

**MINUTES OF THE
BOARD OF TRUSTEES OF THE
MOTT HAVEN ACADEMY CHARTER SCHOOL
July 24, 2024**

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, Janet Campagna, Christine Stokes, Nancy King, Reina Batrony, Fanon Howell, Warren Lilien and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Michael Windram, Elementary School Principal, Brandon Taylor, Middle School Principal, Zennea Chetta, Chief Information Officer

1. Approval of Prior Board Meeting Minutes

- a. June 26, 2024 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Summer Boost Program Launch Summary- Summer Boost is a private philanthropic initiative supported by Bloomberg Philanthropies in partnership with co-funders. The program aims to support charter students in select cities across the nation to accelerate their academic progress in English Language Arts and Math this summer while providing engaging enrichment activities. Haven Academy is offering 5 weeks of programming to students this summer with 3 hours of academic enrichment and 3 hours of learning fun to 100-110 students and the program has an attendance requirement for full funding.
- b. New Middle School Principal intro- Brandon Taylor and the Board had the opportunity to introduce themselves to each other and Brandon had the opportunity to share his journey to the Haven community. The Board shared in the school's excitement about having Brandon in this position.
- c. Math for All participation for 24/25 school year- Haven Academy applied and has been accepted into Bank Streets Math For All Project. Math for All is a professional learning (PL) program designed to assist schools in implementing high-quality, standards-based mathematics education for a wide range of students, including those with disabilities and those for whom English is a new language (ENLs).

3. Personnel, Operational and Financial Matters

- a. FY 23/24 Updated Year End Report- Haven Academy is anticipated to close the FY with surplus of around \$175K, which is slightly higher than previous reports. Haven Academy shared enrollment targets and predictions for the coming year.
- b. Progress towards hiring goals-Haven Academy shared new hires and current vacancies.

4. Legal, Regulatory and Governance Matters

- a. Annual financial audit process has commenced
- b. Resolution for Voya Adoption Agreements- The board will review the new 401K resolution from Voya and the finance team will process the paperwork.
- c. Charter Renewal Application Update- Haven Academy shared that the application process for Charter Renewal has commenced and Haven Academy will continue the process throughout the 24-25 school year.

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
August 28, 2024**

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, Janet Campagna, Christine Stokes, Nancy King, Reina Batrony, Warren Lilien and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Zennea Chetta, Chief Information Officer, Kameka Salmon, Finance Manager

1. Approval of Prior Board Meeting Minutes

- a. July 24, 2024 minutes approved

2. Academic and Social-Emotional Program Matters

- a. New school year launch highlights-The Building has been cleaned, shined and repaired, instructional team is fully hired, staff has returned for summer institute and the beginnings of the 24-25 school year is underway.
- b. Preliminary 2024 NYS test results - Haven academy shared NYS test results from the 23-24 school year. The highlights and the opportunities were shared with the board as well as district and city comparisons. The board was given the opportunity to ask clarifying questions and dig deeper into the results.

3. Personnel, Operational and Financial Matters

- a. FY 23/24 Updated Year End Report- Haven Academy is anticipated to close the FY with surplus of around \$175K
- b. Progress towards hiring goals-Haven Academy shared that the instruction team is fully staffed for the new school year. MDBO Operations Leadership vacancy search will re-commence this fall.



4. Legal, Regulatory and Governance Matters

- a. Annual financial audit process has commenced
- b. 2025 Renewal Preparations have commenced
- c. NY Foundling MOUs: Road To Success, Fundraising-Haven Academy shared enrollment updates, and fundraising to date. The NYF fundraising team will continue to support Haven's fundraising goals and the board will review the MOU for this.

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 25, 2024**

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, Christine Stokes, Fanon Howell, Warren Lilien and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Michael Windram, Elementary School Principal, Brandon Taylor, Middle School Principal, Zennea Chetta, Chief Information Officer, Kameka Salmon, Finance Manager

1. Approval of Prior Board Meeting Minutes

- a. August 28, 2024 minutes approved

2. Academic and Social-Emotional Program Matters

- a. New school year launch highlights- Academic learning, social-emotional learning, and team building opportunities have been the highlights of the first three weeks of school. The Middle School has been working hard on setting a strong foundation of learning. Initial NWEA assessments being given this week. Along with classroom assessments, the data will be used to create opportunities for small group instruction during our WIN period.
- b. Special Education program trends - Haven Academy shared updates and highlights on the Special Education Programming including the growth of the total SPED population, revenue from SPED program, on site services that exceed mandates and data on SPED students surpassing the comparative groups.

3. Personnel, Operational and Financial Matters

- a. Budget Projects and Actuals Review- Haven Academy shared current ongoing projects and an update on student enrollment FTE for the month.
- b. Progress towards hiring and recruitment goals- Haven shared that the



school has no open vacancies and is fully staffed at this point.

4. Legal, Regulatory and Governance Matters

- a. 2025 Renewal Report- Submitted Sept 2024
- b. Annual Financial Audit Update- Audit is near completion and there is expected to be a finance committee meeting in October.

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
October 23, 2024**

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, Christine Stokes, Fanon Howell, Nancy King, Reina Batrony, Warren Lilien and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Brandon Taylor, Middle School Principal, Vyasa Autar, Elementary School Assistant Principal (PK-2). Zennea Chetta, Chief Information Officer, Kameka Salmon, Finance Manager

1. Approval of Prior Board Meeting Minutes

- a. September 25, 2024 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Elementary and Middle School Updates: The team reported that beginning of the year assessments have been completed and the data has been analyzed in order to create new intervention groups for all students. The teachers and staff have been focused on their professional learning which included intervisitation at other charter schools, collaboration with universities and ongoing grade level meetings focused on curriculum implementation. The middle school shared a summary video of their overnight trip to Camp Getaway.
- b. Fall NWEA Data Review-the school shared achievement and growth for the Fall NWEA MAP testing and how the data was and will be used.
- c. DESSA expansion to Student Data Set-the students in grade 3-8 will be completing the student self report assessment this year in order to be able to rate their own social emotional competencies.
- d. Haven Harm Prevention Program Federal Grant-Haven Academy reported on the receipt of a new federal grant for School Based Mental Health services and shared some plans for the funds.

3. Personnel, Operational and Financial Matters



- a. Monthly Financial Report Summary- Haven Academy reported on budget projects and actuals.
- b. Visit Prep for Walton Guests- The Walton Family Foundation visited Haven with some of their team members to experience our programming and had the chance to see some exemplary classrooms and instruction.

4. Legal, Regulatory and Governance Matters

- a. Annual Financial Audit Wrap Up- meeting is scheduled with governance and we are expecting the audit to close without any significant findings.
- b. Annual 401K Audit Period is launching- Haven will conduct its 401K program audit with the support of BDO and our partners CSBM and Alliant. The Finance Committee will review the process and timeline.

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
November 20, 2024**

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, Christine Stokes, Fanon Howell, Nancy King, Warren Lilien and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Brandon Taylor, Middle School Principal, Michael Windram, Elementary School Principal. Zennea Chetta, Chief Information Officer, Kameka Salmon, Finance Manager

1. Approval of Prior Board Meeting Minutes

- a. October 2024 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Elementary and Middle School Updates- The first round of family conferences took place last week and both the elementary and middle school had a great turnout and plan to have 100% conferences held by winter break. The principals reported on various attendance initiatives and incentives that took place. Interim assessments have commenced and data meetings are happening to create new intervention groups and make instructional adjustments based on data. The middle school team is working with the 8th graders on “High School Pre-Season” and resetting culture and expectations to ensure they are ready for the challenges of high school.
- b. Summer Boost Data Report- Summer boost measured pre and post standards for individual grades. Haven kids show significant gains on Summer boost designed assessments. In ELA, Haven made slightly more growth than the Summer Boost national comparison group and in math Haven made slightly less growth than the national comparison group.
- c. Family Conference Report- The goal of Family conferences is to celebrate the students’ successes and provide clarity on their growth areas as well. In an effort to reduce barriers to attendance, since Covid, we have offered both in-person conferences and virtual conferences, plus by appointment times throughout the week to ensure access. Haven



Academy set out to have a conference with 100% of our families. 97% of families have had a conference with their child(ren)'s teachers. There is a plan in place for the remainder of the families to ensure 100% have a conference. An in-house team of Spanish speakers served as translators for our Spanish speaking families to ensure there were no language barriers. Conferences in MS include the student, teachers and families working together toward helping the student take ownership of their growth.

3. **Personnel, Operational and Financial Matters**

- a. Monthly Financial Report Summary- Haven Academy shared the monthly financials with the board and reported on budget projects and reviewed actuals.
- b. Finance Committee Share Out
 - 401K audit has been completed
 - TD brokerage account launch and transfer timeline was reported on

4. **Legal, Regulatory and Governance Matters**

- a. Annual Financial Audit Wrap Up

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
December 18, 2024**

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, Christine Stokes, Fanon Howell, Nancy King, Reina Batrony, Warren Lilien and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Brandon Taylor, Middle School Principal, Vyasa Autar, Elementary School Assistant Principal. Zennea Chetta, Chief Information Officer, Kameka Salmon, Finance Manager

1. Approval of Prior Board Meeting Minutes

- a. November 2024 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Elementary and Middle School Updates- The elementary school had a winter concert last week where every student had a chance to perform for their families. PLCs are in full swing and there is one last session in this round that will take place in January. Both schools continue to use data to drive instruction using regular data meetings to make instructional adjustments. Middle School had their first dance and 100+ students attended. Middle school shared data on progress towards their Q2 goals and how they are tracking these goals. Both schools
- b. The Canopy Project Research Report- Over the past 5 years, Haven Academy participated in a study with The Canopy Project about innovative schools. The school shared the report results and shared the report with the board. Haven Academy is proud to have participated alongside so many other innovative schools nationwide.

3. Personnel, Operational and Financial Matters

- a. Monthly Financial Report Summary- Haven Academy shared the monthly financials with the board and reported on budget projects and reviewed actuals.

4. Legal, Regulatory and Governance Matters

- a. Renewal Process Updates- Next renewal visit will occur on January



- 14th and planning for the Public Hearing planning is underway.
- b. 401K Audit in Progress
 - c. 990 Form completed and ready for submission

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
January 22, 2025**

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, Christine Stokes, Fanon Howell, Nancy King, Warren Lilien and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Brandon Taylor, Middle School Principal, Vyasa Autar, Elementary School Assistant Principal. Zennea Chetta, Chief Information Officer, Kameka Salmon, Finance Manager

1. Approval of Prior Board Meeting Minutes

- a. December 2024 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Elementary and Middle School Updates-Haven Academy elementary had their first Band and choral concert along with middle school. The elementary school held the first workshop on safe social media use for 5th grade. Middle School reported on their basketball teams and step teams. NWEA mid -year assessments are underway. Middle School students spent time to reflect on their NWEA growth goals. All teachers and leaders will focus on ongoing data analysis and data focused instructional adjustments.
- b. Renewal visit follow up- Haven Academy gave a report on the renewal visit and shared focus areas with the board.
 - o Grade 3 Focus and Next Steps- Haven shared the steps that are being taken to support our current 4th graders in order to close the gaps we saw on last year's ELA state tests.
 - o Teacher Recruitment and Retention Improvements-The reviewers were impressed with teacher recruitment and retention efforts and Haven shared the changes that have been made to see these improvements.

3. Personnel, Operational and Financial Matters

- a. Monthly Financial Report Summary- Haven Academy shared the monthly financials with the board.



b. Financial Contingency Planning

4. Legal, Regulatory and Governance Matters

- a. 401K Audit in Progress
- b. Next Steps for Renewal- Haven is still awaiting a date for the renewal team to meet with the board and also a date for the public hearing.

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 26, 2025**

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, Fanon Howell, Warren Lilien, Reina Batrony and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Brandon Taylor, Middle School Principal, Vyasa Autar, Elementary School Assistant Principal. Zennea Chetta, Chief Information Officer, Kameka Salmon, Finance Manager

1. Approval of Prior Board Meeting Minutes

- a. January 2025 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Elementary and Middle School Updates-State practice exams are underway in both ELA and Math in grade 3-8-8. NWEA testing is complete and analysis of the results has been completed and interventions groupings have been adjusted based on the data. The next round of Afternoon Academy will begin soon. Middle school reported on some data points on staff attendance, academic progress, student culture trends and extracurricular and sports updates.
- b. Winter NWEA results- Haven Academy shared the winter NWEA takeaways, data response and action planning. The school shared with the board the results in both achievement and growth as well as the next steps that are being taken with the data.

3. Personnel, Operational and Financial Matters

- a. Monthly Financial Report Summary- Haven Academy shared the monthly financials with the board.
- b. Federal Grant Updates- The school shared an update on federal grant dollars.
- c. Lease Renewal Process for 170 Brown Place - Lease expires June 2025 and the finance committee will support in negotiations with The New York Foundling. The school is hoping to leverage some more of the DOE facility support for a portion of the new lease.

- d. Finance Committee Upcoming Reviews
 - Investment Statement Revision
 - Timeline for FPP Revision

4. Legal, Regulatory and Governance Matters

- a. 401K Audit in Progress
- b. Renewal Public Hearing March 5, 2025 Preparations - The meeting has been posted to our website and the link to register is available to the public. Community members, staff, parents and students will be invited to attend and/or comment.

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 26, 2025**

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, Fanon Howell, Warren Lilien, Reina Batrony, Nancy King and Jessica Nauiokas. All members participating in person and via video were able to adequately hear and make comments. School Team included: Brandon Taylor, Middle School Principal, Vyasa Autar, Elementary School Assistant Principal. Zennea Chetta, Chief Information Officer, Kameka Salmon, Finance Manager

1. Approval of Prior Board Meeting Minutes

- a. February 2025 minutes approved

2. Academic and Social-Emotional Program Matters

- a. Elementary and Middle School Updates-After careful data consideration and thoughtful student groupings grades 3-8 are in the final push towards the preparation for our state assessments. New WIN groups, new afternoon academy groups and in-class supports are in place. Haven reported the school culture remains strong and the team remains committed to family and student support. Middle School is implementing "TikTok to the top" as a rewards system for test taking habits and preparations. The middle school reported on high school placement progress for our 8th grade students as well as the introduction of an 8th grade math portfolio as a requirement for graduation. This year, 94% of 8th graders received an offer to one of their top 4 choices.
- b. State Test Practice Work, Projections, Preparations- Haven academy shared NYS Practice test results and the historical relationship between the actual state test and the practice test we administer.

3. Personnel, Operational and Financial Matters

- a. Monthly Financial Report Summary- Haven Academy shared the monthly financials with the board.
- b. Finance Committee Upcoming Reviews
 - o Investment Statement Revision
 - o Timeline for FPP Revision

4. Legal, Regulatory and Governance Matters

- a. 401K Audit is complete
- b. Renewal Updates- The NYC DOE will officially recommend that Haven be renewed for a full 5 year renewal with no conditions. They will bring this recommendation to the Board of Regents on May 6th.

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

Signature: Patricia Mulvaney
Patricia Mulvaney, Board Chair