCS

Health Sciences Charter School Board Meeting Minutes

Date: July 11, 2013

Location/Time: Health Sciences Charter School - 7:30 a.m.

Attendees: Donna Brown, Lisa Coppola, Michael Faso ,Tom Fentner, Dr. John Gillespie, Dr. Marsha Jackson, Michael Moley, David Palmer, Cynthia Schwartz

Absent/Excused Mark Golden, Dr. Bharat Kohli, Dr. Richard Vienne, Melva Visher (LOA)

Guests: Dr. Hank Stopinski, Janice Barrett, Renu Singla, Reverend James Cassidy, Ted Kachris

Topic	Discussion	Action
Call to Order	<ul style="list-style-type: none">Mr. Palmer called meeting to order	

<p>Consent Agenda Items</p> <ul style="list-style-type: none"> • June 13 Board Meeting Minutes • Employment Resolutions <ul style="list-style-type: none"> ○ Daniel White- Building-Based Sub • 2013-14 Board Meeting Schedule • March 2, Accountability Committee Minutes • June 26 Accountability Committee Minutes <ul style="list-style-type: none"> ○ Committee Memo ○ Corrective Action Log ○ Performance Reports • June 27 Facility Committee Minutes • June 27 Personnel Committee Minutes • Grant Builders Report / 2013-14 Contract • Treasurer’s Report 	<ul style="list-style-type: none"> • Mr. Moley was in attendance at the June 13 meeting. • Mr. Faso stated the school’s finances remain in good order and are trending on target, and the LOC has been reduced to \$225K as of June 30. 	<ul style="list-style-type: none"> • Ms. Schwartz moved acceptance; Ms. Coppola seconded (approved).
<p>Principal’s Report</p> <ul style="list-style-type: none"> • Enrollment YTD • School Nurse • Food Service Program • NYSED Annual Report • Principal’s Fund • School Uniform 	<ul style="list-style-type: none"> • Enrollment is expected to be at/or near 100% in September. Phone calls, personal visits and tours continue. • Efforts to obtain a school nurse from BPS are underway. • Based on the correlation between a healthy breakfast and learning, HSCS is changing its policy to mandate breakfast for all students. • Due August 1. • Needs replenishing. • Students presented the approved school uniforms (summer and winter) to the Board. They also are requesting that HSCS scrubs be considered. 	<ul style="list-style-type: none"> • BPS to cover 2/3 of the cost. • Mandatory breakfast program will be launched at the start of school. • Board members must complete the Financial Disclosure form. • A 2013-14 funding request will be sent to the Board and key vendors. • Academic Committee will meet with student representatives to further the discussion.

Personnel Committee	<ul style="list-style-type: none"> Mr. Fentner reported that the organizational study has been completed. 	<ul style="list-style-type: none"> Restructuring of the non-instructional side of the school will be implemented. Other suggestions will be addressed by the Personnel and Finance committees.
Academic Committee	<ul style="list-style-type: none"> No report 	
Accountability Committee	<ul style="list-style-type: none"> Mr. Moley reported that John Tschamler will again be conducting the Accountability Audit. 	<ul style="list-style-type: none"> Need to incorporate the charter renewal documents into the audit.
Facilities Committee	<ul style="list-style-type: none"> Ms Schwartz reported that the estimates for the new rubberized gym floor are between \$30-\$40K. \$20K is being provided by the Marks Foundation. Also, the kitchen renovation costs are escalating too high. The lending institution is requesting further work be done on the Phase I report on the 1291 Main Street. 	<ul style="list-style-type: none"> Goal is to have the floor ready for the opening of school. Kitchen will be done the most cost-effective. Ms. Schwartz in communication with all parties to resolve issues.
Marketing Committee	<ul style="list-style-type: none"> Ms. Barrett reported that the committee will be conducting a half day retreat to develop operational goals for the 2013-14 school year. 	<ul style="list-style-type: none"> Schedule retreat.
New Business	<ul style="list-style-type: none"> Board member participation and attendance. Reverend Cassidy addressed the Board with regards to his stated concern regarding the status of LGBT issues being discussed in the curriculum. Next Meeting – August 15 at 7:30 a.m., not August 8 as appears on the schedule. 	<ul style="list-style-type: none"> Mr. Palmer will reach out to select Board members to determine their continued interest in remaining on the Board. Mr. Palmer, with input from the Academic Committee, will respond to Rev. Cassidy. Location is OLV at 55 Melroy Avenue, Lackawanna, NY 14218 (J. McDonald Conference Room).
Meeting Adjournment	<ul style="list-style-type: none"> Mr. Palmer requested motion to go into Executive Session. 	<ul style="list-style-type: none"> Ms. Schwartz moved acceptance; Ms. Coppola seconded (approved)

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Thursday, August 15, 2013 – 7:30 a.m. at OLV

Health Sciences Charter School Board / Annual Meeting Minutes

Date: August 15, 2013

Location/Time: Our Lady of Victory - 7:30 a.m.

Attendees: Lisa Coppola, Michael Faso, Tom Fentner, Dr. John Gillespie, Dr. Marsha Jackson, Michael Moley, David Palmer, Cynthia Schwartz

Absent/Excused: Donna Brown, Mark Golden, Dr. Bharat Kohli, Dr. Richard Vienne, Melva Visher (LOA)

Guests: Dr. Hank Stopinski, Janice Barrett, Renu Singla

Topic	Discussion	Action
Call to Order	<ul style="list-style-type: none"> • Mr. Palmer called annual meeting to order 	
Consent Agenda Items <ul style="list-style-type: none"> • July 11, 2013 Board Meeting Minutes • Employment Resolutions <ol style="list-style-type: none"> 1. Resignations <ul style="list-style-type: none"> ▪ Kelly McManus ▪ Kathleen Wild ▪ Laura Irrizary ▪ Jerren Hord ▪ Jennifer English 2. New Hires <ul style="list-style-type: none"> ▪ Deanna Mariani – Art ▪ Cassandra Grizanti – Bldg. Sub ▪ Kara Leict – Health ▪ Breana Murad – Social Studies ▪ Raquel Barcena Toyos – Spanish ▪ Lawrence Monahan – PE/Health ▪ Jessica Blasi – English ▪ Heather Czechowski – Science ▪ Jennifer Russell – Special Ed. ▪ Mackenzie Harding – Math 		<ul style="list-style-type: none"> • Ms. Schwartz moved acceptance; Mr. Moley seconded. (approved)

<ul style="list-style-type: none"> • Personal Touch Contract • Buffalo Hearing & Speech Contract • One-Year Contract Extensions <ul style="list-style-type: none"> 1. Argus 2. Economic Development Group, Inc. 3. Pegasus 4. Tri-Delta • May 6 and July 26, 2013 Personnel Committee Minutes • Personnel Policies <ul style="list-style-type: none"> 1. Code of Ethics 2. Educational Assistance 3. EEO 4. Employee Student Relations 5. General Personnel 6. Recruitment 7. Severance 	<ul style="list-style-type: none"> • Cost-neutral Bid / 2014 	
<ul style="list-style-type: none"> • Election of Officers, Board Members / Terms 	<ul style="list-style-type: none"> • Mr. Fentner submitted the following slate of officers / board members for years 2013-2016 <ul style="list-style-type: none"> ○ Term expires August 31, 2014 <ul style="list-style-type: none"> a. Lisa A. Coppola b. Michael J. Faso, CPA - Treasurer c. Thomas A. Fentner d. John Gillespie, M.D. e. Bharat Kohli, M.D. ○ Term expires August 31, 2015 <ul style="list-style-type: none"> a. Mark Golden b. Marsha D. Jackson, Ph.D. – V. Pres. c. Michael J. Moley d. David A. Palmer - President e. Cynthia A. Schwartz - Secretary ○ Term expires August 31, 2016 <ul style="list-style-type: none"> ○ Donna Brown ○ Richard Vienne, Jr., D.O. ○ Melva Visher ○ Vacant ○ Vacant (to be filled by President of the 	<ul style="list-style-type: none"> • Mr. Faso moved acceptance; Ms. Coppola seconded. (approved)

	PTSO for a one year term)	
Treasurer's Report	<ul style="list-style-type: none"> • Preparing for audit • Auditors to be on site in September • Draft to be completed by October 	
Charter Renewal Documents	<ul style="list-style-type: none"> • Charter Renewal on track to be submitted by August 31, 2013 • Dr. Stopinski requested final read to be by him and members of the Executive Committee • All Board members will receive a CD of the final submission 	<ul style="list-style-type: none"> • Mr. Moley moved acceptance; Ms. Schwartz seconded. (approved)
Principal's Report	<ul style="list-style-type: none"> • Enrollment is projected to be at 94% to 98% • Summer ramp-up program well attended by new freshman • 60 students participated in summer Internships • Credit recovery and Regents prep were also well attended • Exit interviews of recent teacher resignations identified opportunity to return to NYS Teacher's retirement program; fatigue w/urban population; and, new leadership opportunities 	
Academic Committee	<ul style="list-style-type: none"> • Dr. Gillespie is meeting with Dean of Students regarding school uniforms • 2012 Growth Performance Results will be provided at September Board meeting. 	
Accountability Committee	<ul style="list-style-type: none"> • No report 	
Facilities Committee	<ul style="list-style-type: none"> • Buffalo Hotel Supply was low-bidder on kitchen • Environmental Testing on 1021 Main Street is in process • Parking issue w/Kaleida is being addressed. Also, parking enforcement, signage, permits, dumpster location etc. 	
Marketing Committee	<ul style="list-style-type: none"> • Focus is on branding and relationship building • Media contacts are being identified and 	

	cultivated	
New Business	<ul style="list-style-type: none"> • The School's insurance, worker's comp etc. will be bid in the coming months • Reminder – NYSED visiting HSCS on October 22 and 23 	
Executive Session	<ul style="list-style-type: none"> • Personnel Issue 	<ul style="list-style-type: none"> • Dr. Jackson moved to enter into Executive Session; Mr. Fentner seconded. (approved)

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Thursday, September 12, 2013 – 7:30 a.m. at HSCS

Health Sciences Charter School Board Meeting Minutes

Date: September 12, 2013

Location/Time: HSCS - 7:30 a.m.

Attendees: Donna Brown, Lisa Coppola, Michael Faso, Tom Fentner, Dr. John Gillespie, Dr. Marsha Jackson, Michael Moley, David Palmer, Cynthia Schwartz

Absent/Excused: Dr. Bharat Kohli, Dr. Richard Vienne

Guests: Dr. Hank Stopinski, Janice Barrett, Rob Boccaccio, Renu Singla, Dolanda Walls

Topic	Discussion	Action
Call to Order	<ul style="list-style-type: none"> Mr. Palmer called meeting to order. 	
Introduction & Welcome <ul style="list-style-type: none"> Dolanda Walls, President, PTSO John Hennessey, Chief Information Officer, Kaleida Health 	<ul style="list-style-type: none"> Ms. Walls shared the new vision and structure of the PTSO including becoming a 501c3 entity. 25 families attended the recent PTSO meeting. 	<ul style="list-style-type: none"> Board enthusiastically invited Ms. Walls to attend Board meetings as her schedule permits. Board members are encouraged to join the PTSO for \$5.00.
Action Items Consent Agenda <ul style="list-style-type: none"> August 15, 2013 Board Meeting Minutes Employment Resolutions <ul style="list-style-type: none"> Michelle Pulinski – Science Lauren Faulks – Receptionist/ Attendance John Kelly – Campus Monitor Veronica Kinard – Math Nora Buchman – Business/Computer Technology Christina Evans – Work Based Learning Coordinator Duane Setter – Special Education Teacher Resignations <ul style="list-style-type: none"> Jennifer Talarico – Math 		<ul style="list-style-type: none"> Dr. Jackson moved acceptance; Ms. Brown seconded. (approved)

<ul style="list-style-type: none"> • Academic Committee Minutes – 9.5.13 • Treasurer’s Report • Board Resignations <ul style="list-style-type: none"> ○ Melva Visher ○ Mark Golden • Prospective Board Member <ul style="list-style-type: none"> ○ John Hennessey, Chief Information Officer, Kaleida Health 	<ul style="list-style-type: none"> • Board wished Mr. Golden and Ms. Visher well and thanked them for their service. • Mr. Fentner reported he has met with Mr. Hennessey to discuss the roles / responsibilities of becoming a Board member. • Mr. Fentner also reported that he will be meeting with prospective new Board members representing the Community Health Center of Buffalo and the Communications Workers of America in the coming weeks. 	<ul style="list-style-type: none"> • Audit in process. • Board intends to further acknowledge Ms. Visher’s accomplishments as a founding Board member with a token of appreciation. • Ms. Schwartz moved Mr. Hennessey’s acceptance to the Board, pending NYSED approval; Mr. Moley seconded. (approved)
<p>2012-13 Growth Performance Results</p>	<ul style="list-style-type: none"> • Mr. Boccaccio presented the ‘2012-13 Metrics for Academic Achievement’ • Data was presented on the School’s growth, attainment, predicted graduation outcomes in comparison with local charter high schools, college and career readiness, and the results for number of service learning hours. 	<ul style="list-style-type: none"> • Data generated meaningful discussion among the Board and Administration. • Mr. Boccaccio was invited to continue providing the Board with this important and valuable information.
<p>Principal’s Report</p>	<ul style="list-style-type: none"> • Enrollment is at 440 with 30 students on a wait list. • The number of SPED students has increased. • Attendance for the first two weeks of school is holding at 94%. • BPS has <u>not</u> fulfilled their obligation to provide a school nurse which is concerning. • NYS Comptroller’s exit interview is scheduled for September 19. • 360 Free & Reduced Lunch applications have been received. 	<ul style="list-style-type: none"> • Outreach to students/ parents who enrolled but not attended to date is ongoing. • Dr. Stopinski is aggressively working with BPS to rectify this critical issue. • Dr. Stopinski and Mr. Palmer will represent the School. • Efforts are underway to ensure all eligible students are in the system.
<p>Academic Committee</p>	<ul style="list-style-type: none"> • No report. 	
<p>Accountability Committee</p>	<ul style="list-style-type: none"> • No report. 	
<p>Facilities Committee</p>	<ul style="list-style-type: none"> • New water damage in the gymnasium. • Waiting on environmental review for 1291 Main Street. 	<ul style="list-style-type: none"> • Gym will be out of service for a few days while repairs take place.

Finance Committee	<ul style="list-style-type: none"> No report. 	
Marketing Committee	<ul style="list-style-type: none"> No report. 	
Personnel Committee	<ul style="list-style-type: none"> No report. 	
Old Business	<ul style="list-style-type: none"> Mr. Palmer reported that he had sent a letter to Pastor Cassidy with regards to his curriculum concerns raised at a previous Board meeting. 	<ul style="list-style-type: none"> Letter was circulated to Board for review.
All-School Read	<ul style="list-style-type: none"> Students, teachers, and Board members will begin to read 'The Immortal Life of Henrietta Lacks' that is aligned with the NYS Common Core standards. 	<ul style="list-style-type: none"> Board members received copies of the book. Electronic version is available for those requiring special assistance in reading.
Charter Renewal	<ul style="list-style-type: none"> NYSED will be visiting on October 22 and 23 	<ul style="list-style-type: none"> Dr. Stopinski will circulate the schedule and role of the Board in the coming weeks.
Executive Session	<ul style="list-style-type: none"> Personnel Issue 	<ul style="list-style-type: none"> Dr. Jackson moved to enter into Executive Session; Mr. Fentner seconded. (approved)

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Thursday, October 10, 2013 – 7:30 a.m. at HSCS

Health Sciences Charter School Board Meeting Minutes

Date: October 10, 2013

Location/Time: HSCS - 7:30 a.m.

Attendees: Donna Brown, Lisa Coppola, Michael Faso, Tom Fentner, Dr. John Gillespie, Dr. Marsha Jackson, Michael Moley, David Palmer, Cynthia Schwartz

Absent/Excused: John Hennessey, Dr. Bharat Kohli, Dr. Richard Vienne

Guests: Dr. Hank Stopinski, Felecia Hanesworth, Heidi Caraway, Renu Singla, Dolanda Walls, Janice Barrett,

Topic	Discussion	Action
Call to Order	<ul style="list-style-type: none"> Mr. Palmer called meeting to order. 	
Welcome John Hennessey	<ul style="list-style-type: none"> Approval to seat Mr. Hennessey as a member of the Board of Trustees has been received by the NYSED. 	<ul style="list-style-type: none"> Mr. Hennessey seated on Board
Action Items Consent Agenda Items (sent by email) <ul style="list-style-type: none"> Board Meeting Minutes – 9.12.13 Personnel Committee Minutes – 9.18.13 <ul style="list-style-type: none"> Director of Finance Search Process w/Select One Search LLC Facility Committee Minutes – 9.27.13 Marketing Committee Minutes – 10.3.13 ECC / HSCS Advanced Studies Agreement Employment Resignations <ul style="list-style-type: none"> Kristina Brown Kalli Harrington Contractual Resolution <ul style="list-style-type: none"> Gateway-Longview Behavioral Health Services <ul style="list-style-type: none"> NYS Approved Satellite Office of Mental Health Agreement 2012-13 Principal Performance Incentive 		<ul style="list-style-type: none"> Mr. Faso recused himself from the vote regarding the Select One Search LLC Prior to signing ECC agreement, Board has requested that dollar amounts be added to the contract.

Treasurer's Report Prospective Board Member	<ul style="list-style-type: none"> No report; working on the year-end audit. Mr. Fentner nominated Debora Hayes to fill a vacancy on the Board. He indicated that Ms. Hayes is no stranger to the school. Her organization, CWA, has annually sponsored the quarterly awards ceremony; helped launch an after-school Nursing Club; and, provided speakers. 	<ul style="list-style-type: none"> Mr. Moley moved acceptance of Ms. Hayes to the Board, pending NYSED approval; Dr. Jackson seconded. (approved)
School Profile	<ul style="list-style-type: none"> Felecia Hanesworth, Director of Special Education, presented an overview of student demographics. Specifically, a demographic comparable with local charter high schools; ethnic diversity; exceptional education against the NYS average of 17%; other populations (homeless, expectant and teen mothers; systems of support; and an emerging after-school program. 	<ul style="list-style-type: none"> Board thanked Ms. Hanesworth for an informative and important presentation. Mr. Moley offered to assist Ms. Hanesworth in identifying health and wellness programming for the after-school program. All partner organizations agreed to assist Mr. Moley.
All-School Read	<ul style="list-style-type: none"> Ms. Heidi Caraway, ELA teacher, presented a synopsis of the student's engagement in reading 'The Immortal Life of Henrietta Lacks' that is aligned with the NYS Common Core standards. 	<ul style="list-style-type: none"> Applause to Ms. Caraway for the excellent presentation. Suggestions for books to consider for 2014-15 should be sent to Ms. Caraway.
Principal's Report	<ul style="list-style-type: none"> Enrollment is at 440 with 30 students on the wait list. NYS Comptrollers Exit Interview Advocacy Initiatives to NYS Legislators regarding Level Funding, Building Aid, Competitive NYS Grants etc. 	<ul style="list-style-type: none"> Mr. Baxter and Ms. Walls are leading the process to reach out to parents on the wait list to complete the necessary paperwork for enrollment. Media response is being prepared. Board agreed advocacy is important but wants to consider adding a corporate partner program to the mix to offset level-funding, not being eligible for NYS competitive grants etc.
Academic Committee	<ul style="list-style-type: none"> No report. 	
Accountability Committee	<ul style="list-style-type: none"> Mr. Moley reported the audit is near complete and will be presented to committee on October 15. 	<ul style="list-style-type: none"> Corrective Actions have been sent to those persons / committees responsible for action.
Facilities Committee	<ul style="list-style-type: none"> Environmental study on 1291 Main Street accepted by the bank. 	<ul style="list-style-type: none"> Anticipate closing on or before December 1.

		<ul style="list-style-type: none"> Update to the Wendt Foundation needs to be sent in order to secure awarded \$350K in grant funds.
Finance Committee	<ul style="list-style-type: none"> Mr. Faso reported that the audit should be complete and presented to the Finance Committee by mid-October. 	
Marketing Committee	<ul style="list-style-type: none"> Ms. Schwartz extended special thanks to BCBS for the ad they designed for placement in the Business First's charter school list. 	<ul style="list-style-type: none"> Committee is working with Mr. Baxter on student recruitment initiatives. Newsworthy stories are being vetted by committee and pitched to media outlets.
Personnel Committee	<ul style="list-style-type: none"> Mr. Fentner reported that he and Dr. Stopinski will be meeting with candidates for the Director of Finance position. 	<ul style="list-style-type: none"> Interviews and building tours with candidates are scheduled for October 11.
PTSO	<ul style="list-style-type: none"> Ms. Dolanda Walls reported that 50+ parents have joined the PTSO. Diversity Dinner is scheduled for November 14; the auction will not be a part of this year's event; the plan is to possibly host a separate auction event. They are also working on the Senior Breakfast and a \$500.00 PTSO Senior Scholarship 	<ul style="list-style-type: none"> Outreach needed to help parents with the financial aid application; Mr. Faso offered to meet with parents, if needed. BCBS is sponsoring an appearance by Chef Biggs at the Diversity Dinner.
Old Business	<ul style="list-style-type: none"> NYSED Charter Renewal visiting team will be onsite October 22 and 23. 	<ul style="list-style-type: none"> Board will meet with visiting team on October 23 from 9:00-10:00 a.m.
Corporate Partner Program	<ul style="list-style-type: none"> Mr. Fentner suggested the school aggressively researches / launches a Corporate Partner Program. 	<ul style="list-style-type: none"> Ms. Barrett will begin the process of framing a campaign that would be launched in early 2014.
Executive Session	<ul style="list-style-type: none"> Contractual Issue 	<ul style="list-style-type: none"> Ms. Schwartz moved to enter into Executive Session; Mr. Moley seconded. (approved)

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Thursday, November 14, 2013 – 7:30 a.m. at HSCS

**Health Sciences Charter School
Board Meeting Minutes**

Date: November 14, 2013

Location/Time: HSCS - 7:30 a.m.

Attendees: Donna Brown, Lisa Coppola, Michael Faso, Dr. John Gillespie, John Hennesey, Dr. Marsha Jackson, Michael Moley, David Palmer, Cynthia Schwartz, Dr. Richard Vienne

Absent/Excused: Tom Fentner, Dr. John Gillespie, Dr. Bharat Kohli, Dr. Richard Vienne

Guests: Dr. Hank Stopinski, Debora Hayes, Justine Reid, Melina Vamvas, Janice Barrett, Greg Altman

Topic	Discussion	Action
Call to Order	<ul style="list-style-type: none"> Mr. Palmer called meeting to order. 	
Welcome Debora Hayes	<ul style="list-style-type: none"> Mr. Palmer introduced Ms. Hayes. For the past two years, she has been the lead, on behalf of CWA, in providing volunteers, speakers and incentives for students at the awards ceremonies. 	<ul style="list-style-type: none"> Waiting on NYSED for approval to seat Ms. Hayes on the Board
Action Items Consent Agenda Items (sent by email) <ul style="list-style-type: none"> Board Meeting Minutes – 10.10.13 Facility Committee Minutes – 10.25.13 Marketing Committee Minutes – 11.7.13 Employment Resignations <ol style="list-style-type: none"> Alexandrea Jaruszawicus - Mathematics Jacqui Koziol - Mathematics Employment Resolutions <ol style="list-style-type: none"> Budgeted / New Positions <ol style="list-style-type: none"> Gregory Altman – Director of Finance Kimberly Miller – Receptionist/Attendance Clerk Budgeted / Replacement Positions <ol style="list-style-type: none"> Michael Kumrow – Mathematics Curtis Woodward – Spanish Kathryn Brown – Earth Science Valeri Kisiel-Haug – Mathematics Anna DeBlaski – Building Based 		<ul style="list-style-type: none"> Dr. Vienne moved acceptance; Dr. Jackson seconded. (approved)

<p style="text-align: center;">Substitute 6. Ariel Bollinger – Mathematics</p> <ul style="list-style-type: none"> • New Chair, Personnel Committee – Lisa Coppola <p>Treasurer's Report</p> <ul style="list-style-type: none"> • Audit Presentation / Adoption • Welcome Greg Altman. Director of Finance <p>Prospective Board Member</p> <ul style="list-style-type: none"> • Melissa Tucker, BlueCross BlueShield 	<ul style="list-style-type: none"> • Mr. Faso presented the 2013 Independent Audit Report, Financial Statements, Balance Sheet, Statement of Revenues and Expenses, September Financials, Statement of Cash Flows. • Draft 990 will be presented at December meeting. • Mr. Palmer nominated Melissa Tucker, on behalf of Mr. Fentner, to fill a vacancy on the Board. He indicated that in her capacity with BlueCross BlueShield, she is keenly aware of the commitment her organization has made to continue to grow and sustain the school. 	<ul style="list-style-type: none"> • Mr. Hennessey moved acceptance of the Treasurer's report; Mr. Moley seconded. (approved) • Mr. Faso welcomed Greg Altman, new Director of Finance. • Ms. Coppola moved acceptance of Ms. Tucker to the Board, pending NYSED approval; Ms. Schwartz seconded. (approved) • Upon approval, Ms. Tucker will serve on the Personnel Committee.
<p>College and Career Readiness Presentation</p>	<ul style="list-style-type: none"> • Melina Vamvas presented a comprehensive overview of the college and career readiness of Health Sciences students. 	<ul style="list-style-type: none"> • Board thanked Ms. Vamvas for an informative and important presentation. • Mr. Moley requested data continue to be updated and presented to both the academic and accountability committees. • Dr. Jackson suggested we explore the free Pre-college Studies Program at ECC; Mr. Palmer asked Dr. Jackson to follow up with ECC on behalf of the school.
<p>Principal's Report</p>	<ul style="list-style-type: none"> • Dr. Stopinski reported the first senior was accepted to Medaille College! Since then 22 others have been accepted early-decision to Erie Community College. • The Charter Renewal Site Visit team continues to request additional information. • BPS continues to not adhere to their responsibility to provide a nurse to Health Sciences. • Dr. Stopinski requested that the Board consider identifying a person in their organization, if appropriate, to mentor select members of the Leadership Team. 	<ul style="list-style-type: none"> • All requested additional information has been sent; the school should be receiving their preliminary report in the coming days. • Dr. Stopinski is working with the District to ready this frustrating situation. • Board will work within their organizations to identify / match persons with the Asst. Principal, Director of Curriculum, Director of Special Education.
<p>Academic Committee</p>	<ul style="list-style-type: none"> • No report. 	
<p>Accountability Committee</p>	<ul style="list-style-type: none"> • No report 	<ul style="list-style-type: none"> • Committee meeting in November; audit will be presented to Board at the December meeting.

Facilities Committee	<ul style="list-style-type: none"> Ms. Schwartz reported that the anticipated closing date for 1291 Main Street is early December; also, the committee has identified a priority list for short / long-term capital needs. 	<ul style="list-style-type: none"> Working with banks, finance committee to finalize closing documents; Mr. Palmer has signed most documents to date. Sharing priority list of capital items with those seeking grants for the school.
Finance Committee	<ul style="list-style-type: none"> Covered in the Treasurer's report 	
Marketing Committee	<ul style="list-style-type: none"> Ms. Schwartz recognized Christina Evans, Work-based Coordinator, for her marketing / public relations knowledge. 	<ul style="list-style-type: none"> Dr. Stopinski assigned Ms. Evans to the Committee to coordinate outreach initiatives for the school. New fact sheet in development.
Personnel Committee	<ul style="list-style-type: none"> No report 	<ul style="list-style-type: none"> Mr. Palmer recognized Mr. Fentner, not in attendance, for his exceptional leadership on the Personnel Committee.
PTSO	<ul style="list-style-type: none"> Dr. Stopinski reminded the Board that the Diversity Dinner is this evening. 	<ul style="list-style-type: none"> Several Board members indicated they would be attending.
Old Business	<ul style="list-style-type: none"> Board Retreat – January 31, 2014 at Lisa Coppola's office – 8:30 a.m.- 3:30 p.m. 	<ul style="list-style-type: none"> All committees will report the successes and challenges for 2013; committee attendance; and, operational goals for 2014.
Corporate Partner Program	<ul style="list-style-type: none"> Ms. Barrett reported that the Corporate Partner Program would be ready to be launched in December. 	<ul style="list-style-type: none"> Board members will develop strategies to solicit prospective donors; School will solicit major vendors.
Executive Session	<ul style="list-style-type: none"> No session 	<ul style="list-style-type: none"> Based on lateness of the meeting, item to be discussed is being held until December.
New Board Member Orientation	<ul style="list-style-type: none"> Dr. Stopinski, Mr. Palmer, Ms. Barrett conducted the new Board member orientation (genesis of Health Sciences, Role of Trustee, Board Governance and Board Practice) 	<ul style="list-style-type: none"> Ms. Hayes and Mr. Hennessey completed the new Board member orientation.

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Thursday, December 12, 2013 – 7:30 a.m. at HSCS

Health Sciences Charter School
Board Meeting Minutes

Date: December 12, 2013

Location/Time: Health Sciences - 7:30 a.m.

Attendees: Donna Brown, Lisa Coppola, Michael Faso, Dr. John Gillespie, Debora Hayes, John Hennessey, Michael Moley, David Palmer, Cynthia Schwartz

Absent/Excused: Tom Fentner, Dr. Marsha Jackson, Dr. Bharat Kohli, Dr. Richard Vienne

Guests: Dr. Hank Stopinski, Dolanda Walls, Greg Altman, Janice Barrett, Heidie Caraway, Renu Singla, Dr. Mark Donnelly

Topic	Discussion	Action
Call to Order	<ul style="list-style-type: none"> David Palmer called the meeting to order. 	
Welcome Debora Hayes	<ul style="list-style-type: none"> Mr. Palmer reported that the NYSED notified the School that Ms. Hayes' nomination to the Board has been approved 	<ul style="list-style-type: none"> Ms. Hayes is a voting member of the Board of Trustees
Public Comment - Dolanda Walls, PTSO President	<ul style="list-style-type: none"> Ms. Walls thanked everyone for supporting the successful Diversity Dinner. She also reported on the Charter Renewal Parent meeting and other upcoming PTSO events (Chiavetta's Dinner and Teacher Appreciation week). 	
Public Comment - Dr. Mark Donnelly, Parent	<ul style="list-style-type: none"> Dr. Donnelly expressed concern with regards to Physics not being offered. 	<ul style="list-style-type: none"> Dr. Stopinski reiterated Health Sciences commitment to offer courses not available at the School through partnerships with higher education, online etc. Individual Board members echoed Dr. Stopinski and spoke to the unique opportunities that Health Sciences provides to students (e.g. Internships, MASH Camps, dual college credits etc.)

<p>Special Thanks</p>	<ul style="list-style-type: none"> • Heidie Caraway, English Teacher / Instructional Coach, and students who attended the "National Council of English Teachers" in Boston thanked the Board for their continued support. 	<ul style="list-style-type: none"> • Ms. Caraway showed a brief clip of the student experience in Boston. Each of the students expressed their career goals and what it meant to attend such a prestigious conference. • The Board collectively thanked the students and Ms. Caraway for showcasing the School at such a prestigious conference.
<p>Action Items Consent Agenda Items (sent by email)</p> <ul style="list-style-type: none"> • Board Meeting Minutes - 11.12.13 • Accountability Committee Minutes – 6.26.13 /10.15.13 • Finance Committee Minutes - 12.4.13 • Marketing Committee Minutes - 12.5.13 • Academic Committee Minutes - 12.6.13 • Employment Resignations <ul style="list-style-type: none"> ○ Lawrence Monahan - Mathematics • Employment Resolution <ul style="list-style-type: none"> ○ Ariele Darstein - Mathematics • Special Assignments - November to June <ul style="list-style-type: none"> ○ Heidie Caraway - Instructional Coach ○ Jennifer Russell - Instructional Math Specialist ○ Anna Deblaski - Literacy Instructional Assistant • October Financials • Pegasus Contract • 2014 Meeting Schedule • 2014 Budget Calendar 		<ul style="list-style-type: none"> • Mr. Moley moved acceptance; Ms. Schwartz seconded. (all approved)
<p>Principal's Report</p>	<ul style="list-style-type: none"> • Dr. Stopinski reported that students have been accepted to 12 different colleges to date. • Engagement Survey completed. • Representatives from the BPS District visited the School with regards to their School Choice program. • 26 items of clarification have been identified in the NYSED draft Charter Renewal Site Visit report. • Partner Innovation Fund solicitation materials were distributed. • Val-Ed survey needs to be completed by Board 	<ul style="list-style-type: none"> • Findings will be presented to Committee prior to the Board at the January meeting. • Representatives indicated they would inform parents seeking a choice school. • Formal response will be sent to NYSED by December 17. • Board members will provide Ms. Barrett with contact information of persons / corporations to cultivate or begin to solicit. • Suggestion was made for Board to complete the survey at the retreat in January.

Academic Committee	<ul style="list-style-type: none"> No report. 	
Accountability Committee	<ul style="list-style-type: none"> Mr. Moley highlighted the findings of the Accountability Audit. 	<ul style="list-style-type: none"> Board members were asked to complete the Financial Disclosure and Board Survey forms.
Facilities Committee	<ul style="list-style-type: none"> Ms. Schwartz reported the short-term needs of 1291 Main Street have been identified. Kitchen renovations near complete. 	<ul style="list-style-type: none"> Ms. Schwartz will facilitate code review with Stieglitz & Snyder. Marketing Committee is working with Kaleida Health on press release to depict their donation of kitchen equipment.
Finance Committee	<ul style="list-style-type: none"> No report. 	
Marketing Committee	<ul style="list-style-type: none"> Open House Dates (January 30, February 27, and March 20 from 6:00-8:00 p.m.) Board Members are urged to attend, if possible. 	<ul style="list-style-type: none"> Manzella Marketing retained to design/distribute 3000+ informational postcards to attract parents and students in City of Buffalo and first-ring suburbs. Ms. Barrett will coordinate Board member participation.
Personnel Committee	<ul style="list-style-type: none"> HR Representatives from BlueCross BlueShield, First Niagara and Independent Health have joined the committee. As noted above, Committee will review Engagement Survey findings. 	<ul style="list-style-type: none"> Mr. Palmer recognized Mr. Fentner, not in attendance, for his exceptional leadership on the Personnel Committee. Committee will conduct focus groups with teachers, review exit interviews etc.
Old Business	<ul style="list-style-type: none"> Board Retreat – January 31, 2014 at Lisa Coppola's office (7:30 a.m. - 3:30 p.m.) Charter Renewal – BPS has not scheduled a hearing with regards to the pending Charter Renewal. School Nurse – BPS continues to ignore their responsibility to provide a school nurse to the School. 	<ul style="list-style-type: none"> All committees will report successes and challenges for 2013; committee attendance; and operational goals for 2014. Ms. Barrett will contact Dr. Brown's office and key Board of Education members to request hearing. Dr. Stopinski will request assistance from Regent Bennett.
New Business	<ul style="list-style-type: none"> Second read of Procurement Policy 	<ul style="list-style-type: none"> Final action at January Board meeting.
Executive Session	<ul style="list-style-type: none"> 2013-14 Principal's Incentive Plan 	<ul style="list-style-type: none"> Dr. Gillespie moved to enter into Executive Session; Ms. Schwartz seconded. (all approved)
Return from Executive Session	<ul style="list-style-type: none"> 2013-14 Principal's Incentive Plan 	<ul style="list-style-type: none"> Mr. Moley moved the Board accept the 2013-14 Principal's Incentive Plan; Dr. Gillespie seconded. (all approved)

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Thursday, January 9, 2014 – 7:30 a.m. at HSCS

Health Sciences Charter School

Board Meeting Minutes -

Date/Location/Time: January 9, 2014; 7:30 a.m. at Health Sciences.

Attendees: Donna Brown, Michael Faso, Dr. John Gillespie, John Hennessey, Dr. Marsha Jackson, Michael Moley, David Palmer, Cynthia Schwartz, Dr. Richard Vienne

Absent/Excused: Lisa Coppola, Debora Hayes, Tom Fentner, Dr. Bharat Kohli

Guests: Dr. Hank Stopinski, Greg Altman, Janice Barrett, Renu Singla

Topic	Discussion	Action
Call to Order	<ul style="list-style-type: none"> Mr. Palmer called the meeting to order. 	
Action Items Consent Agenda Items (sent by email) <ul style="list-style-type: none"> Board Meeting Minutes - 12.12.13 Academic Committee Minutes – 1.2.14 Finance Committee Minutes - 1.7.14 Procurement Policy – Final Read/ Approval Employment Resolution <ul style="list-style-type: none"> Brittney Smith – PE/ Health Teacher November Financials 2014 Budget Calendar 		<ul style="list-style-type: none"> Ms. Brown moved acceptance; Ms. Schwartz seconded. (approved)
Principal's Report	<ul style="list-style-type: none"> Dr. Stopinski reported 50+ students have been accepted to 12 different colleges to date. Open House Dates (January 30, February 27, March 20 from 5:00-7:00 p.m.) Board members invited to attend. Enrollment at 441. Aggressively recruiting to raise number by the start of the second semester. Charter Renewal - Board of Regents expected to act in February. 	<ul style="list-style-type: none"> Ms. Welnowskwi will present the college application process at February meeting Ms. Barrett will schedule. BPS Choice Program visited the school. Dr. Stopinski, Mr. Palmer, Mr. Baxter and Ms. Haneworth participated in a BPS hearing as

	<ul style="list-style-type: none"> Engagement survey presented. 	<p>part of the Renewal process.</p> <ul style="list-style-type: none"> Four Focus groups are scheduled with staff. Findings and analysis of exit interviews will be presented to Personnel Committee.
Academic Committee	<ul style="list-style-type: none"> Dr. Gillespie reiterated the importance of Literacy, Attainment, Graduation & College and Career Readiness for students. 	<ul style="list-style-type: none"> No action required
Accountability Committee	<ul style="list-style-type: none"> No report 	
Facilities Committee	<ul style="list-style-type: none"> Ms. Schwartz reported a walkthrough of 1291 Main Street with the architect and key staff has taken place. Committee has identified short-term capital costs for 1291 Main Street. 	<ul style="list-style-type: none"> Stieglitz & Snyder have been hired to conduct a code review in order to ready the front portion of the building for occupancy. Requests to foundations are in process.
Finance Committee	<ul style="list-style-type: none"> Mr. Faso reported the School's finances are in satisfactory condition. Need to finalize an invoice to the Margaret L. Wendt Foundation for the awarded \$350K. 	<ul style="list-style-type: none"> Mr. Altman will take the lead.
Marketing Committee	<ul style="list-style-type: none"> Ms. Schwartz reported a post card mailing to 3,000+ regional households with current Grade 7 and 8 students has been developed to recruit students. Current budget for marketing is \$5K. 	<ul style="list-style-type: none"> Mailing dropped. Window signs at 1291 Main Street will be designed to educate and recruit students Committee requests consideration of doubling amount. Mr. Altman to review.
Personnel Committee	<ul style="list-style-type: none"> No report 	
Old Business	<ul style="list-style-type: none"> Corporate Partner Program; Mr. Palmer encouraged Board members to provide Ms. Barrett with contacts to begin to solicit for support. 	<ul style="list-style-type: none"> Ms. Barrett will reach out to Board members.
New Business	<ul style="list-style-type: none"> Access to School Records policy; Second Read Board Retreat; Committees requested to present a 15 minute year in review at Retreat. Val-Ed Survey; as part of the Principal's annual review, Board members must complete a confidential (electronic) survey. 	<ul style="list-style-type: none"> Ms. Barrett to provide a standard reporting format to each Committee Chair. Board chose to not complete at Retreat; rather to receive information at retreat to complete by February 13 Board meeting.
Executive Session	<ul style="list-style-type: none"> Mr. Palmer requested motion to move into Executive session. 	<ul style="list-style-type: none"> Dr. Gillespie moved acceptance; Ms. Schwartz seconded. (all approved)

The above minutes have been reviewed by Cynthia Schwartz, Secretary

Final Approval: Thursday, February 13, 2014 – 7:30 a.m. at HSCS

Health Sciences Charter School Board Meeting Minutes

Date: February 13, 2014

Location/Time: Health Sciences - 7:30 a.m.

Attendees: Dr. John Gillespie, Debora Hayes, John Hennessey, Dr. Marsha Jackson, Michael Moley, David Palmer, Cynthia Schwartz

Absent/Excused: Donna Brown, Lisa Coppola, Michael Faso

Guests: Dr. Hank Stopinski, Greg Altman, Jan Barrett, Rob Boccaccio, Heather McCue, Renu Singla, Dolanda Walls, Katie Welnowski

Topic	Discussion	Action
Call to Order	<ul style="list-style-type: none"> Mr. Palmer called the meeting to order. 	
Public Comment- Ms. Walls (PTSO President)	<ul style="list-style-type: none"> Ms. Walls reported that the PTSO Chiavetta's dinner has been cancelled; instead a Spring Dinner event will be held on May16 to celebrate and showcase the graduating class. 	<ul style="list-style-type: none"> Board requested to participate and, if possible, donate items for a silent auction
Val-Ed Survey	<ul style="list-style-type: none"> Mr. Palmer reminded Board members, if not completed, to complete Val-Ed survey. 	<ul style="list-style-type: none"> Finalize Val-Ed Surveys
Action Items Consent Agenda Items (sent by email) <ul style="list-style-type: none"> Board Meeting Minutes - 1.9.14 Academic Committee Minutes – 1.2.14 / 2.4.14 Facilities Committee Minutes - 1.7.14 Finance Committee Minutes - 2.5.14 Personnel Committee Minutes-2.4.14 Access to School Records – Final Read/ Approval Board Resignations <ul style="list-style-type: none"> Dr. Bharat Kohli / Dr. Richard Vienne Thomas Fentner 		<ul style="list-style-type: none"> Ms. Schwartz moved acceptance; Ms. Schwartz seconded. (all approved) Mr. Moley moved acceptance with regret; Ms. Schwartz seconded. (all approved)

<p>Action Items (cont.)</p> <ul style="list-style-type: none"> • December Financials • By-Law Revision(addition of Technology Committee) <ul style="list-style-type: none"> ○ Article VI- Action by the Board ○ Article VI- C #1- Creation of a Committee • Technology Committee, Chair Elect, Mr. Hennessey 	<ul style="list-style-type: none"> • Mr. Altman reported finances in satisfactory condition. • Initial role of the committee will be to facilitate all facets of the use, application and curriculum integration of technology. 	<ul style="list-style-type: none"> • Dr. Jackson moved acceptance; Ms. Schwartz seconded. (all approved) • Mr. Moley moved acceptance; Ms. Schwartz seconded. (all approved); Mr. Palmer will join the Technology Committee
<p>Role of School Counselor (Ms. McCue, Ms. Welnowski)</p>	<ul style="list-style-type: none"> • Presentation highlighted the vital role school counselor's play in helping students manage their complex and academic lives; also, the college application process. 	<ul style="list-style-type: none"> • Dr. Jackson recommended similar presentations be provided to partner organizations.
<p>Principal's Report</p>	<ul style="list-style-type: none"> • Open House (February 27, March 20 (5:00-7:00 p.m.) • Enrollment currently at 440 • Charter Renewal in process • Engagement Survey • Mr. Boccaccio informed the Board that 51% of the students are reading at Grade level. He stated that 85% of students are on track to graduate. • External audit of Safety Procedures has been undertaken, the procedures in place were found to be appropriate. • Federal Food Audit (Lunch Program). 	<ul style="list-style-type: none"> • Board members thanked for their participation at the Open House events. • Aggressive recruitment efforts underway. • On agenda at Regents March meeting. • Focus Groups will be meeting. • Additional recommendations to be implemented. • Successful audit received.
<p>Academic Committee</p>	<ul style="list-style-type: none"> • No report. 	<ul style="list-style-type: none"> • No action required
<p>Accountability Committee</p>	<ul style="list-style-type: none"> • February 20 next meeting. 	<ul style="list-style-type: none"> • Quarter 2 Performance Results will be on agenda with a final report presented at the March 13 Board meeting. • Mr. Moley invited any interested Board member to join the committee.
<p>Facilities Committee</p>	<ul style="list-style-type: none"> • No report. 	<ul style="list-style-type: none"> • No action required
<p>Finance Committee</p>	<ul style="list-style-type: none"> • No report. 	<ul style="list-style-type: none"> • No action required
<p>Marketing Committee</p>	<ul style="list-style-type: none"> • Ms. Barrett stated that the committee is working on several strategies to improve enrollment. 	<ul style="list-style-type: none"> • The Committee to work on the Recruitment campaign. • Electronic newsletter to be sent bi-annually to external partners and community leaders .
<p>Personnel Committee</p>	<ul style="list-style-type: none"> • No report. 	<ul style="list-style-type: none"> • No action required

Old Business	<ul style="list-style-type: none"> • Corporate Partner Program • United Way Donor Designation Process 	<ul style="list-style-type: none"> • On hold until Charter Renewal. • Ms. Barrett will follow up with United Way.
New Business	<ul style="list-style-type: none"> • HSCS on the regular donor list for the "Spring it on – United Way" campaign. 	<ul style="list-style-type: none"> • Ms. Barrett to provide additional information at the March meeting.
Executive Session	<ul style="list-style-type: none"> • Mr. Palmer requested motion to move into Executive session to discuss a student issue. 	<ul style="list-style-type: none"> • Mr. Moley moved acceptance; Ms. Schwartz seconded. (all approved)

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Thursday, March 13, 2014 – 7:30 a.m. at HSCS

Health Sciences Charter School Board Meeting Minutes

Date: March 13, 2014

Location/Time: Health Sciences - 7:30 a.m.

Attendees: Donna Brown, Lisa Coppola, Michael Faso, Dr. John Gillespie, John Hennessey, Michael Moley, David Palmer, Cynthia Schwartz

Absent/Excused: Debora Hayes, Dr. Marsha Jackson

Guests: Dr. Hank Stopinski, Greg Altman, Jan Barrett, Renu Singla, Justin Reid

Topic	Discussion	Action
Call to Order	<ul style="list-style-type: none"> • Mr. Palmer called the meeting to order. • Based on the number of Trustees currently at 10, the new number for a quorum is six persons in attendance. 	
Action Items Consent Agenda Items (sent by email) <ul style="list-style-type: none"> • Board Meeting Minutes - 2.13.14 • Facilities Committee Minutes – 2.28.14 • Finance Committee Minutes - 3.5.14 • Marketing Committee Minutes - 3.6.14 • Personnel Committee Minutes - 3.4.14 • January Financials • Policies and Procedures – Final Read <ul style="list-style-type: none"> ○ Non- Harassment Policy ○ Background Checks Policy ○ Wellness Policy • Resignation- Kathryn Brown(Earth Sciences) • One Year Contract Extension (Employee Services Corporation) • Teach for America Contract 	<ul style="list-style-type: none"> • Mr. Altman reported satisfactory cash flow. • Dr. Stopinski explained the challenges facing a new teacher who transitioned in at the 10th week of school. 	<ul style="list-style-type: none"> • Mr. Moley moved acceptance; Ms. Schwartz seconded. (all approved)

<p>Action Items (cont.)</p> <ul style="list-style-type: none"> • Treasurers Report (990 Presentation) • Staff Handbook Revision (Bereavement) • Potential New Board Member(Dr. Jevon Hunter) 	<ul style="list-style-type: none"> • Mr. Faso distributed the 990 form. For those not in attendances, copies will be mailed. Any concerns or comments need to be directed to the Finance Committee prior to filing. • Personnel Committee revised the Bereavement Policy, based on a combination of focus groups and the engagement survey. • Ms. Coppola reported that she had met with Dr. Hunter as a potential new Board member. 	<ul style="list-style-type: none"> • Mr. Moley moved acceptance that the form be filed at the direction of the Finance Committee; Dr. Gillespie seconded. (all approved) • Mr. Hennessey moved acceptance; Mr. Moley seconded (all approved) • Ms. Coppola moved acceptance that Dr. Hunter's name be considered for a Board seat; Mr. Faso seconded (all approved) • Dr. Hunter will invited to complete paperwork that will forwarded to the NYSED for approval.
<p>Principal's Report</p>	<ul style="list-style-type: none"> • Charter Renewal – a three year renewal has been awarded to Health Sciences. He expressed thanks to the Board for their efforts in making this happen. • Enrollment and Student Recruitment - currently at 433. 60 completed applications have been received. • Quarterly Board Report. - Second quarter data was presented. • 2014-15 Health Insurance Plan - Prior to the discussion, Mr. Faso removed himself from the room. Ms. Coppola presented the recommendation of the Personnel Committee to retain Independent Health to provide health insurance. 	<ul style="list-style-type: none"> • Draft renewal agreement is being reviewed by Dr. Stopinski and the Leadership Team prior to be signed and returned to the NYSED. • Aggressive recruitment efforts are underway. • Mr. Faso left the meeting room at 8:30 a.m. • Ms. Coppola moved Independent Health be selected as the 2014-15 Health Insurance Plan; Mr. Hennessey seconded. (all approved) <i>In connection with the vote, the Board 'determined this to be fair, reasonable, and in the best interest of Health Sciences, and the Board considered available alternative transactions" or that there "were not available alternative transactions."</i> • Mr. Faso returned to the meeting at 8:30 a.m.
<p>Academic Committee</p>	<ul style="list-style-type: none"> • No report. 	<ul style="list-style-type: none"> • No action required

Accountability Committee	<ul style="list-style-type: none"> No report. 	<ul style="list-style-type: none"> No action required
Facilities Committee	<ul style="list-style-type: none"> Stieglitz & Snyder Architects have been retained to provide code review. 	<ul style="list-style-type: none"> Mr. Altman will meet with Mr. Snyder to move the process forward.
Finance Committee	<ul style="list-style-type: none"> No report. 	<ul style="list-style-type: none"> No action required
Marketing Committee	<ul style="list-style-type: none"> Ms. Schwartz reported the committee has developed a comprehensive work plan, with the primary focus being student recruitment and brand awareness. 	<ul style="list-style-type: none"> No action required.
Personnel Committee	<ul style="list-style-type: none"> Ms. Coppola stated the committee is working well and appreciates the addition of Melissa Tucker (BlueCross BlueShield) Holly Droney (First Niagara) and Kristine Weller (Independent Health) to the committee. Engagement Survey and Focus groups follow-up 	<ul style="list-style-type: none"> Assessing information from the engagement survey and focus groups
Technology Committee	<ul style="list-style-type: none"> Mr. Hennessey requested Board member participation on the committee. 	<ul style="list-style-type: none"> Messrs. Palmer, Baxter and Altman have joined the committee. Meetings will take place on the last Wednesday of the month at 7:30 a.m. at the school.
Old Business	<ul style="list-style-type: none"> "Spring it On!" campaign- March 20 and 21 	<ul style="list-style-type: none"> Specific information as to how to donate will be sent to the Board and PTSO.
New Business	<ul style="list-style-type: none"> Commencement – Rev. Darius G. Pridgen has verbally accepted the school's invitation to be the commencement speaker on June 27. Sporting/Cultural Events - Dr. Stopinski encouraged donation of any tickets, not being used, that can be offered to faculty and staff. Senior Awards Day – There was interest in partner organizations sponsoring / underwriting select awards. PTSO – will be sponsoring 'Spring Into Auction' event on May 16 at the school. 	<ul style="list-style-type: none"> Dr. Stopinski will send confirmation letter. Ms. Barrett is developing an invitation list of distinguished invitees. Criteria for awards in academics, service learning, sports, health and wellness, character etc. are being developed for sponsorship by partner organizations. They welcome themed baskets for a basket raffle and are looking for one/two big ticket items (e.g. television, bicycle, iPad etc.)
Executive Session	<ul style="list-style-type: none"> Mr. Palmer requested motion to move into Executive session to discuss a student issue. 	<ul style="list-style-type: none"> Dr. Gillespie moved acceptance; Ms. Schwartz seconded. (all approved)

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Thursday, April 10, 2014 – 7:30 a.m. at HSCS

Board Meeting Minutes

Date: April 10, 2014

Location/Time: Health Sciences - 7:30 a.m.

Attendees: Lisa Coppola, Michael Faso, Dr. John Gillespie, Debora Hayes, John Hennessey, Dr. Marsha Jackson, David Palmer, Cynthia Schwartz

Absent/Excused: Donna Brown, Michael Moley

Guests: Dr. Hank Stopinski, Greg Altman, Renu Singla, Jan Barrett

Topic	Discussion	Action
<p>Call to Order</p>	<ul style="list-style-type: none"> Mr. Palmer called the meeting to order. Based on the current number of Trustees at 10, six persons must be in attendance to constitute a quorum. 	
<p>Public Comment</p>	<ul style="list-style-type: none"> No public comments. 	
<p>Action Items Consent Agenda Items (sent by email) 1. Consent Agenda Items (Distributed via email) <ul style="list-style-type: none"> Board Meeting Minutes – 3.13.14 Academic Committee Minutes – 4.3.14 Technology Committee Minutes – 3.26.14 Resignations – Breana Murad (Social Studies) Instructional Calendar 990 Filing 2. Treasurer's Report <ul style="list-style-type: none"> 2014-15 Budget Presentation </p>	<ul style="list-style-type: none"> Mr. Faso presented the 2014-15 budget , which was reviewed and approved by the Finance 	<ul style="list-style-type: none"> Mr. Moley moved acceptance; Ms. Schwartz seconded. (all approved). Mr. Faso moved acceptance to approve; Ms. Coppola seconded. (all approved).

	Committee.	
Student Athletes	<ul style="list-style-type: none"> The Board recognized and applauded Coach. Mammoliti (Boys Varsity Basketball Coach) on being named the "Charter League Basketball Coach of the Year". 	
Principal's Report	<ul style="list-style-type: none"> Student Recruitment - As of April 1, enrollment applications for the incoming freshman class are at 125 with five/six new applications arriving per day. Student/Parent Orientation - May 15 is a mandatory orientation. College and Career Day- Exceeded all expectations. Charter Renewal Agreement – NYSED returned an amended Agreement to Health Sciences for signature and approval. 	<ul style="list-style-type: none"> New applicants are now on a wait list. Several students were offered employment. Ms. Schwartz moved acceptance for Mr. Palmer to sign and return agreement to the NYSED; Dr. Gillespie seconded. (all approved).
Academic Committee	<ul style="list-style-type: none"> Dr. Jackson reported the committee is reviewing the Title I Parent Involvement policy; NAF (Intro to Health Sciences) program; and graduation rates. 	<ul style="list-style-type: none"> Dr. Stopinski will provide updated graduation rates and information on the NAF program at the May Board meeting.
Accountability Committee	<ul style="list-style-type: none"> No report. 	<ul style="list-style-type: none"> No action required.
Facilities Committee	<ul style="list-style-type: none"> Ms. Schwartz reported that environmental testing is underway at 1291 Main Street. 	<ul style="list-style-type: none"> No action required.
Finance Committee	<ul style="list-style-type: none"> No report. 	<ul style="list-style-type: none"> No action required.
Marketing Committee	<ul style="list-style-type: none"> Ms. Schwartz reported that a bi-annual community newsletter is in development; and, Aggressive student recruitment and community outreach initiatives are underway. A new parent survey has been developed. 	<ul style="list-style-type: none"> No action required. Survey will be handed out and completed at the May 15 parent orientation.
Personnel Committee	<ul style="list-style-type: none"> Ms. Coppola reported that she has been in contact with several community leaders with regards to open Board seats. Staff handbook will be amended as it relates to posting internal openings. Committee reviewed revision to policy and adopted on May 1, 2012. 	<ul style="list-style-type: none"> No action required. No action required.

Technology Committee	<ul style="list-style-type: none"> Mr. Hennessey reported the committee held their first meeting. 	<ul style="list-style-type: none"> A work plan is in development.
Old Business	<ul style="list-style-type: none"> 7/10 Board members have completed the Val-Ed Survey and 74% of the faculty. 	<ul style="list-style-type: none"> Mr. Palmer requested that any Board member who has not completed the survey to act upon it in a timely manner.
New Business 1.	<ul style="list-style-type: none"> Dr. Stopinski congratulated Cynthia Schwartz for being selected a <i>2014 WNY Educational Service Council's Award winner for her service to the Board.</i> 	<ul style="list-style-type: none"> No action required.
Executive Session	<ul style="list-style-type: none"> Mr. Palmer requested a motion to move into Executive session to discuss a personnel issue. 	<ul style="list-style-type: none"> Ms. Hayes moved acceptance; Dr. Gillespie seconded. (all approved)

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Thursday, May 8, 2014 – 7:30 a.m. at Health Sciences

Health Sciences Charter School
Board Meeting Minutes – May 8, 2014

Attendees: Donna Brown, Michael Faso, Dr. John Gillespie, John Hennessey, Debora Hayes, Dr. Marsha Jackson, Michael Moley, David Palmer, Cynthia Schwartz

Absent/Excused: Lisa Coppola

Guests: Dr. Hank Stopinski, Greg Altman, Jan Barrett, Rob Boccaccio, Melina Vamvas

Topic	Discussion	Action
Call to Order	1. Mr. Palmer called the meeting to order.	1. Based on ten current Trustees, the number for a quorum is six persons in attendance.
Public Comment	1. No public comments.	
Action Items 1. Consent Agenda Items (distributed via email) <ul style="list-style-type: none"> • Board Meeting Minutes-4.10.14 • Facilities Committee Minutes-4.25.14 • Finance Committee Minutes-4.30.14 • Academic Committee Minutes-5.1.14 • Personnel Committee Minutes-4.29.14 • Marketing Committee Minutes-5.1.14 • Resignations-Renu Singla (Executive Assistant) 2. Treasures Report <ul style="list-style-type: none"> • February Financials 3. Potential Board Member Nominations <ul style="list-style-type: none"> • Dr. Michael Edbauer (Catholic Medical Partners) • Heather Okoro (Workforce Investment Board) 4. Board Meetings (start time)	1. Mr. Moley noted in the April minutes that he was not in attendance but was listed as having moved acceptance of a motion. 2. Mr. Faso reported satisfactory financials; working towards a set-aside for emergency capital / building needs. 3. Ms. Coppola has met with Dr. Edbauer and Ms Okoro. Both accepted the invitation to serve on the Board. Mr. Moley reported that he has talked with Mr. Robert Richardson regarding a Board seat. 4. Ms. Okoro has a 7:30 a.m. time constraint; Board discussed an 8:00 -9:15 a.m. start time for meetings.	1. April minutes to be amended; Ms. Brown moved acceptance of the consent agenda; Ms. Schwartz seconded. (all approved) 2. If possible, reduce line of credit to zero on or before July 1. 3. Dr. Gillespie moved Dr. Edbauer and Ms. Ororo's names forward; Ms. Schwartz seconded. (all approved); Ms. Barrett will facilitate paperwork to the NYSED; Mr. Moley will introduce Mr. Richardson to Ms. Coppola to begin the process. 4. Ms. Barrett to poll members on preferred meeting time.
Reflections of Puerto Rico Trip	1. Students and teachers reported on their five-day trip, which included community service, honing their language skills, meeting local students, experiencing the culture and touring historic sites and attractions.	1. In recognition of Board support, a framed trip photograph was presented from students and staff.

Principal's Report	<ol style="list-style-type: none"> 1. Enrollment and Student Recruitment - To date, 184 applications received. Of those, 90 have completed the enrollment paperwork. 480 enrolled students is the goal for October 1, 2014. 2. Doctors Back to School - Another great success. This year UB Dental School participated with the UB Medical students. 3. NAF Academy (National Academy Foundation) - Moving forward to become a NAF Health and Sciences Academy site. 	<ol style="list-style-type: none"> 1. New Parent/Student Orientation – May 15. 2. Dental School will expand relationship to include oral screenings in the coming year. 3. An application has been submitted for a year of planning.
Graduation Rate/College Acceptances	<ol style="list-style-type: none"> 1. Mr. Boccaccio presented a best/worst case graduation rate; Of concern, is locating five students who have left the school and not re-enrolled in another school; thus, they remain on our graduation rate as non-completers.. 2. Board discussed the importance of capturing testimonials from graduating seniors. 	<ol style="list-style-type: none"> 1. Locate non-completers, if possible. 2. Marketing Committee will work on this.
Academic Committee	<ol style="list-style-type: none"> 1. Increased parent involvement is needed. 2. Short-term focus is to provide enrichment for those seniors in jeopardy of not graduating. 	<ol style="list-style-type: none"> 1. Parent engagement policy in development. 2. AIS initiative is in process.
Accountability Committee	<ol style="list-style-type: none"> 1. New dashboard metrics for Board committees are in development. 	<ol style="list-style-type: none"> 1. Finalize and present by July.
Facilities Committee	<ol style="list-style-type: none"> 1. Environmental study on 1291 Main Street is in process. 2. James H. Cummings Foundation conducted a site visit regarding the capital request for 1291 and gym repairs. 3. Lots secured with 1291 purchase are in need of remediation to begin to use for practice fields etc. 	<ol style="list-style-type: none"> 1. Mr. Altman to follow up. 2. Application pending. 3. Ms. Hayes has contacted the Operating Engineers for their apprenticeship program to potentially assist.
Finance Committee	<ol style="list-style-type: none"> 1. No report. 	
Marketing Committee	<ol style="list-style-type: none"> 1. A bi-annual newsletter is in development; success stories being collected. 2. Digital Award Display is being researched. 3. Need to populate website with links to school events, success stories etc. 4. Need for video, Prezzi etc. for community/partner outreach and buy-in. 	<ol style="list-style-type: none"> 1. Distribution plan is to funders, partners, community leaders; database needs to be developed. 2. Technology Committee will assist. 3. Ms. Hayes and Mr. Palmer will look into securing a videographer; 4. Ms. Barrett will contact WBBZ to determine if we can edit the current show that has been aired as a first step.

Personnel Committee	<ol style="list-style-type: none"> 1. Recruitment and hiring process. 2. Engagement Survey. 3. Education/Mentoring Plan. 4. Fiduciary duties in connection with 403-B plan. 	<ol style="list-style-type: none"> 1. In process, as needed. 2. Work plan for addressing the priorities of the teaching and 12-month staff in development. 3. Committee working on plan for the leadership team for the 2014-15 school year. 4. Mr. Moley taking lead for committee.
Technology Committee	<ol style="list-style-type: none"> 1. Current focus is developing social media and new technology policies. 	<ol style="list-style-type: none"> 1. Policies in development.
Old Business	<ol style="list-style-type: none"> 1. Senior Awards Dinner: May 20, 6:00-8:00 p.m. at Templeton Landing. 2. Graduation: June 27, 7:00 p.m. at Roswell Park 3. Buffalo News Photo – Basketball Semi-Finals; Ms. Hayes secured photo that appeared on the front page of the sports section. 	<ol style="list-style-type: none"> 1. Underwriting opportunities still available. 2. Board will not be in cap and gowns; Master invite list is in development. 3. Framed photo to be presented to student.
New Business	<ol style="list-style-type: none"> 1. Title 1 Parent Involvement (second read). 2. Board motion required to open scholarship account. 3. Board retreat will be planned for August. 	<ol style="list-style-type: none"> 1. Add to June Consent Agenda. 2. Mr. Moley moved acceptance, Mr. Faso seconded. (all approved) 3. Dr. Stoipinski and Ms. Barrett will facilitate.
Executive Session	<ol style="list-style-type: none"> 1. No Executive Session. 2. Mr. Palmer motioned to adjourn. 	<ol style="list-style-type: none"> 2. Mr. Hennessey moved acceptance; Dr. Gillespie seconded. (all approved)

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Thursday, June 12, 2014 – 7:30 a.m. at HSCS

Health Sciences Charter School
Board Meeting Minutes – June 12, 2014

Attendees: Donna Brown, Lisa Coppola, Michael Edbauer, Michael Faso, Dr. John Gillespie, John Hennessey, Debora Hayes, Dr. Jevon Hunter, Michael Moley, David Palmer, Cynthia Schwartz

Absent/Excused: Dr. Marsha Jackson

Invited Guests: Dr. Hank Stopinski, Greg Altman, Jan Barrett, Dolonda Walls, Lisa Krug, Melina Vamvas, Breanna Ross, Dr. Richard Hershberger

Topic	Discussion	Action
Call to Order	2. Mr. Palmer called the meeting to order, and introduced Breanna Ross, a Cornell ILR Fellow, who will be doing an internship in the business office this summer.	2. Based on twelve current Trustees, a quorum requires seven persons be in attendance.
Public Comment	2. Ms. Dolonda Walls reported on the positive energy and commitment of the PTSO this past year. Highlights were the Diversity Dinner, PTSO Scholarship, and development of by-laws.	1. Dr. Stopinski recognized and thanked Ms. Walls for her tireless efforts in leading the PTSO.
New Board Members	1. Mr. Palmer welcomed Dr. Michael Edbauer, Catholic Medical Partners, and Dr. Javon D. Hunter, Buffalo State College, to the Board.	1. No action required.
Action Items 2. Consent Agenda Items (Distributed via email) <ul style="list-style-type: none"> • Board Meeting Minutes – 5.8.14 • Finance Meeting Minutes – 6.4.14 • Personnel Committee Minutes – 5.27.14 • Technology Committee Minutes – 5.28.14 • Title I Parent Involvement (Final Read) • Extended Family and Leave Policy (Final Read) • APPR Plan / Executive Summary • 2014-15 Contracts <ol style="list-style-type: none"> 1. Economic Development Group, Inc. 2. Grant Builders, Inc. Contract • One-Year Contract Extensions <ol style="list-style-type: none"> 1. Personal Touch 2. Tri-Delta 3. Pegasus • Employment Resolution 	5. Mr. Moley requested that the grant report, provided to the Finance Committee monthly, be shared with the Board.	5. Ms. Schwartz moved acceptance; Mr. Faso seconded. All approved.

<ol style="list-style-type: none"> 1. Melina Vamvas – Executive Assistant 2. Ashley Clingersmith – Social Studies <p>3. Treasurer's Report</p> <ul style="list-style-type: none"> • March / April Financials 	<ol style="list-style-type: none"> 6. Mr. Faso reported the financials are performing to budget; grant funding is down; we need to begin the process to identify a long-term sustainability plan. 	<ol style="list-style-type: none"> 6. Goal is to pay down line of credit by July 1, 2014; and, begin a sustainability process in the coming months.
<p>Engagement Survey Analysis / Recommendations</p>	<ol style="list-style-type: none"> 2. Mr. Altman and Ms. Krug (ESC) presented analysis and recommendations resulting from the engagement survey process. 	<ol style="list-style-type: none"> 2. Mr. Altman, Personnel Committee and Ms. Krug thanked for their good work and leadership. 3. Dr. Stopinski requested an Executive Session to discuss compensation / personnel issues. 4. Mr. Moley moved the Board enter into Executive Session; Dr. Gillespie seconded. All approved.
<p>Executive Session</p>	<ol style="list-style-type: none"> 4. Compensation/ personnel issues relating to select individuals / positions. 	<ol style="list-style-type: none"> 4. No action taken.
<p>Engagement Survey Recommendations</p>	<ol style="list-style-type: none"> 5. Compensation adjustments. 	<ol style="list-style-type: none"> 5. Mr. Faso moved approval of the compensation recommendations put forth in Executive Session; Ms. Coppola seconded. All approved.
<p>Principal's Report</p>	<ol style="list-style-type: none"> 3. Enrollment and Student Recruitment – 460 is the current projected enrollment; 77 applications in hand with incomplete paperwork. 4. ABLE Members (Summer) – Eight members awarded to assist with August Regents prep and summer program. 5. ABLE Members - Selected as premier AmeriCorp site, 15 FTE positions awarded for the upcoming school year. 6. Bryant & Stratton (B&S) – Approached school to provide 15-18 transferable college credits at no cost. 	<ol style="list-style-type: none"> 3. Following up on 77 applications in hand where the paperwork is not complete. 4. Interviewing to fill positions. 5. New positions posted. 6. Dr. Stopinski will work with B&S to identify course offerings, scheduling etc.
<p>Academic Committee</p>	<ol style="list-style-type: none"> 3. Dr. Gillespie reported all students are now required to participate in a summer reading program. 4. "A Long Way Gone: Memoirs of a Boy Solider" by Ishmael Beah has been selected as the all-school read for upcoming school year. 	<ol style="list-style-type: none"> 3. Math and reading ramp-up programs in place for summer program. 4. Books were distributed to Board members.
<p>Accountability Committee</p>	<ol style="list-style-type: none"> 2. Revising Accountability Manual to be in sync with Charter Renewal document. 	<ol style="list-style-type: none"> 2. Meeting scheduled.
<p>Facilities Committee</p>	<ol style="list-style-type: none"> 4. Operating Engineer's Apprenticeship program contacted to potentially assist with grading vacant lots. 5. Waiting on environmental report regarding 1291 Main 	<ol style="list-style-type: none"> 4. Follow-up in process.

	Street.	
Finance Committee	2. No report.	
Marketing Committee	5. GoodNewsLetter developed and distributed via personal connections; feedback has been excellent. 6. Inaugural event(s) press releases will be sent to local print/electronic sites.	5. Ms. Schwartz thanked for taking the lead on this initiative. 6. Select committee members assisting with this outreach.
Personnel Committee	5. No report.	
Technology Committee	2. Current focus is developing social media and new technology policies and procedures.	3. Need to expand committee.
Old Business	1. 1. Board Meeting – 8:00 a.m. start time 2. August Board meeting at OLV Nursing Home to coincide with new staff orientation.	1. Until prospective Board member commits to an 8:00 a.m. meeting, monthly Board meetings will remain at <u>7:30 a.m.</u> 2. OLV is located at 55 Melroy Avenue, Lackawanna, NY 14218.
New Business	4. Policies/Procedures (Final Read) <ul style="list-style-type: none"> o Complaints o Extended Family and Leave Policy o Holiday Policy Changes o Internal Job Posting o Open Meetings Law o Whistleblower 	4. Ms. Schwartz moved acceptance; Mr. Faso seconded. All approved

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Thursday, July 10, 2014 – 7:30 a.m. at Health Sciences

APPENDIX H: ENROLLMENT AND RETENTION EFFORTS

Describe the efforts the charter school has utilized in 2013-2014 and a plan for efforts to be taken in 2014-2015 to attract and retain a greater enrollment of students with disabilities, English language learners, and students who are eligible for free and reduced priced lunch.

The Marketing Committee of the Board has worked to improve outreach efforts and have coordinated numerous presentations at local churches, block clubs, hospitals, and charter schools, as well as participation in health fairs, bulk mailings, partner newsletters, radio appearances, and multiple advertisements in community newspapers.

The School's Counselors and Principal, with students and Board and Marketing Committee members, conduct tours, visit feeder Schools, host speakers, and aggressively oversee outreach to block clubs, parent groups, churches, resettlement agencies, and community-based and healthcare organizations. They collectively speak to the mission and vision of the School, contributions of Partner Organizations (e.g. number of MASH Camps, student internships, etc.), academic statistics, student/parent survey results, and commitment of the highly-qualified faculty, etc.

Over 40 students have been trained as Student Ambassadors. They lead tours within the School, join Board members and the Principal on radio talk shows, speaking engagements, and community events to answer questions about the School and promote awareness for potential students of all interest, backgrounds, and skill levels.

The HSCS will open near full capacity and currently has a wait list (enrollment was not full prior to the lottery date). This does not mean, however, that there is any complacency on the part of the School to relax its recruitment or retention efforts. Both are critical to the overall success of the School. As a School of choice, HSCS recognizes the importance of reaching students and parents who are realistic about the level of interest they may have in a rigorous college and career-readiness environment with a focus on healthcare. While important to have this vision of education to potentially drive your decision-making as to enrolling and/or staying at the HSCS, it is equally essential for the HSCS to continue serving a wide variety of students, including those with special needs, limited English language proficiency or who are performing below grade level.

To ensure diversity of students and families, the HSCS employs a variety of strategies to make sure families clearly understand the HSCS programs and feel comfortable in assessing whether it is a good fit for their child. At a minimum, for new students, they include the aforementioned community presentations, School visits, and written and website materials.

HSCS prides itself on the implementation of a systematic and thoughtful approach to assisting ELL students. While not a large population at HSCS, a number of students not classified as ELL nevertheless also work directly with the ELL teacher on a regular basis because the language spoken at their home is not English. Retaining the small number of ELL students remains a high priority. These students not only want to learn and enjoy academic success, they bring a rich diversity to the entire student body. New partnerships have been formed with the Western New York Refugee and Asylee Consortium (WNYRAC), consisting of agencies that resettle around 2,000 refugees a year in Buffalo.

Appendix I: Teacher and Administrator Attrition

Created Thursday, July 24, 2014

Page 1

Charter School Name: 140600860961 HEALTH SCIENCES CS

Instructions for completing the Teacher and Administrator Attrition Tables
ALL charter schools should provide, for teachers and administrators only, the full time equivalent (FTE) of staff on June 30, 2013, the FTE for added staff from July 1, 2013 through June 30, 2014, and the FTE for any departed staff from July 1, 2013 through June 30, 2014 using the two tables provided.

2013-14 Teacher Attrition Table

FTE Teachers on June 30, 2013	FTE Teachers Additions 7/1/13 – 6/30/14	FTE Teacher Departures 7/1/13 – 6/30/14
37	19	15

2013-14 Administrator Position Attrition Table

FTE Administrator Positions On 6/30/2013	FTE Administrator Additions 7/1/13 – 6/30/14	FTE Administrator Departures 7/1/13 – 6/30/14
10	4	1

Thank you

Appendix J: Uncertified Teachers

Created Thursday, July 17, 2014

Updated Wednesday, July 23, 2014

Page 1

Charter School Name: 140600860961 HEALTH SCIENCES CS

Note Definition of FTE:

Full-time equivalent employees equal the number of employees on full-time schedules plus the number of employees on part-time schedules converted to a full-time basis. The number of full-time equivalent employees in each industry is the product of the total number of employees and the ratio of average weekly hours per employee for all employees to average weekly hours per employee on full-time schedules. An industry's full-time equivalent employment will be less than the number of its employees on full- and part-time schedules, unless it has no part-time employees (U.S. Commerce--Bureau of Economic Analysis at: http://www.bea.gov/faq/index.cfm?faq_id=368#sthash.8Rbj89kq.dpuf)

How many UNCERTIFIED Full-Time Equivalent Teachers were employed in the charter school as of last day of school in 2013-14?

For each applicable category (i-iv), input the relevant full time equivalent (FTE) count of teachers.

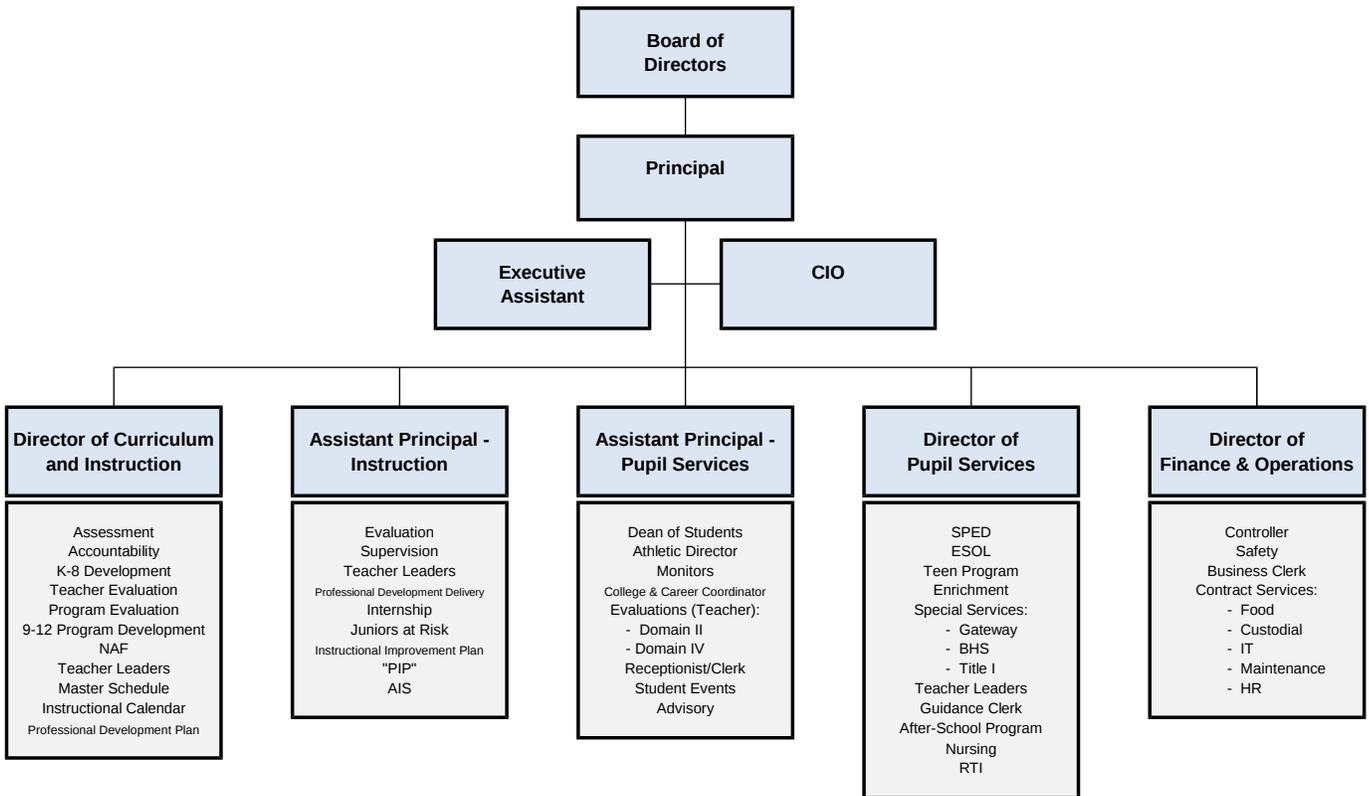
	FTE
(iv) individuals who possess exceptional business, professional, artistic, athletic, or military experience	2
Total FTE (Sum of all Uncertified Teaching Staff)	2

How many CERTIFIED Full-Time Equivalent Teachers were employed in the charter school as of the last day of school in 2013-14?

34

Thank you.

**HEALTH SCIENCES CHARTER SCHOOL
ORGANIZATION CHART**



Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Monday, July 14, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/a1c0924914ba8efb2b82fb9ef27d6ee771c92a1f/>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Cynthia A. Schwartz

2. Charter School Name:

Health Sciences Charter School

3. Charter Authorizer:

NYC Department of Education

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

-
- Secretary
-

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

Cynthia Schwartz

Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Monday, July 14, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/f0a1ea2ab297be2c2326dffa9e6ae640caa67f69/>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Lisa A. Coppola

2. Charter School Name:

Health Sciences Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

(No response)

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

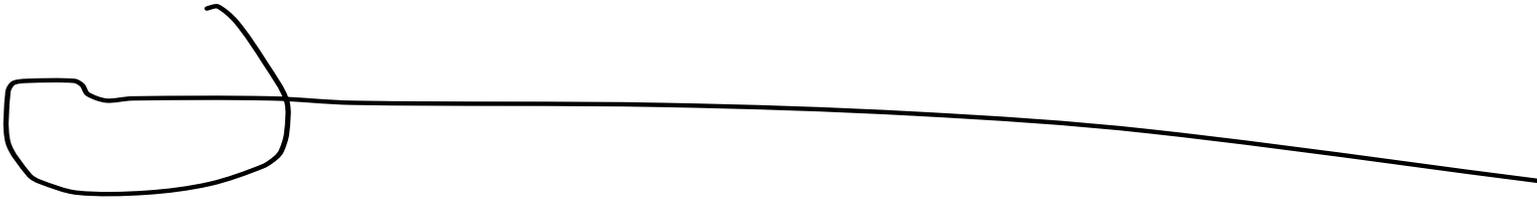
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, consisting of a large, stylized initial 'S' followed by a long, horizontal line that tapers to the right.

Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Monday, July 14, 2014

Updated Friday, December 05, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/621ce7d09dc7d489b2feaa1822529ee4a71637e7/>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Michael Edbauer

2. Charter School Name:

Health Sciences Charter School

3. Charter Authorizer:

Buffalo Board of Education

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

-
- Other, please specify...: trustee
-

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

Yes

10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next

[cmoeY.0] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next Position Held	Chief Clinical Officer / Catholic Health
[cmoeY.1] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next Responsibilities	Responsible for care management, service lines and other clinical and operational functions within CHS
[cmoeY.2] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next Salary	474,000
[cmoeY.3] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next Start Date	2006

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 15, 2014

Updated Monday, July 28, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/222f132da4259581a815a131ccfc8e65e2ee02e1/>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Michael Faso

2. Charter School Name:

Health Sciences Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

[REDACTED]

7. *E-mail Address:

[REDACTED]

8. Select all positions you held on Board:

(check all that apply)

• Treasurer

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

Yes

13a. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write None. Please note that if you answered Yes to Question 2-4 above, you need not disclose again your employment status, salary, etc.

	Date(s) of Transaction	Nature of Financial Interest/Transactions	Steps Taken to Avoid Conflict of Interest (e.g., did not vote, did not participate in discussion)	Name of Person Holding Interest and Relationship to You
1	2013-2014 school year	Select One Search provided placement services to the School pro bono	I did not vote or participate in the transaction with Select One and these services were provided without charge to the school	My brother is a partner in Select One
2				
3				
4				
5				

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

Yes

14a. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write None.

Organization Conducting Business with the School	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Member with Interest	Steps Taken to Avoid Conflict of Interest

1	Independent Health and affiliates	In kind participation with the school on various programs - no fee is charged by IH to provide these staff to support the school including help with interviews, participation on committees and support of MASH camps	Approx. \$20,000 to \$50,000	I am an employee of IH	Various Individual employees from IH provide in kind support with out charge to school
2					
3					
4					
5					

Signature of Trustee

A handwritten signature in black ink, appearing to read "Michael J. [unclear]". The signature is stylized and cursive, with a large initial "M" and a final flourish that resembles a square or a stylized "S".

Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Tuesday, July 15, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/7463c9c0abad6a9468beaa7f278edd440bc80acb/>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

John J. Hennessey

2. Charter School Name:

Health Sciences Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

[REDACTED]

7. *E-mail Address:

[REDACTED]

8. Select all positions you held on Board:

(check all that apply)

-
- Other, please specify...: Chair, Technology Committee
-

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

Yes

10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next

[cmoeY.0] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next Position Held	Vice President, CIO
---	---------------------

[cmoeY.1] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next Responsibilities	(No response)
--	---------------

[cmoeY.2] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next Salary	(No response)
--	---------------

[cmoeY.3] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next Start Date	(No response)
--	---------------

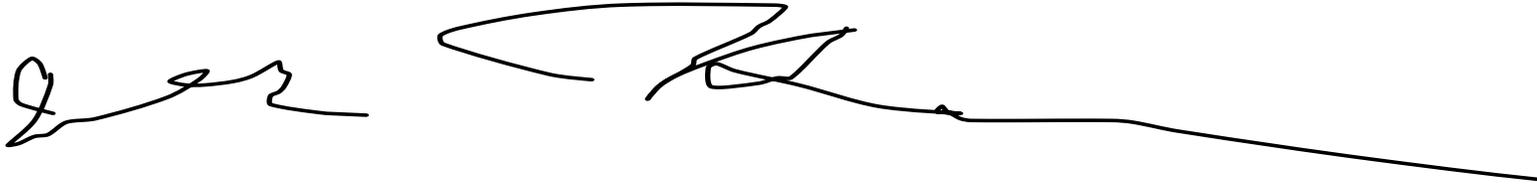
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

Two handwritten signatures in black ink. The first signature is on the left, consisting of a large loop followed by several smaller loops and a long horizontal stroke. The second signature is on the right, starting with a large loop, followed by a series of overlapping loops and a long horizontal stroke that extends across the page.

Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Wednesday, July 16, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/d2b76ebcc4537f871f57a7801029e10d844f88c5/>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

David A. Palmer

2. Charter School Name:

Health Sciences Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

• Chair/President

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

Yes

14a. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write None.

	Organization Conducting Business with the School	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Member with Interest	Steps Taken to Avoid Conflict of Interest
1	Economic Development Group	Services contract	\$72,000	None	
2					
3					
4					
5					

Signature of Trustee

Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Friday, July 18, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/59863065877841eefc943f7d41b1f6983bc46ce5/>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Marsha D. Jackson PhD

2. Charter School Name:

Health Sciences Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

-
- Vice Chair/Vice President
-

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

Yes

10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next

[cmoeY.0] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next Position Held	Assoc Vice President
[cmoeY.1] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next Responsibilities	Leadership student services counseling, advisement, tutoring, grants...
[cmoeY.2] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next Salary	98,000
[cmoeY.3] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next Start Date	12/99

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

Yes

13a. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write None. Please note that if you answered Yes to Question 2-4 above, you need not disclose again your employment status, salary, etc.

	Date(s) of Transactions	Nature of Financial Interest/Transaction	Steps Taken to Avoid Conflict of Interest (e.g., did not vote, did not participate in discussion)	Name of Person Holding Interest and Relationship to You
1				
2				
3				
4				
5				

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

Yes

14a. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write None.

	Organization Conducting Business with the School	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Member with Interest	Steps Taken to Avoid Conflict of Interest
1	Erie Community College	enrolling students in college, taking classes during sophomore through Junior year	\$600.00 per (3) credit course	Marsha Jackson PhD	Recruitment is managed college staff
2					
3					
4					

Signature of Trustee

Marsha Jackson

Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Monday, July 21, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/9eaea6cca5520e5fa4525130955546d34d782081/>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Donna M. Brown

2. Charter School Name:

Health Sciences Charter School

3. Charter Authorizer:

SUNY

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

(No response)

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

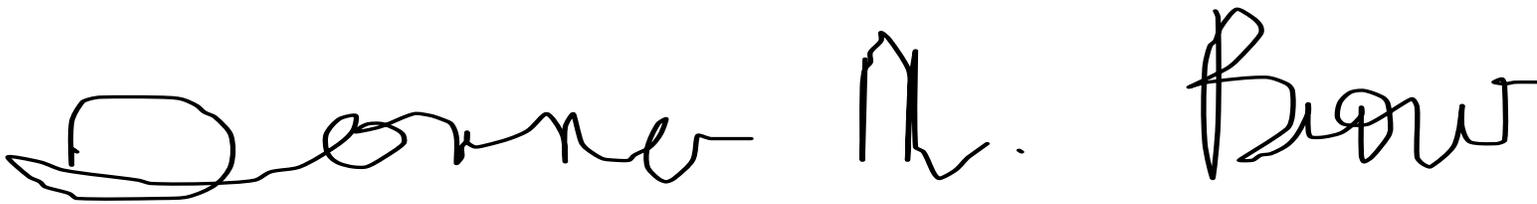
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

Handwritten signature in black ink, reading "Donna M. Brown". The signature is written in a cursive style with a large initial 'D' and a distinct 'M' and 'B'.

Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Thursday, July 24, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/4572eb79eaa5af9912c453fbb734bcb8b5f35085/>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Debora Hayes

2. Charter School Name:

Health Sciences Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address|

8. Select all positions you held on Board:

(check all that apply)

• Other, please specify...: Voting Board Member

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

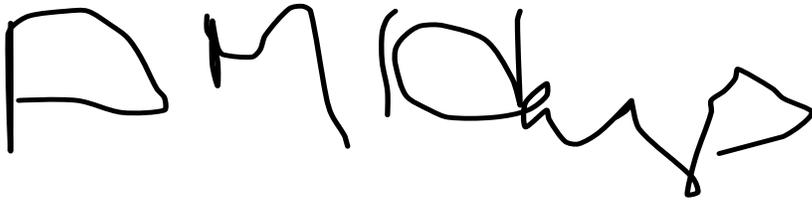
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, appearing to read "A M [unclear]". The signature is written in a cursive style with some loops and flourishes.

Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Sunday, July 27, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/db4999b0304acd690769517894ff6ceef42db809/>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Jevon D. Hunter

2. Charter School Name:

Health Sciences Charter School

3. Charter Authorizer:

Board of Regents

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

7. *E-mail Address:

8. Select all positions you held on Board:

(check all that apply)

• Other, please specify...: voting member

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

No

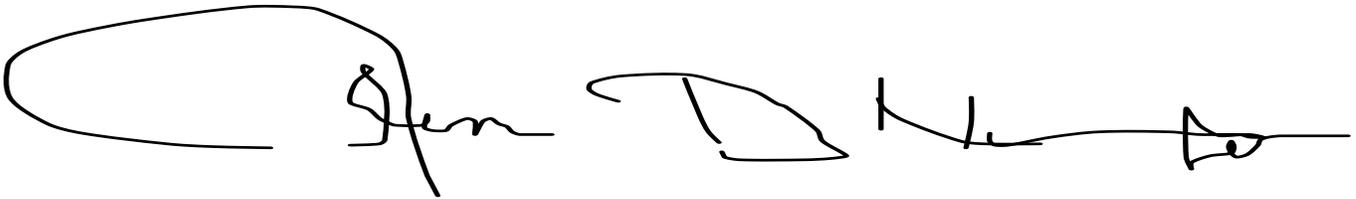
13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

No

Signature of Trustee

A handwritten signature in black ink, consisting of a large, stylized initial 'S' followed by several cursive letters, likely 'Hem' or 'Hem'.

Required Form: 2013-14 Appendix E - Disclosure of Financial Interest Form

Created Thursday, August 07, 2014

<https://fluidsurveys.com/surveys/vickie-smith/appendix-e-trustee-disclosure-form/d2e5b5f2e73ca526aa9c5edb4f306e61a1514b9b/>

Page 1

Please open the link to this form using **Google Chrome** as your browser. Doing so will allow you to input your signature on page 2 of the form. Thank you.

1. Trustee Name:

Michael J. Moley

2. Charter School Name:

Health Sciences Charter School

3. Charter Authorizer:

NYC Department of Education

4. *Your Home Address:

4. *Your Home Address: | Street Address

4. *Your Home Address: | City/State

4. *Your Home Address: | Zip

5. *Your Business Address

5. *Your Business Address | Street Address

5. *Your Business Address | City/State

5. *Your Business Address | Zip

6. *Daytime Phone Number:

[REDACTED]

7. *E-mail Address:

[REDACTED]

8. Select all positions you held on Board:

(check all that apply)

(No response)

9. Are you a trustee and also an employee of the school?

No

10. Are you a trustee and an employee or agent of the management company or institutional partner of the charter school?

(No response)

10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next

[cmoeY.0] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next Position Held	(No response)
---	---------------

[cmoeY.1] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next Responsibilities	(No response)
--	---------------

[cmoeY.2] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next Salary	(No response)
--	---------------

[cmoeY.3] 10a. If YES, please provide a description of the position you hold and your responsibilities, your salary and your start date in the next Start Date	(No response)
--	---------------

13. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

(No response)

13a. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write None. Please note that if you answered Yes to Question 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s) of Transactions	Nature of Financial Interest/Transaction	Steps Taken to Avoid Conflict of Interest (e.g., did not vote, did not participate in discussion)	Name of Person Holding Interest and Relationship to You
1			
2			
3			
4			
5			

14. Are you a member, director, officer or employee of an organization formally partnered with school that is doing business with the charter school and in which such entity, during your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or relationship?

(No response)

14a. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write None.

Organization Conducting Business with the School	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Member with Interest	Steps Taken to Avoid Conflict of Interest
1				
2				
3				
4				
5				

Signature of Trustee