

MINUTES OF THE

**BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL**

July 20, 2022

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Melanie Hartzog, Meghan Mackay, Fanon Howell, Janet Campagna, Nancy King, Jessica Nauiokas and Christine Stokes. All members participating in person and via video were able to adequately hear and make comments. School Team included: Michael Windram, Lower School Principal, Sherrie Henry, Chief Operating and Talent Officer, Gleendy Marte, Upper School Assistant Principal, Zennea Chetta, Director of Data and Technology. Guests Included: Kirkley Strand, The New York Foundling

1. Approval of Prior Board Meeting Minutes

- a. June 22, 2022 minutes approved

2. Personnel, Operational and Financial Matters

- a. Monthly financial report review: The board was given the opportunity to ask clarifying questions on the monthly financial report.
- b. Hiring Updates: The Haven team gave updates on the hiring process for the new school year and shared the recent hires for SY 22-23.

3. Academic and Social-Emotional Program Matters

- a. Review of Data Analysis and progress on codification work: Haven Academy shared the ongoing work on documenting the Haven Model to see where Haven has been, and where is Haven going. Haven Academy is looking at data of successes as well as areas for improvement and determining what the next steps are for the school's model and the need for the model in NYC. Haven Academy shared the beginning of the ongoing analysis and data project. The Board would like some more time to review the presentation on their own as well. The Board proposed some questions that Haven could potentially explore during this project.

4. Legal, Regulatory and Governance Matters

- a. Welcome to newest Board Member Nancy King: Introductions were made on behalf of the board and the Haven team. Nancy King was given an opportunity to introduce herself to the board as well.
- b. Official resignation of Board Member Whitney Kneisley (July 13, 2022): resignation was shared with the board.
- c. Board Member Disclosure Conflict of Interest forms are due: reminder was given to the board.

5. Executive Session

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: _____

Patricia Mulvaney, Board Chair

MINUTES OF THE

BOARD OF TRUSTEES OF THE

MOTT HAVEN ACADEMY CHARTER SCHOOL

August 31, 2022

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Meghan Mackay, Fanon Howell, Nancy King and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Michael Windram, Lower School Principal, Sherrie Henry, Chief Operating and Talent Officer, Zennea Chetta, Chief Information Officer. Guests Included: Kirkley Strand, The New York Foundling

1. Approval of Prior Board Meeting Minutes

- a. July 20, 2022 minutes approved

2. Personnel, Operational and Financial Matters

- a. Hiring Updates - Haven Academy gave an update on summer institute for new staff and returning staff, and an update on new hires for the school year. Haven Academy shared the remaining vacancies for the new school year as well. Haven announced the candidate that was hired to fill the Upper School Principal position. The Board had the opportunity to learn a little more about the new Principal candidate.
- b. Summer Program Updates- Haven Academy served 73 students in grades 1-8 during Summer Academy. The program offered 5 weeks of programming, 4 days per week, 3 hours per day. Based on the program pre and post tests participating students grew an average of 19 percentage points from the beginning to the end of Summer Academy.

3. Academic and Social-Emotional Program Matters

- a. NYS Test Data timing and expectations- NYS test results have been released and Haven Academy shared initial findings. Since this test cannot be compared to previous years, full analysis will wait until there is comparison data from the city and state in order to determine Haven's performance based on comparison groups.

4. Legal, Regulatory and Governance Matters

- a. Analysis of board growth needs- Haven Academy board has recently added new members and is in the process of planning a full onboarding of the new members. Haven Academy will continue to assess the need to add additional members to the board.
- b. Annual report status- Haven Academy submitted the annual report to NYS on time with all applicable documents for the August 1 submission.

5. Executive Session

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: _____

Patricia Mulvaney
Patricia Mulvaney, Board Chair

MINUTES OF THE

**BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL**

September 21, 2022

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Janet Campagna, Meghan Mackay, Nancy King, Christine Stokes, Melanie Hartzog, Fanon Howell and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Gleendy Marte, Upper School Assistant Principal, Sherrie Henry, Chief Operating and Talent Officer, Zennea Chetta, Chief Information Officer. Guests Included: Kirkley Strand, The New York Foundling

1. Approval of Prior Board Meeting Minutes

- a. August 31, 2022 minutes approved

2. Personnel, Operational and Financial Matters

- a. Hiring Updates - Haven Academy shared the remaining vacancies for the new school year and announced the hiring of a new Middle School Guidance Counselor.

3. Academic and Social-Emotional Program Matters

- a. Review of Phase One Haven Progress Analysis- The board had the opportunity to review the Phase 1 Final Report of the Haven Academy model evaluation and codification project. Haven Academy shared key takeaways from the project and the success of the Haven Model. Though it is still too soon to tell the impact of the pandemic, the current data reviewed is extremely encouraging. The board is interested in digging deeper into longitudinal DESSA SEL data.

4. Legal, Regulatory and Governance Matters

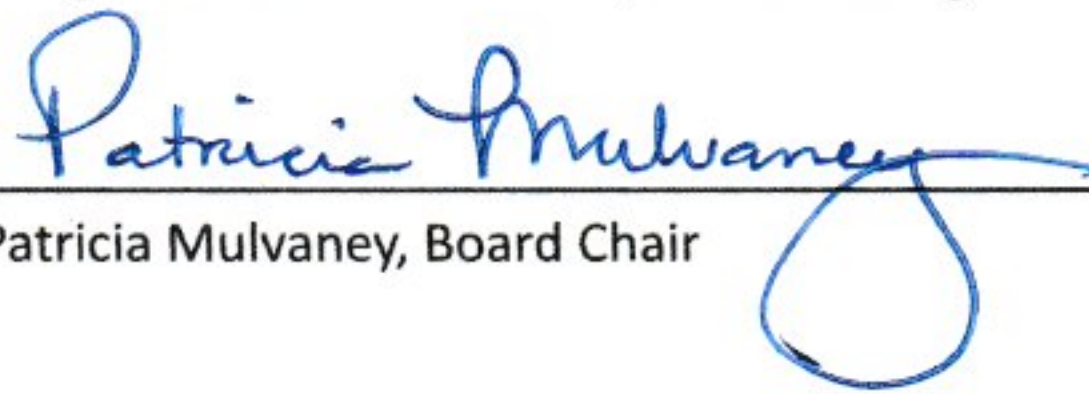
- a. Open Meetings Law and creation of virtual resolution- Haven Academy and their counsel will work on a resolution for the changes to the Open Meeting Law from NYS.
- b. NY Foundling Fall Fete reminder to the Board and next Board Meeting updates

5. Executive Session

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: _____

Patricia Mulvaney, Board Chair



MINUTES OF THE

**BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL**

October 26, 2022

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Meghan Mackay, Nancy King, Christine Stokes, Melanie Hartzog and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Michael Windram, Lower School Principal, Tyra Williams, Upper School Principal, Sherrie Henry, Chief Operating and Talent Officer, Zennea Chetta, Chief Information Officer. Guests Included: Kirkley Strand, The New York Foundling

1. Approval of Prior Board Meeting Minutes

- a. September 21, 2022 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Board Support for Haven Kids Rock Show- The Board was asked to send out the information about the show to their colleagues and their networks.
- b. NWEA Pandemic Impact and Fall Response- Haven Academy shared longitudinal NWEA Map data with the Board and explored year over year achievement and the key takeaways for the school.
- c. State test results with comparisons - Haven Academy shared the key takeaways from 2022 NYS test results as well as how Haven performed compared to other comparison groups. Haven Academy continued to outperform CSD 7. The Board was given the opportunity to ask clarifying questions. The school shared the action steps they are taking based on this data.

3. Personnel, Operational and Financial Matters

- a. Hiring Updates - Haven Academy shared the remaining vacancies for this school year and updates on a number of hires that Haven was able to make to fill some of our vacancies.
- b. Audit Summary- The school is scheduled for its final audit meeting with board representative Janet Campagna.
- c. Timeline for Changes to 401K - Haven Academy shared the objectives of the plan to transition to a new vendor for Haven Academy's 401k. The Board Finance committee has gone through a thorough process of reviewing and researching different options. Board feedback was solicited to discuss the migration steps. The group agreed we would revisit the plan at the next board meeting.

4. Legal, Regulatory and Governance Matters

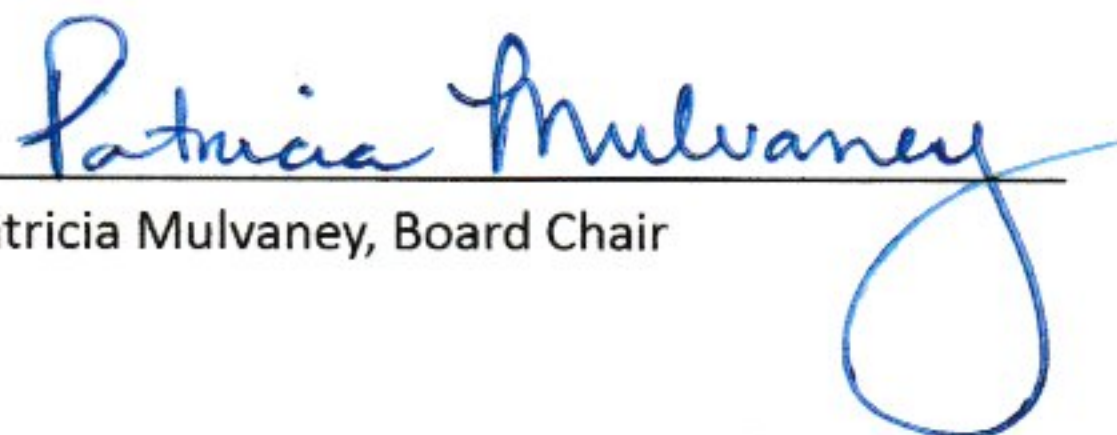
- a. Open Meetings Law and creation of virtual resolution- Haven Academy has been in communication with their legal counsel and reviewing recommendations.

5. Executive Session

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: _____

Patricia Mulvaney, Board Chair



MINUTES OF THE

**BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL**

November 16, 2022

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Janet Campagna, Meghan Mackay, Nancy King, Christine Stokes, Melanie Hartzog, Fanon Howell and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Michael Windram, Lower School Principal, Tyra Williams, Upper School Principal, Vyasa Tewari, Lower School Assistant Principal Sherrie Henry, Chief Operating and Talent Officer, Zennea Chetta, Chief Information Officer. Guests Included: Kirkley Strand, The New York Foundling

1. Approval of Prior Board Meeting Minutes

- a. October 26, 2022 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Haven Kids Rock Performance Summary - Haven Academy reported a very successful performance of Haven Kids Rock show "Shelter Me" and discussed the options with the board of continuing the story line in other formats.
- b. Lower School and Upper School Happenings - The principals gave the board an update on happenings in the Lower School and in the Upper School. The principals reported on the completion of data cycles, implementations of new interventions, report card distribution, staff professional development opportunities, staffing updates and parent teacher conferences.
- c. Deepening Family Partnerships- Haven Academy reported on Family council happenings including a very successful Book Fair and canned food drive. Haven Academy has been working with families to build out the capacity of the leadership for the family council. The Director of ENL reported on the supports that are in place for supporting families who are new to the United States.

3. Personnel, Operational and Financial Matters

- a. Hiring Updates- New Middle School Assistant Principal was hired and has begun her work with the middle school. Haven also reported being fully staffed.
- b. Audit Closeout
- c. Timeline for Changes to 401K- Haven Academy presented a transition summary plan to transition the staff 401K plan management to a potential new vendor. The goal is to ensure Haven maintains compliance as we grow to a larger organization, proper oversight as well as easier and more direct access for staff to their investments. Discussion held. New TPA and Asset manager still being vetted. The board agreed that the finance sub-committee will meet with school management to develop the transition timeline and will report back to the board.

4. Legal, Regulatory and Governance Matters

- a. Open Meetings Law Updates Reviewed

5. Executive Session

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: _____

Patricia Mulvaney

**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL
December 14, 2022**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Janet Campagna, Meghan Mackay, Nancy King, Christine Stokes, Melanie Hartzog, and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Michael Windram, Lower School Principal, Tyra Williams, Upper School Principal, Gleendy Marte, Assistant Principal Grades 3-5, Sherrie Henry, Chief Operating and Talent Officer. Guests Included: Kirkley Strand, The New York Foundling.

1. Approval of Prior Board Meeting Minutes

- a. November 16, 2022 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Lower School and Upper School Happenings-The principals gave the board an update on happenings in the Lower School and in the Upper School. The lower school principal reported updates on the Bridges math Intervention program and Holiday happenings. The upper school principal provided an update on the new hire of the Middle School Assistant Principal, curriculum planning & shift towards close reading in Middle school as well as updates on the WIN periods.
- b. Review of City Wide school's ranking analysis - MHACS students consistently outperformed the students from district 7. Although the rankings analysis show that overall academic impact from covid was disproportionately more significant for our community than the city and state. Analysis confirms this year's priorities shall continue to include ELA and math performance.

3. Personnel, Operational and Financial Matters

- a. Review of Monthly Financials- Members of the board reviewed monthly financials. A Mid-year touch point on yearly projections will be discussed during the January board meeting. The board briefly discussed changes in the budgeted Deerfield funding.
- b. Hiring Updates- Hired a MS math teacher who will begin after the new year. Currently seeking an Art teacher. Postponing nurse hiring as well as External Affairs/ Communication position.
- c. 401K Updates - Final decision to be made at the beginning of the New Year. An audit will need to be completed before moving forward.

4. Legal, Regulatory and Governance Matters

- a. Open Meetings Law Updates Reviewed

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: _____

Patricia Mulvaney, Board Chair

**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL**

January 18, 2023

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Janet Campagna, Meghan Mackay, Nancy King, Christine Stokes, Melanie Hartzog, and Fanon Howell. All members participating in person and via video were able to adequately hear and make comments. School Team included: Michael Windram, Lower School Principal, Tyra Williams, Upper School Principal, Sherrie Henry, Chief Operating and Talent Officer, Zennea Chetta, Chief Information Officer. Guests Included: Kirkley Strand, The New York Foundling.

1. Approval of Prior Board Meeting Minutes

- a. December 14, 2022 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Lower School and Upper School Happenings- The principals gave the board an update on happenings in the Lower School and in the Upper School. The Lower School reported on instructional walkthroughs by the leadership team. Haven is focusing on increasing staff visitations between classrooms to improve our practice. The Upper School reported on the most recent assessments given to MS and the new hire of a MS math teacher. The Upper School will launch Afternoon Academy, an afterschool opportunity for standards practice in both ELA and Math. All grades K-8 will begin NWEA testing next week.
- b. Progress Toward Charter Goal- The Haven Board reviewed the current charter term timeline, progress towards goals for this charter term as well as the historical context of the goals in the past years. The board members were given the opportunity to ask clarifying questions and discuss the goal measures, targets and outcomes.

3. Personnel, Operational and Financial Matters

- a. Review of Monthly Financials- Members of the board reviewed monthly financials. The Haven team will present a more detailed budgeting update in February.
- b. Hiring Update- Haven Academy shared new hires and open positions that the school is currently hiring for.
- c. Discussion on Prioritizing board focus over the next 4-8 quarters- The board was presented with some of the high level priority areas for the board's focus over the next 6-12 months. This includes strategic planning, development, compensation strategy and budgeting.

4. Legal, Regulatory and Governance Matters

- a. Partnership MOUs Update-Discussion was postponed until the February meeting.

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: _____

Patricia Mulvaney
Patricia Mulvaney, Board Chair

**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL
February 15, 2023**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Janet Campagna, Meghan Mackay, Nancy King, Christine Stokes, Jessica Nauiokas and Fanon Howell. All members participating in person and via video were able to adequately hear and make comments. School Team included: Michael Windram, Lower School Principal, Tyra Williams, Upper School Principal, Sherrie Henry, Chief Operating and Talent Officer, Zennea Chetta, Chief Information Officer. Guests Included: Kirkley Strand, The New York Foundling.

1. Approval of Prior Board Meeting Minutes

- a. January 18, 2022 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Lower School and Upper School Happenings- The principals gave the board an update on happenings in the Lower School and in the Upper School. The principals shared about upcoming family conferences and the most recent round of interim assessments. The lower school continues to focus on adult learning and inter-school and inter-classroom visitations to share best practices. Haven Academy shared about their successful male role model event this month. Upper school shared about the mock ELA test and the start of our Afternoon Academies for grades 3-8. Middle school has begun a daily Shared Text period to work on student skills in reading, writing and interpreting texts.
- b. 21st CCLC Award and multi year opportunity- Haven Academy shared a very exciting opportunity to participate in the 21st Century Community Learning Centers state grant. Haven was awarded the funding beginning July 2023-2027. This state funding will go toward out of school time learning and help enhance our afterschool and academies.
- c. Results Over Time: Grade 3 data, now and historically- Haven Academy shared analysis on Grade 3 historical state test results and areas of analysis on what we see specifically in 3rd grade results and trends.

3. Personnel, Operational and Financial Matters

- a. Review of Monthly Financials- Members of the board reviewed and discussed the monthly financials and were given the opportunity to ask clarifying questions.
- b. 401k Audit Timeline discussed

4. Legal, Regulatory and Governance Matters

- d. Partnership MOUs Update- The NY Foundling and Haven are updating the MOUs on specific programs and partnership areas. The changes will be developed jointly with NYF and Haven leadership and reviewed by Haven's legal counsel. Any MOU with a monetary exchange the board chair and board finance committee will also review before being signed.
- e. "Desk Review" for ESSR funding update

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: _____

Patricia Mulvaney
Patricia Mulvaney, Board Chair

**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL
March 22, 2023**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Janet Campagna, Meghan Mackay, Nancy King, Melanie Hartzog, and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Michael Windram, Lower School Principal, Tyra Williams, Upper School Principal, Sherrie Henry, Chief Operating and Talent Officer, Zennea Chetta, Chief Information Officer. Guests Included: Kirkley Strand, The New York Foundling.

1. Approval of Prior Board Meeting Minutes

- a. February 15, 2022 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Lower School and Upper School Happenings- The principals gave the board an update on happenings in the Lower School and in the Upper School. The Lower School shared about participation in the "Chain Reaction Challenge", a challenge about creating kindness and empathy in the community. The Lower School also shared about some great PD days that the staff was able to participate in as well as field trip opportunities for the students. The Upper School shared their process of reviewing data from the mock state tests and how they are implementing the data action plans in each grade level.
- b. HS Match Process and Analysis- Haven Academy shared the high school match process and analysis of student placements and the next steps for Haven Academy to help the 8th graders navigate the process and guide our students to apply to more competitive schools. Haven Academy shared some of their current work on analyzing the data, developing next steps and codifying the process for the future.

3. Personnel, Operational and Financial Matters

- a. Review of Monthly Financials- Members of the board reviewed and discussed the monthly financials and were given the opportunity to ask clarifying questions.

4. Legal, Regulatory and Governance Matters

- a. 401k Audit Timeline discussed- Haven Academy shared the progress and timeline of the 401k audit process.
- b. Retirement Plan Transition Proposal-Haven Academy shared the work the finance committee has been working on regarding the potential change of the plan TPA and advisor. Haven Academy proposed dates for Finance Committee meetings to the board.

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: Patricia Mulvaney
Patricia Mulvaney, Board Chair



**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL
April 26, 2023**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Janet Campagna, Nancy King, Christine Stokes, Fanon Howell, Meghan Mackay, and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Michael Windram, Lower School Principal, Tyra Williams, Upper School Principal, Sherrie Henry, Chief Operating and Talent Officer, Zennea Chetta, Chief Information Officer.

1. Approval of Prior Board Meeting Minutes

- a. March 22, 2023 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Summer Boost Grant Approved- Haven Academy shared out the plans for summer academy programming and the approval of the Summer Boost Grant. Haven has added an enrichment part to the programming in the afternoon which will make the program a full day.
- b. Lower School and Upper School Happenings- The principals gave the board an update on happenings in the Lower School and in the Upper School. The Lower School shared about an upcoming Woman's Inspirational morning, upcoming Spring trips and closing out the year strong. Lower School shared the successes and work of the Lower School Committee. The Upper School shared the completion of the NYS ELA testing and the upcoming NYS Math test coming up next week. The Middle School will be giving mock regents for Living Environment and US History.
- c. Progress on Virtual Tour- Haven Academy is concluding work on a new virtual tour site and was able to share some of the highlights of this work.
- d. Marketing Update- Haven Academy shared some new marketing initiatives and branding opportunities.

3. Personnel, Operational and Financial Matters

- a. Review of Monthly Financials- Members of the board reviewed and discussed the monthly financials and were given the opportunity to ask clarifying questions.

4. Legal, Regulatory and Governance Matters

- a. ESSER Desk Review update- The ESSER grant desk review deadline is approaching in early May. With support from CSBM, the Haven Academy team is working through the process to remain in compliance with this federal grant.



5. **Executive Session**

a. Executive Session held

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: Patricia Mulvaney
Patricia Mulvaney, Board Chair



**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL
May 24, 2023**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Melanie Hartzog, Janet Campagna, Nancy King, Christine Stokes, Fanon Howell, Meghan Mackay, and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Tyra Williams, Upper School Principal, Vyasa Autar, Lower School Assistant Principal, Shelivia Ocasio, Middle School Assistant Principal, Sherrie Henry, Chief Operating and Talent Officer, Zennea Chetta, Chief Information Officer. Guests Included: Kirkley Strand, The New York Foundling.

1. Approval of Prior Board Meeting Minutes

- a. April 26, 2023 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Lower School and Upper School Happenings- The lower school shared out on the end of year Lower School Committee meeting and the student end of year activities and staff PLC meetings. The upper school shared about a change in curriculum in grades 3-5, the 8th grade trip to Washington DC and the end of year assessments and data meetings.
- b. Mock Regents and 8th Grade experiences- Haven Academy shared data on 8th grade regents from the past and the plans for the current year to give both the Living Environment Regents and the US History and Government Regents. All 8th grade students will take the Living Environment Regents this year and select students will take the US History and Government Regents.
- c. End of year ceremony dates- Haven Academy shared end of year events such as final community meetings, stepping up ceremonies and the 8th grade graduation. The Board was invited to attend all events.

3. Personnel, Operational and Financial Matters

- a. Review of Monthly Financials- The board reviewed the monthly financial report. Cashflow remains stable despite changes in revenue.
- b. Budget Discussion-Haven Academy shared the budget projections for the 23-24 school year. Haven Academy shared internal and external factors that affect budgeting, increases and decreases in funding and solutions, revenue assumptions, cash flow projections and proposed adjustments to budgeting. The board was given the opportunity to ask clarifying questions, give input and



review the budget planning in detail.

4. Legal, Regulatory and Governance Matters

- a. 401K Audit Completion- 401K audit completes and 5500 files in April
- b. 401K TPA Decision from the Finance Committee- The Finance Committee has completed due diligence on new TPA and advisor. Alliant has been selected and once engaged, the committee will take on the next step of considering recommendations on moving accounts and updating investment strategy.
- c. Update on ESSR and ARP funding program progress
- d. EFC Desk Audit submission- Deadline was met and materials were submitted on time

5. Executive Session

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: Patricia Mulvaney
Patricia Mulvaney, Board Chair



**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL
June 21, 2023**

The meeting of the Mott Haven Academy Charter School Board of Trustees was held at 9:00 AM. The following members attended in person or had access to video and voice connection: Patricia Mulvaney, Melanie Hartzog, Janet Campagna, Nancy King, Christine Stokes, Fanon Howell, Meghan Mackay, and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Tyra Williams, Upper School Principal, Michael Windram, Lower School Principal, Shelivia Ocasio, Middle School Assistant Principal, Sherrie Henry, Chief Operating and Talent Officer, Zennea Chetta, Chief Information Officer. Guests Included: Kirkley Strand, The New York Foundling.

1. Approval of Prior Board Meeting Minutes

- a. May 24, 2023 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Lower School and Upper School Happenings- The principals shared the highlights for the end of the school year and year end wrap ups. The principals reported on the stepping up and graduation ceremonies. The lower school is fully hired at this point for the new school year. Haven Academy announced the hiring of a new Assistant Principal, Kinnery Shah.
- b. Mock Regents and 8th Grade experiences updates-The Upper School principal shared that 8th grade has completed the administration of two regents exams and will have the pass rates to share during the July board meeting.
- c. Crowdfunding campaign results- Haven Academy shared the results of the crowdfunding campaign and was happy to share that the goal of \$5000 was exceeded.
- d. NWEA Results- Haven Academy shared the Fall to Spring NWEA results for grade bands, grade levels and cohorts. The board had the opportunity to ask clarifying questions and give their comments.

3. Personnel, Operational and Financial Matters

- a. Budget Discussion and Vote- The board reviewed the final FY23-24 budget and had the opportunity to discuss. The board gave input on compensation and incentives and discussed employee retention ideas. The board discussed development funds, student enrollment and staffing. The board voted and the budget was approved.

- b. Security System Upgrade Plan- Haven Academy shared the plans to upgrade the camera system in the building and the partnership with the New York Foundling on this project.
- c. Bidding Process and Selection of New Food Vendor-Haven Academy shared that they will be partnering with a new company for student food next year, Butter Beans.

4. Legal, Regulatory and Governance Matters

- a. Progress on spending of government grants- Phase 1 of our ESSR and ARP desk audit complete. Summer plans include getting input from all stakeholders on the remaining funds to be spent which prioritize Covid Learning Loss initiatives
- b. Calendar of Board Meetings for new school year was shared

5. Executive Session- None Held

Upon motion duly made and seconded, the Meeting of the Haven Academy Charter School Board was adjourned.

Signature: Patricia Mulvaney
Patricia Mulvaney, Board Chair