

# Application: Hebrew Language Academy

Elyse Piker Castellano - Elyse@hebrewpublic.org  
2023-2024 Annual Report

## Summary

ID: 0000000142

Status: Annual Report Submission

Last submitted: Sep 16 2024 02:36 PM (EDT)

## Entry 1 – School Information and Cover Page

Completed - Aug 30 2024

### Instructions

#### Required of ALL Charter Schools

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

## Entry 1 – School Information and Cover Page

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

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

## BASIC INFORMATION

### a. LEGAL SCHOOL NAME (as chartered)

(Select name from the drop down menu)

HEBREW LANGUAGE ACADEMY CHARTER SCHOOL 800000064234

**b. Unofficial or Popular School Name**

HLA

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

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

NEW YORK CITY CHANCELLOR OF EDUCATION

**c. School Unionized**

Is your charter school unionized?

No

**d. District/CSD of Location**

CSD #23 - BROOKLYN

**e. Date of Approved Initial Charter**

Jul 1 2009

**f. Date School First Opened for Instruction**

Sep 1 2024

**g. Approved School Mission and Key Design Elements**

*(Regents, NYCDOE and Buffalo BOE authorized schools only)*

Hebrew Language Academy Charter School (HLA) provides students with the academic and personal foundation necessary to successfully pursue advanced studies and achieve continued personal growth as ethical and informed global citizens. In order to accomplish this, HLA offers an academically rigorous K-8 curriculum which includes daily instruction in the Hebrew language.

1) OLAM Values

- Outstanding Problem-Solving

-Lifelong Learning

-Aware Communication

-Making a Difference

2) Modern Hebrew Language

3) Differentiated Instruction

4) Professional Development

5) Social and Emotional Learning (SEL) and Supports

6) Diversity

7) Partnership with Hebrew Public

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**h. School Website Address**

<https://hebrewpublic.org/schools/hla/>

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**i. Total Approved Charter Enrollment for 2023-2024 School Year**

650

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

625

**k. Grades Served**

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

**Responses Selected:**

Kindergarten

1

2

3

4

5

6

7

8

**l. Charter Management Organization/Educational Management Organization**

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

Yes

### I1. Charter Management Organization Name

Include contact information (name, email address, telephone number)

Hebrew Public

### I2. Charter Management Organization Email Address

[elyse@hebrewpublic.org](mailto:elyse@hebrewpublic.org)

### I3. Charter Management Organization Phone Number

646-896-9478

## FACILITIES INFORMATION

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

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

No, just one site.

### School Site 1 (Primary)

**m1. SCHOOL SITES**

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

	Physical Address	Phone Number	District/CSD	Grades Served at Site for 2023-2024 School Year (K-5, 6-9, etc.)	Grades to be Served at Site for 2024-2025 school year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	2186 Mill Ave.	718-377-7200	NYC CSD 23	Prek-8	Prek-8	

**m1a. Please provide the contact information for Site 1.**

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Daniella Steinberg-Perez	Head of School	917-769-9815		<a href="mailto:DSteinberg@hla-charterschool.org">DSteinberg@hla-charterschool.org</a>
Operational Leader	Gerard Del Rosario	Director of Operations	929-423-5427		<a href="mailto:gdelrosario@hla-charterschool.org">gdelrosario@hla-charterschool.org</a>
Compliance Contact	Elyse Castellano	COO/CFO	646-896-9478		<a href="mailto:elyse@hebrewpublic.org">elyse@hebrewpublic.org</a>
Complaint Contact	Emily Fernandez	Chief Schools Officer	212-792-6234		<a href="mailto:efernandez@hebrewpublic.org">efernandez@hebrewpublic.org</a>
DASA Coordinator	Daniella Steinberg-Perez	Head of School	917-769-9815		<a href="mailto:DSteinberg@hla-charterschool.org">DSteinberg@hla-charterschool.org</a>
Phone Contact for After Hours Emergencies	Gerard Del Rosario	Director of Operations	929-423-5427		<a href="mailto:gdelrosario@hla-charterschool.org">gdelrosario@hla-charterschool.org</a>

**m1b. Is site 1 in public space or in private space?**

Private Space

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

**Responses Selected:**

Not Co-Located

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

**m1e. 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, 2024.**

**Fire inspection certificates must be updated annually. For the upcoming school year 2024-2025, please submit a current fire inspection certificate.**

**If the fire inspection certificate will expire between the August 1, 2024, submission of the Annual Report and the November 1 Annual Report submission please submit the new certificate with the Annual Report entries due no later than 11:59 PM on November 1, 2024.**

**Site 1 Certificate of Occupancy (COO)**

[HLA Cert of Occupancy.pdf](#)

**Filename:** HLA Cert of Occupancy.pdf **Size:** 68.2 kB

**Site 1 Fire Inspection Report**

*This is required, marked optional for administrative purposes.*

[HLA Fire Inspection Report.pdf](#)

**Filename:** HLA Fire Inspection Report.pdf **Size:** 310.3 kB

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

Separate by semi-colon (;)

n/a

**o1. Total Number of School Calendar Days**

182

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

January 2024	137
February 2024	108
March 2024	137
April 2024	88
May 2024	147
June 2024	113
July 2023	0
August 2023	0
September 2023	118
October 2023	137
November 2023	135
December 2023	108

**CHARTER REVISIONS DURING THE 2023-2024 SCHOOL YEAR**



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

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

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

No

**ATTESTATIONS**

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

Name	Elyse Piker Castellano
Position	COO/CFO
Phone/Extension	646-896-9478
Email	<a href="mailto:elyse@hebrewpublic.org">elyse@hebrewpublic.org</a>

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

**Responses Selected:**

Yes

As outlined in ENTRY 7 (Employee Fingerprint Requirements Attestation):

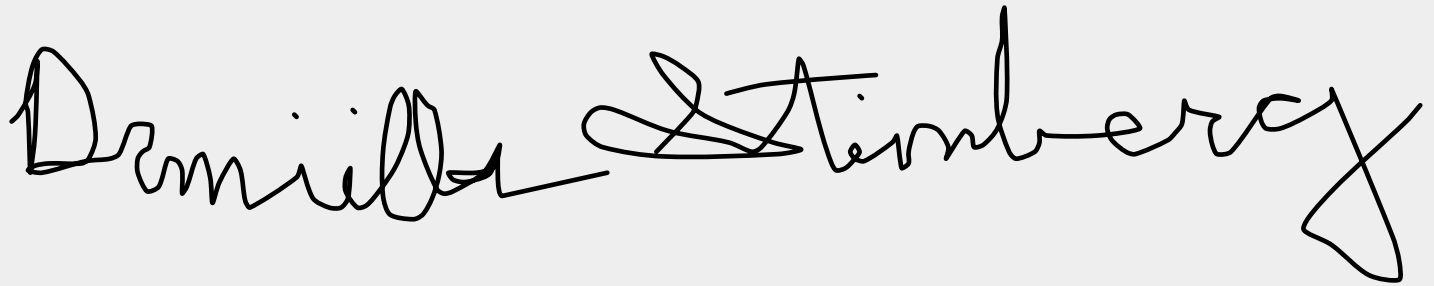
Our E-Signatures (not digital signatures) (Executive Director/School Leader/Head of School and Board President) below attest that our school has reviewed, understands and will comply with the employee clearance and fingerprint requirements as outlined in Entry 7 and found in the [NYSED CSO Fingerprint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

**Responses Selected:**

Yes

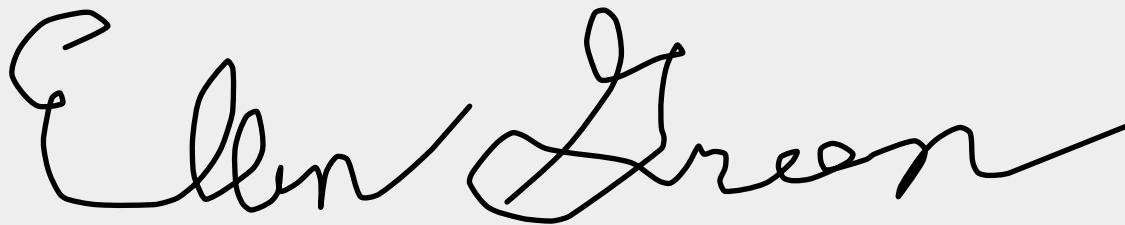
**Signature, Head of Charter School**

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

A handwritten signature in black ink on a light gray background. The signature reads "Demilla Stimbrey" in a cursive script.

**Signature, President of the Board of Trustees**

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

A handwritten signature in black ink on a light gray background. The signature reads "Ellen Green" in a cursive script.

**Date**

Jul 31 2024



Thank you.

## Entry 2 – Links to Critical Documents on School Website

Completed - Aug 30 2024

### Instructions

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

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

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

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

<sup>[2]</sup> SRC data is included in the reporting requirements for New York charter schools in 8 NYCRR 119.3.

## Entry 2 – Links to Critical Documents on School Website

School Name: Hebrew Language Academy

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

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

[New York State Report Card](#)

[Emergency Response Plan Memo](#)

[NYSED Subject Matter List](#)

	Link to Documents
1. Current Annual Report (i.e., 2023-2024 Annual Report)	<u><a href="https://hebrewpublic.org/schools/hla/">https://hebrewpublic.org/schools/hla/</a></u>
2. Board meeting notices, agendas and documents	<u><a href="https://hebrewpublic.org/schools/hla/hla-board-meetings/">https://hebrewpublic.org/schools/hla/hla-board-meetings/</a></u>
3. New York State School Report Card. This report captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State law; (Even if there is no school data yet reported, provide a direct web link to the most recent New York State School Report Card for the charter school.	<u><a href="https://hebrewpublic.org/schools/hla/hla-school-documents/">https://hebrewpublic.org/schools/hla/hla-school-documents/</a></u>
4a. Authorizer-approved DASA Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	<u><a href="https://hebrewpublic.org/schools/hla/hla-school-documents/">https://hebrewpublic.org/schools/hla/hla-school-documents/</a></u>
4b. Authorizer-approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	<u><a href="https://hebrewpublic.org/schools/hla/hla-school-documents/">https://hebrewpublic.org/schools/hla/hla-school-documents/</a></u>
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo)	<u><a href="https://hebrewpublic.org/schools/hla/hla-school-documents/">https://hebrewpublic.org/schools/hla/hla-school-documents/</a></u>
6. Authorizer-approved FOIL Policy	<u><a href="https://hebrewpublic.org/schools/hla/hla-school-documents/">https://hebrewpublic.org/schools/hla/hla-school-documents/</a></u>

7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)

<https://hebrewpublic.org/schools/hla/hla-school-documents/>



Thank you.

## Entry 3 – Board of Trustees Disclosure of Financial Interest Form

Completed - Aug 30 2024

### Required of ALL Charter Schools

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

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

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

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

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

### [Brian 23-24 Financial Disclosure Form HLA](#)

Filename: Brian\_23-24\_Financial\_Disclosure\_Form\_HLA.pdf Size: 90.2 kB

### [Stella 23-24 Financial Disclosure Form HLA](#)

Filename: Stella\_23-24\_Financial\_Disclosure\_Form\_HLA.pdf Size: 299.0 kB

### [Valerie 23-24 Financial Disclosure Form HLA](#)

Filename: Valerie\_23-24\_Financial\_Disclosure\_J95ONjy.pdf Size: 488.0 kB

### [Ellen 23-24 Financial Disclosure Form HLA](#)

Filename: Ellen\_23-24\_Financial\_Disclosure\_Form\_HLA.pdf Size: 1.9 MB

### [Alice 23-24 Financial Disclosure Form HLA](#)

Filename: Alice\_23-24\_Financial\_Disclosure\_Form\_HLA.pdf Size: 992.0 kB

### [Mike Tobman 23-24 Financial Disclosure Form HLA HLA2 copy](#)

Filename: Mike\_Tobman\_23-24\_Financial\_Disclo\_qYWvFwq.pdf Size: 1.8 MB

## Entry 4 – Board of Trustees Membership Table

## Instructions

### Required of ALL charter schools

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

### Entry 4 – Board of Trustees Membership Table

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

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**Authorizer:**

Who is the authorizer of your charter school?

NYCDOE

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

	Voting Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliation (s)	Voting Member Per By-Laws (Y/N)	Number of Completed Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2023-2024
1	Ellen Green	<a href="mailto:EMG522@aol.com">EMG522@aol.com</a>	Chair	Governance Education and Accountability	Yes	2	07/01/2024	06/30/2027	12
2	Mike Tobman	<a href="mailto:michael.tobman@gmail.com">michael.tobman@gmail.com</a>	Vice Chair	Education and Accountability Governance Finance and Audit	Yes	2	07/01/2022	06/30/2025	9
3	Alice Li	<a href="mailto:aliceymli@gmail.com">aliceymli@gmail.com</a>	Treasurer	Governance Finance and Audit	Yes	2	07/01/2024	06/30/2027	6
4	Brian Tobin	<a href="mailto:Bat5089@gmail.com">Bat5089@gmail.com</a>	Secretary	Governance Finance and Audit	Yes	2	07/01/2023	06/30/2026	5 or less
5	Stella Binkevich	<a href="mailto:sbinkevich@gmail.com">sbinkevich@gmail.com</a>	Trustee/Member	Education and Accountability Committee Finance	Yes	2	07/01/2022	06/30/2025	8

				and Audit					
6	Valerie Khaytina	<a href="#">VALERIE @Hebre wpublic.o ig.</a>	Trustee/ Member	Educatio n and Account ability Committe e	Yes		07/23/20 23	06/30/20 26	10
7									
8									
9									

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

No

**2. Number of board meetings conducted in 2023-2024**

12

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

12



#### 4. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

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

a. Total number of Voting Members on June 30, 2024	6
b. Total number of Voting Members added during the 2023-2024 school year	1
c. Total number of Voting Members who left the board during 2023-2024 school year	0
d. Total Maximum Number of Voting Members in 2023-2024; as set by the board in bylaws, resolution, or minutes	6

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

a. Total number of Non-Voting Members on June 30, 2024	0
b. Total number of Non-Voting Members added during the 2023-2024 school year	0
c. Total number of Non-Voting Members who left the board during the 2023-2024 school year	0
d. Total Maximum Number of Non-Voting members in 2023-2024, as set by the board in bylaws, resolution, or minutes set by the board in bylaws, resolution, or minutes	0
e. Board members attending 8 or fewer meetings during 2023-2024	3

Thank you.

## Entry 5 – Board Meeting Minutes

Completed - Aug 30 2024

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

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

### [HLA August 2023 Minutes](#)

Filename: HLA\_August\_2023\_Minutes.docx.pdf Size: 72.1 kB

### [HLA April 2024 Minutes](#)

Filename: HLA\_April\_2024\_Minutes.docx\_1.pdf Size: 55.4 kB

### [HLA February 2024 Minutes](#)

Filename: HLA\_February\_2024\_Minutes.docx\_1.pdf Size: 59.6 kB

### [HLA June 2024 Minutes](#)

Filename: HLA\_June\_2024\_Minutes.docx.pdf Size: 66.1 kB

### [HLA January 2024 Minutes](#)

Filename: HLA\_January\_2024\_Minutes.docx\_1.pdf Size: 59.1 kB

### [HLA July 2023 Minutes](#)

Filename: HLA\_July\_2023\_Minutes.docx\_1.pdf Size: 72.5 kB

### [HLA March 2024 Minutes](#)

Filename: HLA\_March\_2024\_Minutes.docx\_2.pdf Size: 56.1 kB

### [HLA May 2024 Minutes](#)

Filename: HLA\_May\_2024\_Minutes.docx\_1.pdf Size: 54.3 kB

### [HLA December 2023 Minutes](#)

Filename: HLA\_December\_2023\_Minutes.docx.pdf Size: 57.4 kB

### [HLA September 2023 Minutes](#)

Filename: HLA\_September\_2023\_Minutes.docx\_1.pdf Size: 59.6 kB

### [HLA October 2023 Minutes](#)

Filename: HLA\_October\_2023\_Minutes.docx.pdf Size: 56.3 kB

### [HLA November 2023 Minutes](#)

Filename: HLA\_November\_2023\_Minutes.docx.pdf Size: 54.5 kB

## Entry 6 – Enrollment & Retention

Completed - Aug 30 2024

## Instructions for submitting Enrollment and Retention Efforts

### **Required of ALL Charter Schools**

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

### **\*SUNY-authorized charter schools**

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

## **Entry 6 – Enrollment and Retention of Special Populations**

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**Good Faith Efforts to Meet Recruitment Targets (Attract)**

	Describe Recruitment Efforts in 2023-2024	Describe Recruitment Plans in 2024-2025
Students with Disabilities	<p>HLA employed the following strategies to recruit an enroll SWD's:</p> <ul style="list-style-type: none"> <li>- offered robust support services such as speech, counseling, OT, PT, APE, SETSS, and ICT classrooms in all grades</li> <li>-Included visits to ICT classrooms during school tours with prospective families.</li> <li>-School representatives canvassed local Pre-K's and Headstarts across CSD21 making sure to mention that our school was and inclusive and welcoming community that was open to all families, including students with disabilities.</li> <li>-All marketing materials highlight the fact that we are an inclusive and welcoming community and that we welcome all students including those that may have disabilities</li> <li>-HLA leveraged digital paid advertisements on popular social media platforms like Facebook, Instagram, Youtube, and similar applications to connect with communities that have populations of SWD's</li> <li>-HLA sent out 3 postcard mailings to zip codes that have high proportions of SWD's to promote the school</li> <li>-HLA offered monthly school tours and quarterly virtual open houses to learn more about school culture and programatic offerings</li> <li>- HLA invites families to participate in virtual visits during the summertime after families complete their enrollment at HLA to ensure families feel a connection with the school and staff and feel prepared to enter the school.</li> </ul>	<p>HLA will continue to employ the following strategies to recruit an enroll SWD's:</p> <ul style="list-style-type: none"> <li>- Continue to offer robust support services such as speech, counseling, OT, PT, APE, SETSS, and ICT classrooms in all grades</li> <li>-Include visits to ICT classrooms in virtual school tours with prospective families.</li> <li>-School representatives canvassed local Pre-K's and Headstarts across CSD22 making sure to mention that our school was and inclusive and welcoming community that was open to all families.</li> <li>-All marketing materials highlight the fact that we are an inclusive and welcoming community and that we welcome all students including those that may have disabilities</li> <li>-HLA leveraged digital paid advertisements on popular social media platforms like Facebook, Instagram, Youtube, and similar applications to connect with communities that have populations of SWD's</li> <li>-HLA sent out 3 postcard mailings to zip codes that have high proportions of SWD's to promote the school</li> <li>-HLA offered monthly virtual school tours and quarterly virtual open houses to learn more about school culture and programatic offerings</li> <li>-HLA invites families to participate in virtual visits during the summertime after families complete their enrollment at HLA to ensure families feel a connection with the school and staff and feel prepared to enter the school.</li> </ul>

English Language Learners

HLA engaged in an ambitious recruitment campaign focused within CSD22, as well as well as outlying areas focused on connecting with ELL families. -When visiting local Pre-K's, CBO's, and houses of worship, HLA brings marketing materials and paper applications, They prioritize staff who are themselves are multilingual speakers when making these visits to best communicate with interested community partners.

-On the HLA website, there is a language translation plug-in to allow ELL/MLL families the opportunity to review our website in their native language.

-Downloadable paper applications are also available in 6 of the most commonly spoken languages within the community.

-HLA leverages digital paid advertisements on popular social media platforms like Facebook, Instagram, Youtube, and similar applications, using targeting features to translate ads into the language of the user.

-Virtual open houses were offered in Spanish and Russian.

-In-person school tours are and will continue to be available to families in multiple languages including Spanish and Russian, Ukrainian, and Creole.

-Registration documents are available to families in multiple foreign languages

-For all groups of students a major recruitment/retention strategy has been scheduling "virtual home visits" with all newly enrolled students over the summer prior to the start of the school year. These visits with new

HLA will continue with recruitment strategies that were found to be successful this past recruitment season which include following: visiting local Pre-K's, CBO's, and houses of worship, HLA brings marketing materials and paper applications, They prioritize staff who are themselves are multilingual speakers when making these visits to best communicate with interested community partners.

-On the HLA website, there is a language translation plug-in to allow ELL/MLL families the opportunity to review our website in their native language.

-Downloadable paper applications are also available in 6 of the most commonly spoken languages within the community.

-HLA leverages digital paid advertisements on popular social media platforms like Facebook, Instagram, Youtube, and similar applications, using targeting features to translate ads into the language of the user.

-Virtual open houses were offered in Spanish and Russian.

-In-person school tours are and will continue to be available to families in multiple languages including Spanish and Russian.

-Registration documents are available to families in multiple foreign languages

-For all groups of students a major recruitment/retention strategy has been scheduling "virtual home visits" with all newly enrolled students over the summer prior to the start of the school year. These visits with new families help to build relationships and create an authentic line of

	<p>families help to build relationships and create an authentic line of communication. -HLA advertised with El Diario Newspaper to market to MLL communities in CSD22. El Diario is the largest spanish language daily newspaper in New York. -HLA's enrollment policy includes a weight of 2.0 for each applicant who identifies as ELL within the lottery preference, prioritizing enrollment of new ELLs - To support enrollment of further ELLs, HLA has made a concerted effort through new marketing materials, social media posts/ads, and through word of mouth in the community to support and enroll Ukranian refugee families as they enter Brooklyn, resulting in the enrollment of numerous students</p>	<p>communication. -HLA advertised with El Diario Newspaper to market HLA to MLL communities in CSD22. El Diario is the largest spanish language daily newspaper in New York. -HLA's enrollment policy will continue to include a weight of 2.0 for each applicant who identifies as ELL within the lottery preference, prioritizing enrollment of new ELLs - To continue to support enrollment of further ELLs, HLA has made a concerted effort through new marketing materials, social media posts/ads, and through word of mouth in the community to support and enroll Ukranian refugee families as they enter Brooklyn, resulting in the enrollment of numerous students</p>
<p>Economically Disadvantaged</p>	<p>HLA employed a number of targeted strategies to market and recruit ED families to school. -This past year HLA continued its free afterschool program open to all families. -School staff continued to visit local Pre-K's and Headstarts in neighborhoods that have high populations of ED's throughout CSD 22, and offered private virtual open houses to learn more about our school community, curriculum. -HLA marketing materials included information about the schools free transportation offerings, meal offerings, and afterschool programming. -HLA leveraged digital paid advertisements on popular social media platforms like Facebook, Instagram, Youtube, and similar applications to connect with families in zipcodes that have high populations of ED families. -HLA sent out 3 postcard mailings to zip</p>	<p>HLA will continue with recruitment strategies that were found to be successful this past recruitment season which included the following:          -Offer a free afterschool program open to all families. -School staff continued to visit local Pre-K's and Headstarts in neighborhoods that have high populations of ED's throughout CSD 22. -HLA marketing materials will include information about the schools free transportation offerings, afterschool, and meal offerings. -HLA will continue to leverage digital paid advertisements on popular social media platforms like Facebook, Instagram, Youtube, and similar applications to market to zipcodes and communities that have high populations of ED families -HLA will send out 3 postcard mailings to zip codes that have high proportions of ED families to promote the school. -</p>

codes that have high proportions of ED families to promote the school, throughout CSD 22 and neighboring zip codes -HLA offered quarterly live virtual open houses through zoom and monthly school tours live to provide families with the opportunity to learn more about school culture and programatic offerings -HLA invited new families to participate in virtual visits during the summertime after families completed their enrollment at HLA to ensure families feel a connection with the school and staff and feel prepared to enter the school.

HLA will offer monthly school tours and quarterly live virtual open houses hosted by school leaders to provide families with the opportunity to learn more about school culture and programatic offerings -HLA invites newly enrolled families to participate in virtual visits during the summertime after families complete their enrollment at HLA to ensure families feel a connection with the school and staff and feel prepared to enter the school. -HLA plans to continue offering new families the opportunity to participate in a free summer school program which will offer intensive math and literacy support to help prepare for the upcoming school year

**Good Faith Efforts To Meet Retention Targets**

	Describe Retention Efforts in 2023-2024	Describe Retention Plans in 2024-2025
Students with Disabilities	<p>HLA provides instruction to SWD in the least restrictive environment possible to the extent appropriate and subject to the requirements included in each student's IEP in accordance with all applicable federal and state laws and regulations (e.g. IDEA)</p>	<p>Given that HLA serves a larger proportion of SWD's than the district, the school plans to continue the practices employed over the previous year which include the following: All newly enrolled families of SWD's meet with HLA Special Education Coordinator. Together, they review the student's IEP, focusing on management needs, yearly goals, and specific supports for which that student qualifies. The special education coordinator details how these services will be provided to ensure fidelity. Families are informed about the quarterly IEP progress reports they can expect and the bi-weekly goal monitoring that teachers complete with students so that they are always informed and able to communicate a student's progress. If a student qualifies for a placement that HLA does not offer, the school will advise families to take part in a weekly or biweekly meeting with the student's teacher and special education coordinator. During this meeting, goal tracking and progress monitoring is reviewed to ensure that the family is aware of all of the support provided for their child. The school also discusses how the family can support a student at home academically and behaviorally. This may include supporting with continuing a behavior plan that is being implemented in school, or offering a student accommodations that they receive in school such as</p>



		extended time to complete work, reading questions or directions, or offering on task focusing prompts.
English Language Learners	HLA implemented new processes to strengthen relationships with ELL families. At the start of the year MLL providers created Learning Profiles for their students utilizing their most recent NYSESLAT scores. These profiles detail specific challenges and strengths that the student currently has and maps out a plan on how to best support that student. These profiles are referenced to guide each lesson with a student. These profiles were shared with families of MLL students as well.	HLA will continue to employ its strategies from the previous school year to ensure that MLL families feel engaged and informed about their student's progress, and that all communications from the school are inclusive and accessible.
Economically Disadvantaged	Student Retention continues to be a primary focus for HLA. The school continuously surveys parents frequently to solicit feedback to adopt programmatic plans to ensure that the needs of students and families were met. Additionally, the school provided opportunities for families to submit feedback during virtual Town Hall meetings throughout the year in fall and spring town halls. HLA teachers and leaders frequently contacted families via weekly school messages or more personalized communication to support each student's individual needs.	In addition to the previous years retention strategies, HLA plans to connect families with community organizations that treat trauma and mental health, offer free after-care for families during Friday afternoons (days in which the school dismisses at 1pm for staff PD), and continue to survey families to identify areas that might be impediments to retention or to academic and social success.

## Entry 7 – Employee Fingerprint Requirements Attestation

Completed - Aug 30 2024

## Entry 7 – Employee Fingerprint Requirements Attestation

## A. TEACH System – Employee Clearance

### Required of ALL Charter Schools

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

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

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

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## **B. Emergency Conditional Clearances**

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

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

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

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### **Attestation**

#### **Responses Selected:**

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

## **Entry 8 – Organization Chart**

Completed - Aug 30 2024

### **Instructions**

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

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

### **HLA Organizational Chart**

Filename: HLA\_Organizational\_Chart.pdf Size: 77.5 kB

## **Entry 9 – School Calendar**

Completed - Aug 30 2024

### **Instructions for submitting School Calendar**

#### **Required of ALL Charter Schools**

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

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

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

**Sample Calendar:**

**12 Month Calendar 2021-2022**  
**184 Instructional Days**

**July**

Mon	Tues	Wed	Thurs	Fri
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

**January (20)**

Mon	Tues	Wed	Thurs	Fri
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

**August**

Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

**February (15)**

Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28				

**September (18)**

Mon	Tues	Wed	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

**March (23)**

Mon	Tues	Wed	Thurs	Fri
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

**October (20)**

Mon	Tues	Wed	Thurs	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

**April (15)**

Mon	Tues	Wed	Thurs	Fri
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

**November (18)**

Mon	Tues	Wed	Thurs	Fri
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

**May (21)**

Mon	Tues	Wed	Thurs	Fri
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

**December (17)**

Mon	Tues	Wed	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

**June (17)**

Mon	Tues	Wed	Thurs	Fri
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

Staff Report - August 23rd
  Early Dismissal Days
  Holiday/Recess (No Students or Staff)

Superintendent's Conference Day (No School for Students)
  Regents and School-level Exams

September 8, 2021 All Grade Levels Report
  June 24, 2022 - Last Day of School

[HLA-Academic-Calendar-24-25-3](#)

# Entry 10 – Faculty/Staff Roster Template

Completed - Aug 30 2024

## [INSTRUCTIONS](#)

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

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

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

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

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

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

## [HLA faculty-staff-roster-template-2024](#)

Filename: HLA\_faculty-staff-roster-template-2024.xlsx Size: 27.7 kB

# Entry 11 – Progress Toward Goals

Incomplete

## Instructions

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

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

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

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

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

## **Entry 11 – Progress Toward Goals**

### **PROGRESS TOWARD CHARTER GOALS**

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

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

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#### **1. ACADEMIC STUDENT PERFORMANCE GOALS**

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

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

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**2023-2024 Progress Toward Attainment of Academic Goals**

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1				
Academic Goal 2				
Academic Goal 3				
Academic Goal 4				
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

**2. Do have more academic goals to add?**

(No response)

**2023-2024 Progress Toward Attainment of Academic Goals**

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Meet	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 21				
Academic Goal 22				
Academic Goal 23				
Academic Goal 24				
Academic Goal 25				
Academic Goal 26				
Academic Goal 27				
Academic Goal 28				
Academic Goal 29				
Academic Goal 30				
Academic Goal 31				
Academic Goal 32				
Academic Goal 33				
Academic Goal 34				
Academic Goal 35				
Academic Goal 36				
Academic Goal 37				
Academic Goal 38				
Academic Goal 39				
Academic Goal 40				
Academic Goal 41				



Academic Goal 42				
Academic Goal 43				
Academic Goal 44				
Academic Goal 45				
Academic Goal 46				
Academic Goal 47				
Academic Goal 48				
Academic Goal 49				
Academic Goal 50				
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Academic Goal 61				
Academic Goal 62				
Academic Goal 63				
Academic Goal 64				
Academic Goal 65				
Academic Goal 66				
Academic Goal 67				
Academic Goal 59				

Academic Goal 60				
Academic Goal 61				
Academic Goal 62				

**4. ORGANIZATION GOALS**

**For the 2022-2023 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.**

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**2022-2023 Progress Toward Attainment of Organization Goals**

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1				
Org Goal 2				
Org Goal 3				
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 response)

**6. FINANCIAL GOALS**

**2022-2023 Progress Toward Attainment of Financial Goals**

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1				
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				

**7. Do have more financial goals to add?**

(No response)

**2021-2022 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 6				
Financial Goal 7				
Financial Goal 8				
Financial Goal 9				
Financial Goal 10				

**Thank you.**

## Entry 12 – Audited Financial Statements

Incomplete

### Required of ALL Charter Schools

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

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

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

## Entry 12c – Additional Financial Documents

Incomplete

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

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

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

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

## Entry 12d – Financial Contact Information

Incomplete

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

## Form for "Financial Contact Information"

## 1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
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**2. Audit Firm Contact Information**

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm

**3. If applicable, please provide contact information for the school's outsourced financial services firm.**

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm

**Entry 13 – Fiscal Year 2024-2025 Budget**

Incomplete

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

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

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

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

**Optional Additional Documents to Upload (BOR)**

Incomplete

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

Trustee Name:

Brian Tobin

Name of Charter School Education Corporation:

HLA

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Secretary

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If Yes, please describe the nature of your relationship and if the student could benefit from your participation.



4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

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

Yes  No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

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

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

**None**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>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</b>	<b>Steps taken to avoid conflict of interest</b>

*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*

**Business Telephone:**

212-271-0637

**Business Address:**

399 Park Ave 23 FL NY, NY 10022

**E-mail Address:**

Bat5089@gmail.com

**Home Telephone:**

412-956-3849

**Home Address:**

360 W 22<sup>nd</sup> St 16D  
NY, NY 10011



4/30/23

**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*



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

**Trustee Name:**

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**Name of Charter School Education Corporation:**

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1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

**Yes      No**

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

**Yes      No**

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

**Yes**      **No**

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

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

**Yes**      **No**

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

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



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

**None**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>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</b>	<b>Steps taken to avoid conflict of interest</b>

-

*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*

**Business Telephone:**

---

**Business Address:**

---

**E-mail Address:**

---

**Home Telephone:**

---

**Home Address:**

---

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**Signature**

**Date**

Acceptable signature formats include:

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

*last revised 04/2022*

Disclosure of Financial Interest by a Current  
or Former Trustee

Trustee Name:

Valerie Khayro

Name of Charter School Education Corporation:

Hebrew Language Academy

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Trustee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If Yes, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

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

Yes  No

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

I'm an employee of the CMO, Hebrew Public

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

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

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

None

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

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

**Business Telephone:**

718-496-4574

**Business Address:**

Industrious, 25 West 39th St, 7th Fl, NY, NY 10018

**E-mail Address:**

Valerie.kheyhna@gmail.com

**Home Telephone:**

**Home Address:**

715 Ocean Pkwy, #6D, Brooklyn, NY 11230

Valerie Kheyhna

4/29/24

**Signature**

**Date**

Acceptable signature formats include:

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

last revised 04/2022

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

**Trustee Name:**

Ellen Green

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**Name of Charter School Education Corporation:**

HLA

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1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).  
Chair

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.



4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

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

Yes  No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

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

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

**None**

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

*This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.*

**Business Telephone:**

None

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**Business Address:**

None

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**E-mail Address:**

emg522@aol.com

---

**Home Telephone:**

9175148902

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**Home Address:**

1744 East 24 Street, Brooklyn NY 11229

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*Ellen Green*

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**Signature**

*April 23, 2024*

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**Date**

Acceptable signature formats include:

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

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

**Trustee Name:**

Ya Min Li (Alice)

**Name of Charter School Education Corporation:**

HLA

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Treasurer

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

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

Yes  No

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

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

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

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

**None**

<b>Organization conducting business with the school(s)</b>	<b>Nature of business conducted</b>	<b>Approximate value of the business conducted</b>	<b>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</b>	<b>Steps taken to avoid conflict of interest</b>



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**Business Telephone:**

718-902-5968

**Business Address:**

340 Madison Avenue 3rd Fl., New York, NY 10173 (CEGI)

**E-mail Address:**

AliceYmli@gmail.com

**Home Telephone:**

718-902-5968

**Home Address:**

1610 Metropolitan Avenue Apt 6H, Bronx, NY 10462

AliceYaminli

**Signature**

5/9/2024

**Date**

Acceptable signature formats include:

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

last revised 04/2022

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

**Trustee Name:**

Michael Tobman

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**Name of Charter School Education Corporation:**

HLA & HLA2 Charter School

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1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Vice Chair

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes  No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes  No

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

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

Yes  No

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

Since the inception of planning for HLA and well before the creation of the CMO, I have provided public affairs consulting in support of HLA, HLA2, Staten Island Hebrew Public and on general matters & concerns.

Compensation as a consultant never an employee, has varied and is currently \$2500 monthly.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

**None**

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

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

**None**

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

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**Business Telephone:**

718-915-6460

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**Business Address:**

123 William Street, NY, NY 10030, 12th floor

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**E-mail Address:**

michael.tobman@gmail.com

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**Home Telephone:**

---

**Home Address:**

51 Tappan Landing Road, Tarrytown NY 10591

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Signature Date

Acceptable signature formats include:

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



## **Board of Trustees Meeting Minutes**

August 8, 2023, 6 pm

### **Trustees Present**

Mike Tobman
Ellen Green
Stella Binkevich
Valerie Khaytina

### **Also Present:**

Daniella Steinberg, HOS, HLA

Jon Rosenberg, CEO, Hebrew Public

Lauren Murphy, Associate Chief of Staff, Hebrew Public

### **1. Call to Order/Public Comments**

Ellen Green called the meeting to order at 6:01 pm and reminded everyone in attendance they can sign up for public comments before the board meeting by emailing [boardhla@hebrewpublic.org](mailto:boardhla@hebrewpublic.org). Members of the public who missed the public notices can sign up during the meeting using the chat function and/or those present in the building can sign up on the attendance sheet. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

### **2. Adoption of August 2023 Agenda**

Ellen Green asked for a motion to adopt the August 2023 agenda. Mike Tobman made the motion, Stella Binkevich seconded and the motion unanimously passed.

### **3. Approval of July 2023 Meeting Minutes**

Ellen Green asked for a motion to approve the July 2023 Meeting Minutes. Mike Tobman made the motion, Stella Binkevich seconded and the motion unanimously passed.

#### **4. Adoption of HLA's 23-24 School Safety Plan**

The Board all received a copy of the school safety plan for the 2023/24 year prior to the June meeting, where it was discussed. As per Section 155.17 of the Commissioner of Education's Regulations, charter schools do have to draft, publicly notice, and adopt a safety plan with a 30-day public comment period. That period began on July 1, when the safety plan was posted on the school's website. Ellen Green asked for a motion to adopt HLA's 23/24 school safety plan, Stella Binkevich made the motion, Mike Tobman seconded, and the motion was approved unanimously with no abstentions or objections.

#### **5. Leadership Report**

Daniella Steinberg shared a presentation with the board and covered the following:

- Registration Update
  - Enrollment is doing well
  - 171 Total verified registrations
    - In comparison with last year, HLA now accepts 7th & 8th graders
    - Pre-K is not included in the total
  - 3 Pre-K classes of 20 students
- Summer School
  - Ended on Friday
  - Partnership with Lavina for assessments
    - Kids made significant progress
  - Kings Bay Y in the afternoons
  - FREE for all families
  - Transportation was provided
- Afterschool Planning Update K-5
  - Completely full!
  - Programs go to 5:30 pm
  - Partnering with Prestige Prep





**Hebrew Language Academy**  
CHARTER SCHOOL

- Small groups!
- ELA & Math intervention for students who need more support
- ELA & Math enrichment support for eligible students
- SHSAT Prep with 8th graders at the start of the year for specialized High School
- In January 7th graders who meet academic requirements will be eligible for a free SHSAT course
- Zoom course offered for Ukrainian refugee students for SHSAT
- Summer Professional Development
  - Teachers will be coming back soon!
- Events Planned for the Year
  - Winter and Spring shows
    - Music and Dance K-4th grades
    - Band 5-8th grades
    - Students are in two shows a year
  - Winter Olympics
  - Art auction and show
  - Shoot-a-thon
  - Field Day
  - 8th grade June events
  - Spirit Week
- Back to School Nights for families
  - Brief orientation with the culture team
  - August 29-31
  - Asking all families to have at least 1 parent/guardian attend
  - Families will have the opportunity to:
    - Fill out any missing forms
    - Drop off school supplies
    - Meet the teacher
- Welcome Back Bash
  - August 27

- 12-4 pm
- Carnival and dance party
- Free of charge
- PTO Update
  - 1st meeting will take place before school starts and the calendar will be shared once it is ready

## **6. Network Report**

Valerie Khaytina shared the following with the board:

- Atidim Israel Trip
  - Alumni 3-week trip to Israel, 11th & 12th grade
  - 8 kids, 3 students from HLA
  - Students partnered with Talma teachers and volunteered to teach English
  - So many experiences for our students!!

## **7. Public Comments**

No public comments were made during this time.

## **8. Adjournment**

Ellen Green asked for a motion to adjourn the meeting at 6:25 pm. Mike Tobman made the motion to adjourn; Stella Binkevich seconded and the meeting adjourned. The board will meet next on September 12, 2023.



## **Board of Trustees Meeting Minutes**

April 9, 2024, 6 pm

### **Trustees Present**

Ellen Green
Stella Binkevich
Valerie Khaytina
Mike Tobman

### **Also Present:**

Daniella Steinberg, Head of School, HLA

Lauren Murphy, Associate Chief of Staff, Hebrew Public

5 members of the public

### **1. Call to Order/Public Comments**

Ellen Green called the meeting to order at 6:03 p.m. and reminded everyone in attendance they can sign up for public comments before the board meeting by emailing [boardhla@hebrewpublic.org](mailto:boardhla@hebrewpublic.org). Members of the public who missed the public notices can sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

### **2. Adoption of April 2024 Agenda**

Ellen Green asked for a motion to adopt the April 2024 agenda. Mike Tobman made the motion, Stella Binkevich seconded, and the motion unanimously passed.

### **3. Approval of March 2024 Meeting Minutes**

Ellen Green asked for a motion to approve the March 2024 Meeting minutes. Mike Tobman made the motion, Ellen seconded, and the motion unanimously passed.



#### **4. Leadership Report**

HLA's Head of School, Daniella Steinberg, shared a PowerPoint presentation with many pictures and covered updates from the past month, including highlights from the ELA test pep rally. HLA partnered with Madison High School's marching band to perform at the pep rally. The dance team & step team also performed. HLA School Lottery for the next school year was held on April 3rd. 188 offers were initially made. A preview of next year's school positions was shared. Kindergarten and 1st-grade classrooms will have two adults next year, one General ed and one Hebrew teacher.

PTO President Lennie Blake shared that the PTO will work with Daniella to plan for teacher appreciation week in early May.

#### **5. Network Report**

Valerie Khaytina, Chief External Officer, shared student recruitment plans for the current & following school year. She encouraged all parents who have positive things to say about their experience to leave a review on Google and continue to spread the word.

#### **6. Public Comments**

1 public comment was made about school report cards.

#### **7. Adjournment**

Ellen Green asked for a motion to adjourn the meeting. Mike Tobman made the motion to adjourn at 6:31 pm. Stella Binkevich seconded, and the meeting adjourned. The board will meet next on May 7, 2024.



## **Board of Trustees Meeting Minutes**

February 6, 2024, 6 pm

### **Trustees Present**

Ellen Green
Alice Li
Valerie Khaytina
Mike Tobman

### **Also Present:**

Daniella Steinberg, Head of School, HLA

Lauren Murphy, Associate Chief of Staff, Hebrew Public

4 members of the public

### **1. Call to Order/Public Comments**

Ellen Green called the meeting to order at 6:04 p.m. and reminded everyone in attendance they can sign up for public comments before the board meeting by emailing [boardhla@hebrewpublic.org](mailto:boardhla@hebrewpublic.org). Members of the public who missed the public notices can sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

### **2. Adoption of February 2024 Agenda**

Ellen Green asked for a motion to adopt the February 2024 agenda. Alice Li made the motion, Mike Tobman seconded, and the motion unanimously passed.

### **3. Approval of January 2024 Meeting Minutes**

Ellen Green asked for a motion to approve the January 2024 Meeting minutes. Mike Tobman made the motion, Valerie Khaytina seconded, and the motion unanimously passed.

#### **4. Review and Approval 2024/25 School Calendar**

Ellen Green asked for a motion to approve the 2024/25 school calendar. Mike Tobman made the motion, Alice Li seconded, and a vote was taken all in favor with no abstentions or objections.

#### **5. Leadership Report**

HLA's Head of School, Daniella Steinberg, shared a PowerPoint presentation with many pictures and covered updates from the past month, including the basketball team, cheerleading team, birthday celebrations, cooking club, student achievement awards, and OLAM jars. HLA's chess club was highlighted, and the students participated in a tournament this past weekend. The chess club at HLA & HLA2 has been sponsored by the Kasparov Foundation, which provided a grant for the second year. Ms. Steinberg reviewed goals for the upcoming New York State tests for both ELA & Math. The goal is hoping for at least 10% growth from last year's previous scores across all grades. Teachers have been preparing students through daily instruction & utilizing programs such as iReady, NYS Ready Books, Mastery, and Prestige. HLA has now implemented a missing assignment form for Middle School to help hold students accountable.

PTO President Lennie Blake shared PTO initiatives from the last month: family fun game night with pizza and snacks. They are currently working on a book fair!

#### **6. Network Report**

Valerie Khaytina shared that Hebrew Public is submitting a charter school application for Queens. Last week, Hebrew Public & affiliate schools from across the country came together in DC at Sela Charter School for a retreat and to share ideas.

#### **7. Public Comments**

No public comments were shared during this time.

#### **8. Adjournment**



Ellen Green asked for a motion to adjourn the meeting. Mike Tobman made the motion to adjourn at 6:22 pm. Valerie Khaytina seconded, and the meeting adjourned. The board will meet next on March 12, 2024.



## **Board of Trustees Meeting Minutes**

June 11, 2024, 6 pm

### **Trustees Present**

Ellen Green
Stella Binkevich
Valerie Khaytina
Alice Li
Mike Tobman

### **Also Present:**

Elyse Castellano, CFO/COO, Hebrew Public

Lauren Murphy, Associate Chief of Staff, Hebrew Public

Robert Keogh, 4th Sector Solutions, HLA Financial Consultant

1 member of the public

### **1. Call to Order/Public Comments**

Ellen Green called the meeting to order at 6:03 p.m. and reminded everyone in attendance they can sign up for public comments before the board meeting by emailing [boardhla@hebrewpublic.org](mailto:boardhla@hebrewpublic.org). Members of the public who missed the public notices can sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

### **2. Adoption of May & June 2024 Agenda**

Ellen Green asked for a motion to adopt the May & June 2024 agenda. Stella Binkevich made the motion, Mike Tobman seconded, and the motion unanimously passed.



### **3. Approval of April & May 2024 Meeting Minutes**

Ellen Green asked for a motion to approve the April & May 2024 Meeting minutes.

Mike Tobman made the motion, Ellen Green seconded, and the motion unanimously passed.

### **4. Policy Review & Adoption**

- a. Revised Conflict of Interest Policy
- b. Revised Code of Ethics Policy

Ellen Green asked for a motion to adopt the updated conflict of interest & code of ethics policies. Mike Tobman made the motion, Alice Li seconded and the motion went to a vote where it unanimously passed with no objections or abstentions.

### **5. Resolution for Approval of an increase of CMO Fee**

Elyse Castellano introduced Robert Keogh to HLA's board members and provided a brief overview of HLA's current financial situation and shared there is a surplus for the next year. This was reviewed last week with the finance committee and it was recommended that the resolution be brought forth to the entire board for approval.

Ellen Green asked for a motion to approve the increase of the fee from 10% to 12%. Valerie Khaytina abstained from the vote. Mike Tobman made the motion, Stella Binkevich seconded and the motion went to a vote where it unanimously passed with no objections.

### **6. Review and Approve 2024/25 Budget**

On June 4, 2024, the finance committee met to review both the financial projections for the 2024-25 school year and the proposed budget for the 2024-25 school year. The Committee voted to recommend that the Board adopt the 2024-25 budget.

Ellen Green asked for a motion to approve the 2024/25 budget. Mike Tobman made the motion, Stella Binkevich seconded and the motion went to a vote where it unanimously passed with no objections or abstentions.

### **7. Review and Approve 2024/25 Vendor List**

Ellen Green asked for a motion to approve the 2024/25 vendor list. Mike Tobman made the motion, Stella Binkevich seconded and the motion went to a vote where it unanimously passed with no objections or abstentions.

#### **8. Review and Approve updated Financial Policies and Procedures**

Robert Keogh provided a high-level overview on why the financial policies have been updated outlining that the procedures haven't been revised in several years and are outdated. The documents have been updated and now include all efficiencies HLA is utilizing in order to streamline financials.

Ellen Green asked for a motion to approve. Mike Tobman made the motion, Alice Li seconded and the motion went to a vote where it unanimously passed with no objections or abstentions.

#### **9. Review and Approve 2024/25 [Board and Committee Meeting Dates](#)**

Ellen Green asked for a motion to approve the 2024/25 board and committee meeting dates. Mike Tobman made the motion, Alice Li seconded and the motion went to a vote where it unanimously passed with no objections or abstentions.

#### **10. Approve Board officer roles for 2024/25**

- a. Ellen Green, Chair
- b. Mike Tobman, Vice Chair
- c. Alice Li, Treasurer
- d. Brian Tobin, Secretary

Ellen Green made the motion to approve the aforementioned board officer roles for 2024/25. Mike Tobman seconded and the motion went to a vote where it unanimously passed with no objections or abstentions.

#### **11. Board Member Term Renewal through June 30, 2027**

- a. Ellen Green
- b. Alice Li



Mike Tobman made the motion to approve the renewal of Ellen Green & Alice Li's terms through June 30, 2027. Stella Binkvich seconded and the motion went to a vote where it unanimously passed with no objections or abstentions.

## **12. Preview 2024/25 School Safety Plans**

The safety plan was previewed by the board + members of the public. The plan will be voted on during the August meeting– as per Section 155.17 of the Commissioner of Education's Regulations, charter schools **do** have to draft, publicly notice, and adopt a safety plan with a 30-day public comment period. That period will begin on July 1, the safety plan will be posted on the school's website.

## **13. Network Report**

Elyse Castellano provided a brief overview of the areas where Hebrew Public is partnering with HLA currently: summer professional development and the charter renewal. As a reminder, our renewal application is due September 1, 2024.

## **14. Public Comments**

No public comments were made during this time.

## **15. Adjournment**

Ellen Green asked for a motion to adjourn the meeting. Mike Tobman made the motion to adjourn at 6:20 pm, Alice Li seconded, and the meeting adjourned. The board will meet next on July 9, 2024.



## **Board of Trustees Meeting Minutes**

January 9, 2024, 6 pm

### **Trustees Present**

Ellen Green
Stella Binkevich
Alice Li
Valerie Khaytina
Mike Tobman

### **Also Present:**

Daniella Steinberg, Head of School, HLA

Lauren Murphy, Associate Chief of Staff, Hebrew Public

2 members of the public

### **1. Call to Order/Public Comments**

Ellen Green called the meeting to order at 6:02 p.m. and reminded everyone in attendance they can sign up for public comments before the board meeting by emailing [boardhla@hebrewpublic.org](mailto:boardhla@hebrewpublic.org). Members of the public who missed the public notices can sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

### **2. Adoption of January 2024 Agenda**

Ellen Green asked for a motion to adopt the January 2024 agenda. Mike Tobman made the motion, Alice Li seconded and the motion unanimously passed.

### **3. Approval of December 2023 Meeting Minutes**

Ellen Green asked for a motion to approve the December 2023 Meeting minutes. Mike Tobman made the motion, Alice Li seconded and the motion unanimously passed.

#### **4. Leadership Report**

HLA's Head of School, Daniella Steinberg shared a PowerPoint presentation with tons of pictures and covered updates from the past month including the student honor roll ceremony which included a lovely breakfast, Draw Me a City Competition where all schools including affiliate schools participate, the HLA staff holiday party which was held at Buckley's in Brooklyn, Third-grade 1st period shuffle which is being piloted. The shuffle will balance the goal of inclusivity and heterogeneous groupings reaching all students in HLA's instruction. This will provide students at various levels a period of the day to learn on their level and be pushed academically. Ms. Steinberg reviewed all test preparation key concepts and highlighted the 5th & 8th grade computer-based testing plan which provides students ample time to practice—the simulation for math will take place on January 24th. Ms. Steinberg previewed two lower school-wide incentives to work hard- whole class OLAM jars and individual student achievement awards. It's a fun and exciting way to get kids motivated! The new model for the Dean of Students was presented as well.

#### **5. Network Report**

Valerie Khaytina recapped the Festival of the Holidays event that took place at HLA in December. The event was inspired by an annual festival celebrated in the city of Haifa in Israel. Each December, HaChag Shel HaChagim is celebrated to highlight the common elements of all major holidays of light: Christmas, Hanukkah, Ramadan, and Diwali- when the light is bursting through the darkness. Our event was a huge success, with over 300 students in attendance with their families, and special performances from our students at HLA & HLA2.

#### **6. Public Comments**

No public comments were shared during this time.

#### **7. Adjournment**



Ellen Green asked for a motion to adjourn the meeting. Alice Li made the motion to adjourn at 6:23 pm. Valerie Khaytina seconded, and the meeting adjourned. The board will meet next on February 6, 2024.



## **Board of Trustees Meeting Minutes**

July 11, 2023, 6 pm

### **Trustees Present**

Brian Tobin
Ellen Green
Stella Binkevich
Alice Li

### **Also Present:**

Daniella Steinberg, HOS, HLA

Ksenia Parris, Director of Operations, HLA

Emily Fernandez, Chief Schools Officer, Hebrew Public

Lauren Murphy, Associate Chief of Staff, Hebrew Public

### **1. Call to Order/Public Comments**

Ellen Green called the meeting to order at 6:15 pm and reminded everyone in attendance they can sign up for public comments before the board meeting by emailing [boardhla@hebrewpublic.org](mailto:boardhla@hebrewpublic.org). Members of the public who missed the public notices can sign up during the meeting using the chat function and/or those present in the building can sign up on the attendance sheet. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

### **2. Adoption of July 2023 Agenda**

Ellen Green asked for a motion to adopt the July 2023 agenda. Stella Binkevich made the motion, Brian Tobin seconded and the motion unanimously passed.

### **3. Approval of June 2023 Meeting Minutes**

Ellen Green asked for a motion to approve the June 2023 Meeting Minutes. Brian Tobin made the motion, Alice Li seconded and the motion unanimously passed.

#### **4. Nomination of Valerie Khaytina to the Board of Trustees**

The board received a copy of Valerie Khaytina's board of trustees application prior to the meeting for review. Ellen Green asked the board if they had any questions or concerns, which they did not. Ellen Green asked for a motion to approve Valerie's nomination to the HLA board of trustees, Alice Li made the motion, Brian Tobin seconded and the motion went to a vote where it unanimously passed with no objections or abstentions.

Formal Board of Trustees Resolution:

*Hebrew Language Academy Charter School Board of Trustees, having reviewed the application in its entirety, has voted to select **Valerie Khaytina** as a member to its Board of Trustees, with a term expiring on **June 30, 2026**, pending approval by the Office of School Design and Charter Partnerships (OSDCP). The resolution approving **Valerie Khaytina** is adopted upon OSDCP's approval.*

#### **5. School Report**

Daniella Steinberg shared a presentation with the board and covered the following:

- Registration Update
  - Confirmed registrations are currently ahead of where HLA was last August
  - Total of 140 verified registrations
  - Continuing to register every day
- Summer School
  - Free summer school in HLA's building from 8 - 11:30 AM and then all students have the opportunity to attend camp at Kings Bay Y with transportation provided (all completely free!)
  - Kings Bay Y picks up students at 11:30 AM
  - 100 students signed up
  - HLA Teachers are running the program
    - Working with Lavinia for assessments
- Afterschool Program and Clubs Update for Fall
  - Families have received all of these notices already



- Free After School Program for K-5
  - Ends at 5:30 PM
  - Capped at 26 for each group- lottery if full
    - Different than last year when there was no cap
    - This is better for students and for staff
- Afterschool Director added
  - New addition! An HLA teacher has moved into this position
- Krav Maga, Orchestra, Chess, and Prestige for middle school
  - Still working on finalizing!
  - Small groups for intervention and literacy
  - Some accelerated groups as well
  - Preparing students for specialized testing
- Specials Update
  - Specials for K-4
    - Hebrew Dance (newly added)
    - Physical Education
    - Hebrew Music
    - Theater
  - Specials for 6-8
    - Drawing and Sculpture
    - Orchestra
    - Physical Education
    - Multicultural Dance
  - All specials classes capped at 15 students
    - Very important to have smaller groups in order to get the best results possible
- Professional Development for HLA Staff
  - Begins on August 17th for new staff
  - Begins on August 21st for returning staff
  - Centrally led sessions with Hebrew Public and school-based sessions with HLA Leadership Team
  - Each day begins with Morning Meeting- staff share
  - Team building activities combined with instructional sessions



## **6. Public Comments**

No public comments were made during this time.

## **7. Executive Session**

Stella Binkevich made a motion to enter into executive session at 6:20 pm, Alice Li seconded, and the motion passed unanimously.

Emily Fernandez led the board through Executive Session.

Ellen Green made the motion to exit the executive session, Brian Tobin seconded, and with no abstentions, the board exited the executive session at 6:34 pm.

The board reviewed the performance of the Head of School, Daniella Steinberg, and unanimously approved a salary adjustment for the next year.

## **8. Adjournment**

Ellen Green asked for a motion to adjourn the meeting at 6:35 pm. Alice Li made the motion to adjourn; Brian Tobin seconded and the meeting adjourned. The board will meet next on August 8, 2023.



## **Board of Trustees Meeting Minutes**

March 12, 2024, 6 pm

### **Trustees Present**

Ellen Green
Stella Binkevich
Brian Tobin
Mike Tobman

### **Also Present:**

Daniella Steinberg, Head of School, HLA

Lauren Murphy, Associate Chief of Staff, Hebrew Public

9 members of the public

### **1. Call to Order/Public Comments**

Ellen Green called the meeting to order at 6:03 p.m. and reminded everyone in attendance they can sign up for public comments before the board meeting by emailing [boardhla@hebrewpublic.org](mailto:boardhla@hebrewpublic.org). Members of the public who missed the public notices can sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

### **2. Adoption of March 2024 Agenda**

Ellen Green asked for a motion to adopt the March 2024 agenda. Mike Tobman made the motion, Stella Binkevich seconded, and the motion unanimously passed.

### **3. Approval of February 2024 Meeting Minutes**

Ellen Green asked for a motion to approve the February 2024 Meeting minutes. Mike Tobman made the motion, Stella Binkevich seconded, and the motion unanimously passed.

#### **4. Leadership Report**

A special remembrance was shared for Dr. K, a 5th-grade teacher who passed away unexpectedly. School social workers are available for all staff & students.

HLA's Head of School, Daniella Steinberg, shared a PowerPoint presentation with many pictures and covered updates from the past month, including a Hebrew & Israeli Dance Celebration, Black History Month showcase, a Draw Me a City Competition winner, and Honor Roll assemblies. Ms. Steinberg reviewed a new initiative where the Academic Deans will go over data and trends, provide weekly updates to academic plans for teachers, and continue toward the goal of high-level data-driven instruction in preparation for testing. Fifth-grade science test prep will take place on the computer. "Knowing Science," NYS Test preparation will be launched next week. It's an individualized platform for students that will supplement what is being taught in the classroom.

PTO President Lennie Blake shared PTO an event this Sunday, "Cookies & Canvas"; all families are welcome. A costume party on March 25th will be held in school in honor of Purim.

#### **5. Public Comments**

No public comments were shared during this time.

#### **6. Adjournment**

Ellen Green asked for a motion to adjourn the meeting. Mike Tobman made the motion to adjourn at 6:25 pm. Stella Binkevich seconded, and the meeting adjourned. The board will meet next on April 9, 2024.



## **Board of Trustees Meeting Minutes**

May 7, 2024, 6 pm

### **Trustees Present**

Ellen Green
Valerie Khaytina

### **Also Present:**

Daniella Steinberg, Head of School, HLA

Gerard Del Rosario, Director of Operations, HLA

Lauren Murphy, Associate Chief of Staff, Hebrew Public

0 members of the public

### **1. Call to Order/Public Comments**

Valerie Khaytina called the meeting to order at 6:02 p.m. and reminded everyone in attendance they can sign up for public comments before the board meeting by emailing [boardhla@hebrewpublic.org](mailto:boardhla@hebrewpublic.org). Members of the public who missed the public notices can sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

### **2. Adoption of May 2024 Agenda**

No quorum was present.

### **3. Approval of April 2024 Meeting Minutes**

No quorum was present.

### **4. Leadership Report**



HLA's Head of School, Daniella Steinberg, shared a PowerPoint presentation with many pictures and covered updates from the past month, including a dance team presentation from Holocaust Remembrance Day, where a Holocaust survivor came and spoke to the students. Teacher Appreciation week began on Monday and HLA partnered with the PTO for a breakfast this morning. A sneaker ball dance, where kids spent time together and enjoyed themselves. The Math State test is tomorrow. A staffing update was provided: HLA hired a new Director of Operations, Gerard Del Rosario. A Dean of Academics for Special Education is a new addition to the leadership team.

The school lottery took place on April 3rd. 104 total students have accepted, in progress, verified, and complete registrations for the next school year.

#### **5. Network Report**

No Network report was provided.

#### **6. Public Comments**

No public comments were received.

#### **7. Adjournment**

Valerie Khaytina adjourned the meeting at 6:17 pm. The board will meet next on June 11, 2024.



## **Board of Trustees Meeting Minutes**

December 5, 2023, 6 pm

### **Trustees Present**

Ellen Green
Stella Binkevich
Mike Tobman
Valerie Khaytina

### **Also Present:**

Daniella Steinberg, Head of School, HLA

Lauren Murphy, Associate Chief of Staff, Hebrew Public

1 members of the public

### **1. Call to Order/Public Comments**

Ellen Green called the meeting to order at 6:04 p.m. and reminded everyone in attendance they can sign up for public comments before the board meeting by emailing [boardhla@hebrewpublic.org](mailto:boardhla@hebrewpublic.org). Members of the public who missed the public notices can sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

### **2. Adoption of December 2023 Agenda**

Ellen Green asked for a motion to adopt the December 2023 agenda. Mike Tobman made the motion, Valerie Khaytina seconded and the motion unanimously passed.

### **3. Approval of November 2023 Meeting Minutes**

Ellen Green asked for a motion to approve the November 2023 Meeting minutes. Mike Tobman made the motion, Valerie Khaytina seconded and the motion unanimously passed.

#### **4. Leadership Report**

HLA's Head of School, Daniella Steinberg shared a PowerPoint presentation with tons of pictures and covered updates from the past month including Spirit Week and the PTO's can drive and middle & elementary school winter shows which featured the school's band, Hebrew dance & music, and dance team performances. A middle school student policy update for the next quarter was rolled out and is aligned with the Responsive Classroom model—attendance/timeliness and academic standards were highlighted. HLA leaders met with Hebrew Public's program team to discuss the 5th and 8th grade computer-based testing plan for the new year. All students will have ample practice with the technology before the test: *Keyboarding without Tears* 1x a week in class and at home and *Typing.com* 1-2x a week in class.

PTO President, Lennie Blake shared PTO initiatives from the last month: a donut party for Pre-K, 3rd- 5th-grade fall ball, a movie night with tons of volunteers and alumni, and a meet & greet during parent conferences.

#### **5. Network Report**

Valerie Khaytina shared Hebrew Public is hosting a Festival of the Holidays event at HLA on Sunday, December 17th from 3-5 pm. Hebrew Public is working on moving forward with opening a school in Queens. Valerie asked all board members if they know any families in CSD28, to please reach out!

#### **6. Public Comments**

No public comments were shared during this time.

#### **7. Adjournment**

Ellen Green asked for a motion to adjourn the meeting. Mike Tobman made the motion to adjourn at 6:26 pm. Valerie Khaytina seconded, and the meeting adjourned. The board will meet next on January 9, 2024.





## **Board of Trustees Meeting Minutes**

September 12, 2023, 6 pm

### **Trustees Present**

Alice Li
Ellen Green
Stella Binkevich
Valerie Khaytina

### **Also Present:**

Daniella Steinberg, Head of School, HLA

Lauren Murphy, Associate Chief of Staff, Hebrew Public

Lennie Blake, HLA's PTO President

1 member of the public

### **1. Call to Order/Public Comments**

Ellen Green called the meeting to order at 6:05 pm and reminded everyone in attendance they can sign up for public comments before the board meeting by emailing [boardhla@hebrewpublic.org](mailto:boardhla@hebrewpublic.org). Members of the public who missed the public notices can sign up during the meeting using the chat function and/or those present in the building can sign up on the attendance sheet. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

### **2. Adoption of September 2023 Agenda**

Ellen Green asked for a motion to adopt the September 2023 agenda. Alice Li made the motion, Stella Binkevich seconded, and the motion unanimously passed.

### **3. Approval of August 2023 Meeting Minutes**

Ellen Green asked for a motion to approve the August 2023 Meeting Minutes. Stella Binkevich made the motion, Alice Li seconded, and the motion unanimously passed.

#### **4. Leadership Report**

HLA's Head of School, Daniella Steinberg shared a PowerPoint presentation that covered back-to-school, enrollment, afterschool updates, and the orchestra program. The presentation included photos from the "Welcome Back Bash" which was a free carnival/dance party held at HLA at the end of August for new and returning families. The board also briefly heard from Lennie Blake regarding the PTO event calendar for the new school year.

#### **5. Network Report**

Valerie Khaytina shared the following with the board:

- Hebrew Public has been supporting all network schools at the start of the school year including HLA
- Hebrew Public hosted a mental health therapy training in partnership with the UJA Federation and Jewish Board of Family Services
  - 40+ mental health professionals came together in August
  - The training will benefit all students with trauma

#### **6. Public Comments**

No public comments were made during this time.

#### **7. CMO Evaluation**

Valerie Khaytina recused herself from participating in this item.

The board collectively reviewed, discussed, and conducted the charter management organization's (Hebrew Public) evaluation for the 22-23 school year in partnership with the Head of School.

#### **8. Executive Session**



Ellen Green asked for a motion to enter into executive session at 6:27 pm, Stella Binkevich made the motion, and Alice Li seconded, and the vote was unanimous.

No votes were taken during this time.

Ellen Green made a motion to exit the executive session at 6:35 pm, and the motion was seconded, and the vote was unanimous.

### **9. Adjournment**

Ellen Green asked for a motion to adjourn the meeting at 6:35 p.m. Stella Binkevich made the motion to adjourn; Alice Li seconded and the meeting adjourned. The board will meet next on October 17, 2023.



## **Board of Trustees Meeting Minutes**

October 17, 2023, 6 pm

### **Trustees Present**

Alice Li
Ellen Green
Mike Tobman
Valerie Khaytina

### **Also Present:**

Daniella Steinberg, Head of School, HLA  
Elyse Castellano, Chief Financial and Operating Officer, Hebrew Public  
Lauren Murphy, Associate Chief of Staff, Hebrew Public  
Lennie Blake, HLA's PTO President  
13 members of the public

### **1. Call to Order/Public Comments**

Ellen Green called the meeting to order at 6:06 p.m. and reminded everyone in attendance they can sign up for public comments before the board meeting by emailing [boardhla@hebrewpublic.org](mailto:boardhla@hebrewpublic.org). Members of the public who missed the public notices can sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

### **2. Adoption of October 2023 Agenda**

Ellen Green asked for a motion to adopt the October 2023 agenda. Mike Tobman made the motion, Alice Li seconded and the motion unanimously passed.

### **3. Approval of September 2023 Meeting Minutes**



Ellen Green asked for a motion to approve the September 2023 Meeting minutes. Mike Tobman made the motion, Alice Li seconded and the motion unanimously passed.

#### **4. Leadership Report**

HLA's Head of School, Daniella Steinberg shared a PowerPoint presentation that covered all updates from the past month including Prestige test prep, middle school clubs, upcoming class trips, and iReady assessments. Ms. Steinberg also reviewed the pre-existing security protocols and security enhancements at HLA.

PTO President, Lennie Blake shared current PTO initiatives: Kindersgrams in honor of anti-bullying, Penny Wars, and Movie Night!

#### **5. Network Report**

Elyse Castellano, Chief Financial and Operating Officer reiterated the enhancements to the security protocols at HLA and all Hebrew Public schools. HLA has been working with local officials and agencies to keep the school community safe.

Valerie Khaytina shared that Hebrew Public has been very involved in supporting all staff during this difficult time, especially the Hebrew teachers.

Hebrew Public was awarded 4.3 million dollars over the next three years for the Teacher and School Leader Incentive Program Grant which will support professional development and payscale systems to help retain school staff across all Hebrew Public schools.

#### **6. Public Comments**

A public comment was made regarding the war in Israel.

#### **7. Adjournment**

Ellen Green asked for a motion to adjourn the meeting at 6:45 p.m. Mike Tobman made the motion to adjourn; Valerie Khaytina seconded and the meeting adjourned. The board will meet next on November 14, 2023.



## **Board of Trustees Meeting Minutes**

November 14, 2023, 6 pm

### **Trustees Present**

Brian Tobin
Ellen Green
Mike Tobman
Valerie Khaytina

### **Also Present:**

Daniella Steinberg, Head of School, HLA

Lauren Murphy, Associate Chief of Staff, Hebrew Public

2 members of the public

### **1. Call to Order/Public Comments**

Ellen Green called the meeting to order at 6:03 p.m. and reminded everyone in attendance they can sign up for public comments before the board meeting by emailing [boardhla@hebrewpublic.org](mailto:boardhla@hebrewpublic.org). Members of the public who missed the public notices can sign up during the meeting using the chat function. Members of the board and staff do not typically respond to public comments at the time they are made. However, unanswered questions will be responded to within a few business days.

### **2. Adoption of November 2023 Agenda**

Ellen Green asked for a motion to adopt the November 2023 agenda. Mike Tobman made the motion, Brian Tobin seconded and the motion unanimously passed.

### **3. Approval of October 2023 Meeting Minutes**

Ellen Green asked for a motion to approve the October 2023 Meeting minutes. Mike Tobman made the motion, Brian Tobin seconded and the motion unanimously passed.



#### **4. Leadership Report**

HLA's Head of School, Daniella Steinberg shared a PowerPoint presentation with tons of joyful pictures and covered updates from the past month including school swag orders, family conferences, and school events. Many of the PTO events this month began at 4 pm which is during after-school hours, making these events more accessible to families. A reminder of HLA's family handbook policies was shared; the authorized visitor protocols were highlighted. All family members need to have an appointment, show ID, and check in with security guards before entering the building.

#### **5. Network Report**

Valerie Khaytina shared a brief student recruitment update. HLA is almost at capacity, and the recruitment cycle for the next school year has already begun.

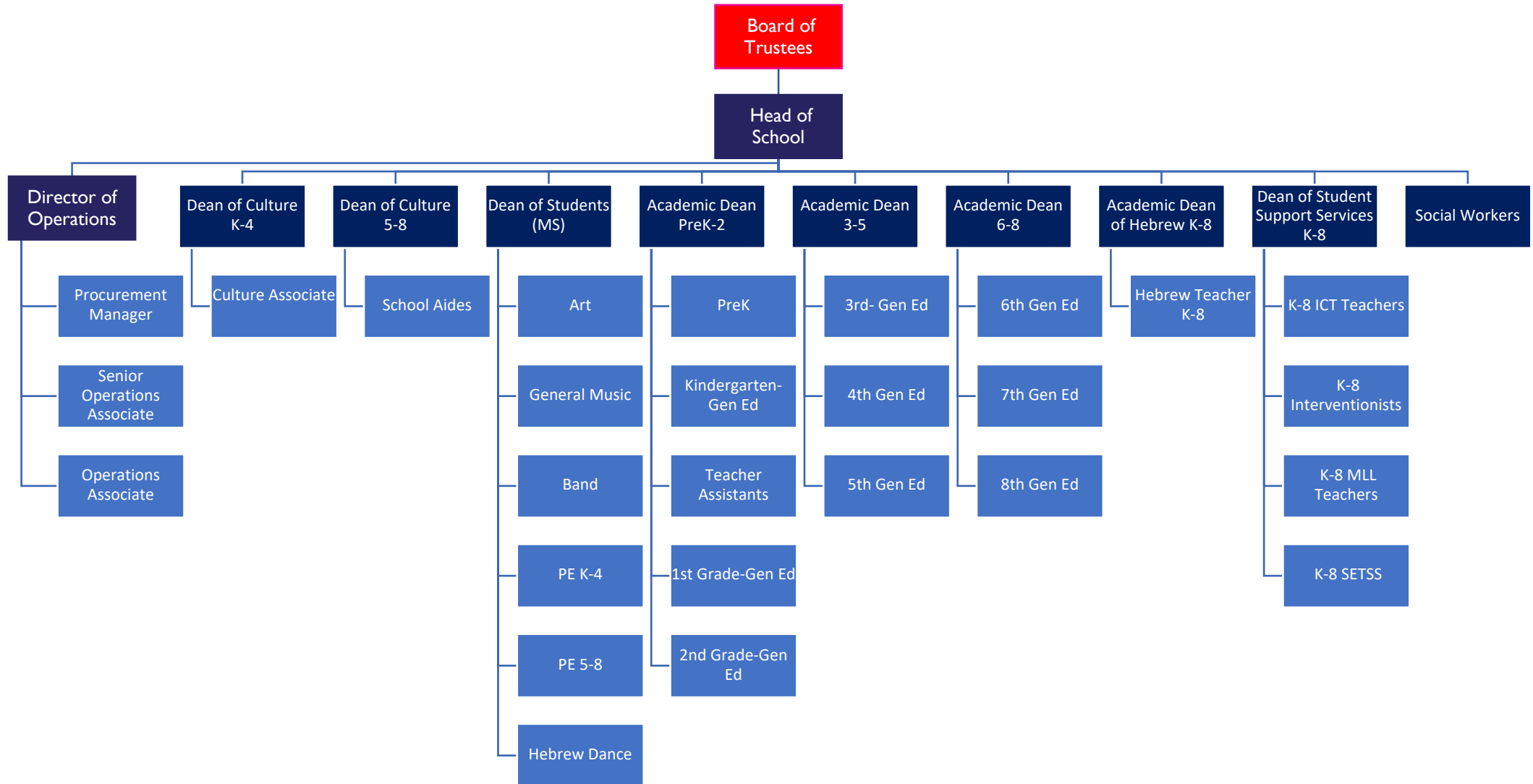
#### **6. Public Comments**

No public comments were shared during this time.

#### **7. Adjournment**

Ellen Green made the motion to adjourn at 6:25 pm. Valerie Khaytina seconded and the meeting adjourned. The board will meet next on December 5, 2023.

  
**HLA**  
 Hebrew Language Academy  
 CHARTER SCHOOL





# ACADEMIC CALENDAR 2024-2025 לוח שנת הלימודים

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

SEPTEMBER (20)						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER (20)						
Su	M	Tu	W	Th	F	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		

## Important Dates

### General Notes:

**September 3:** First Day of School (half day)  
**June 27:** Last Day of School (half day)  
**3:30pm** dismissal Monday - Thursday  
**1:00pm** dismissal Friday

### School Closings

**September 2:** Labor Day  
**October 3-4 :** Rosh Hashanah  
**October 14:** Indigenous Peoples' Day  
**November 1:** Diwali  
**November 11:** Veterans Day  
**November 28 - 29:** Thanksgiving  
**December 23 - January 1:** Winter break  
**January 2:** Staff PD Day (No Students)

**January 20:** MLK Day

**January 29:** Lunar New Year

**February 17 - 21:** Midwinter Break

**March 31:** Eid-al-Fitr

**April 14 - 18:** Spring Break

**May 26:** Memorial Day

**June 6:** Eid-al-Adha

**June 19:** Juneteenth

### Half Days

**September 3:** First Day of School, Half Day for Students (in-person)

**November 21:** Family Conferences, Half Day for Students (in-person)

**November 27:** Day before Thanksgiving, Half Day for Students (in-person)

**February 13:** Family Conferences, Half Day for Students (in-person)

**May 22:** Family Conferences, Half Day for Students (in-person)

**June 26:** Half Day for Students (in-person)

**June 27:** Last Day of School, Half Day for students (in-person)

### Family Conferences (half day for students)

**November 21-22:** Q1 Family Conferences

**February 13-14:** Q2 Family Conferences

**May 22-23:** Q3 Family Conferences

### Marking Periods

**Marking Period 1:** 9/3 - 11/8

**Marking Period 2:** 11/12 - 1/31

**Marking Period 3:** 2/3 - 4/11

**Marking Period 4:** 4/21 - 6/27

### State Testing

**NYSITELL Window:** 9/3 - 9/20

**NYSAA ELA/Math/Sci Assessment:** 4/29 - 5/14

**NYSESLAT Speaking Testing Window:** 4/21 - 5/23

**NYSESLAT Listening, Reading, Writing Testing Window:** 5/12 - 5/23

### Hebrew Public Assessments:

**IA #1 ELA:** 10/30 (grades 3-8)

**IA #1 Math:** 11/6 (grades 2-8)

**IA #2 ELA:** 1/14-15 (grades 3-8)

**IA #2 Math:** 1/22-23(grades 2-8)

NOVEMBER (17)						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER (15)						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JANUARY (19)						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

FEBRUARY (15)						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

MARCH (20)						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

APRIL (17)						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MAY (21)						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JUNE (18)						
Su	M	Tu	W	Th	F	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					

## Key

First Day/Last Day (students)

Half Day

Family Conferences (Early Dismissal)

Staff PD (No School)

No School



# FDNY

Jul 30, 2024

HEBREW LANGUAGE ACADEMY CHARTER SCHOOL MIDDLE SCHOOL (HLA)

2186 Mill Avenue  
Brooklyn, NY 11234--6308

Re: Fire Safety Inspection Report

**BIN:** 3332530

**FDNY Account:** 37167871

**DCID:**

**Facility Type:** Charter School

**DBA:** HEBREW LANGUAGE ACADEMY CHARTER SCHOOL MIDDLE SCHOOL (HLA)

**Premises:** 2186 MILL AVENUE BROOKLYN NY 11234

To Whom It May Concern:

The New York City Fire Department ("FDNY"), Bureau of Fire Prevention, Public Building Inspection Unit conducted an inspection of the above-referenced premises on 07/29/2024 at 05:17 PM

The inspection of the above-referenced premises and review of records maintained for such premises **DISCLOSED** the existence of unsafe and non-compliant fire and life safety conditions contrary to the requirements of the New York City Fire Code and/or other law, rule or regulation enforced by the Fire Department and within the scope of the inspection conducted by the above-referenced inspectional unit. Please use the FDNY Business portal to review non-compliant conditions, the link to which is as follows: <https://fires.fdnyccloud.org> Such conditions must be promptly corrected to maintain the premises safe for use and occupancy.



The inspection of the above-referenced premises and review of records maintained for such premises **DID NOT DISCLOSE** the existence of unsafe or non-compliant fire or life safety conditions contrary to requirements of the New York City Fire Code or other law, rule or regulation enforced by the Fire Department and within the scope of the inspection conducted by the above-referenced inspectional unit.

This report does not constitute a permit or other FDNY approval for any material, operation of facility at the premises. FDNY does not certify that the premises are free from any unsafe or non-compliant condition for which the premises has not been inspected by the above-referenced inspectional unit or that would not be disclosed by inspection in accordance with standard FDNY inspection protocols.

By Order of the Chief of Fire  
Prevention

**Fire Department, City of New York**  
9 MetroTech Center, Brooklyn New York 11201-3857

*Certificate of Occupancy*

**CO Number: 320521164F**

This certifies that the premises described herein conforms substantially to the approved plans and specifications and to the requirements of all applicable laws, rules and regulations for the uses and occupancies specified. No change of use or occupancy shall be made unless a new Certificate of Occupancy is issued. *This document or a copy shall be available for inspection at the building at all reasonable times.*

<b>A.</b>	<b>Borough:</b> Brooklyn	<b>Block Number:</b> 08470	<b>Certificate Type:</b> Final
	<b>Address:</b> 2186 MILL AVENUE	<b>Lot Number(s):</b> 1091	<b>Effective Date:</b> 04/12/2018
	<b>Building Identification Number (BIN):</b> 3332530	<b>Building Type:</b> Altered	
<b>This building is subject to this Building Code: Prior to 1968 Code</b>			
<i>For zoning lot metes &amp; bounds, please see BISWeb.</i>			
<b>B.</b>	<b>Construction classification:</b>	1-B	(2014/2008 Code)
	<b>Building Occupancy Group classification:</b>	E	(2014/2008 Code)
	<b>Multiple Dwelling Law Classification:</b>	None	
	<b>No. of stories:</b> 3	<b>Height in feet:</b> 45	<b>No. of dwelling units:</b> 0
<b>C.</b>	<b>Fire Protection Equipment:</b> Fire alarm system, Sprinkler system		
<b>D.</b>	<b>Type and number of open spaces:</b> Parking spaces (24), Parking (16117 square feet)		
<b>E.</b>	<b>This Certificate is issued with the following legal limitations:</b> None		
<b>Borough Comments:</b> None			



Borough Commissioner



Commissioner



*Certificate of Occupancy*

CO Number: **320521164F**

Permissible Use and Occupancy						
All Building Code occupancy group designations below are 2008 designations.						
Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code occupancy group	Dwelling or Rooming Units	Zoning use group	Description of use
OS P		OG	E		03	PARKING SPACES IN CONJUNCTION WITH COMMUNITY FACILITY, TOTAL 24 PARKING SPACE.
001	001 240	40	E		03	CLASSROOMS & ACCESSORY OFFICES, AND ACCESSORY STORAGE
001	001 660	100	A-3		03	GYMNASIUM (282), AUDITORIUM (564), CAFETERIA (96)
002	002 521	40	E		03	CLASSROOMS & ACCESSORY OFFICES, AND ACCESSORY STORAGE
003	003 598	40	E		03	CLASSROOMS & ACCESSORY OFFICES, AND ACCESSORY STORAGE
RO F			E		03	ELEVATOR BULKHEAD, STAIR BULKHEAD
ZONING EXHIBIT I AND III, CRFN# 2016000005467 AND 2016000005466						
<b>END OF SECTION</b>						



Borough Commissioner



Commissioner

**END OF DOCUMENT**