Application: Mott Hall Charter School

Suzanne Trice - strice@motthallcs.org
Annual Reports

Summary

ID: 0000000194
Status: Annual Report Submission

Entry 1 School Info and Cover Page

Completed - Jul 26 2020

Instructions

Required of ALL Charter Schools

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

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2019-20 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer **(as of June 30, 2020)** or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

MOTT HALL CHARTER SCHOOL 320900861004

a1. Popular School Name

Mott Hall Charter School

b. CHARTER AUTHORIZER (As of June 30th, 2020)

Please select the correct authorizer as of June 30, 2020 or you may not be assigned the correct tasks.

BOARD OF REGENTS

c. DISTRICT / CSD OF LOCATION

CSD # 9 - BRONX

d. DATE OF INITIAL CHARTER

12/2010

e. DATE FIRST OPENED FOR INSTRUCTION

7/2011

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

MISSION STATEMENT

The mission of the Mott Hall Charter School is to prepare our scholars in mind, body, and character to succeed in top high schools, colleges, and careers by becoming inquisitive, open-minded, and compassionate citizens of the world.

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

KEY DESIGN ELEMENTS (Briefly describe each Key Design Elements (KDE) as presented in the schools approved charter. KDEs are those general aspects of the school that are innovative or unique to the school's mission and goals, are core to the school's overall design, and are critical to its success.

KDE 1	21st Century Teaching and Learning Model MHCS's instructional program is student-centered and inquiry-based, which is how middle school students learn best. The International Baccalaureate Middle Years Programme (MYP) provides high-quality teacher professional development and a curriculum framework which puts students at the center of a changing and increasingly interrelated world. Teachers use Understanding by Design (UBD) as their primary method of curriculum development as they align lessons to state standards. The Workshop Model of instruction is used to ensure that students are constructing their own knowledge.
KDE 2	Proficiency Because such a large percentage of students enter MHCS below proficiency, Mott Hall focuses on proficiency attainment for students in both English Language Arts (ELA) as well as Mathematics. This includes longer blocks of instruction in ELA and Math, greater emphasis on literacy acquisition through programs such as Leveled Literacy

	Intervention, and additional teachers supporting ELA and Math.
KDE 3	Special Population Support MHCS uses a collaborative team teaching approach to ensure that the needs of students with IEPs are met. Our ELL instructional model includes small group instruction, pull out and push-in support, direct vocabulary instruction, and a requirement that all lesson plans include language objectives paired with learning objectives. All MHCS teachers receive professional development to ensure that they can address the learning needs of ELLs and students with IEPs.
KDE 4	College and Career Readiness Program MHCS's college and career readiness program is modeled on the AVID College and Career Readiness Program. This program helps ensure that Mott Hall students have the skills and information they need to gain acceptance to college bound High Schools throughout New York City.
KDE 5	Social and Emotional Health Program The program design is rooted in aspects of the Sanctuary model, with on-going training in trauma attachment theory, adolescent development, and other topics to all staff as well as providing teachers with feedback to ensure classrooms are trauma sensitive. This program includes enhanced counseling for scholars who are identified as at-risk, a character development class for all scholars and on-going parent support groups.
KDE 6	(No response)
KDE 7	(No response)
KDE 8	(No response)
KDE 9	(No response)
KDE 10	(No response)

Need additional space for variables

No

h. SCHOOL WEB ADDRESS (URL)

www.motthallcs.org

i. TOTAL MAX APPROVED ENROLLMENT FOR THE 2019-2020 SCHOOL YEAR (exclude Pre-K program enrollment)

275

j. TOTAL STUDENT ENROLLMENT ON JUNE 30, 2020 (exclude Pre-K program enrollment)

262

k. GRADES SERVED IN SCHOOL YEAR 2019-2020 (exclude Pre-K program students)

Check all that apply

Grades Served	6, 7, 8

I1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2020-2021?

	No, just one site.

School Site 1 (Primary)

m1. SCHOOL SITES

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

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	1260 Franklin Avenue, Beonx, NY 10456	(718) 991-9139	NYC CSD 9	6-8	No

m1a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Connie Lobdell	718-991-9139	347-259-9498	clobdell@motthallcs.org
Operational Leader	Suzanne Trice	718-991-9139	917-631-6449	strice@motthallcs.org
Compliance Contact	Suzanne Trice	718-991-9139	917-631-6449	strice@motthallcs.org
Complaint Contact	Suzanne Trice	718-991-9139	917-631-6449	strice@motthallcs.org
DASA Coordinator	Meghan Oppenheimer	718-991-9139	215-284-2835	moppenheimer@motthallcs.org
Phone Contact for After Hours Emergencies	Connie Lobdell	718-991-9139	347-259-9498	clobdell@motthallcs.org

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

Co-located Space

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

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

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

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

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2020.

Site 1 Certificate of Occupancy (COO)

Site 1 Fire Inspection Report

CHARTER REVISIONS DURING THE 2019-2020 SCHOOL YEAR

n1. Were there any revisions to the school’s charter during the 2019-2020 school year? (Please include approved or pending material and non-material charter revisions).

No

PLEASE NOTE CHARTER SCHOOLS WILL NO LONGER SUBMIT FINANCIAL STATEMENTS, ANNUAL BUDGETS, AND RELATED FISCAL DATA VIA THE ANNUAL REPORT. HOWEVER, NYSED BOARD OF REGENTS WOULD LIKE TO KNOW IF YOUR SCHOOL'S BOARD OF TRUSTEES HAS APPROVED A BUDGET FOR THE 2020-2021 FISCAL YEAR.

o. Has your school's Board of Trustee's approved a budget for the 2020-2021 FY?

Yes

ATTESTATION

p. Individual Primarily Responsible for Submitting the Annual Report.

Name	Suzanne Trice
Position	Director of Operations
Phone/Extension	917-631-6449
Email	strice@motthallcs.org

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

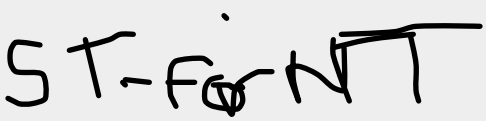
Responses Selected:

Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees



Date

Jul 26 2020

Thank you. 

Entry 3 Progress Toward Goals

Completed - Jul 28 2020

Instructions

Regents, NYCDOE, and Buffalo BOE-authorized charter schools

For the 2019-2020 school year, any academic or organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

Board of Regents-authorized and NYCDOE-authorized charter schools only.

Complete the tables provided. List each goal and measure as contained in the school’s currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 2, 2020.

For the 2019-2020 school year, any academic goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2019-20 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1	Administer Reading Inventory to all students three times throughout the school year and use data for progress monitoring and intervention	Reading and Phonics Inventory	Met	Data from the Reading Inventory was used to provide intensive academic intervention for students who are performing below grade level and are in need of extra support. We used the data from the Scholastic Reading Inventory to move students into appropriate and targeted intervention groups. Each time students took the Scholastic Reading

				Inventory, we used the data from the inventory to reassign intervention groups.
Academic Goal 2	Use Read 180 program as part of our Tier 2 Literacy Intervention program to move students toward proficiency	Reading Inventory	Met	Read 180 was for Mott Hall to address gaps in student skills through the use of a computer program, literature and direct instruction in reading skills. We used the Scholastic Reading Inventory to assign students to the Read 180 program. As students grew in proficiency levels, we moved students out of Read 180 and moved other students into the program.
Academic Goal 3	Offer foreign language instruction as part of the academic program	Offering of Chinese in student schedules	Met	Hired new language acquisition teacher offering Mandarin language instruction in the 6th grade. The focus was on learning the Mandarin language as well as aspects of the Chinese culture including customs and

				traditions, politics and geography, music and dance, everyday life, food and etiquette.
Academic Goal 4	Incorporate vocabulary throughout all content areas to increase literacy	Teacher’s lessons and data from vocabulary assessments	Met	There was an intensive focus on vocabulary throughout the school year. Vocabulary was taught in context of classroom learning and vocabulary words were derived directly from student texts and math problems. Students were provided with multiple opportunities to practice using the words through the systematic, direct teaching of independent word learning strategies students can apply in multiple texts and contexts. Assessments demonstrated an increase in student ability to understand and use content related vocabulary.
	Offer full time music program to			The part time music teacher joined the Mott Hall staff as a full

Academic Goal 5	enhance the academic program and enable diverse students to show proficiency in areas other than core content classes	Music in student schedules	Met	time teacher. He taught two 8th grade general music classes and met with scholars for small group, advanced instruction.
Academic Goal 6	Offer a comprehensive High school Placement Program to prepare scholars for the transition to high school	Student submission of high school applications, high school placement for all students	Met	Mott Hall offered a comprehensive High School Placement Program led by the High School Placement coordinator. The program included a personalized high school vision plan for every scholar, one-on-one High School placement and application assistance, top performing high school and college visits and Specialized Test Preparation. Through several one-on-one meetings with scholars and families, the High School Placement coordinator ensured that each scholar was given the opportunity to research/visit high schools of interest. Each scholar’s

				academic and extra-curricular progress were discussed and then students were matched with several schools. All students were placed in a high school that was on his/her list of options.
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add?

No

3. Do have more academic goals to add?

No

4. ORGANIZATION GOALS

For the 2019-2020 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2019-2020 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	Increase Board membership	Board minutes	Met	Added 2 new Board members to start July 2020
Org Goal 2	Increase Board Participation	Board Minutes	Partially Met	Increase through new policy of Virtual meetings because of COVID, participation was almost 100% March July 2020 based on being able to meet virtually
Org Goal 3	Redesign website	Website	Met	Designated team to manage on daily basis, more detailed information and communication added
Org Goal 4				
Org Goal 5				
Org Goal 6				
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				

Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				
Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

No

6. FINANCIAL GOALS

2019-2020 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	End FY20 year with limited deficit	End of Year Financials	Met	Reduced July 2019 budget deficit of $480 K to $55 in June of 2020 (FY20)
Financial Goal 2	Submit a balanced budget for FY 21	Budget submitted to Board	Met	Balanced budget based on 266 student enrollment
Financial Goal 3	Reduce credit card spending	Statements	Met	Purchases must now go through PO process for approval, closed school AMEX
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 7 Disclosure of Financial Interest Form

Completed - Jul 28 2020

Instructions - Multiple Uploads Permitted

Required of ALL Charter Schools by August 3

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2019-2020 school year must complete a signed:

- **Regents, NYCDOE, and Buffalo BOE Authorized Schools:** Disclosure of Financial Interest Form
- **SUNY- Authorized Charter Schools**: Trustee Financial Disclosure Form

All completed forms must be collected and uploaded in .PDF format for each individual member. If a trustee is not able or available to complete the form by the deadline, the education corporation is responsible for doing so on behalf of the trustee. (Forms completed from past years will not be accepted).

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

Caldwell Financial Disclosure 2020

Filename: Caldwell_Financial_Disclosure_2020.pdf **Size:** 132.7 kB

Financial- Karen Bhatia

Filename: Financial-_Karen_Bhatia.pdf **Size:** 454.0 kB

Houston FinancialDisclosure2020

Filename: Houston_FinancialDisclosure2020.pdf **Size:** 236.9 kB

Lugo Financial Disclosure 2020 (1) - 07-20-2020

Filename: Lugo_Financial_Disclosure_2020_1_-_07-20-2020.pdf **Size:** 423.6 kB

CalderonFinancialDisclosure2020 (1)_SC

Filename: CalderonFinancialDisclosure2020_1_SC.pdf **Size:** 88.2 kB

RRFinancialDisclosure2020 (1)

Filename: RRFinancialDisclosure2020_1.pdf **Size:** 77.2 kB

Entry 8 BOT Membership Table

Completed - Jul 26 2020

Instructions

Required of All charter schools

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

Entry 8 BOT Table

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

MOTT HALL CHARTER SCHOOL 320900861004

---

1. 2019-2020 Board Member Information (Enter info for each BOT member)

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2019-2020
1	Karen Bhatia karen.bhatia@gmail.com	Vice Chair	Executtive	Yes	1	10/07/2018	10/6/2021	5 or less
2	Sandy Lugo maeztra130@aol.com	Trustee/Member	None	Yes	1	09/25/2018	09/24/2021	11
3	Sarah Calderon sarahjcalderon@gmail.com	Treasurer	Executive, Finance and Audit	Yes	3	01/17/2018	01/16/2021	5 or less
4	Robert Rodriguez rodriguezca25@gmail.com	Trustee/Member	Finance and Audit	Yes	1	09/25/2018	09/21/2021	8
	Natalie							

5	Thompson natalie.f.thompson@gmail.com	Chair	Executive, Finance and Audit	Yes	3	01/26/2017	01/16/2021	11
6	Marianna Houston mariannah2000@gmail.com	Secretary	None	Yes	1	09/26/2017	09/25/2020	6
7								
8								
9								

1a. Are there more than 9 members of the Board of Trustees?

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total Number of BOT Members on June 30, 2020	6
b.Total Number of Members Added During 2019-2020	1
c. Total Number of Members who Departed during 2019-2020	1
d.Total Number of members, as set in Bylaws, Resolution or Minutes	6

3. Number of Board meetings held during 2019-2020

11

4. Number of Board meetings scheduled for 2020-2021

12

Thank you.

Entry 9 Board Meeting Minutes

Completed - Jul 26 2020

Instructions

Schools must upload a complete set of monthly board meeting minutes (July 2019-June 2020), which should match the number of meetings held during the 2019-2020 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by August 3, 2020.

April Board Minutes 4

Filename: April_Board_Minutes_4.16.2020.pdf **Size:** 215.5 kB

August Minutes 8

Filename: August_Minutes_8.20.19.pdf **Size:** 497.8 kB

December Minutes 12

Filename: December_Minutes_12.12.19.pdf **Size:** 475.9 kB

February Board Minutes 2

Filename: February_Board_Minutes_2.27.2020.pdf **Size:** 94.2 kB

January2020Minutes

Filename: January2020Minutes.pdf **Size:** 450.9 kB

July Board Minutes 7

Filename: July_Board_Minutes_7.23.19.pdf **Size:** 382.1 kB

June Board Minutes 6

Filename: June_Board_Minutes_6.22.20.pdf **Size:** 217.3 kB

March Board Minutes 3

Filename: March_Board_Minutes_3.26.2020.pdf **Size:** 217.1 kB

MayBoard Minutes 5

Filename: MayBoard_Minutes_5.14.20.pdf **Size:** 221.1 kB

November 2019 Minutes 11

Filename: November_2019_Minutes_11.21.19.pdf **Size:** 382.4 kB

October Board Minutes 10

Filename: October_Board_Minutes_10.17.19.pdf **Size:** 66.6 kB

September Board 9

Filename: September_Board_9.28.19.pdf **Size:** 62.5 kB

Entry 10 Enrollment & Retention

Completed - Jul 26 2020

Instructions for submitting Enrollment and Retention Efforts
ALL charter schools must complete this section. Describe the efforts the charter school has made toward meeting targets in 2018-2019 to attract and retain enrollment of Students with Disabilities (SWDs), English Language Learners/Multilingual Learners (ELLs/MLLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2019-2020.

Entry 10 Enrollment and Retention of Special Populations

Instructions for Reporting Enrollment and Retention Strategies

Describe the efforts the charter school has made in 2019-2020 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners/Multilingual learners, and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2020-2021.

MOTT HALL CHARTER SCHOOL 320900861004

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2019-2020	Describe Recruitment Plans in 2020-2021
Economically Disadvantaged	Mott Hall Charter School makes numerous efforts to ensure we attract and recruit Economically Disadvantaged Students. Applicants from District #9 located in the South Bronx are given weighted status in our application lottery. Parents from all district 9 elementary schools are invited to our school open house events, outreach is made to Parent Coordinators of zone and out of zone elementary schools to ensure that the community is aware of our programs. Numerous Parent assemblies and community gatherings were held to ensure community awareness, invite the community to participate in school wide events, and to support community efforts for all residents of the community. Mott Hall Staff has attended and participated in several neighborhood health and wellness fairs over the course of the year. Mott Hall Charter School is located in the Morisanna section of the Bronx and outreach was made by visits to local community centers and flyers were posted in New York City Housing Authority (NYCHA) buildings. In an effort to continue our outreach with families during the Covid closure, MHCS has used weekly Zoom meetings,	To ensure strong recruitment for the 2020-21 school year, Mott Hall Charter School has formed a robust recruitment committee and reviewed the outreach methods to ensure remote access to our community is considered in the case of closures. The committee consists of staff who are both familiar with the surrounding neighborhoods and have community connections and relationships. The recruitment committee hosted neighborhood events both in school and in the surrounding area when allowed. If circumstances do not permit face to face contact with the community,MHCS has put into place media events that will occur simultaneously or in place of live events as needed. Events such as the Kindness Project, food outreach, gift cards for families, and partnering with community organizations ensures MHCS is seen as a supportive community center as well as a middle school. These outreach efforts were well received and will continue even if face to face opportunities are prohibited. Outreach to Public Libraries and participation in library public events will be planned and will continue if allowed to ensure that MHCS continues to reach a larger population. Mott Hall Charter

	text, facebook and instagram to engage with the community and continue conversations to ensure families could register via media platforms. Mott Hall Charter School created events that included the entire community such as the Kindness Project which helped get warm scarves to our neighbors in the community. MHCS also hosted a Thanksgiving Dinner for the entire community as well as a Family Taco Night to bring parents, teachers and community leaders together. Mott Hall Charter School has partnered with the Local NYC Police Precinct to engage students and families and encourage community collaborations.	School will continue the relationship with NYCHA and local community health organizations and plans to use multiple media platforms to ensure outreach to our community partners and families and be sure all entities can access our information. Through our updated website that includes a dedicated page to parent testimonials, weekly Zoom/Google Meets/Instagram/FaceBook outreach efforts, MHCS will host events and increase attendance from our last years efforts. MHCS will continue to develop relationships with local community boards, specifically Community Boards 9, 11 and 12. The recruitment committee will continue to work with neighborhood community police officers to foster trusting and positive relationships.
	All Open House flyers, email invitations and texts were sent out in English and in Spanish. Open Houses and Community Events were delivered in multiple languages. In a dedicated effort to increase our English Language Learners enrollment, Mott Hall Charter School initiated and engaged families by offering Zoom, Google Meets, Instagram and Facebook weekly meetings and town halls that were translated. The “on the spot translations” allowed for families of other languages to ask questions and receive real time	A recruitment committee will be formed in mid-September consisting of staff who are both familiar with the surrounding neighborhoods and the language barriers these neighbors may face. The Committee will include bilingual staff that can communicate with parents immediately when a situation arises. This allows ENL parents to receive in real time immediate responses. MHCS ensures that all communication is translated for

English Language Learners/Multilingual Learners	answers. This year 2020 Mott Hall engaged our current families of ENL students to help us spread the word by sending letters to our current student families that were translated so that families could share our program information with friends and families. Through our families it was realized that word of mouth has a great impact on our outreach. In other continuous efforts Mott Hall Charter School worked in collaboration with the NYC Charter School Office and the Special Education Collaborative to expand the range of our outreach to include all of New York City.	families; this includes all media messages including RoboCalls. Mott Hall Charter School offers all English Language Learners support through initial identification, ongoing NYS assessments, and ENL support based on individual student needs. In addition Mott Hall Charter School plans to have an English as a Second Language class both remotely and in the building when possible. Mott Hall will be offering monthly community cultural events open to all.
	Mott Hall Charter School offers a variety of support services to ensure all students can learn to their potential. Students with an Individual Educational Plan (IEP) are provided with all mandated services. Services such as speech and language, counseling, occupational and physical therapy are provided. Mott Hall Charter School has a response to intervention (RTI) program to support students who present with challenges accessing the curriculum. A robust Student Support Team (SST) is available to review and address any academic and behavioral needs that students may have. Through these processes, Mott Hall identifies students that may need further evaluations and works	The Support Services Coordinator will participate in all events; including open houses, community and informational parent meetings to meet with

Students with Disabilities	collaboratively with the Committee for Special Education (CSE) to ensure any needed services are identified and provided. Mott Hall works in conjunction with the CSE to recruit and attract students with disabilities.During the 2019-20 School year Mott Hall Charter School engaged with parents of SWD through a variety of different media platforms to ensure our outreach to families during Covid closure was effective. MHCS increased the number of brick and mortar community events and during the school closure, MHCS turned to weekly Zoom, Google Meets, Instagram, and FaceBook to ensure effective outreach. MHCS proactively opened online synchronous instruction and our support of tele-therapy for our providers ensured that SWD were served. All of the students were given laptops and internet access to ensure uninterrupted connection to school instruction according to FAPE. Our CSE team (CSE 1 Fordham) was invited to several of our remote Integrated Co Taught classes as well as our remote full school RISE assemblies so that they were informed of our best practices for online instruction. MHCS was interviewed by our authorizer in order to share our best practices with all charter schools across the state. This taped session with NYSED ensured our best practices were shared across the public sector.	families and detail the services MHCS provides to ensure SWD receive FAPE. All meetings and communications, including collaborations with CSE are presented in remote media forums as well as in person when allowed. Parents will be supported by one person, as coordinator who will assist them from the application process through admission, classroom placement and evaluations. The coordinator will support the Study Study Team (SST),RTI/MTSS and the referral process for newly identified students with needs as needed. The coordinator will work jointly with administrators and teachers to collect and assess all important dates for incoming new students and to monitor progress for all SWDs. All website and flyers for distribution will reflect all of the services we can provide for students with disabilities.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2019-2020	Describe Retention Plans in 2020-2021
Economically Disadvantaged	Retention efforts for recruiting and attracting economically disadvantaged students is and continues to be made through direct community training, saturday parent advisory committee meetings, monthly parent to parent dinners, and other school community events presented both through remote media and in person as allowed. Mott Hall employs two on site psychologists who serve the student at risk population and connect families with community resources. Outreach was made to the Boys and Girls Club of America, YWCA/YMCA, and community centers about Mott Hall’s educational programs	Mott Hall will continue to recruit and attract economically disadvantaged students through direct community training, Saturday parent advisory committee meetings, monthly parent to parent dinners, and other school community events that include remote media platforms. During the school closure MHCS had Zoom weekly meetings and Rise Assemblies that hosted over 150 people. This online gatherings have proved a successful method to reach our families and will continue into the next school year. Mott Hall employs two on site psychologists who serve the student at risk population and connect families with community resources. Outreach was made to the Boys and Girls Club of America, YWCA/YMCA, and community centers about Mott Hall’s educational programs.
	Retention efforts for recruiting and attracting English Language Learners were made through direct community trainings, collaboration with family welcome centers and community based organizations for	Mott Hall Charter School will continue retention efforts for recruiting and attracting English Language Learners by offering direct community training, collaboration with family welcome centers and community based organizations for immigrants. Mott Hall will utilize community based organizations

English Language Learners/Multilingual Learners	immigrants. MHCS is diligent in making all efforts to have interpreters on hand to answer questions in real time for families. MHCS uses a variety of media formats such as Web Connect/Google Meets/Zoom/ and google translate to ensure our families can communicate in their home language. Mott Hall Charter School in conjunction with CSE 1 has engaged in a pilot program to ensure that all IEPs are translated into the families home language. This pilot program is in its second year with MHCS and has been well received by all of our families.	for immigrants and multi-lingual learners to recruit and support English Language Learners. Mott Hall Charter School offers ENL classes and hopes to open both remote and brick and mortar ENL classes for the community. Through targeted intervention blocks during the school day MHCS has been able to move ENL students to proficiency and close academic gaps. MHCS prepares ENL students and supports application to high performing High Schools. MHCS demonstrates a strong and positive presence in the community and works with the colocated school to make coordinated and dedicated outreach to all families.
Students with Disabilities	Efforts for recruiting and attracting students with disabilities include reviewing and providing services according to mandated services on IEPs and using the Guide for Special Education services for Charter Schools to create new and innovative programs to ensure SWD can learn to their potential. Special Education teachers review and update progress toward meeting IEP goals at each report card period. Teachers work collaboratively with families as well as the Committee on Special Education to ensure reviews are conducted and students can progress to the least restrictive environment (LRE) as appropriate. Students are provided at risk	Mott Hall Charter School continues to plan a robust professional development calendar for all staff. We plan continued collaborative efforts with CSE, related service providers and community stakeholders to ensure students with disabilities are supported and make appropriate academic gains. Mott Hall Charter School uses data and assessments to monitor student progress and

	services and RT/MTSS interventions to help close academic and behavioral gaps through the SST process. Each grade has 1 period daily, with the exception of Fridays, as an intervention block. In the coming year MHCS is considering adding a remote learning/intervention block. Professional development for all staff was provided to ensure appropriate training and delivery for Tier II and Tier III programs. Mott Hall Charter School's expectation is for all students to achieve proficiency in NYS Next Generation Standards and prepare them for transition to high performing high schools.	provide individualized support to ensure student gains toward proficiency. Mott Hall is utilizing Houghlin Mifflin Read 180 and System 44 support and intervention programs to ensure students at risk and students with disabilities have access to scientifically proven and peer reviewed curriculum to close academic gaps

Entry 12 Percent of Uncertified Teachers

Completed - Jul 26 2020

Instructions

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

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

Entry 12 Uncertified Teachers

School Name: **MOTT HALL CHARTER SCHOOL 320900861004**

Instructions for Reporting Percent of Uncertified Teachers

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

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education. Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

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

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	3
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	2
Total Category A: 5 or 30% whichever is less	5.0

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

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	3
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	0
Total Category B: not to exceed 5	3.0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2020)	2
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2020)	
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2020)	
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2020)	
Total Category C: not to exceed 5	2.0

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

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

	FTE Count
Total Category D	0

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	15

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	25

Thank you. 

Entry 13 Organization Chart

Completed - Jul 26 2020

Instructions

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

Upload the 2019-2020 **Organization Chart.** The organization chart should include position titles and reporting relationships. Employee names should not appear on the chart.

_MHCS Organizational Chart

Filename: _MHCS_Organizational_Chart.pdf **Size:** 132.9 kB

Entry 14 School Calendar

Completed - Jul 26 2020

Instructions for submitting School Calendar

Required of ALL Charter Schools

Given these uncertain and changing times, charter schools may or may not have a school calendar ready to upload by the submission deadline this year of August 3, 2020. If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 3rd submission. Charter schools will be able to upload an updated school calendar into the portal at any time but no later than **September 15, 2020**.

School calendars must meet the minimum instructional requirements adopted by the Board of Regents in 2018.

Board of Regents-authorized charter schools are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month.

FINAL 2019-2020(7

Filename: FINAL_2019-20207.25.19_-_2019-2020_Sch_BsLX8O0.pdf **Size:** 80.9 kB

Entry 15 Links to Critical Documents on School Website

Completed - Jul 26 2020

Instructions

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

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

1. Most recently filed Annual Report (i.e., 2018-19 Annual Report);
2. Most recent board meeting notice, documents to be discussed at the meeting (if any), and webcast of Board meetings (if held virtually per Governor's Executive Order);
3. Link to New York State School Report Card;
4. Lottery Notice announcing date of lottery;
5. Authorizer-approved DASA Policy;
6. District-wide safety plan and Authorizer-approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo);
7. Authorizer-approved FOIL Policy; and
8. Subject matter list of FOIL records.
9. Link to School Reopening Plan

Form for Entry 15 Links to Critical Documents on School Website

School Name: Mott Hall Charter School

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

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

	Link to Documents
1. Most Recent Annual Report (i.e., 2018-19)	https://www.motthallcs.org
2. Most Recent Board Meeting Notice and Related Agenda Item Documents	https://www.motthallcs.org
2a. Webcast of Board Meetings (per Governor's Executive Order)	https://www.motthallcs.org
3. Link to NYS School Report Card	https://www.motthallcs.org
4. Most Recent Lottery Notice Announcing Lottery	https://www.motthallcs.org
5. Authorizer-Approved DASA Policy	https://www.motthallcs.org
6. District-wide Safety Plan	https://www.motthallcs.org
6a. Authorizer-Approved Discipline Policy (as per August 29, 2019 Emergency Response Plan Memo)	https://www.motthallcs.org
7. Authorizer-Approved FOIL Policy	https://www.motthallcs.org
8. Subject matter list of FOIL records	https://www.motthallcs.org
9. Link to School Reopening Plan	https://www.motthallcs.org

Thank you. 

Entry 16 COVID 19 Related Information

Completed - Jul 26 2020

Instructions

Required of ALL charter schools

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the Remote Monitoring and Oversight Plan Spring 2020 remote for

best practices regarding end of year assessments in a remote learning environment.

Entry 16 COVID 19 Related Information

School Name: Mott Hall Charter School

TABLE 1: 2019-2020 Enrollment, Attendance and Participation Between March-June 2020

Please provide the number of students attending instruction on the last day instruction was provided within physical school facilities and the number of students participating in virtual programming on the last day such programming was offered for the 2019-2020 school year.

	Number of students enrolled in school on the last day instruction was provided within physical school facilities	Number of students attending instruction on the last day instruction was provided within physical school facilities	Number of students participating in virtual programming on the last day such programming was offered for the 2019-20 school year
	261	262	262

Table 2: 2019-2020 Assessments and Grade Participation

If applicable, please provide the name and publisher of all end of year assessments provided by grade level as well as the number of participating students. Board of Regents-authorized charter schools are encouraged to refer to Appendix B of the Remote Monitoring and Oversight Plan Spring 2020 remote for best practices regarding end of year assessments in a remote learning environment.

	Assessment Title	Grade K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8	Grade 9	Grade 10	Grade 11	Grade 12	Number of Participating

														Students
	Edvistas - Math Final Exam Assessment	✖	✖	✖	✖	✖	✖	✔	✔	✔	✖	✖	✖	✖	
	Read 180 Reading Inventory	✖	✖	✖	✖	✖	✖	✔	✔	✔	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	

		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
		✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	✖	
Tota l														0

Entry 17 Staff Roster - NEW TASK For Regents Schools Only

Completed - Jul 26 2020

INSTRUCTIONS - NEW TASK FOR REGENTS-AUTHORIZED CHARTER SCHOOLS

Please provide the full name of **ANY and ALL** instructional and non-instructional employees and their respective positions/titles, and employment start dates in the charter school by clicking on the MS Excel file link to the Staff Roster.

Staff_Roster_as_of_8-3-2020

Filename: Staff_Roster_as_of_8-3-2020_jOhM6ga.xlsx **Size:** 12.1 kB

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

Name: Jason Caldwell

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

---

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

Board Member

2. Are you an employee of any school operated by the education corporation? ____**Yes** __x__**No**

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

3. Are you related, by blood or marriage, to any person employed by the school?

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

No.

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

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

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

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

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

____**Yes** __X__**No**

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

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

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

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

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



6/23/2020

Signature Date

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

Business Telephone: 718-432-4105

Business Address: 231 West 246th Street, Bronx NY 10471

E-mail Address: jason_caldwell@horacemann.org

Home Telephone: 718-432-6223 Cell Phone: 718-683-4782

Home Address: 2711 Henry Hudson Parkway, 5H Bronx, NY 10463

last revised 06/8/2020

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

Name:
Karen Bhatia

_____

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

_____

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

Vice Chair

2. Are you an employee of any school operated by the education corporation? **____Yes** _X_**No**

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

3. Are you related, by blood or marriage, to any person employed by the school?

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

No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

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

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

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

No

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

____**Yes** _X_**No**

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

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

Date(s)	**Nature of financial interest/transaction**	**Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)**	**Name of person holding interest or engaging in transaction and relationship to you**
None			

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

Organization conducting business with the school(s)	**Nature of business conducted**	**Approximate value of the business conducted**	**Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest**	**Steps taken to avoid conflict of interest**
None				



7/20/20

Signature Date

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

Business Telephone: 646-385-1904

Business Address: One Liberty Plaza, New York, NY 10006

E-mail Address:
karen.bhatia@gmail.com

Home Telephone: 516-302-5074

Home Address: 43 Sycamore Lane, Roslyn Heights, NY 11577

last revised 06/8/2020

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

Name:

_Marianna Houston_____

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

Mott Hall Charter Academy

_____

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

Member of the Board from September, 2017 to October, 2019

2. Are you an employee of any school operated by the education corporation? **____Yes** ___X_**No**

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

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

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

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

NO

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

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

NO

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

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

____**Yes** ___X_**No**

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

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

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

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

NONE	**NONE**	**NONE**	**NONE**

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

Organization conducting business with the school(s)	**Nature of business conducted**	**Approximate value of the business conducted**	**Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest**	**Steps taken to avoid conflict of interest**
NONE	**NONE**	**NONE**	**NONE**	NONE

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

Marianna Houston

_____June 25, 2020_____

Signature Date

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

Business Telephone: 917-855-2674_____

Business Address: _160 West 87 Street, NYC, NY 10024_____

E-mail Address: mariannah2000@gmail.com_____

Home Telephone: 917-855-2674_____

Home Address: 160 West 87 ST, NYC, NY 10024

last revised 06/8/2020

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

Name:

Sandra Lugo

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

Mott Hall Charter School

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

Board Member

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

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

3. Are you related, by blood or marriage, to any person employed by the school?

No

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

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

No

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

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

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

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

____**Yes** __X__**No**

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

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

Date(s)	**Nature of financial interest/transaction**	**Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)**	**Name of person holding interest or engaging in transaction and relationship to you**
None			

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None				

Sandra Lugo

July 20, 2020

Signature Date

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

Business Telephone:

_____

Business Address:

_____

E-mail Address:

maeztra130@aol.com

Home Telephone:

917-842-5123

Home Address:

1003 Sackett Avenue, Bronx, NY 10462

last revised 06/8/2020

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

Name:

_____Sarah Calderon_____

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

_____Mott Hall Charter School_____

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

   Board President, Board Member

2. Are you an employee of any school operated by the education corporation? **____Yes** __x__**No**

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

3. Are you related, by blood or marriage, to any person employed by the school?

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

   No

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

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

No

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

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

no

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

____Yes __x_No

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

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

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

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

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



7.27.2020

Signature Date

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

Business Telephone: 646.265.3632___

Business Address: _ArtPlace c/o wework 195 montague st. Brooklyn, NY
E-mail Address:_sarahjcalderon@gmail.com_____

Home Telephone: _____646.365.3632_____

Home Address: __4 washington square village new York, NY 10012_____*last revised 06/8/2020*

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

Name: Roberto Rodriguez

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

Mott Hall Charter School

---

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

Member

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

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

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

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

4. Are you related, by blood, marriage, or legal adoption/guardianship, to any student currently enrolled in the school?

No

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

5. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of this school?

No

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

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

____Yes __X**__No**

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

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

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

		participate in discussion)	relationship to you
None			

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

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest
None				

Roberto Rodriguez_____7/28/20_____
Signature Date

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

Business Telephone:
_____N/A_____

Business Address: 300 Madison Avenue, New York, NY, 10017_____

E-mail Address:
_____rodriguezca25@gmail.com_____

Home Telephone: _____310-497-3215_____

Home Address: _____66 Rockwell Place, 25D, Brooklyn, NY, 11217

last revised 06/8/2020

MOTT HALL CHARTER SCHOOL
RISE TO THE CHALLENGE

Board of Trustees Meeting Minutes
Virtual Meeting due to School Closure - April 16, 2020

A regular meeting of the Board of Trustees (the "Board" or "BoT") of the Mott Hall Charter School (the "MHCS") was held on the above date beginning at 5:35 p.m. local time pursuant to notice duly given.

Attendance

- The following Trustees were present virtually: Natalie Thompson, Sandra Lugo, Jason Caldwell, Sarah Calderon, Karen Bhatia
- Board members absent: Roberto Rodriguez
- The following school staff members participated virtually: Connie Lobdell, Executive Director; Suzanne Trice, Director of Operations
- Other: Bob Lesser was present virtually. Guest/Prospective Board member, Kevin Murungi was present virtually. Josh Moreau from BoostEd was present virtually.

Call to order, Public Comment and Board Discussion

- After noting that a quorum was present, the meeting was called to order

Discussion

- Ms. Lobdell updated the Board on the "state of the school" updating the Board on Remote Learning program due to COVID19. The Board was updated on the pre-closing planning and the NYC DOE and State closure announcement as well as the re-entry plan that would be developed at a later date.
- Josh Moreau updated the Board on financials and the SBA/PPP loan that was applied for in response to the COVID19 crisis. Mr.. Moreau explained the purpose, process and requirements of the loan. Thompson, Calderon, Lugo, Bhatia voted to move ahead with the loan process and accept the loan if approved.
- Ms. Trice walked the Board through the Accountability Dashboard, finished with Financial Statements, current budget information. Ms. Trice updated the Board with a COVID 19 Family Drive in addition to the Annual Appeal Campaign and will provide updated reports at the next meeting.
- The Board discussed the Employee Compensation Overview and agreed that the Executive Committee would work offline to approve sections and return to the Board with the final document to get Board approval.

Committee and Task Force Updates

- The Executive Committee updated the Board on Board recruitment efforts

Board Motions and Approvals

1. The Board reviewed and unanimously approved the March 2020 meeting minutes.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 7:00 p.m.

Respectfully submitted,
Natalie Thompson, Chair

APPROVED:

Name: Sandra Lugo Signature:  Date: April 16, 2020

MOTT HALL CHARTER SCHOOL

AN INTERNATIONAL BACCALAUREATE CANDIDATE SCHOOL

Board of Trustees Meeting Minutes
August 20th, 2019

A regular meeting of the Board of Trustees (the "Board" or "BoT") of the Mott Hall Charter School (the "MHCS") was held on August 20th, 2019 beginning at 5:30 p.m. local time pursuant to notice duly given.

Attendance

- The following Trustees were present: Natalie Thompson, Robert Rodriguez, Sandra Lugo, Marianna Houston
- The following Trustees were absent: Karen Bhatia, Sarah Calderon
- The following school staff members participated: Connie Lobdell, Executive Director; Suzanne Trice, Director of Operations; Jason Caldwell, Guest; Bob Lesser, Consultant

Call to order and Public Comment

- After noting that a quorum was present, the meeting was called to order at 5:35 p.m.
- The Board reviewed the school Accountability Dashboard/Financial Statements.
- The Board discussed the new facility process which has to date included interviewing four architects that have designed school facilities as well as a potential new site of interest.

Board Motions and Approvals

1. The Board reviewed and unanimously approved the July 2019 meeting minutes.
2. The Board reviewed and unanimously approved new FY2020 contract for Bob Lesser to provide support to the Executive Director and assist with Board Development, New Facility acquisition, and Fundraising.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 7:00 p.m.

Respectfully submitted,
Marianna Houston, Secretary

APPROVED:

MARIANNA Houston
Name

Signature

9/27/19
Date

1260 Franklin Avenue, Bronx, N.Y. 10456 Phone: 718-991-9139 Fax: 718-991-9150

Mariana Houston

MOTT HALL CHARTER SCHOOL

RISE TO THE CHALLENGE

Board of Trustees Meeting Minutes
December 12th, 2019

A regular meeting of the Board of Trustees (the "Board" or "BoT") of the Mott Hall Charter School (the "MHCS") was held on the above date beginning at 5:30 p.m. local time pursuant to notice duly given.

Attendance

- The following Trustees were present: Natalie Thompson, Karen Bhatia, Sandra Lugo, Robert Rodriguez, Sarah Calderon
- No members were absent
- The following school staff members participated: Connie Lobdell, Executive Director; Suzanne Trice, Director of Operations; Bob Lesser, consultant; Jason Caldwell, prospective new board member.

Call to order, Public Comment and Board Discussion

- After noting that a quorum was present, the meeting was called to order at 5:39p.m.
- Ms. Lobdell updated the board on the "state of the school" highlighting that formal teacher observations had been completed and mid-year performance evaluations were beginning. Ms. Lobdell walked the Board through the Accountability Dashboard and Financial Statements.

Board Motions and Approvals

1. The Board reviewed and unanimously approved the November 2019 meeting minutes.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 6:53 p.m.

Respectfully submitted,
Natalie Thompson, Chair

APPROVED:

Sandra Lugo
Name

Sandra Lugo 1/23/2020
Signature Date

Board of Trustees Meeting Minutes
February 27, 2020

A regular meeting of the Board of Trustees (the "Board" or "BoT") of the Mott Hall Charter School (the "MHCS") was held on the above date beginning at 5:30 p.m. local time pursuant to notice duly given.

Attendance

- The following Trustees were present: Natalie Thompson, Sandra Lugo, Robert Rodriguez (by phone)
- Members absent: Jason Caldwell, Sarah Calderon, Karen Bhatia
- The following school staff members participated: Connie Lobdell, Executive Director; Suzanne Trice, Director of Operations

Call to order, Public Comment and Board Discussion

- After noting that a quorum was present, the meeting was called to order

Discussion

- Ms. Lobdell updated the board on the "state of the school" and highlighted January activities. Ms. Trice walked the Board through the Accountability Dashboard,Financial Statements and current budget information.
- The Staff Compensation Plan was reviewed and Ms. Trice was asked to provide the financial cost of the items in the plan.
- The Board discussed student needs and how the Board can financially support our student population that is in need.

Board Motions and Approvals

1. The Board reviewed and unanimously approved the January 2020 meeting minutes.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 6:10 p.m.

Respectfully submitted,
Natalie Thompson, Chair

APPROVED:

Name: Sandra Lugo Signature: Date: 2/27/2020

MOTT HALL CHARTER SCHOOL

RISE TO THE CHALLENGE

Board of Trustees Meeting Minutes
January 23rd, 2020

A regular meeting of the Board of Trustees (the "Board" or "BoT") of the Mott Hall Charter School (the "MHCS") was held on the above date beginning at 5:30 p.m. local time pursuant to notice duly given.

Attendance

- The following Trustees were present: Natalie Thompson, Karen Bhatia, Sandra Lugo, Robert Rodriguez
- The following Trustees were absent: Sarah Calderon
- The following school staff members participated: Connie Lobdell, Executive Director; Suzanne Trice, Director of Operations; Bob Lesser, consultant

Call to order, Public Comment and Board Discussion

- After noting that a quorum was present, the meeting was called to order at 5:45p.m.
- Ms. Lobdell updated the board on the "state of the school" highlighting that it was smooth return to school from the break with teachers returning a day early for planning. The Board discussed the issue of students in shelters and temporary housing and steps the school is taking to ensure it is meeting their needs.
- The school will be hosting an event for prospective applicants on February 13th. So far the school has received 423 applicants for next year.

Board Motions and Approvals

1. The Board reviewed and unanimously approved the December 2019 meeting minutes.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 7:13p.m.

Respectfully submitted,
Natalie Thompson, Chair

APPROVED:

Sandra Lugo
Name

Signature

2/27/20
Date

1260 Franklin Avenue, Bronx, N.Y. 10456 Phone: 718-991-9139 Fax: 718-991-9150

MOTT HALL
CHARTER SCHOOL
RISE TO THE CHALLENGE
AN INTERNATIONAL BACCALAUREATE CANDIDATE SCHOOL

Board of Trustees Meeting Minutes
July 23th, 2019

The Annual Meeting of the Board of Trustees (the "Board" or "BoT") of the Mott Hall Charter School (the "MHCS") was held on July 23rd, 2019 beginning at 5:30 p.m. local time pursuant to notice duly given.

Attendance

- The following Trustees were present: Natalie Thompson, Robert Rodriguez, Sandra Lugo, Sarah Calderon, , Marianna Houston
- The following Trustees were absent: Karen Bhatia
- The following school staff members participated: Connie Lobdell, Executive Director; Bob Lesser, Consultant

Call to order and Public Comment

- After noting that a quorum was present, the meeting was called to order at 5:45 p.m.
- The Board reviewed the school Accountability Dashboard/Financial Statements.
- The Board discussed holding its next retreat in September with a focus on fundraising, one of the Board's strategic priorities for the new charter term.

Board Motions and Approvals

1. The Board reviewed and unanimously approved the June 2019 meeting minutes.
2. The Board reviewed and unanimously approved new FY2020 contract for EdiT, the school's IT services provider.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 6:53 p.m.

Respectfully submitted,
Marianna Houston, Secretary

APPROVED:

Sandra Lugo
Name

Sandra Lugo 8/28/19
Signature Date

MOTT HALL CHARTER SCHOOL
RISE TO THE CHALLENGE

Board of Trustees Annual Meeting Minutes
June 22nd, 2020

The Annual meeting of the Board of Trustees (the "Board" or "BoT") of the Mott Hall Charter School (the "MHCS") was held on the above date beginning at 5:30 p.m. local time pursuant to notice duly given.

Attendance

- The following Trustees were present: Natalie Thompson, Robert Rodriguez, Sandra Lugo, Karen Bhatia
- The following Trustees were absent: Sarah Calderon
- The following school staff members and guests participated: Connie Lobdell, Executive Director; Suzanne Trice, Director of Operations; Bob Lesser, consultant; Jason Caldwell, Board Candidate

Call to order, Public Comment and Board Discussion

- After noting that a quorum was present, the meeting was called to order at 5:35p.m.
- Ms. Lobdell updated the board on the "state of the school" highlighting the SED visit, outreach and enrollment.
- The school will be holding a Virtual Summer Institute for three weeks.

Board Motions and Approvals

1. The Board reviewed and unanimously approved the May 2020 meeting minutes.
2. After a presentation from the Finance and Audit Committee the Board unanimously approved the FY 21 budget.
3. The Board unanimously approved contracts with Little Bird, BoostEd, and EdiT for the 20-21 school year.
4. The Board unanimously voted to select Kevin Murungi, as a final candidate to its Board of Trustees, with a term expiring three years from the first Board meeting after approval by SED. The resolution approving Kevin Murungi is formally adopted upon SED's approval.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 6:48p.m.

Respectfully submitted,
Natalie Thompson, Chair

APPROVED:

Sandra Lugo
Name

Sandra Tugo

July 13, 2020

Signature Date

1260 Franklin Avenue, Bronx, N.Y. 10456 Phone: 718-991-9139 Fax: 718-991-9150

MOTT HALL CHARTER SCHOOL
RISE TO THE CHALLENGE

Board of Trustees Meeting Minutes
Virtual Meeting due to School Closure - March 26, 2020

A regular meeting of the Board of Trustees (the "Board" or "BoT") of the Mott Hall Charter School (the "MHCS") was held on the above date beginning at 5:35 p.m. local time pursuant to notice duly given.

Attendance

- The following Trustees were present virtually: Natalie Thompson, Sandra Lugo, Jason Caldwell, Sarah Calderon, Karen Bhatia
- Board members absent: Roberto Rodriguez
- The following school staff members participated virtually: Connie Lobdell, Executive Director; Suzanne Trice, Director of Operations
- Other: Bob Lesser was present virtually

Call to order, Public Comment and Board Discussion

- After noting that a quorum was present, the meeting was called to order

Discussion

- Ms. Lobdell updated the Board on the "state of the school" based on the March 16th School Closure due to COVID19. The Board was updated on the pre-closing planning and the NYC DOE and State closure announcement. The Educational Continuity Plan required by GOV202.4 to support remote learning was discussed in detail.
- Ms. Lobdell noted that state testing has been suspended for the year and updated the Board on running the Lottery as planned on April 2, 2020.
- Ms. Trice was asked to send a link to David Frank interview and a copy of the Continuity Plan to the Board. Ms. Trice walked the Board through the Accountability Dashboard, Financial Statements, current budget information and school events prior to the closure.
- The Board discussed student needs and how the Board can financially support our student population that is in need, Ms. Trice was asked to update the website with a COVID 19 Family Drive in addition to the Annual Appeal Campaign.

- The Board unanimously voted on changing/updating the following Chase banking procedures:

    - remove Bob Lesser as check signer and contact
    - confirm Connie Lobdell, Principal and Executive Director, as check signer and contact
    - confirm Natalie Thompson, Board President, as check signer and contact
    - add Suzanne Trice, Director of Operations, as check signer and contact.

Committee and Task Force Updates

- The Executive Committee updated the Board on Board recruitment efforts
- The Board was updated on the status of Compensation Policy which will be presented at the April Board meeting

Board Motions and Approvals

1. The Board reviewed and unanimously approved the February, 2020 meeting minutes.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 7:00 p.m.

Respectfully submitted,
Natalie Thompson, Chair

APPROVED:

Name: Sandra Lugo Signature: Sandra Lugo Date: March 26, 2020

MOTT HALL CHARTER SCHOOL
RISE TO THE CHALLENGE

Board of Trustees Meeting Minutes
May 14th, 2020

A regular meeting of the Board of Trustees (the "Board" or "BoT") of the Mott Hall Charter School (the "MHCS") was held on the above date beginning at 5:30 p.m. local time pursuant to notice duly given.

Attendance

- The following Trustees were present: Natalie Thompson, Robert Rodriguez, Sandra Lugo,
- The following Trustees were absent: Karen Bhatia, Sarah Calderon
- The following school staff members participated: Connie Lobdell, Executive Director; Suzanne Trice, Director of Operations; Bob Lesser, consultant
- The following guests participated: Jason Caldwell, Board Candidate

Call to order, Public Comment and Board Discussion

- After noting that a quorum was present, the meeting was called to order at 5:37p.m.
- Ms. Lobdell updated the board on the "state of the school" highlighting planning underway for return to school next fall which may include staggered schedules for students and various options for remote learning.
- The school held virtual parent-teacher check-ins with approximately 45% of parents attending.
- Fundraising efforts to support Mott Hall families impacted by during this time continue. The school has a DonorsChoose campaign for additional Chromebooks underway.

Board Motions and Approvals

1. The Board reviewed and unanimously approved the April 2020 meeting minutes.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 7:07p.m.

Respectfully submitted,
Natalie Thompson, Chair

APPROVED:

Name: Sandra Lugo Signature: Sandra Lugo Date: May 14, 2020

1260 Franklin Avenue, Bronx, N.Y. 10456 Phone: 718-991-9139 Fax: 718-991-9150

MOTT HALL CHARTER SCHOOL
RISE TO THE CHALLENGE

Board of Trustees Meeting Minutes
November 21st, 2019

A regular meeting of the Board of Trustees (the "Board" or "BoT") of the Mott Hall Charter School (the "MHCS") was held on November 21st, 2019 beginning at 5:30 p.m. local time pursuant to notice duly given.

Attendance

- The following Trustees were present: Natalie Thompson, Karen Bhatia, Sandra Lugo, Marianna Houston, Robert Rodriguez, Sarah Calderon
- No members were absent
- The following school staff members participated: Connie Lobdell, Executive Director; Suzanne Trice, Director of Operations; Josh Moreau, consultant; Bob Lesser, consultant; Jason Caldwell, prospective new board member.

Call to order, Public Comment and Board Discussion

- After noting that a quorum was present, the meeting was called to order at 5:43p.m.
- Ms. Lobdell updated the board on the "state of the school" and reviewed the NYCDOE School Snap Shot results, the Accountability Dashboard and Financial Statements.

Board Motions and Approvals

1. The Board reviewed and unanimously approved the October 2019 meeting minutes.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 6:59 p.m.

Respectfully submitted,
Marianna Houston, Secretary

APPROVED:

Sandra Lugo
Name

Sandra Lugo 11/21/19
Signature Date

MOTT HALL CHARTER SCHOOL
RISE TO THE CHALLENGE
AN INTERNATIONAL BACCALAUREATE CANDIDATE SCHOOL

Board of Trustees Meeting Minutes
October 17th, 2019

A regular meeting of the Board of Trustees (the "Board" or "BoT") of the Mott Hall Charter School (the "MHCS") was held on October 17th, 2019 beginning at 5:30 p.m. local time pursuant to notice duly given.

Attendance

- The following Trustees were present: Natalie Thompson, Sandra Lugo, Marianna Houston, Robert Rodriguez, Sarah Calderon
- The following Trustees were absent: Karen Bhatia
- The following school staff members participated: Connie Lobdell, Executive Director; Suzanne Trice, Director of Operations; Bob Lesser, Consultant

Call to order and Public Comment

- After noting that a quorum was present, the meeting was called to order at 5:48p.m.
- Ms. Lobdell updated the board on the "state of the school" including enrollment, proficiency and Saturday Academy progress, college readiness activities including a trip to Princeton University and planned trips to Columbia University and New York University, and parent-to-parent session update.
- The Board reviewed the school Accountability Dashboard/Financial Statements.

Board Motions and Approvals

1. The Board reviewed and unanimously approved the September 2019 meeting minutes.
2. The Board reviewed and unanimously approved changes to the MHCS employee handbook.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 6:47 p.m.

Respectfully submitted,
Marianna Houston, Secretary

APPROVED:

Sandra Lugo
Name

Sandra Lugo 11/1/2020
Signature Date

MOTT HALL CHARTER SCHOOL
RISE TO THE CHALLENGE
AN INTERNATIONAL BACCALAUREATE CANDIDATE SCHOOL

Board of Trustees Meeting Minutes
September 28th, 2019

A regular meeting of the Board of Trustees (the "Board" or "BoT") of the Mott Hall Charter School (the "MHCS") was held on September 28th, 2019 beginning at 11:00 a.m. local time pursuant to notice duly given.

Attendance

- The following Trustees were present: Natalie Thompson, Karen Bhatia, Sandra Lugo, Marianna Houston
- The following Trustees were absent:, Robert Rodriguez, Sarah Calderon
- The following school staff members participated: Connie Lobdell, Executive Director; Suzanne Trice, Director of Operations; Jason Caldwell, Guest; Bob Lesser, Consultant; Katherine DeFoyd, trainer

Call to order and Public Comment

- After noting that a quorum was present, the meeting was called to order at 11:30 a.m.
- The Board reviewed the school Accountability Dashboard/Financial Statements.
- Katherine DeFoyd provided training to the Board with the goal of increasing its fundraising capacity and working toward the launch of a capital campaign to support a new facility for the school. Key outcomes of this training were recommendations to increase the number of members on the MHCS Board and to focus this year's efforts on an Annual Appeal and an Annual Event either this spring or next fall.

Board Motions and Approvals

1. The Board reviewed and unanimously approved the August 2019 meeting minutes.
2. The Mott Hall Charter School BoT voted to select Jason Caldwell as final candidate to its BoT, with a term expiring three years from approval by SED. The resolution approving Jason Caldwell is formally adopted upon SED's approval.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 2:35 p.m.

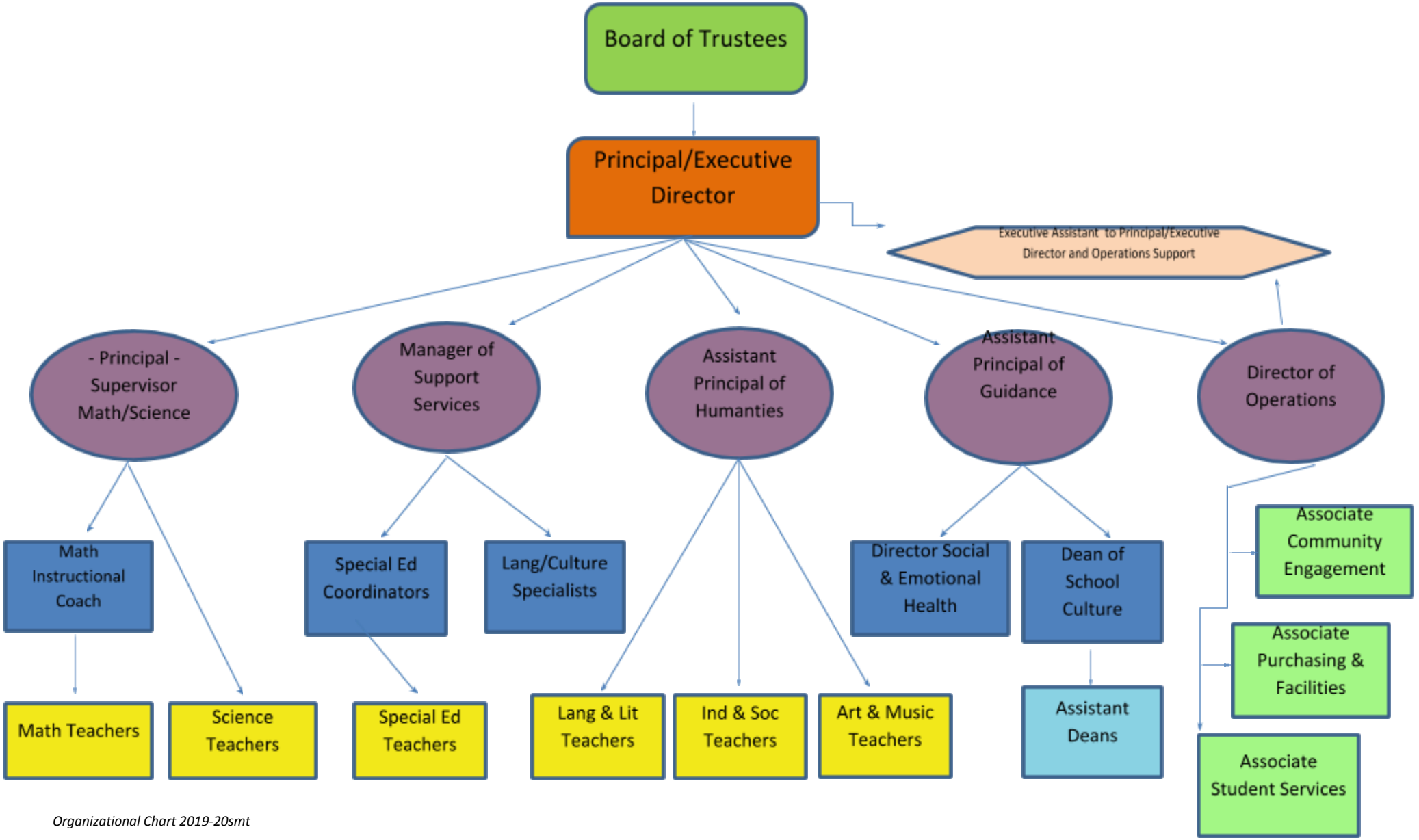
Respectfully submitted,
Marianna Houston, Secretary

APPROVED:

Name: **Sandra Lugo** Signature: Sandra Lugo Date: 10/1/2019

Mott Hall Charter School – Organizational Chart

2019-2020



2019-2020 School Calendar (Final)

August 2019

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

12 - Culture Team Reports
19 Leadership/Non12 month reports
21-23 Teacher Pre-service/Waived
29-30 - First day for 6th grade
26-Teachers Report, 26-28 Pre-service

*8/10/15/22 Days**

September 2019

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

2 - Labor Day Holiday
3-First Day of School
5- First Day of DOE 6-PD
30-Rosh Hashanah

*19 days**

October 2019

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

1- PD (1-Rosh Hashanah)
9- Yom Kippur
14 - Columbus Day

*21 days**

November 2019

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

5 - Election Day/PD Day No School for students
11 - Veterans Day
28-29 - Thansgiving Recess

*18 days**

December 2019

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

6- PD- Dean's Oversee
12/23-01/03 - Winter Recess

*15 days**

January 2020

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

6- School Resumes
20 - MLK Jr Day

*19 days**

February 2020

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

17-21 - Midwinter Recess
28-PD

*15 days**

March 2020

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Additional State Testing - March-June DAYS TO BE DETERMINED
25,26 - ELA State Exam

*22 days**

April 2020

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Additional State Testing - March-June DAYS TO BE DETERMINED
10 - Good Friday
21,22 - Math State Exam
4/27 to 5/1 - Spring Recess

*17 days**

May 2020

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Additional State Testing - March-June DAYS TO BE DETERMINED
4 - School resumes
25 - Memorial Day

*19 days**

June 2020

Su	Mo	Tu	We	Th	Fr	Sa
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Additional State Testing - March-June DAYS TO BE DETERMINED
4 - Chancellor's Day/PD Day
9- Clerical Day No Students
26-Last Day of School
29 and 30 Post-service
30-last day for 10 and 11 month employees

*22 Days**

July 2020

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

July 4 Holiday recognized
Summer Bridge Begins

*22 Days**

Revised/Final 7.24.19 Trice

*Professional Days-based on 10,11,or 12 month employee agreement

MH: instructional days / DOE: 180 instructional days