



I. SCHOOL INFORMATION AND COVER PAGE (To be Completed By All Charter Schools)

Created: 07/06/2015

Last updated: 07/25/2015

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

Page 1

1. SCHOOL NAME AND AUTHORIZER

(Select name from the drop down menu)

HEALTH SCIENCES CS (REGENTS) 140600860961

2. CHARTER AUTHORIZER

(For technical reasons, please re-select authorizer name from the drop down menu).

Regents-Authorized Charter School

3. DISTRICT / CSD OF LOCATION

Buffalo

4. SCHOOL INFORMATION

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

4a. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

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

5. SCHOOL WEB ADDRESS (URL)

www.healthsciencescharterschool.org

6. DATE OF INITIAL CHARTER

2009-09-01 00:00:00

7. DATE FIRST OPENED FOR INSTRUCTION

2010-08-01 00:00:00

8. FINAL VERIFIED BEDS ENROLLMENT FOR THE 2014-15 School Year as reported to Department's Office of Information and Reporting Services (via the NYC DOE for charter schools in NYC) in August.

459

9. GRADES SERVED IN SCHOOL YEAR 2014-15

Check all that apply

Grades Served	9, 10, 11, 12
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10. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION?

	Yes/No	Name of CMO/EMO
	No	

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11. FACILITIES

Will the School maintain or operate multiple sites?

No, just one site.

12. SCHOOL SITES

Please list the sites where the school will operate in 2015-16.

	Physical Address	Phone Number	District/CSD	Grades Served at Site	School at Full Capacity at Site	Facilities Agreement
Site 1 (same as primary site)	1140 Ellicott Street, Buffalo, NY 14209	716-888-4080	BUFFALO CITY SD	9-12	Yes	Rent/Lease
Site 2						
Site 3						

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

Name	Work Phone	Alternate Phone	Email Address
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School Leader	Dr. Hank Stopinski	716-888-4080		[REDACTED]
Operational Leader	Dr. Hank Stopinski	716-888-4080		[REDACTED]
Compliance Contact	Lisa Newell	716-888-4080		[REDACTED]
Complaint Contact	Greg Altman	716-888-4080		[REDACTED]

13. Are the School sites co-located?

No

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14. Were there any revisions to the school's charter during the 2014-2015 school year? (Please include both those that required authorizer approval and those that did not require authorizer approval).

No

15. Name and Position of Individual(s) Who Completed the 2014-15 Annual Report.

Greg Altman, CFO

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

Responses Selected:

Yes

Signature, Head of Charter School



Signature, President of the Board of Trustees



Thank you.



Appendix A: Link to the New York State School Report Card

Last updated: 07/06/2015

Page 1

Charter School Name:

1. NEW YORK STATE REPORT CARD

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

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

<http://data.nysed.gov/reportcard.php?year=2014&instid=800000065871>



Appendix A: Progress Toward Goals

Created: 07/19/2015

Last updated: 08/01/2015

Page 1

Charter School Name:

1. NEW YORK STATE REPORT CARD

Provide a direct URL or web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>) which captures school-level enrollment and demographic information, staff qualifications, electronic student records, and attendance rates, as prescribed by New York State statute (8 NYCRR 119.3).

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

<http://data.nysed.gov/profile.php?instid=800000065871>

2. APPENDIX A: PROGRESS TOWARD CHARTER GOALS

The following tables reflect formatting in the online portal required for Board of Regents-authorized charter schools and NYCDOE-authorized charter schools only. Schools should list Progress Toward Charter Goals by August 1, 2015. If the goals are based on student performance data that the school will not have access to before August 1, 2015 (e.g., the NYS Assessment results), explain this in the "2014-2015 Progress Toward Attainment of Goal" column. The information can be updated when available. Appendix A must be fully completed no later than November 1, 2015.

2a. ACADEMIC STUDENT PERFORMANCE GOALS

2014-15 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	2014-2015 Progress Toward Attainment of Goal - Met, Partially Met, or Not Met	If Not Met, Describe Efforts School Will Take
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Academic Goal 1	2015 NYS Regents Integrated Algebra (Algebra 1) examination scores will meet or exceed charter performance targets. 2015 NYS Regents Integrated Algebra (Algebra 1) examination scores will meet or exceed charter performance targets.	June and August 2015 NYSED Regents Examinations.	43% of the HSCS students scored above 65% in June 2015. Target-71%.	Target was set based on Algebra 1 results in 2014 cohort (76%) prior to shift to Common Core. The group of students that took the exam were not first-time test takers. New math interventions have been designed and additional PD in Common Core will be provided to teachers. The four-week summer session focused heavily on math remediation with incoming freshman as well. Grade level teams have been formed to assess developmental needs of students and ensure consistency across content areas. Staff is revising student discipline and management policies aligned with "principle based student management".
Academic Goal 2	2015 NYS Regents Geometry examination scores will meet or exceed charter performance targets.	June and August 2015 NYSED Regents Examinations.	Met and exceeded goal. 77% of the HSCS students scored above 65% in June 2015. Target-65%.	N/A
Academic Goal 3	2015 NYS Regents Living Environment examination scores will meet or exceed charter performance targets.	June and August 2015 NYSED Regents Examinations.	55% of the HSCS students scored above 65% in June 2015. Target-73%.	A foundational Living Environment class has been developed to complement literacy interventions, perform regular assessments and identify greatest areas of need for intervention. The bell schedule has also been adjusted to incorporate extra Regents prep time into the school day. Lab classes have also been added as per an A day/B day schedule. Students also participated in an intensive summer session focused on remediation. Grade level teams have been formed to assess developmental needs of students and ensure consistency across content areas. Staff is revising student discipline and management policies aligned with "principle based student management".

Academic Goal 4	2015 NYS Regents Global History & Geography examination scores will meet or exceed charter performance targets.	June and August 2015 NYSED Regents Examinations.	30% of the HSCS students scored above 65% in June 2015. Target-69%.	Continued literacy interventions will be developed based on specific student needs. Additional Professional Development specifically focused on Global Studies will be offered. The bell schedule has also been adjusted to incorporate extra Regents prep time into the school day. Students participated in an intensive summer session focused on remediation. Grade level teams have been formed to assess developmental needs of students and ensure consistency across content areas. Staff is revising student discipline and management policies aligned with "principle based student management".
Academic Goal 5	2014 NYS Regents Algebra 2 examination scores will meet or exceed charter performance targets.	June and August 2015 NYSED Regents Examinations.	36% of the HSCS students scored above 65% in June 2015. Target-46%	Target was set based on Algebra 1 results in 2014 cohort (76%) prior to shift to Common Core. New math interventions have been designed and additional PD in Common Core will be provided to teachers. The four-week summer session focused heavily on math remediation as well. The bell schedule has also been adjusted to incorporate extra Regents prep time into the school day.
Academic Goal 6	2015 NYS Regents US History & Government examination scores will meet or exceed charter performance targets.	June and August 2015 NYSED Regents Examinations.	Met and exceeded goal. 81% of the HSCS students scored above 65% in June 2015. Target-71%.	N/A
Academic Goal 7	2015 NYS Regents Comprehensive English examination scores will meet or exceed charter performance targets.	June and August 2015 NYSED Regents Examinations.	69% of the HSCS students scored above 65% in June 2015. Target-83%.	Comprehensive literacy interventions during four-week summer program focused on Regents review. August results projected to be near/at goal. Additional PD will be offered focused on Common Core and increased ABLA members focused on literacy interventions. The bell schedule has also been adjusted to incorporate extra Regents prep time into the school day.

Academic Goal 8	2015 NYS Regents Chemistry examination scores will meet or exceed the 2014 NYS average.	June and August 2015 NYSED Regents Examinations.	Met and exceeded goal. 71% of the HSCS students scored above 65% in June 2015. Target-40%	N/A
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2a1. Do have more academic goals to add?

Yes

2014-15 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Measure Used to Evaluate Progress Toward Attainment of Goal - Met, Partially Met, Not Met	If Not Met, Describe Efforts School Will Take
Academic Goal 9	80% of students graduating will receive a Regents Diploma.	June and August 2015 graduation rate.	Met and exceeded goal. As of June, the unofficial graduation rate is 83%, which is anticipated to increase to 91% in August.	Comprehensive academic support during the summer session will result in additional seniors obtaining a Regents Diploma therefore increasing the 4-year graduation rate.
Academic Goal 10	Each student will demonstrate an annual growth rate that is 70% of the Performance Series national standards in literacy.	New York State approved Performance Series literacy assessments for grades 9 through 11 were conducted in the fall and spring.	Goal met.	N/A
Academic Goal 11	80% of the student body will participate in college preparation coursework.	PSAT, SAT, PLAN (Pre-ACT), ACT, and Accu-placer preparation courses for Seniors and a minimum of two campuses per year for Juniors.	Goal met. 100% of students participated in at least one college prep activity.	N/A
Academic Goal 12	10-20% of students at-risk of not obtaining a Regents Diploma will be enrolled in a certification program at BOCES, GED programming, or pursue an alternative diploma based on an IEP, or SLOs for ELL students, to ensure they meet	School staff and Counselors work with partners to track student progress.	Goal met. Summer programming, Adopt A Junior, Urban League Programming at the School have provided at-risk students with support and guidance.	
Academic Goal 13	Students will participate in at least four career events.	School developed and monitored events with multiple collaborative partners.	Goal met. Well over four school day events were held including mock interviews, College Day, MASH Camps, Doctors Back to School Day, etc. In addition, students were exposed to over 100 professionals and dozens of health career professionals over the year	N/A
Academic Goal 14	Students will complete 100 hours of service or more.	Student service hours tracked by School College and Career Coordinator.	Goal met. All graduating seniors met service hours goal.	N/A

Academic Goal 15				
Academic Goal 16				

2a2. Do have more academic goals to add?

No

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2b. ORGANIZATIONAL GOALS

2014-15 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	2014-15 Progress Toward Attainment	If Not Met, Describe Efforts School Will Take
Org Goal 1	120 students will be enrolled in Year VI of the Charter.	Monthly billing reports and data warehouse submissions.	Goal met.	N/A
Org Goal 2	High percentage of students will re-enroll for the following year.	Intent to return letters from parents.	Goal met.	N/A
Org Goal 3	Parent satisfaction will be realized.	Semi-annual satisfaction surveys.	Multiple family engagement events were hosted at the School, such as the Diversity Dinner Back to School Night, Parent Orientation, Athletic Award Ceremony in which hundreds of families attended. Positive parent feedback was expressed on multiple occasions, however, not captured in a formal assessment.	Parent engagement efforts in 2014-15 will include formal survey Family Engagement Plan has been developed and will be implemented in 2104-15, which will entail formal parental surveys and opportunity for feedback.
Org Goal 4	Student satisfaction will be realized.	Annual satisfaction survey.	88% of those students surveyed in 2014-15 were satisfied or extremely satisfied.	N/A
Org Goal 5	100% of teachers will be effective/highly effective.	Annual teacher assessments utilizing Danielson Framework.	100% of teachers were effective/highly effective.	N/A

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

No

2c. FINANCIAL GOALS

2014-15 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	2014-2015 Progress Toward Attainment	If Not Met, Describe Efforts School Will Take
Financial Goal 1	Design a reporting format that will enable the administration, Finance Committee, and Board of Trustees to effectively and efficiently exchange, analyze, and communicate financial information in a timely manner.	Monthly reports to the Finance Committee and BOT	Format has been developed and utilized on a monthly basis.	N/A
Financial Goal 2	Continue to develop and implement internal controls for the protection of school assets.	Final policies adopted by Board of Trustees.	The School has designed systems with separation of responsibilities. Implemented procedures for each policy adopted by the Board with clear designation of responsibility. Designed fixed asset management system and implemented fixed asset software to assist in managing them.	N/A
Financial Goal 3	Follow procurement policy as developed and adopted by the school's Finance Committee and Board of Trustees.	Final policies adopted by Board of Trustees.	Internal audits of policies and procedures, including examination of all external contracts for services.	N/A
Financial Goal 4	Meet the requirements necessary for a favorable audit for year-end.	Independent Auditor's Report.	Audit will be completed and submitted to NYSED by November 1, 2015.	N/A
Financial Goal 5	Continue to project and meet the projected programmatic and fiscal needs of the school.	Monthly Finance reports to Finance	Supported instructional curriculum, technology, college and career events through expenditures, investments and grants. The Finance Committee continues to develop a long-term fiscal sustainability plan.	N/A



Appendix B: Total Expenditures and Administrative Expenditures per Child

Created: 07/07/2015

Last updated: 07/20/2015

Page 1

Charter School Name:

B. Financial Information

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

1. Total Expenditures Per Child

To calculate '**Total Expenditures per Child**' take total expenditures (from the unaudited 2014-15 Schedule of Functional Expenses) and divide by the year end per pupil count. (Integers Only. No dollar signs or commas).

Line 1: Total Expenditures	6712920
Line 2: Year End Per Pupil Count	459
Line 3: Divide Line 1 by Line 2	14625

2. Administrative Expenditures per Child

To calculate '**Administrative Expenditures per Child**' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2014-15 Schedule of Functional Expenses) and divide by the year end per pupil count. The relevant portion that must be included in this calculation is defined as follows:

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

Please note the following:

- Do not include the FTE of personnel dedicated to administration of the instructional programs.
- Do not include Employee Benefit costs or expenditures in the above calculations.
- A template for the Schedule of Functional Expenses is provided on page 20 of the 2014-15 Annual Report Guidelines to assist schools identify the categories of expenses needed to compute the two per pupil calculations. This template does not need to be completed or submitted on August 1st as it will be submitted November 1st as part of the audited financial statements. Therefore schools should use unaudited amounts for these per pupil calculations. (See the 2014-15 Annual Report Guidelines in "Resources" area of your portal task page).

To calculate 'Administrative Expenditures per Child**' take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the 2014-15 Schedule of Functional Expenses) and divide by the year end per pupil count. (Integers Only. No dollar signs or commas).**

Line 1: Relevant Personnel Services Cost (Row)	0
Line 2: Management and General Cost (Column)	2446209
Line 3: Sum of Line 1 and Line 2	2446209
Line 4: Year End Per Pupil Count	459
Line 5: Divide Line 3 by the Year End Per Pupil Count	5329

Thank you.



Financial A

School Name:

Date:

School Fiscal Contact Name:

School Fiscal Contact Email:

School Fiscal Contact Phone:

District of Location:

Authorizer:

Years of Operation:

Facility:

Grades Currently Served:

Planned Grades at Full Capacity:

Enrollment:

Max Enrollment:

Year of Most Recent Data

School Fiscal Contact Phone:

School Audit Firm Name:

School Audit Contact Name:

School Audit Contact Email:

School Audit Contact Phone:

Latest Audit Period (through June 30):

Do Not Use this Box



Audit Supplemental Data Request Form

for Regents-Authorized Charter Schools

Health Sciences Charter School

08/01/2015

Gregory J. Altman, CPA

Buffalo

SED

5

Public

9 - 12

9 - 12

452

480

2015

716-888-4080, ext. 175

Kirisits & Associates CPAs, PLLC

Karen Burnhans, CPA

KarenB@kirisitscpa.com

716-881-0089

2015

Health Sciences Charter School2015

FILL IN GRAY CELLS

Health Sciences Charter School
STATEMENTS OF FINANCIAL POSITION

FOR THE YEARS ENDED JUNE 30, 2015

	<u>2015</u>	<u>2014</u>
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$464,309	\$350,656
Grants and contracts receivable	-	-
Accounts receivables	10,860	369,607
Inventory	-	-
Prepaid Expenses	59,143	36,915
Contributions and other receivables	-	-
Other	-	-
TOTAL CURRENT ASSETS	\$534,312	\$757,178
OTHER ASSETS		
Investments	\$-	\$-
Property, Plant and Equipment, Net	7,915,201	8,339,358
Deposits	8,845	8,845
OTHER ASSETS	\$7,924,046	\$8,348,203
TOTAL ASSETS	<u>\$8,458,358</u>	<u>\$9,105,381</u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable and accrued expenses	\$627,830	\$711,297
Accrued payroll and benefits	-	-
Refundable Advances	-	-
Deferred Revenue	89,082	-
Current maturities of long-term debt	25,452	204,127
Short Term Debt - Bonds, Notes Payable	-	224,000
Other	-	-
TOTAL CURRENT LIABILITIES	\$742,363	\$1,139,424
LONG-TERM DEBT, net current maturities	\$8,498,111	\$8,525,070
TOTAL LIABILITIES	<u>\$9,240,474</u>	<u>\$9,664,494</u>
NET ASSETS		
Unrestricted	\$(782,116)	\$(559,113)
Temporarily restricted	-	-
TOTAL NET ASSETS	\$(782,116)	\$(559,113)
TOTAL LIABILITIES AND NET ASSETS	<u>\$8,458,358</u>	<u>\$9,105,381</u>
	Check	0

FILL IN GRAY CELLS

Health Sciences Charter School
STATEMENTS OF ACTIVITIES
FOR THE YEARS ENDED JUNE 30, 2015

	2015			2014
	Unrestricted	Temporarily Restricted	Total	Total
REVENUE, GAINS AND OTHER SUPPORT				
State & Local Operating Revenue	\$5,913,325	\$-	\$5,913,325	\$5,676,563
Federal - Title and IDEA	176,774	-	176,774	267,193
Federal - Other	-	-	-	-
State and City Grants	-	-	-	-
Contributions and private grants	58,641	-	58,641	369,459
After school revenue	-	-	-	-
Other	149,395	-	149,395	156,440
Food Service/Child Nutrition Program	<u>191,782</u>	<u>-</u>	<u>191,782</u>	<u>269,689</u>
TOTAL REVENUE, GAINS AND OTHER SUPPORT	\$6,489,917	\$-	\$6,489,917	\$6,739,344
EXPENSES				
Program Services				
Regular Education	\$3,344,786	\$-	\$3,344,786	\$3,462,514
Special Education	319,817	-	319,817	561,852
Other Programs	<u>602,108</u>	<u>-</u>	<u>602,108</u>	<u>664,686</u>
Total Program Services	\$4,266,711	\$-	\$4,266,711	\$4,689,052
Supporting Services				
Management and general	\$2,446,209	\$-	\$2,446,209	\$1,836,066
Fundraising	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL OPERATING EXPENSES	\$6,712,920	\$-	\$6,712,920	\$6,525,118
SURPLUS / (DEFICIT) FROM SCHOOL OPERATIONS	\$(223,003)	\$-	\$(223,003)	\$214,226
Contributions				
Foundations	\$-	\$-	\$-	\$-
Individuals	-	-	-	-
Corporations	-	-	-	-
Fundraising	-	-	-	-
Interest income	-	-	-	-
Miscellaneous income	-	-	-	-
Net assets released from restriction	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL SUPPORT AND OTHER REVENUE	\$-	\$-	\$-	\$-
CHANGE IN NET ASSETS	\$(223,003)	\$-	\$(223,003)	\$214,226
NET ASSETS BEGINNING OF YEAR	\$(559,113)	\$-	\$(559,113)	\$(773,339)
PRIOR YEAR/PERIOD ADJUSTMENTS	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET ASSETS - END OF YEAR	<u>\$782,116</u>	<u>\$-</u>	<u>\$782,116</u>	<u>\$559,113</u>



October 29, 2015

New York State Education Department
89 Washington Avenue
Albany, NY 12234

Re: Audit Report, June 30, 2015
Schedule of Findings

Dear Sir/Madam:

On behalf of the Board of Trustees of Health Sciences Charter School (“the school”), I am responding with a Corrective Action Plan to the June 30, 2015 Schedule of Findings included with the auditor’s report for such period. For the condition noted in the findings, the following is the school’s corrective action taken or proposed:

1. Condition:

During our testwork of student files, we noted one instance in which the student file was missing proof of residence or did not have adequate proof of current residence.

Implementation Plan of Action(s):

The school has a policy that no student file will be sent up to guidance unless the file is complete, which includes adequate proof of residence for students applying to the school for admission. The school has reminded all clerical staff of the protocol/policy (this includes the school’s receptionist and guidance clerk, both of whom work on student admissions). In order to ensure this process is being adhered to, the school instituted processes last year to test this. The Chief Information Officer regularly (at least quarterly) conducts an internal audit by testing random files to certify that student files are being accurately maintained and have all the required items included in such files.



Implementation Date:

Immediately.

Person Responsible for Implementation:

Dr. Hank Stopinski, Principal.

We intend to utilize the Schedule of Findings to enhance our policies and procedures in the Business Office as a means of strengthening our internal controls and improving operations.

If you have any questions, please feel free to contact me.

Very truly yours,

/s/ *Gregory J. Altman, CPA*

Gregory J. Altman, CPA
Director of Finance and Operations

cc: Karen Burhans, CPA
Kirisits & Associates, CPAs, PLLC
1231 Delaware Avenue, Suite 6
Buffalo, NY 14209

HEALTH SCIENCES CHARTER SCHOOL

FINANCIAL STATEMENTS

JUNE 30, 2015 AND 2014

(With Independent Auditors Report Thereon)



KIRISITS & ASSOCIATES
CPAS, PLLC
CERTIFIED PUBLIC ACCOUNTANTS

Karen E. Burhans CPA
Lisa M. Kirisits CPA, MBA

Independent Auditors' Report

To The Board of Trustees
Health Sciences Charter School
Buffalo, New York

Report on the Financial Statements

We have audited the accompanying financial statements of Health Sciences Charter School (a nonprofit organization), which comprise the statements of financial position as of June 30, 2015 and 2014, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Health Sciences Charter School as of June 30, 2015 and 2014, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated October 29, 2015, on our consideration of Health Sciences Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Health Sciences Charter School's internal control over financial reporting and compliance.

Kerrato & Associates CPAs, PLLC

Buffalo, New York
October 29, 2015

HEALTH SCIENCES CHARTER SCHOOL
STATEMENTS OF FINANCIAL POSITION
JUNE 30, 2015 AND 2014

ASSETS

	2015	2014
CURRENT ASSETS		
Cash and cash equivalents	\$ 495,629	\$ 350,656
Receivables	133,554	369,607
Prepaid expenses	49,151	36,915
Deposits and other assets	34,729	42,305
TOTAL CURRENT ASSETS	713,063	799,483
Property and equipment, net of accumulated depreciation and amortization	7,886,557	8,305,898
TOTAL ASSETS	\$ 8,599,620	\$ 9,105,381

LIABILITIES AND NET DEFICIT

CURRENT LIABILITIES		
Accounts payable	\$ 98,843	\$ 235,522
Line of credit	-	224,000
Accrued expenses	530,177	471,876
Accrued interest	6,862	3,899
Deferred revenue	38,560	-
Current portion of long-term debt	132,611	126,256
Current portion of capital lease obligation	125,386	77,871
TOTAL CURRENT LIABILITIES	932,439	1,139,424
Long-term debt	2,070,383	2,203,890
Capital lease obligation, less current portion	6,195,794	6,321,180
TOTAL LIABILITIES	9,198,616	9,664,494
CONTINGENCIES (NOTE 11)		
NET DEFICIT		
Unrestricted net deficit	(610,365)	(561,188)
Temporarily restricted net assets	11,369	2,075
TOTAL NET DEFICIT	(598,996)	(559,113)
TOTAL LIABILITIES AND NET DEFICIT	\$ 8,599,620	\$ 9,105,381

See accompanying notes to financial statements.

HEALTH SCIENCES CHARTER SCHOOL
STATEMENTS OF ACTIVITIES
FOR THE YEARS ENDED JUNE 30, 2015 AND 2014

	2015	2014
CHANGES IN UNRESTRICTED NET ASSETS		
REVENUE		
Public School District:		
Revenue - resident student enrollment	\$ 5,401,851	\$ 5,190,147
Revenue - students with disabilities	577,867	486,416
Federal and State grants	227,587	267,193
Contributions and private grants	4,628	367,384
Cafeteria income	192,693	184,944
In-kind contributions	222,893	156,440
Other income	248,523	84,745
Net assets released from restriction	4,500	-
	6,880,542	6,737,269
TOTAL UNRESTRICTED REVENUES AND OTHER SUPPORT		
EXPENSES		
Regular education	3,611,743	3,461,163
Special education	448,402	562,077
Other programs	717,569	664,911
Management and general	2,152,005	1,836,967
	6,929,719	6,525,118
TOTAL EXPENSES		
INCREASE (DECREASE) IN UNRESTRICTED NET ASSETS	(49,177)	212,151
CHANGES IN TEMPORARILY RESTRICTED NET ASSETS		
Contributions	13,794	2,075
Net assets released from restriction	(4,500)	-
	9,294	2,075
INCREASE IN TEMPORARILY RESTRICTED NET ASSETS		
INCREASE (DECREASE) IN NET ASSETS	(39,883)	214,226
NET DEFICIT - BEGINNING OF YEAR	(559,113)	(773,339)
NET DEFICIT - END OF YEAR	\$ (598,996)	\$ (559,113)

See accompanying notes to financial statements.

HEALTH SCIENCES CHARTER SCHOOL
STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2015 (WITH COMPARATIVE TOTALS FOR 2014)

		Program Expenses					2015	2014
		Regular Education	Special Education	Other Programs	Total Program Expenses	Management and General	Total Expenses	Total Expenses
Salaries	No. of Positions							
Administrative staff	16 \$	-	-	-	-	663,997	663,997	514,559
Instructional	37	2,039,657	323,772	-	2,363,429	-	2,363,429	2,374,338
Non-instructional	5	-	-	41,858	41,858	-	41,858	22,302
Total salaries	58	2,039,657	323,772	41,858	2,405,287	663,997	3,069,284	2,911,199
Fringe benefits and payroll taxes		403,794	64,098	8,287	476,179	131,452	607,631	537,051
Retirement		79,219	12,575	1,626	93,420	25,789	119,209	82,140
Summer school		-	-	101,053	101,053	-	101,053	103,194
Textbooks and materials		82,325	-	-	82,325	-	82,325	68,473
Athletic expenses		-	-	62,996	62,996	-	62,996	68,147
Field trips		14,612	-	-	14,612	-	14,612	18,310
Uniforms		17,275	-	-	17,275	-	17,275	1,630
Instructional consultants		1,100	-	-	1,100	-	1,100	20,955
Transportation		-	-	24,655	24,655	-	24,655	27,344
Food service		-	-	196,660	196,660	-	196,660	220,209
Staff development		44,422	-	-	44,422	-	44,422	28,711
Student activities		-	-	74,786	74,786	-	74,786	83,090
Occupancy		6,721	480	480	7,681	1,919	9,600	62,879
Utilities		59,690	4,264	4,264	68,218	17,054	85,272	99,200
Custodial expense		95,166	6,798	6,798	108,762	27,190	135,952	143,523
Facility management fees		-	-	-	-	43,142	43,142	32,874
Repairs and maintenance		-	-	-	-	127,674	127,674	73,523
Security and safety		-	-	139,941	139,941	-	139,941	105,789
Data and communications		104,952	7,497	7,497	119,946	29,985	149,931	95,002
Office expense		-	-	-	-	11,227	11,227	12,134
Dues and memberships		-	-	-	-	938	938	1,337
Telephone and internet		19,719	1,409	1,409	22,537	5,633	28,170	21,943
Postage and printing		-	-	-	-	62,456	62,456	53,618
Travel and conferences		2,880	-	-	2,880	-	2,880	4,858
Professional fees		-	-	-	-	19,191	19,191	30,758
Marketing and recruitment		9,363	-	-	9,363	9,363	18,726	23,460
Payroll and HR services		40,341	6,404	828	47,573	13,133	60,706	64,213
Contracted services		141,540	-	-	141,540	185,638	327,178	301,112
Insurance		29,618	2,116	2,116	33,850	8,462	42,312	48,536
Miscellaneous		15,305	2,429	314	18,048	4,982	23,030	3,185
Minor equipment		2,000	-	-	2,000	-	2,000	5,700
Total expenses before depreciation and interest		3,209,699	431,842	675,568	4,317,109	1,389,225	5,706,334	5,354,097
Depreciation and amortization		402,044	16,560	42,001	460,605	64,436	525,041	495,701
Interest expense		-	-	-	-	698,344	698,344	675,320
Total functional expenses		\$ 3,611,743	\$ 448,402	\$ 717,569	\$ 4,777,714	\$ 2,152,005	\$ 6,929,719	\$ 6,525,118

See accompanying notes to financial statements.

HEALTH SCIENCES CHARTER SCHOOL
STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED JUNE 30, 2015 AND 2014

	2015	2014
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from public school district	\$ 6,018,884	\$ 5,630,535
Cash received from federal grants	318,952	175,828
Cash received from contributions	205,922	179,459
Cash received from cafeteria	204,907	198,869
Cash received from other sources	200,467	6,933
Payments to employees for services and benefits	(3,758,552)	(3,484,516)
Payments to vendors and suppliers	(2,510,884)	(2,315,707)
Net cash provided by operating activities	<u>679,696</u>	<u>391,401</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of property and equipment	(105,700)	(1,822,988)
Net cash used in investing activities	<u>(105,700)</u>	<u>(1,822,988)</u>
CASH FLOWS FROM FINANCING ACTIVITIES		
Proceeds from line of credit	625,000	-
Payments on line of credit	(849,000)	-
Proceeds from long-term debt	-	1,600,000
Change in capital lease obligation	(77,871)	36,685
Repayments on long-term debt	(127,152)	(75,131)
Net cash provided (used in) by financing activities	<u>(429,023)</u>	<u>1,561,554</u>
INCREASE IN CASH AND CASH EQUIVALENTS	144,973	129,967
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	<u>350,656</u>	<u>220,689</u>
CASH AND CASH EQUIVALENTS - END OF YEAR	<u>\$ 495,629</u>	<u>\$ 350,656</u>
Reconciliation of change in net assets to net cash flows from operating activities:		
Increase (decrease) in net assets	\$ (39,883)	\$ 214,226
Adjustments to reconcile increase (decrease) in net assets to net cash provided by operating activities:		
Depreciation and amortization	525,041	495,701
Changes in:		
Receivables	236,053	(342,820)
Prepaid expenses	(12,236)	(6,218)
Deposits	7,576	(33,460)
Accounts payable	(136,679)	33,225
Accrued expenses	58,301	45,874
Accrued interest	2,963	(127)
Deferred revenue	38,560	(15,000)
Net cash provided by operating activities	<u>\$ 679,696</u>	<u>\$ 391,401</u>
Supplemental operating and financing information:		
Interest paid - line of credit and long-term debt	<u>\$ 122,424</u>	<u>\$ 100,564</u>
Interest paid - capital lease obligation	<u>\$ 572,956</u>	<u>\$ 574,884</u>

See accompanying notes to financial statements.

HEALTH SCIENCES CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2015 AND 2014

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Description of Organization

Health Sciences Charter School (the School) was chartered on September 15, 2009 by the Board of Regents of the University of the State of New York to operate a charter school. The School was granted a provisional charter through 2014, after which time the charter may be renewed upon application, for five more years. In May 2014, the Board of Regents voted to extend the School's charter for a period of three years through June 30, 2017.

The School is governed by a 13 member, uncompensated Board of Trustees and has 452 students in grades 9 through 12.

Basis of Accounting

The accompanying financial statements have been prepared on the accrual basis in accordance with generally accepted accounting principles.

Basis of Presentation

The School is required to report information regarding its financial position and activities according to three classes of net assets as follows:

Unrestricted net assets - Net assets that are not subject to donor-imposed restrictions.

Temporarily restricted net assets – Net assets subject to donor-imposed restrictions that will be met either by actions of the organization and/or passage of time. The School had temporarily restricted net assets in the amounts of \$11,369 and \$2,075 at June 30, 2015 and 2014.

Permanently restricted net assets – Net assets subject to donor-imposed restrictions that they be maintained permanently by the Organization. Generally, the donors of these assets permit the Organization to use all or part of the income earned on related investments for general or specific purposes. The Organization had no permanently restricted net assets at June 30, 2015 and 2014.

Cash and Cash Equivalents

Cash in financial institutions potentially subjects the School to concentrations of credit risk, since it may exceed insured limits at various times throughout the year.

Receivables

Accounts receivable are stated at the amounts management expects to collect from outstanding balances. Balances that are outstanding after management has used reasonable collection efforts are written off through a charge to bad debt expense and a credit to accounts receivable. An allowance for doubtful accounts is considered unnecessary by management because all significant amounts deemed uncollectible are written off each year.

HEALTH SCIENCES CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2015 AND 2014

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Deferred Revenue

The School records grant awards accounted for as exchange transactions as deferred revenue until related services are performed.

Property and Equipment

Property and equipment is stated at cost net of accumulated depreciation. Depreciation is provided over estimated asset service lives. Maintenance and repairs are charged to operations as incurred; significant improvements are capitalized.

Enrollment fees

The School is reimbursed by each student's resident school district annually, based on the product of the State approved operating expense of that district and the full time equivalent enrollment of the students in the School residing in the district. The School's enrollment fees are received primarily from the City of Buffalo Board of Education.

Grants

The School is the recipient of awards and reimbursements from federal, state and local sources. The awards and reimbursements are subject to compliance and financial audits by the funding source. Management believes no significant adjustments to recognized amounts are necessary.

The School records grant awards accounted for as exchange transactions as deferred revenue until related services are performed. Special project grants are generally recorded as revenue when the grant is earned and grant terms and conditions have been met.

In-Kind Contributions

The School records donated services and materials at their estimated fair value on the date of their contribution. Donated services are recognized as contributions if the services require specialized skills, are performed by people with those skills, and would otherwise be purchased by the School had they not been donated. Donated equipment, materials and supplies are recorded based on fair market value at the time of donation. Donated services for the years ended June 30, 2015 and 2014 amounted to \$222,893 and \$156,440, respectively.

Contributions

Contributions received are measured at their fair values, and are reported as an increase in net assets. The School reports gifts of cash and other assets as restricted support if they are received with donor stipulations that limit the use of the donated assets, or designated as support for future periods. Temporarily restricted net assets are those whose use by the School has been limited by donors to a specific purpose or time period. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the Statement of Activities as net assets released from restrictions. Contributions received with donor-imposed restrictions that are met in the same reporting period are shown as unrestricted revenue. There were no restricted contributions or net assets as of and for the years ended June 30, 2015 and 2014.

HEALTH SCIENCES CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2015 AND 2014

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Income Taxes

The School is a 501(c)(3) organization exempt from income taxes under Section 501(a) of the Internal Revenue Code. Management believes that the School is no longer subject to examination by federal and state taxing authorities for years prior to 2011.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results could differ from those estimates.

Cost Allocation

The School's costs of providing its various programs and activities have been summarized on a functional basis in the Statement of Activities. Accordingly, certain costs have been allocated among the programs and supporting services benefited.

Reclassifications

Reclassifications were made to certain prior year balances in order to conform to current year presentation.

NOTE 2 – RECEIVABLES

Receivables at June 30, 2015 and 2014 represent resident student enrollment revenue, a private grant from a local foundation, e-rate revenue and food service reimbursements earned but not yet received in the amount of \$133,554 and \$369,607.

NOTE 3 – PROPERTY AND EQUIPMENT

	2015	2014
Land	\$ 152,520	\$ 152,520
Building	8,193,453	8,183,319
Building improvements	537,273	514,175
Equipment	1,044,845	979,953
	<u>9,928,091</u>	<u>9,829,967</u>
Less: Accumulated depreciation and amortization	(2,041,534)	(1,524,069)
	<u>\$ 7,886,557</u>	<u>\$ 8,305,898</u>

Depreciation and amortization expense for the years ended June 30, 2015 and June 30, 2014 amounted to \$517,465 and \$491,282, respectively. In 2011, the School entered into a lease agreement with 1291 Group, LLC to lease land and a building located in the City of Buffalo, NY. The lease met the criteria to be classified as a capital lease (note 7). Accordingly, the land and building "right to use an asset" were recorded as a capital asset in the amount of \$5,942,832 and are being amortized over the term of the lease (25 years). Total amortization expense on the leased asset, which is included in the total depreciation and amortization expense of \$517,465, amounted to \$237,713

HEALTH SCIENCES CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2015 AND 2014

NOTE 3 – PROPERTY AND EQUIPMENT (continued)

for the years ended June 30, 2015 and 2014, respectively. The net book value of the building capital lease amounted to \$5,229,700 and \$5,467,413 at June 30, 2015 and 2014, respectively.

In November 2013, the School purchased property located at 1291 Main Street in the City of Buffalo, NY for a purchase price of \$1,525,000. The School intends to use the property as part of its expansion plans once it secures financing to rehabilitate the property. The building was financed by a \$900,000 through a local bank and \$700,000 through 1291 Main Street, LLC (see note 5).

NOTE 4 – LINE OF CREDIT

The School has available a \$450,000 working capital line of credit from a bank, due on demand with interest payable at prime plus 1% (4.25% at June 30, 2015).

The line is subject to the usual terms and conditions applied by the bank for working capital financing, and is annually reviewed and renewed. The balance under this line amounted to \$0 at June 30, 2015 and \$224,000 at June 30, 2014, respectively.

NOTE 5 – LONG-TERM DEBT

	2015	2014
	\$ 752,804	\$ 779,520
Mortgage payable to 1291 Group, LLC in the original amount of \$850,000. The mortgage matures on May 1, 2016 with interest at a variable rate equal to the greater of (i) six percent (6%) per annum or (ii), the prime rate plus 2.75%. The mortgage payable in equal monthly principal and interest installments of \$6,090 and is prepayable, in whole or in part, at any time without penalty. The interest rate is adjusted annually on April 1 st of each year. Interest only payments on the note were payable until July 1, 2011, and, commencing on August 1, 2011 monthly installment payments of principal and interest are due pursuant to a 20-year amortization period. As disclosed in the subsequent events footnote, the maturity of the mortgage payable to 1291 Group, LLC has been extended to December 1, 2018.		
	830,432	876,577
Mortgage payable to local bank in the original amount of \$900,000. The loan proceeds were used to finance the purchase of 1291 Main Street. The mortgage matures in November 2018 with interest at prime plus 1% (4.25% at June 30, 2014) and is payable in 60 equal monthly installments of \$6,771 commencing in December 2013 over a 15-year amortization period. The mortgage is secured and collateralized by the building.		

HEALTH SCIENCES CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2015 AND 2014

NOTE 5 – LONG-TERM DEBT (continued)

	2015	2014
	619,758	674,049
<p>Mortgage payable to 1291 Main Street, LLC in the original amount of \$700,000. The loan proceeds were used to finance the purchase of 1291 Main Street. The mortgage matures in December 2018 with interest at the greater of (i) six percent (6%) per annum or (ii), the prime rate plus 2.75%. The interest rate will be adjusted December 1, 2014 and annual December 1 of each year thereafter to a rate equal to prime plus 2.75%. The mortgage is payable in 60 equal monthly installments of \$6,771 commencing in December 2013 over a 15-year amortization period. The mortgage is secured and collateralized by the building and is subordinate to the bank mortgage financed on the same property.</p>		
	2,202,994	2,330,146
Less: current portion	132,611	126,256
Long term debt	\$ 2,070,383	\$ 2,203,890

The five year debt maturities are as follows:

	2016	\$	132,611
	2017		140,527
	2018		147,861
	2019		1,781,995
	2020		-
	Thereafter		-
			2,202,994
Less: Current portion of long-term debt			(132,611)
Long term debt			\$ 2,070,383

Additionally, as part of the agreement to rehabilitate 1140 Ellicott Street, the School entered into a lease agreement with 1291 Group, LLC to lease the property and improvements. See note 7 for the terms of the lease agreement.

NOTE 6 - TAX DEFERRED ANNUITY PLAN

The School has a tax-deferred annuity plan qualified under Section 403(b) of the Internal Revenue Code. The plan allows annual contributions equal to the employee's elective deferrals not to exceed 3.5% of the annual compensation of participating employees. There are no minimum service requirements and employees are immediately eligible to contribute to the plan on their first day of employment. Employees are immediately vested in their elective deferrals. The plan also allows for additional non-elective

HEALTH SCIENCES CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2015 AND 2014

NOTE 6 - TAX DEFERRED ANNUITY PLAN (continued)

employer contributions equal to 2% of the annual compensation. Employees are required to work a minimum of 800 hours per year in order to be vested in the matching contribution and non-elective employer contribution based on a one to five year graded scale. The required contributions for the years ended June 30, 2015 and June 30, 2014 amounted to \$119,209 and \$82,140, respectively. At June 30, 2015 and 2014, the 2% non-elective employer contribution in the amount of \$55,111 and \$38,598, respectively, is unpaid and included in accrued expenses in the accompanying Statement of Financial Position.

NOTE 7 – CAPITAL LEASE OBLIGATION

The School entered into a lease agreement with 1291 Group, LLC dated April 27, 2011 whereby the School leases back its interest in 1140 Ellicott Street, Buffalo, New York. As part of this agreement, 1291 Group, LLC will lease the building from the School for an annual rate of \$1 per year for a 48-year term through February 29, 2060. The landlord subleases the property back to the School at a variable payment under an absolute triple net lease. As part of the absolute triple net lease, the School will be responsible for all maintenance, insurance and upkeep of the building. In late August 2011, the School took possession of the building (“delivery date”) and began making the required lease payments (“rental commencement date”). The initial lease term is 25 years ending on July 31, 2036. Multiple options to renew the lease extend through February 29, 2060. The lease agreement also includes a buyout option at any time after July 31, 2016 equal to the unpaid balance of the 1291 Group, LLC mortgage (“Landlord’s mortgage”) plus the “HSCS Buyout” amount (as defined in the lease agreement).

In 2012, the School adopted Financial Accounting Standards Board (FASB) ASC Topic 840 which requires lessees to consider criteria for classifying the lease as an operating or capital lease. One of the criteria included determining whether the present value of the lease payments at the beginning of the lease term equals or exceeds 90% of the fair value of the leased property. The lease was determined to be a capital lease, which requires the leased property, including land and a building, to be capitalized and amortized over the lease term. The imputed interest rate used to reduce the minimum lease payments to present value was 9%.

The minimum future rental payments under the lease for the next five years and thereafter are summarized as follows:

	\$	689,315
2016		623,945
2017		617,760
2018		617,760
2019		617,760
2020		11,498,880
Thereafter		<u>14,665,420</u>
Total		(8,344,240)
Less: Adjustment to present value		6,321,180
Long-term portion of capital lease obligation		(125,386)
Less: Current portion of long-term debt		<u>6,195,794</u>
Capital lease obligation, less current portion	\$	<u><u>6,195,794</u></u>

HEALTH SCIENCES CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2015 AND 2014

NOTE 8 – SUBSEQUENT EVENTS

Subsequent to June 30, 2015, the School renegotiated the mortgage note payable to 1291 Group, LLC in the original amount of \$850,000 to extend the maturity date from May 2016 to December 2018. The other terms of the mortgage remain the same.

The School has evaluated events and transactions for potential recognition or disclosure in the financial statements through October 29, 2015 (the date on which the financial statements were available to be issued).

NOTE 9 – RELATED PARTY TRANSACTIONS

The School entered into an agreement with another 501(c)(3) organization to provide marketing and recruitment services, in which a Board member of the School serves as a Board member of the other organization. The payments made to the organization related through common management amounted to \$30,000 and \$72,072 for the years ended June 30, 2015 and 2014.

The School hired an employee during the year who has an ownership interest in a company the School does business with. The School made payments to a company that is related through common management in the amount of \$60,785 and \$66,000 for the years ended June 30, 2015 and 2014.

The School's health insurance is administered through a professional employer organization (PEO) in which the underlying health insurance carrier is a company in which a board member of the School serves in an executive position of the health insurance carrier. The School made payments to the company related through common management in the amount of \$215,096 and \$162,877 for the years ended June 30, 2015 and 2014.

NOTE 10 - COMMITMENTS

The School is obligated under an operating lease for its former facility located in the Town of Tonawanda. The School negotiated an early termination settlement to exit from the lease prematurely. The liability at June 30, 2015 and 2014 amounted to \$46,000 and is included in the Statement of Financial Position in accrued expenses.

NOTE 11 - CONTINGENCIES

The School is subject to a certain loss contingency from litigation arising during the construction rehabilitation of the School's building. The case is being handled by the School landlord's legal counsel and insurance carriers. Legal counsel was unable to evaluate the likely outcome or any potential liability, if any, to the School. Accordingly, no liability has been recorded in the accompanying combined statement of financial position.

HEALTH SCIENCES CHARTER SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2015 AND 2014

NOTE 12 – ECONOMIC CONDITIONS

The School has incurred recurring losses in past years that have resulted in an accumulated deficit of (\$598,996) as of June 30, 2015. Management believes that plans to sustain enrollment at approximately 92% and monitoring the budget will alleviate the deteriorating financial condition although they can offer no assurances. The financial statements have been prepared assuming the School continues to operate. The School has also generated positive cash flows from operations for the year ended June 30, 2015.



KIRISITS & ASSOCIATES
CPAS, PLLC
CERTIFIED PUBLIC ACCOUNTANTS

Karen E. Burhans CPA
Lisa M. Kirisits CPA, MBA

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Trustees of
Health Sciences Charter School

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Health Sciences Charter School (a nonprofit organization), which comprise the statement of financial position as of June 30, 2015, and the related statements of activities, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 29, 2015.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Health Sciences Charter School's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Health Sciences Charter School's internal control. Accordingly, we do not express an opinion on the effectiveness of Health Sciences Charter School's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Health Sciences Charter School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an

716-881-0089 15 fax: 716-332-3772

1231 DELAWARE AVENUE, SUITE #6, BUFFALO, NY 14209
www.kirisitscpa.com

opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed an instance of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and questioned costs as item **2015-1**.

Health Sciences Charter School's Response to Findings

Health Sciences Charter School's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. Health Sciences Charter School's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Kinats & Associates CPAs, PLLC

Buffalo, New York
October 29, 2015

**HEALTH SCIENCES CHARTER SCHOOL
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
JUNE 30, 2015**

<u>Finding #</u>	<u>Type of Finding</u>	<u>Findings and recommendations</u>
------------------	------------------------	-------------------------------------

2015-1 – Student File Testwork/ Compliance

Condition: During our testwork of student files, we noted an instance in which the student file was missing proof of residence or did not have adequate proof of current residence.

Criteria: Proof of residence is required to ensure students are billed to the proper district of residence.

Cause: Proof of residence was not always maintained in student files and updated proof of residence was not always obtained when student re-enrolled.

Effect: Proof of residence was missing to determine proper district of residence.

Recommendation: We recommend proof of residence be obtained at least annually upon enrollment/ admission and when student move during the school year.

Questioned costs: Unknown

Management's Response: Management agrees and will implement policies and procedures to ensure adequate proof of residence is obtained and maintained in the student file.

**HEALTH SCIENCES CHARTER SCHOOL
STATUS OF PRIOR YEAR AUDIT FINDINGS
JUNE 30, 2015**

<u>Finding #</u>	<u>Type of Finding</u>	<u>Findings and recommendations</u>
------------------	------------------------	-------------------------------------

2014-1 – Bank reconciliations/ Material weakness

Condition: Bank reconciliation detail was not included with the monthly bank reconciliations. Accordingly, the bank reconciliations were not being reviewed in sufficient detail each month. We also noted unreconciled differences in cash balances that were not resolved and adjusting journal entries made to cash that lacked supporting documentation. Internal controls over bank reconciliation preparation and preparation of adjusting journal entries are required to ensure the accuracy of account balances.

Status: Bank reconciliations were prepared using the accounting software. The School appeared to have investigated any unreconciled differences. We noted minor differences between the adjusted bank balance and the balance per the general ledger that were not considered to be material.

2014-2 – Monthly and Year End Close/ Material weakness

Condition: The School did not have adequate controls over monthly and year-end closing procedures to ensure once a period is closed no transactions are posted to that period. In order to ensure the accuracy and reliability of monthly financial reports, controls should be in place to ensure no transactions are posted to prior periods.

Status: The School implemented procedures to ensure no transactions are posted to a period that is closed.

2014-3 - IT Passwords/ Significant deficiency

Condition: We became aware during the audit that accounting software passwords are not kept secured and are being shared with co-workers in the Business Office. In order to secure IT usernames and passwords and ensure the integrity of data entered into the School's accounting software, IT passwords should not be shared and should be changed at periodic intervals.

Status: The School changed IT passwords and instructed employees not to share passwords with other employees.

2014-4 – Student File Testwork/ Compliance

Condition: During our testwork of student files, we noted instances in which the student files were missing proof of residence or did not have adequate proof of current residence. Proof of residence is required to ensure students are billed to the proper district of residence.

Status: There was one instance of a missing proof of residence noted in our testwork of student files. See current year finding item **2015-1**.

New York State Education Department

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

2015-16 Budget & Cash Flow Template

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

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

Health Sciences Charter School

PROJECTED BUDGET FOR 2015-2016

PROJECTED BUDGET FOR 2015-2016							Assumptions
July 1, 2015 to June 30, 2016							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	5,749,694	680,212	46,000	-	174,215	6,650,121	
Total Expenses	3,078,522	380,779	435,779	33,000	2,772,138	6,700,218	
Net Income	2,671,171	299,433	(389,779)	(33,000)	(2,597,923)	(50,098)	
Actual Student Enrollment	394	56					
Total Paid Student Enrollment	-	-					
	PROGRAM SERVICES			SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
REVENUE							
REVENUES FROM STATE SOURCES							
Per Pupil Revenue	CY Per Pupil Rate						
District of Location	\$12,355.00	5,420,756	671,726	-	-	6,092,482	
School District 2 - Other Districts Outside Buffalo	\$10,750.00	120,938	8,486	-	-	129,424	
School District 3 (Enter Name)		-	-	-	-	-	
School District 4 (Enter Name)		-	-	-	-	-	
School District 5 (Enter Name)		-	-	-	-	-	
		5,541,694	680,212	-	-	6,221,906	
Special Education Revenue		-	-	-	-	-	
Grants							
Stimulus		-	-	-	-	-	
Other		-	-	-	-	-	
Other State Revenue		-	-	-	-	-	
TOTAL REVENUE FROM STATE SOURCES		5,541,694	680,212	-	-	6,221,906	
REVENUE FROM FEDERAL FUNDING							
IDEA Special Needs		-	-	-	-	-	
Title I		208,000	-	-	-	208,000	
Title Funding - Other		-	-	-	-	-	
School Food Service (Free Lunch)		-	-	-	-	-	
Grants							
Charter School Program (CSP) Planning & Implementation		-	-	-	-	-	
Other		-	-	-	-	-	
Other Federal Revenue		-	-	-	-	-	
TOTAL REVENUE FROM FEDERAL SOURCES		208,000	-	-	-	208,000	
LOCAL and OTHER REVENUE							
Contributions and Donations, Fundraising		-	-	25,000	-	25,000	
Erate Reimbursement		-	-	21,000	-	21,000	
Interest Income, Earnings on Investments,		-	-	-	-	-	
NYC-DYCD (Department of Youth and Community Developmt.)		-	-	-	-	-	
Food Service (Income from meals)		-	-	-	174,215	174,215	
Text Book		-	-	-	-	-	
Other Local Revenue		-	-	-	-	-	
TOTAL REVENUE FROM LOCAL and OTHER SOURCES		-	-	46,000	174,215	220,215	
TOTAL REVENUE		5,749,694	680,212	46,000	174,215	6,650,121	
EXPENSES							
ADMINISTRATIVE STAFF PERSONNEL COSTS							
	No. of Positions						
Executive Management	1.00	-	-	-	147,998	147,998	Principal
Instructional Management	3.00	-	-	-	269,936	269,936	Director of Curriculum; 2 Assistant Principals
Deans, Directors & Coordinators	2.00	-	-	18,540	51,753	70,293	Director of Special Projects; Dean of Students
CFO / Director of Finance	1.00	-	-	-	117,832	117,832	Director of Finance & Operations
Operation / Business Manager	1.00	-	-	-	78,370	78,370	Controller
Administrative Staff	4.00	-	-	-	183,855	183,855	CIO; Business Clerk; Executive Assistant to Principal; Receptionist
TOTAL ADMINISTRATIVE STAFF	12	-	-	18,540	849,744	868,284	
INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	21.00	916,913	-	-	-	916,913	GenEd Teachers
Teachers - SPED	6.50	-	301,174	-	-	301,174	SPED Teachers
Substitute Teachers	1.00	24,000	-	-	-	24,000	Building-based Substitute Teacher
Teaching Assistants	-	-	-	-	-	-	
Specialty Teachers	8.50	452,382	-	-	-	452,382	Spanish, Physical Ed, Health, Art, Elective (0.5), ELL, Business Teachers

List exact titles and staff FTE's (Full time equivalent)

Health Sciences Charter School

PROJECTED BUDGET FOR 2015-2016

PROJECTED BUDGET FOR 2015-2016							Assumptions
July 1, 2015 to June 30, 2016							DESCRIPTION OF ASSUMPTIONS - Please note assumptions when applicable
Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.							
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
Total Revenue	5,749,694	680,212	46,000	-	174,215	6,650,121	
Total Expenses	3,078,522	380,779	435,779	33,000	2,772,138	6,700,218	
Net Income	2,671,171	299,433	(389,779)	(33,000)	(2,597,923)	(50,098)	
Actual Student Enrollment	394	56					
Total Paid Student Enrollment	-	-					
	PROGRAM SERVICES			SUPPORT SERVICES			
	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL	
TOTAL SCHOOL OPERATIONS	729,463	1,300	102,935	-	188,741	1,022,439	
FACILITY OPERATION & MAINTENANCE							
Insurance	-	-	-	-	40,000	40,000	
Janitorial	-	-	-	-	131,500	131,500	
Building and Land Rent / Lease	-	-	-	-	585,625	585,625	
Repairs & Maintenance	-	-	-	-	92,500	92,500	
Equipment / Furniture	-	-	-	-	-	-	
Security	-	-	-	-	19,500	19,500	
Utilities	77,863	-	-	-	19,466	97,329	
TOTAL FACILITY OPERATION & MAINTENANCE	77,863	-	-	-	888,591	966,454	
DEPRECIATION & AMORTIZATION	422,750	-	-	-	105,687	528,437	
DISSOLUTION ESCROW & RESERVES / CONTIGENCY	-	-	-	-	-	-	
TOTAL EXPENSES	3,078,522	380,779	435,779	33,000	2,772,138	6,700,218	
NET INCOME	2,671,171	299,433	(389,779)	(33,000)	(2,597,923)	(50,098)	
ENROLLMENT - *School Districts Are Linked To Above Entries*	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED				
District of Location	384	54	438				
School District 2 - Other Districts Outside Buffalo	10	2	12				
School District 3 (Enter Name)			-				
School District 4 (Enter Name)			-				
School District 5 (Enter Name)			-				
TOTAL ENROLLMENT	394	56	450				
REVENUE PER PUPIL	14,593	12,147	102				
EXPENSES PER PUPIL	7,814	6,800	968				



Audited Financial Statement Checklist

Last updated: 07/07/2015

Page 1

Charter School Name:

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

	Yes/No
Audited Financial Statements (including report on compliance and report on internal control over financial reporting)	
Single Audit (if applicable)	
CSP Agreed Upon Procedures (if applicable)	
Management Letter	
Report on Extracurricular Student Activity Accounts (if applicable)	
Corrective Action Plans for any Findings	

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

	Yes/No
Report on Compliance	
Report on Internal Control over Financial Reporting	
Single Audit	
CSP Agreed Upon Procedures Report	
Management Letter	

Thank you.



Appendix E: Disclosure of Financial Interest Form

Last updated: 07/07/2015

Page 1

All trustees who served on an education corporation governing one or more charter schools during the 2014-2015 school year must complete the form in Appendix E (Disclosure of Financial Interest Form). The Disclosure of Financial Interest Forms are due on November 1, 2015. A link to a safe and secure form that each Trustee must complete by the November 1, 2015 deadline will be provide here by September 1, 2015 or sooner.

ALL charter schools or merged education corporations must complete the Board of Trustees Membership Table within the online portal in Appendix F (Board of Trustees Membership Table). The Board of Trustees Membership Table must be submitted by August 1, 2015.

Regents-authorized charter schools must upload a complete set of board of trustee Meeting Minutes from July 2014-June 2015 into Appendix G (Board Minutes). Board of Trustee Meeting Minutes must be submitted by August 1, 2015.

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

Yes

Thank you.



Appendix F: BOT Membership Table

Created: 07/07/2015

Last updated: 08/01/2015

Page 1

1. Current Board Member Information

	Trustee Name	Email Address	Committee Affiliation(s)	Voting Member? (Y/N)	Area of Expertise, and/or Additional Role and School (parent, staff member, etc.)	Number of Terms Served and Length of Each (Include election date and term expiration)
1	David A. Palmer	[REDACTED]	Chair/Board President	Yes	Commissioner, Personnel, County of Erie New York	2 terms, 2009-present
2	Marsha D. Jackson, Ph.D.	[REDACTED]	Vice Chair/Vice President	Yes	Associate Vice President for Student Affairs SUNY Erie Community College	2 terms, 2009-present
3	Cynthia A. Schwartz	[REDACTED]	Secretary	Yes	Executive Director, Corporate Projects & Initiatives, Roswell Park Cancer Institute	2 terms, 2009-present
4	Michael J. Faso	[REDACTED]	Treasurer	Yes	Senior Vice President, Finance & New Business Development, Independent Health Association	2 terms, 2009-present
5	Donna M. Brown	[REDACTED]	Trustee/Member	Yes	Associate Hospital Administrator, Erie County Medical Center Corporation	2 terms, 2011-present
6	Lisa A. Coppola, Esq.	[REDACTED]	Trustee/Member	Yes	Attorney	2 terms, 2011-present
7	Michael Edbauer, DO	[REDACTED]	Trustee/Member	Yes	Chief Medical Officer, Catholic Medical Partners, IPA	1 term, 2015 to present
8	John Gillespie, M.D.	[REDACTED]	Trustee/Member	Yes	Consultant	2 terms, 2009 to present
9	Jevon D. Hunter, Ph.D.	[REDACTED]	Trustee/Member	Yes	Professor, Elementary Education and Reading Deptment Buffalo State College	1 term, 2014 to present

10	Robert Richardson	[REDACTED]	Trustee/Member	Yes	Chief Operating Officer, EB-5 New York State, LLC	1 term, 2014 to present
11	John J. Hennessey	[REDACTED]	Trustee/Member	Yes	Consultant	1 term, 2014 to present
12	Michael J. Moley	[REDACTED]	Trustee/Member	Yes	SVP and Chief Human Resources Officer, Catholic Health	2 terms, 2009 to present
13	Melissa S. Tucker, SPHR	[REDACTED]	Trustee/Member	Yes	Vice President, Human Resources BlueCross BlueShield of WNY	1 term, 2014 to present
14						
15						
16						
17						
18						
19						
20						

2. Total Number of Members Joining Board during the 2014-15 school year

1

3. Total Number of Members Departing the Board during the 2014-15 school year

1

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

15

5. How many times did the Board meet during the 2014-15 school year?

12

6. How many times will the Board meet during the 2015-16 school year?

12

Thank you.

Health Sciences Charter School
Board Meeting Minutes

Date: July 10, 2014

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

Attendees: Lisa Coppola, Michael Faso, Dr. John Gillespie, John Hennessey, Dr. Jevon Hunter (Call-In), Dr. Marsha Jackson, Michael Moley, David Palmer, Cynthia Schwartz

Absent/Excused: Debora Hayes, Donna Brown

Guests: Dr. Hank Stopinski (Call-In), Rob Boccaccio, Greg Altman, Robert Richardson, Jan Barrett, Melina Vamvas, Pat Pitts

Topic	Discussion	Action
Call to Order	1. Mr. Palmer called the meeting to order.	1. Based on twelve current Trustees, a quorum requires seven persons be in attendance.
Action Items 1. Consent Agenda Items (sent by email) <ul style="list-style-type: none"> • Board Meeting Minutes – 6.12.14 • Personnel Committee Minutes – 7.1.14 • APPR Plan (NYS Approval) • Employment Resolution(s) • Resignation(s) • Non-Renewal(s) • Elimination of Position • Research and Initiative Proposal (Dr. Hunter) 	1. Ms. Schwartz expressed support for the Research and Initiative Proposal by Dr. Hunter; however, because it was not vetted by the Academic Committee, it be removed from the consent agenda.	1. Mr. Moley moved acceptance; with the caveat that the Research and Initiative Proposal be removed, Ms. Schwartz seconded. (all approved).
Action Items (cont.) 1. Treasurers Report <ul style="list-style-type: none"> • May Financials • June Grant Report 2. Prospective Board Member((Robert Richardson, EB5NYS)	1. Mr. Faso reported the financials continue to perform to budget; he anticipates being out of the line of credit for at least one month. 2. Ms. Coppola reported that she had met with Mr. Richardson as a potential new Board member. He has both the interest and time to serve.	2. Ms. Coppola moved acceptance that Robert Richardson be considered for a Board seat, pending approval by NYSED; Mr. Faso seconded (all approved)
2014 Academic Performance in Review 1. Literacy / Regents / College and Career Results 2. Graduation Rate (June/August)	1. Mr. Boccaccio presented the current Literacy, Regents, college acceptances and graduation rate. He highlighted the commitment made by both teachers and students.	1. Regents prep and AIS supports are in place for students retaking a Regents exam.

Principal's Report 1. Enrollment YTD 2. Nurse (Summer Program / School Year) 3. Medical Doctor of Record	1. Enrollment is strong for the 2014-15 academic year. 2. The need for a full time nurse and medical doctor of record is a critical issue facing the school. By NYS law, the BPS is required to provide both services. 3. Recruitment process for FTE and ABLE members is in process. 4. Working with ECC on a dual enrollment pilot program.	2. Outreach to BPS is in process. 4. A review of the cost per student is being reviewed by the Business Office.
Academic Committee	1. No report, beyond the good news of Mr. Boccaccio's presentation.	
Accountability Committee	1. Accountability manual is in process.	1. Review will take place on July 18.
Facilities Committee	1. Buffalo Bills Foundation awarded the school \$3500 toward the refurbishment of vacant lots as practice fields. 2. Stieglitz and Snyder pulling permits for work on 1291 Main Street. 3. Working with Verizon regarding the potential of siting a cell tower on the school roof.	
Finance Committee	1. No report	
Marketing Committee	1. Second GoodNews Letter is in development 2. Working with school to identify photos to wrap windows on the Main Street side of 1291.	1. Ms. Schwartz welcomes all good news stories. 2. Distribution of newsletter is scheduled for mid-September.
Personnel	1. Continuing efforts to identifying opportunities to utilize data from the engagement survey.	
Technology	1. Will work with Dr. Stopinski to review the Tri-Delta contract. 2. Working to expand committee.	1. Mr. Hennessey will reach out to partner organizations to identify a representative to serve on the committee.
Old Business 1. Board Meeting – 7:30 a.m. start time 2. August Board Meeting – August 14, 2014 (OLV) 3. Board Retreat – Catholic Health (Date TBD in October) <ol style="list-style-type: none"> a. Sustainability Planning b. Feeder System c. School Improvement Plan 	1. Board Meetings to remain at the 7:30 a.m. start time. 2. The August 14, 2014 at 7:30 a.m. will be at the Mercy Nursing Facility at OLV in Lackawanna. 3. A Friday in October or early November is preferred.	1. No action required. 2. No action required. 3. Ms. Barrett will work with Catholic Health to secure available dates.

New Business 1. PTO Revised Policy (second read)		1. Mr. Moley moved acceptance: Dr. Gillespie seconded (all approved)
Executive Session	1. Mr. Palmer requested an Executive Session to discuss a contract issue.	1. Ms. Schwartz moved the Board enter into Executive Session; Ms. Coppola seconded: (all approved)

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Thursday, August 14, 2014 – 7:30 a.m. at Mercy Nursing Facility at Our Lady of Victory

Health Sciences Charter School Board Meeting Minutes

Date: August 14, 2014

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

Attendees: Donna Brown, Lisa Coppola, Dr. Michael Edbauer, Michael Faso, Dr. John Gillespie (call-in) Debora Hayes, John Hennessey, Dr. Jevon Hunter, Dr. Marsha Jackson, Michael Moley, David Palmer, Robert Richardson

Absent/Excused: Cynthia Schwartz

Guests: Dr. Hank Stopinski Melissa Tucker, Greg Altman, Jan Barrett

Topic	Discussion	Action
Call to Order	1. Mr. Palmer called the meeting to order.	
Action Items		
I. Consent Agenda Items (distributed via email)		
1. Board Meeting Minutes – 7.10.14	1. Dr. Stopinski reported that the Accountability Manual continues to work on the governance component.	1. Ms. Brown moved acceptance; Dr. Jackson seconded (all approved)
2. Academic Committee Minutes – 7.24.14		
3. Marketing Committee Minutes – 8.7.14		
4. Facilities Committee Minutes – 8.1.14		
5. Finance Committee Minutes – 8.5.14		
6. Technology Committee Minutes – 8.4.14		
7. Employment Resolution(s)		
8. Accountability Manual		
9. Research and Initiative Proposal (Dr. Hunter)		
10. July Grant Report		
II. Employment Resolution(s)	2. Interviews are ongoing for ABLE members.	2. Dr. Hunter moved acceptance; Ms. Coppola seconded (all approved)
III. Revised Staff Handbook	3. Handbook was vetted by the Personnel Committee.	3. Mr. Moley moved acceptance, Ms. Coppola seconded (all approved)
IV. Treasurer's Report	4. Mr. Faso reported that an ad-hoc committee will be formed as part of a larger plan to deal with long-term fiscal sustainability and contingency plans.	4. Finance Committee will formalize a committee in the coming months.
V. June Financials	5. Cash-flow position remains positive.	5. Mr. Richardson moved acceptance; Mr. Moley seconded (all approved)

Principal's Report 1. Enrollment YTD 2. UB Dental Program 3. Professional / Staff Development 4. Summer Program	1. Recruitment remains a high priority; applications being received daily. 2. UB Dental School working with Dr. Stopinski to expand relationship for students. 3. Professional development will be offered to staff and leadership team this summer. 4. Ramp-up for incoming Grade 9 students is well attended; over 100 students are participating in internships, service learning projects and college coursework.	1. Follow-up to secure required paperwork
Academic Committee	1. No report	
Accountability Committee	1. Audit in process	1. First audit review due in September
Facilities Committee	1. No report	
Finance Committee	1. No report	
Marketing Committee	1. Second GoodNews Letter is in development 2. Working with school to identify photos to wrap windows on the Main Street side of 1291.	1. Ms. Schwartz welcomes all good news stories. 2. Distribution scheduled for September.
Personnel	1. Ms. Coppola welcomed Melissa Tucker, prospective Board member, whose paperwork is pending with the NYSED.	
Technology	1. Developing plan to cover all aspects of technology 2. Working to expand committee	
Old Business 1. Nurse (Summer / School Year) 2. Board Retreat 3. Annual Report	1. Letter sent to City of Buffalo siting their responsibility to provide nurse under NYS Education Law. 2. Board retreat has been schedule for November 14 at the new Catholic Health headquarters. 3. Any Board member having not completed the Financial Disclosure Form as part of the annual report was asked to do so.	1. Follow up letter will be sent if the District does not respond by .August 18. 2. November 13 Board meeting is cancelled in favor of the retreat on November 14. 3. Ms. Barrett will reach out to those Board members not in compliance.
Executive Session	1. No Executive Session	1. Dr. Hunter moved the meeting adjourned Ms. Brown seconded: (all approved)

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Thursday, September 11, 2014 – 7:30 a.m. Health Sciences (Room 311)

**Health Sciences Charter School
Board/Annual Meeting Minutes**

Date: September 11, 2014

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

Attendees: Donna Brown, Lisa Coppola, Michael Faso, Dr. John Gillespie, John Hennessey, Dr. Jevon Hunter, Michael Moley, David Palmer, Robert, Richardson, Cynthia Schwartz, Melissa Tucker

Absent/Excused: Dr. Michael Edbauer, Debora Hayes, Dr. Marsha Jackson

Guests: Dr. Hank Stopinski, Jan Barrett, Rob Boccaccio, Melina Vamvas, Elizabeth Brooks, David Scott, Dr. Richard Hershberger

Topic	Discussion	Action
Call to Order	Mr. Palmer called the meeting to order.	Based on the number of Trustees currently at 14, eight persons are required for a quorum. A quorum was present
Melissa A. Tucker	Mr. Palmer officially welcomed Ms. Tucker, BlueCross BlueShield, to the Board.	NYSED approved Ms. Tucker being seated on the Board.
Public Comment	None	
Consent Agenda Items (Distributed via email) <ul style="list-style-type: none"> • Board Meeting Minutes – 8.14.14 • Academic Committee Minutes – 9.4.14 • Marketing Committee Minutes – 9.4.14 • Facilities Committee Minutes – 9.5.14 • Finance Committee Minutes – 9.3.14 • Personnel Committee Minutes – 8.26.14 • Technology Committee Minutes – 9.8.14 • Employment Resolution(s) / New Positions • Snow Day Policy – Second Read • 2013-14 Audit/Tax Services (Kirisits and Associates)* • ABLE Contract 	<p>Additional information (background, teaching experience) in addition to the degrees and specialty provided on new hires requested.</p> <p>Language and details of ABLE contract clarified</p>	<p>Dr. Stopinski will include resumes moving forward.</p> <p>Ms. Schwartz moved acceptance, Dr. Gillespie seconded. (approved)</p>
Treasurers Report	<p>* Upon review of three bids, Mr. Faso, on behalf of the Finance Committee, recommends using Kirisits & Associates to provide the annual audit.</p> <p>NOTE: August Financials were delayed due to closing year-end</p>	Mr. Moley moved acceptance; Mr. Richardson seconded. (approved)

	and audit preparation. Will be presented in October.	
Election of Officers	<p>Ms. Coppola presented the 2014-15 Board of Trustees slate: Term expires August 31, 2015</p> <ul style="list-style-type: none"> • John Gillespie, M.D. • Marsha D. Jackson, Ph.D. – Vice President • Michael J. Moley • David A. Palmer - President • Cynthia A. Schwartz - Secretary <p>Term expires August 31, 2016</p> <ul style="list-style-type: none"> • Donna M. Brown • Lisa A. Coppola, Esq. • Michael J. Faso, CPA, Treasurer • John J. Hennessey <p>Term expires August 31, 2017</p> <ul style="list-style-type: none"> • Michael Edbauer, D.O. • Debora M. Hayes • Jevon D. Hunter, Ph.D • Melissa S. Tucker • Robert Richardson 	Ms. Coppola moved acceptance of 2014-15 slate of officers, board members and committee assignments; Mr. Hennessey seconded. (approved)
National Academy Foundation (NAF) Presentation	<p>Ms. Brooks and Mr. Scott (RCPI) presented an overview of a NAF Academy of Health Sciences and the potential positive impact it can have in assisting the school in preparing students to pursue health-related degrees.</p> <p>Dr. Stopinski explained the school is engaged in a year of planning with NAF and that the program, which is aligned with the Common Core, has the potential to expand graduation rates. Currently, industry-focused NAF courses are being offered as electives.</p> <p>Financial and marketing implications of the program were discussed.</p> <p>Academic Committee has vetted and supports the initiative.</p>	No action required.
Enrollment	Dr. Stopinski reported enrollment will fluctuate daily for the coming weeks. He anticipates being at/or near 480 enrolled students by mid-September.	No action required.

Graduation Rate	<p>Mr. Boccaccio presented historical data regarding future graduation rates. An 86% graduation rate is predicted for the current senior class.</p> <p>The prediction for the current junior class (Class of 2016) is far lower; thus, a combination of interventions is in place to work with this class.</p>	No action required.
Alumni	The Board addressed the need to continue communicating with recent graduates with regards to their preparation for college, employment needs etc.	Dr. Stopinski will determine best method of data collection and update board on the process.at the October Board meeting.
Accountability Dashboard	<p>Mr. Boccaccio presented a draft accountability dashboard.</p> <p>Board recommends including NYS averages for comparison</p>	Accountability Committee will update the dashboard, to include a green, yellow and red coding system and NYS averages, for presentation at the October Board meeting.
Academic Committee	Dr. Gillespie reported the committee continues to recruit new members. As a committee, they are in agreement to initiate a combination of academic interventions for the junior class.	No action required.
Accountability Committee	Mr. Moley reported an updated accountability manual and audit is in process.	Accountability manual and audit checklist will be presented at October Board meeting
Facilities Committee	Ms. Schwartz reported a portion of the brick façade and roof of the elevator shaft and continued water seepage in the art room needs addressing.	Contractors are assessing repair needs and potential costs to ameliorate.
Finance Committee	Mr. Faso reported Dr. Edbauer has joined the finance committee.	No action required.
Marketing Committee	Ms. Schwartz reported the second GoodNews Letter is in development.	No action required.
Personnel Committee	Ms. Coppola reported the committee continues to work on the engagement survey and are beginning to evaluate the fiduciary responsibilities and options of the 403 (b) from a Board prospective.	No action required.
Technology Committee	<p>Mr. Hennessey reported the addition of Paul Haumesser from RCPI to the committee.</p> <p>Committee is assessing current technology solutions provider.</p>	Mr. Hennessey is seeking additional IT experts to join the committee.
Nurse	Dr. Stopinski reported Kaleida is currently providing a half-time nurse under a contract with the BPS. Once union issues are finalized with the BPS, a FTE nurse will be assigned to the	No action required.

	school from 7:45 am to 3:15 pm.	
Board Retreat	November 14, 2014 / 7:30 a.m. to 3:00 p.m. at Catholic Health's new downtown administrative and training facility.	Mr. Richardson and Ms. Barrett are planning the agenda with Dr. Stopinski.
Board Roster	It was suggested that Board terms be added to the roster.	Ms. Vamvas will update and redistribute.
Executive Session	Mr. Palmer motioned to move into Executive session.	Mr. Moley moved acceptance; Mr. Richardson seconded. (approved)
Annual Incentives	Board returned from Executive Session and voted to award annual incentives, per the recommendation of the Personnel and Executive Committees.	Mr. Faso moved acceptance; Mr. Moley seconded. (approved)

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

Health Sciences Charter School
Board Meeting Minutes

Date: October 9, 2014

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

Attendees: Donna Brown, Lisa Coppola, Michael Faso, Dr. John Gillespie, John Hennessey, Dr. Jevon Hunter, Dr. Marsha Jackson, David Palmer, Bob Richardson, Cynthia Schwartz

Absent/Excused: Debora Hayes, Dr. Michael Edbauer, Michael Moley, Melissa Tucker

Guests: Dr. Hank Stopinski, Jan Barrett, Greg Altman, Rob Boccaccio, Melina Vamvas, Dr. Richard Hershberger, Cullan Donnelly

Topic	Discussion	Action
Call to Order	Mr. Palmer called the meeting to order.	Based on the number of Trustees currently at 14, eight persons are required for a quorum. A quorum was present.
Public Comment	Cullan Donnelly, Class of 2014, spoke about life after Health Sciences. He mentioned the teacher's ability to prepare him for college level coursework. He also offered suggestions for the future such as offering AP courses as another option for college preparation and utilizing alumni input in school decision making.	Mr. Palmer thanked Mr. Donnelly, on behalf of the board, for his feedback and wished him continued success in college.
Consent Agenda Items (Distributed via email) <ul style="list-style-type: none"> • Board Meeting Minutes – 9.11.14 • Academic Committee Minutes – 10.2.14 • Marketing Committee Minutes – 10.2.14 • Facilities Committee Minutes – 10.3.14 • Finance Committee Minutes – 10.1.14 • Personnel Committee Minutes – 9.30.14 • Technology Committee Minutes – 9.24.14 • Employment Resolution / New Position • Grants Report - 9.30.14 	No Discussion.	Ms. Brown moved acceptance, Dr. Gillespie seconded. (approved)
Treasurer's Report	Mr. Altman reported the August financials will need approval prior to submittal to NYSED by November 1.	A special meeting of the Board will be scheduled prior to November 1.

Enrollment	Dr. Stopinski reported 95% capacity as of October 8.	An aggressive push to enroll more students is a continuing effort.
Demographic Report	Dr. Stopinski reported unofficial historical demographic data noted incoming freshman are coming from 68 different middle schools, reside in the City of Buffalo and are African American.	No action required.
Populated Accountability Dashboard	Dr. Stopinski noted the majority of metrics reported on the dashboard are quarterly.	Moving forward reports will be presented quarterly vs. monthly.
Student Mental Health Issues	Dr. Stopinski reported that there is a significant rise in the number of students dealing with mental health and complex trauma issues. He welcomed any programs geared towards training teachers on mental illness or trauma-informed care.	Partner organizations will assess programs that might be appropriate and report to Dr. Stopinski.
Academic Committee	Dr. Gillespie reported the literacy rate of Grade 9 students is higher than previous years. All students continue to receive extra literacy supports. The school has been selected to attend a NAF work-based learning conference in Dallas.	No action required.
Accountability Committee	No report.	No action required.
Facilities Committee	Ms. Schwartz reported the outdoor fall cleanup is scheduled, and the graphics for 1291 Main Street are finalized. She also reported the committee will be looking into future roof replacement options.	No action required.
Finance Committee	Mr. Faso reported the committee is working on planning for long term facilities / capital projects.	No action required.
Marketing Committee	Mrs. Schwartz reported the coverage of MASH Camp and the work being done on a press release the Charter School's NAF Year of Planning. She also reported the committee is looking into purchasing advertising space on digital billboards in Buffalo during the recruiting season.	No action required.
Personnel Committee	Ms. Coppola reported the committee continues to review the engagement survey and is working on the development of the leadership team and teachers.	No action required.
Technology Committee	Mr. Hennessey reported the committee is reviewing both the technological needs of teachers, and how best to integrate technology into student learning. The current contract for technology services will expire in the coming month.	Develop a RFP for technology services.

Old Business	Board Retreat – Catholic Health (November 14 @ 7:30 a.m.)	Board members to send resume or bio to Mr. Richardson prior to the retreat.
Executive Session	Mr. Palmer motioned to move into Executive Session.	Ms. Schwartz moved acceptance; Mr. Richardson seconded. (approved)
Annual Incentives	Board returned from Executive Session and voted to approve the recommendation of the Personnel Committee with regards to the 2013-2014 school year incentives. They also voted to approve the research into a K-8 model.	Mr. Gillespie moved acceptance; Ms. Schwartz moved acceptance. (approved)

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Friday, November 14, 2014 – 7:30 a.m. at Catholic Health

Health Sciences Charter School Board Meeting Minutes

Date: November 14, 2014

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

Attendees: Lisa Coppola, Dr. Michael Edbauer Michael Faso, Dr. John Gillespie, John Hennessey, Michael Moley, David Palmer, Robert, Richardson, Cynthia Schwartz, Melissa Tucker

Absent/Excused: Donna Brown, Debora Hayes, Dr. Jevon Hunter

Guests: Dr. Hank Stopinski, Jan Barrett, Rob Boccaccio, Melina Vamvas, Danielle Kruse, Ashley Driebelbis, Gregory Altman

Topic	Discussion	Action
Call to Order	Mr. Palmer called the meeting to order.	Based on the number of Trustees currently at 14, eight persons are required for a quorum.
Public Comment	None	No action required.
Consent Agenda Items (Distributed via email) <ul style="list-style-type: none"> • Board Meeting Minutes – 10.9.14 • Board Meeting Minutes – 10.31.14 • Accountability Committee Minutes – 7.18.14 • Finance Committee Minutes – 10.28.14 • Personnel Committee Minutes – 10.28.14 • Technology Committee Minutes – 10.22.14 • Economic Development Group, Inc. (Contract Termination) • Employment Resolution / New Position 	No discussion.	Ms. Schwartz moved acceptance; Mr. Gillespie seconded. (all approved)
Treasurers Report	No Report	No action required.
Charter Revision Resolution	Mr. Palmer presented the Charter Revision Resolution to send to NYSED.	Ms. Coppola moved acceptance; Mr. Hennessey seconded. (all approved)
Academic Committee	No Report	No action required.
Accountability Committee	No Report	No action required.
Facilities Committee	No Report	No action required.

Finance Committee	No Report	No action required.
Marketing Committee	No Report	No action required.
Personnel Committee	No Report	No action required.
Technology Committee	No Report	No action required.
Executive Session	No Executive session required. Mr. Palmer motioned to end the meeting.	Mr. Moley moved acceptance; Mr. Gillespie seconded. (all approved)

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Thursday, December 11, 2014 – 7:30 a.m. at Health Sciences

Health Sciences Charter School Board Meeting Minutes

Date: December 11, 2014

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

Attendees: Lisa Coppola, Dr. Michael Edbauer Michael Faso, Dr. John Gillespie, John Hennessey, Dr. Jevon Hunter, Michael Moley, David Palmer, Robert Richardson (Call-in), Cynthia Schwartz, Melissa Tucker

Absent/Excused: Donna Brown, Debora Hayes

Guests: Dr. Hank Stopinski, Jan Barrett, Melina Vamvas, Richard Hershberger, Lisa Newell, Greg Altman

Topic	Discussion	Action
Call to Order	Mr. Palmer called the meeting to order.	Based on the number of Trustees currently at 14, eight persons are required for a quorum. A quorum was present.
Public Comment	No Public Comment	No action required
Consent Agenda Items (Distributed via email) <ul style="list-style-type: none"> • Board Meeting Minutes -11.14.2014 • Academic Committee Minutes –12.04.2014 • Accountability Committee Minutes-07.18.2014 • Accountability Committee Minutes-10.30.2014 • Accountability Committee Minutes-12.04.2014 • Marketing Committee Minutes -12.04.2014 • Personnel Committee Minutes -11.25.2014 • Facilities Committee -12.05.2014 • Finance Committee Minutes – 12.03.2014 • Employment Resolution(s) • BOCES Intra School Fiber Contract • Technology Policy-Second Read 	Prior to a vote, the following amendments were added to the Technology Policy: <ul style="list-style-type: none"> • Add contractor(s) to provide insurance and submit to background checks. • Add the clarification of the school being a non-smoking, drug-free campus. 	Ms. Coppola moved acceptance; Mr. Hennessey seconded. (all approved)
Treasurers Report	Mr. Faso reported the financials are in good standing. He also reported that the financials are being prepared on a more rigorous schedule in accordance to the previous audit findings.	Ms. Schwartz moved acceptance; Mr. Moley seconded. (all approved)
Principal's Report	Dr. Stopinski thanked the Board for their generous contributions to the holiday giving drive. He also reported that 20+ completed applications have been submitted for 2015-2016 school year.	No action required.

Accountability Annual Audit	Mr. Moley thanked Ms. Newell for her leadership with the audit. She then presented an audit overview and discussed the improvements from last year and where improvement is still needed. In particular, the board discussed the necessity of an increase in the monitoring of the service learning requirement.	Mr. Palmer proposed a resolution to accept changes to the audit. Ms. Schwartz moved acceptance, Dr. Edbauer seconded. (all approved)
Accountability Dashboard	Ms. Newell presented the Accountability Dashboard for the 1 st quarter. Dr. Stopinski discussed the behavioral, attendance, and enrichment issues and the plan for the 2 nd quarter.	Moving forward, the Accountability Dashboard will be presented quarterly.
Junior Class Update	Dr. Stopinski presented the updates on the junior class as well as the interventions in place to assist the class.	No action required.
Academic Committee	Dr. Gillespie followed up on the junior class updates.	No action required.
Accountability Committee	No Report	No action required.
Facilities Committee	Ms. Schwartz reported the committee is monitoring preventative maintenance needs of the school; photo-screens for the windows at 1291 Main Street will be done soon; and bids will be secured for cleanup of the rear of 1291 Main. The committee is also entertaining short and long-term uses for 1291 Main Street.	No action required.
Finance Committee	No Report	No action required.
Marketing Committee	Ms. Schwartz reported that the committee is focusing on the upcoming recruitment cycle by conducting outreach to feeder charters along with a combination of social media, talk shows, radio placements, and the faith-based community.	A general brochure is in development.
Personnel Committee	Ms. Coppola reported the committee is continuing to focus on engagement as well as identifying traits of successful teachers. She also reported that the RFP for 403b will be presented to the finance committee in January. The committee is also working on leadership team training and creating a staff spotlight.	No action required.
Technology Committee	Mr. Hennessey reported the addition of a new member, Joe Bach, from Hospice, as well as the committee's work on back-up policies and the RFP for IT services.	No action required.
Executive Session	No executive session required. Mr. Palmer motioned to adjourn the meeting.	Ms. Schwartz moved acceptance; Mr. Moley seconded. (all approved)

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Thursday, January 08, 2015 – 7:30 a.m. at Health Sciences

Health Sciences Charter School Board Meeting Minutes

Date: January 08, 2015

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

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

Absent/Excused: Debora Hayes, John Hennessey, Melissa Tucker

Guests: Dr. Hank Stopinski, Jan Barrett, Rob Boccaccio, Melina Vamvas, Gregory Altman, Dr. Richard Hershberger

Topic	Discussion	Action
Call to Order	Mr. Palmer called the meeting to order.	Based on the number of Trustees currently at 14, eight persons are required for a quorum.
Public Comment	No public comment	No action required.
Consent Agenda Items (Distributed via email)	<ul style="list-style-type: none"> • Board Meeting Minutes -12.11.2014 • Personnel Committee Minutes -12.23.2014 • Technology Committee Minutes-12.17.2014 • Employment Resolution(s) <p>Snow Day Policy-Second Read</p>	<p>Snow Day Policy tabled; requested clarifying language.</p> <p>Ms. Schwartz moved acceptance; Ms. Brown seconded (approved)</p>
Treasurers Report	Mr. Faso presented the November Financials and reported finances are in good order. Also, the 2015-2016 budget process is proceeding.	Budget calendar and assumptions will be presented in February.
Board Retreat Follow Up	Mr. Richardson recapped the need to establish strategies for: <ul style="list-style-type: none"> • Outreach / Brand Awareness • Culture / Behavior • 1291 Main Street 	<p>Establish task forces for identified strategies.</p> <ul style="list-style-type: none"> • Outreach (Dr. Stopinski, Ms. Barrett) • Culture / Behavior (Dr. Hunter) • 1291 Main Street (Mr. Richardson)
Principal's Report	<p>Recruitment for the 2015-16 school year is underway. To date, completed applications are running far ahead of last year.</p> <p>Dr. Stopinski requested suggestions for a graduation speaker.</p>	Send suggestions for graduation speaker to Dr. Stopinski
Academic Committee	No Report	No action required.
Accountability Committee	No Report	No action required.

Facilities Committee	Mrs. Schwartz reported a permit for 1291 has been approved. Ongoing maintenance on the school building remains on schedule.	Ms. Schwartz will represent the committee on the 1291 Task Force.
Finance Committee	No Report	No action required.
Marketing Committee	Mrs. Schwartz reported fact sheets, brochures, and other recruitment materials are being updated for distribution.	
Personnel Committee	No Report	No action required.
Technology Committee	No Report	No action required.
NYSED Request Update	Dr. Stopinski gave an update on the requested charter revision request to the NYSED.	No action required.
Budget Guidelines/Priorities	Mrs. Faso asked the Board to discuss budget needs at the committee level and give high level budget needs to Mr. Altman.	Board members to discuss budget needs at committee level and give priorities to Mr. Altman.
Executive Session	<p>Mr. Palmer motioned to move into executive session do discuss the 2014-2015 Principal Incentive Program.</p> <p>The Board returned from executive session to vote on the following resolution: "Be it resolved that the Board of Trustees accepts the recommendation to implement the proposed 2014-2015 Principal Incentive Program as presented with a modification to the first two components of the Program (attainment and graduation rate). For those components, if HSCS exceeds the "target" rate but does not meet the "maximum" rate, the Principal is entitled to a sum that is greater than the target dollar amount but less than the maximum dollar amount and is directly proportional to the increase in the rate."</p>	<p>Ms. Coppola moved acceptance; Ms. Schwartz seconded (approved)</p> <p>Ms. Schwartz moved the Board accept the 2014-2015 Principal Incentive Program; Dr. Gillespie seconded (approved).</p>

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Thursday, February 12, 2015 – 7:30 a.m. at Health Sciences

Health Sciences Charter School Board Meeting Minutes

Date: February 12, 2015

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

Attendees: Lisa Coppola, Dr. Michael Edbauer, Michael Faso, John Hennessey, Dr. Jevon Hunter, Michael Moley, David Palmer, Robert Richardson, Cynthia Schwartz (Call In), Melissa Tucker

Absent/Excused: Donna Brown, Dr. John Gillespie, Debora Hayes, Dr. Marsha Jackson

Guests: Dr. Hank Stopinski, Dr. Richard Hershberger, Gregory Altman, Jan Barrett, Rob Boccaccio, Melina Vamvas, Pat Pitts

Topic	Discussion	Action
Call to Order	Mr. Palmer called the meeting to order.	Based on the number of Trustees currently at 14, eight persons are required for a quorum.
Public Comment	No Public Comment	No action required.
Consent Agenda Items (Distributed via email)	<ul style="list-style-type: none"> ● Board Meeting Minutes – 1.8.15 ● Academic Committee Minutes – 2.5.15 ● Facilities Committee Minutes – 2.6.15 ● Finance Committee Minutes – 2.4.15 ● Personnel Committee Minutes – 1.27.14 ● Technology Committee Minutes – 1.28.15 ● Employment Resolution / New Positions ● Snow Day Policy – Final Read ● December Financials 	Mr. Moley moved acceptance; Mr. Richardson seconded (approved).
Treasurers Report	Mr. Faso reported the December financials are trending on schedule. The finance committee is currently awaiting a post Audit review.	No action required.
Budget Assumptions	Mr. Altman presented budget assumptions and the budget calendar for 2015-2016.	Mr. Altman thanked Mr. Boccaccio and Ms. Vacanti for their help in developing the budget assumptions.
Mid-Year Assessments	Mr. Boccaccio presented mid-year assessment data with particular focus on the current junior/senior class. A number of strategic initiatives are being developed (Regents Prep, Mandatory AIS etc.).	Ms. Coppola requested a thorough analysis of all current / proposed strategic academic interventions be sent to the board no later than February 20.
Principal's Report	Dr. Stopinski reported: enrollment numbers are strong and ahead of 2014; there is a significant increase in the number of student athletes (all varsity basketball players have been eligible the entire season); no formal word has been received from the Board of Education regarding our request for	No action required.

	space or from the NYSED regarding the charter revision request; and, he has been meeting with the school's partners to assess the relationships. All partner relationships remain strong and growing	
Student Recognition	Dr. Stopinski introduced students from the Science Olympiad team, Young Doctor's Club, and Cheerleading squad. Each student gave an overview of their experience and future career goals.	The Board congratulated them on their success and reminded all of them that they stand ready to help them achieve their personal and career goals.
Academic Committee	No Report	No action required.
Accountability Committee	No Report	No action required.
Facilities Committee	Mr. Altman reported roofing and plumbing work being done on the gym should be completed by the end of the week.	No action required.
Finance Committee	No Report	No action required.
Marketing Committee	No Report	No action required.
Personnel Committee	<p>Ms. Coppola motioned the acceptance for the 2015-2016 Health Insurance Plan and funding for the HAS Accounts as follows:</p> <p>BE IT RESOLVED THAT on the recommendation of the Board's Personnel Committee and after due consideration, the Board of Trustees (in the absence of Trustee Michael Faso who exited the board room and did not participate) approves a contract with Independent Health Association (IHA) for the provision of employee health insurance during the 2015-2016 school year as recommended, and</p> <p>BE IT FURTHER RESOLVED THAT the current funding of high-deductible health insurance plan participants' HSA accounts shall continue at an annual amount of \$600 for the 2015-2016 school year, the timing of the deposit of such sum to be made as previously done during the 2014-2015 school year.</p>	Mr. Moley moved acceptance; Mr. Hennessey seconded (approved).
Technology Committee	Mr. Hennessey presented the committee is researching a "Bring Your Own Device" plan to broaden the use of technology for students. The committee also issued a RFP for tech services.	No action required.
Old Business	Mr. Richardson will be launching the 1291 Task Force on March 3 to study the potential uses and funding strategies for 1291 Main St. Dr. Hunter is in the process of developing a Task Force to study the school's culture.	No action required.

<p>New Business</p>	<p>Ms. Coppola motioned the acceptance of the presented Bylaw Revisions:</p> <p>BE IT RESOLVED THAT Section 1 of the bylaws, entitled Creation of Committees, is modified to reduce from three (3) to two (2) the minimum number of Trustees required to serve on each standing committee of the Board of Trustees.</p> <p>BE IT RESOLVED THAT Section 2 of the bylaws, entitled Appointment of Committee Members, shall continue to provide for the currently-existing standing committees of the Board of Trustees and also shall add the Technology Committee as a standing committee of the Board.</p>	<p>Mr. Moley moved acceptance; Mr. Richardson seconded. (approved)</p>
<p>Executive Session</p>	<p>No executive session was required. Mr. Palmer motioned to adjourn the meeting.</p>	<p>Mr. Moley moved acceptance, Dr. Edbauer seconded. (approved)</p>

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Thursday, March 12, 2015 – 7:30 a.m. at Health Sciences

**Health Sciences Charter School
Board Meeting Minutes**

Date: March 12, 2015

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

Attendees: Donna Brown, Lisa Coppola, Michael Faso, Dr. John Gillespie, Dr. Jevon Hunter, Robert Richardson, Cynthia Schwartz, Melissa Tucker

Absent/Excused: Dr. Michael Edbauer, John Hennessey, Debora Hayes, Dr. Marsha Jackson, Michael Moley, David Palmer

Guests: Dr. Hank Stopinski, Dr. Richard Hershberger, Gregory Altman, Rob Boccaccio, Melina Vamvas, David Scott, Elizabeth Brooks

Topic	Discussion	Action
Call to Order	Ms. Schwartz called the meeting to order.	Based on the number of Trustees currently at 14, eight persons are required for a quorum.
Public Comment	No public comment.	No action required
Consent Agenda Items (Distributed via email) <ul style="list-style-type: none"> • Board Meeting Minutes – 2.12.15 • Academic Committee Minutes – 3.5.15 • Accountability Committee Minutes – 12.4.14 • Facilities Committee Minutes – 3.6.15 • Finance Committee Minutes – 3.4.15 • Marketing Committee Minutes – 3.4.15 • Personnel Committee Minutes – 2.24.15 • Technology Committee Minutes – 2.24.15 • Network Security Policy – Final Approval • School Volunteer Policy – Final Approval 		Ms. Coppola moved acceptance; Ms. Brown seconded (all approved).
Treasurers Report	Mr. Faso reported the January financials are in good order and the line of credit has been paid down. The finance committee will present the budget at the April 16 board meeting.	No action required.

Principal's Report	Dr. Stopinski reported the school will conduct its first lottery for each grade level on April 1. NYSED communicated with Dr. Stopinski that they will not be moving forward with the K-8 Proposal, but are looking forward to their visit on April 28.	No action required.
National Academy Foundation	Ms. Brooks and Mr. Scott presented an overview of the Year of Planning. The board thanked them for their good work and dedication. Dr. Gillespie put forward the following resolution: BE IT RESOLVED THAT the Board of Trustees of Health Sciences Charter School offers its endorsement of the National Academy Foundation, herein referred to as NAF, recommending the submission of all Year of Planning (YOP) Documents to the NAF officials for review of and possible acceptance of a school-wide academy at Health Sciences.	Mr. Hennessey moved acceptance; Mr. Faso seconded (all approved).
2014 Graduates Follow Up	Dr. Stopinski reported three students from the 2010 Cohort met their Regents requirements in January and graduated.	No action required.
Junior Class	Mr. Boccaccio presented new academic interventions for the Junior class. The last quarter of the 2014-15 school year will include mandatory Regents Prep for any junior not on track; and, the bell schedule in the 2015-16 school year will be changed to incorporate more Regents Prep and AIS classes during the school day.	No action required.
Student Recognition	Dr. Stopinski presented Yusef Zulqarnain (Valedictorian), Jordan Carerro (Salutatorian), and Shai Fears as the 2015 recipients for the Scholastic Achievement Recognition Dinner, presented by the Erie-Niagara School Superintendents Association. The students shared their best experiences at Health Sciences. The board congratulated them on their recognition.	No action required.
Academic Committee	No report.	No action required.
Accountability Committee	No report.	No action required.
Facilities Committee	Ms. Schwartz reported the graphics for 1291 will be installed soon. She also reported the leaking in the gym is fixed and the insurance	No action required.

	will cover the water damage in 1291.	
Finance Committee	No report.	No action required.
Marketing Committee	Ms. Schwartz reported the committee has developed a 2015-16 marketing plan.	No action required.
Personnel Committee	Ms. Coppola reported the committee is evaluating a long-term benefit strategy in addition to their continued implementation of the engagement survey results.	No action required.
Technology Committee	No report.	No action required.
1291 Task Force	Mr. Richardson reported the task force is looking at options for selling, developing, and/or funding a 1291 Main Street Project.	No action required.
Executive Session	No executive session was required. Ms. Schwartz called for the meeting to be adjourned.	Ms. Coppola motioned acceptance; Ms. Brown seconded (all approved).

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Thursday, April 16, 2015 – 7:30 a.m. at Health Sciences

**Health Sciences Charter School
Board Meeting Minutes**

Date: April 16, 2015

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

Attendees: Lisa Coppola, John Hennessey, Michael Faso, Dr. John Gillespie, Dr. Jevon Hunter, Dr. Marsha Jackson, Michael Moley, David Palmer, Robert Richardson, Cynthia Schwartz, Melissa Tucker

Absent/Excused: Donna Brown, Dr. Michael Edbauer, Debora Hayes

Guests: Dr. Hank Stopinski, Dr. Richard Hershberger, Gregory Altman, Rob Boccaccio, Melina Vamvas, Valerie Kovacs, Jan Barrett

Topic	Discussion	Action
Call to Order	Mr. Palmer called the meeting to order.	Based on the number of Trustees currently at 14, eight persons are required for a quorum.
Public Comment	No public comment.	No action required
Consent Agenda Items (Distributed via email) <ul style="list-style-type: none"> • Board Minutes – 3.12.15 • Academic Minutes – 4.2.15 • Finance Minutes – 4.1.15 • Personnel Minutes – 3.31.15 • Technology Minutes – 3.25.15 • 990 	No comment.	Dr. Jackson moved acceptance; Dr. Gillespie seconded (all approved).
Treasurers Report <ul style="list-style-type: none"> • Budget • February Financials • March Grant Report 	Mr. Faso reported the February financials to be in good order. He also reported that the line of credit has been paid down and expenses are running below budget. The Finance Committee recommends the approval of the 2015-2016 budget.	Mr. Moley moved acceptance; Ms. Schwartz seconded (all approved).
Principal's Report	Dr. Stopinski reported the school held its first lottery and has developed a series of protocols to ensure students complete the enrollment requirements within a defined period or move to the wait list. The 480 student goal remains in place.	No action required.
Drill Team Presentation	Dr. Stopinski presented Drill Team representatives with their coaches. The Board congratulated them on their accomplishments this year and for also winning the annual Drill-o-Rama competition.	No action required.

WNYESC Awards of Excellence Recipients	Dr. Stopinski presented award winners, Kim Miller and Rick Mammolitti, for their dedication to the students at Health Sciences. They will be recognized at a dinner on April 30.	No action required.
NYSED Visit	Dr. Stopinski discussed the upcoming annual visit from NYSED on April 28, 2015. At this time, Board presence has not been requested.	No action required.
Val-Ed Survey	Valerie Kovacs, from PICCS, presented the annual Val-Ed Survey that measures Principal effectiveness. She asked the Board to complete the survey as soon as possible.	All Board Members to complete the Val-Ed survey by May 9, 2015.
Academic Committee	Dr. Gillespie reported a new summer school partnership with Tapestry has been established to provide Regents prep instruction at Health Sciences for both schools. This ensures that instruction will be with known highly-effective teachers. He presented a revised bell schedule for the 2015-16 school year that will include enrichment during the day and weekly professional development for teachers. Also, Dr. Stopinski is exploring a 4+1 graduation requirement for the upcoming years with the NYSED.	No action required.
Accountability Committee	No report.	Accountability Committee will present a revised dashboard at the May 14 board meeting.
Facilities Committee	Ms. Schwartz reported the graphics for 1291 Main Street have been installed; the committee is creating a preventative maintenance plan and roof replacement plan.	No action required.
Finance Committee	No report.	No action required.
Marketing Committee	Ms. Schwartz reported enrollment is no longer the primary goal of the committee. They will begin to focus on branding strategies that will hopefully lead to new investment. They are also working on a general brochure along with an annual report for distribution to NYSED and the community on July 1.	No action required.

Personnel Committee	Ms. Coppola reported the committee is evaluating a long-term benefit strategy in addition to focusing on teacher recruitment during the upcoming months.	No action required.
Technology Committee	Mr. Hennessey reported the committee has received valuable input from teachers regarding their use of technology to increase instruction. The committee is also researching other instruction products (e.g. APPLE) and are working with the business office to assess and measure the return-on-investment of technology in the classroom.	No action required.
1291 Main Street Task Force	Mr. Richardson reported the committee is meeting bi-monthly and researching a number of potential use opportunities and funding schemes for the property. A representative from BCAT, BNMC, Grant Builders and Roswell (other than Cynthia) have joined the committee.	No action required.
Wellness/After School/Wrap Around Services Task Force	Dr. Stopinski reported he is pursuing the addition of a full-time mental health social worker and case manager via Catholic Health and ECMC's DSRIP program.	No action required.
New Business	Philanthropy - Dr. Stopinski is exploring with Dr. Edbauer the launch of a new philanthropy program for the 2015-16 school year. NFIEC – The school nominated Roswell Park, and they were selected, to receive a Service to Education award on May 6.	No action required.
Executive Session	No executive session was required. Mr. Palmer called for the meeting to be adjourned.	Ms. Schwartz motioned acceptance; Dr. Gillespie seconded (all approved).

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Thursday, May 14, 2015 – 7:30 a.m. at Health Sciences

	for approval by the Facilities Committee.	
Safety Plan and Protocols	Mr. Baxter presented an updated School Safety Plan and Protocols. He thanked Roswell, ECMC, and the BNMC for their advice and support in creating the plan. An immediate concern is that the safety protocol information will not always be readily available should an emergency occur when a teacher or administrator is not in their classroom or office. It was determined that safety protocol information be provided on the back of employee swipe cards.	Ms. Brown is looking into how ECMC can be of help regarding critical safety information being on faculty / administration swipe cards.
Principal's Report	Dr. Stopinski reported the school has 96 students completely enrolled for the 2015-2016 school year and that enrollment packets are being completed each day.	No action required.
Executive Session	Ms. Schwartz motioned to move to executive session to discuss a student issue. Mr. Palmer requested to come out of executive session.	Dr. Gillespie moved acceptance; Ms. Brown seconded (all approved). Ms. Schwartz moved acceptance; Ms Brown seconded (all approved).
Academic Committee	Dr. Gillespie reported on the options for academic enrichment during the 2015-2016 year as well as during the summer. Dr. Hunter presented an overview of the Buffalo State College Professional Development School partnership for 2015-2016. He also asked the Board to make the school aware of any summer leadership programs for students (e.g. Yale, MIT, USCS, Syracuse etc.	No action required.
Accountability Committee	No report.	No action required.
Facilities Committee	Ms. Schwartz reported the committee is identifying city-owned vacant lots that might be appropriate to secure / trade to strengthen the lots the school currently owns.	No action required.
Finance Committee	No report.	No action required.
Marketing Committee	Ms. Schwartz reported the committee is working on a general brochure for the community, corporate leaders and partner organizations etc.	No action required.
Personnel Committee	Ms. Coppola reported the committee is discussing retention and employee engagement. She also announced the addition of Kara Murphy from Buffalo Hearing and Speech to the committee.	No action required.
Technology Committee	No report.	No action required.

1291 Main Street Task Force	Mr. Richardson reported the committee has added an urban planning intern to the committee. The task force will be conducting focus groups to determine the best use for the 1291 Main Street property.	No action required.
Wellness/After School/Wrap Around Services Task Force	Dr. Stopinski reported he is pursuing the addition of a full-time mental health social worker and case manager via Catholic Health and ECMC's DSRIP program as well as utilizing the After School Program with the Buffalo Urban League	No action required.
Old Business	Philanthropy - Dr. Stopinski is exploring with Dr. Edbauer the launch of a new philanthropy program for the 2015-16 school year.	No action required.
End of Meeting	Mr. Palmer called for the meeting to be adjourned.	Ms. Schwartz moved acceptance; Dr. Gillespie seconded (all approved).

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Thursday, June 11, 2015 – 7:30 a.m. at Health Sciences

**Health Sciences Charter School
Board Meeting Minutes**

Date: June 11, 2015

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

Attendees: Donna Brown, Lisa Coppola, Dr. Michael Edbauer, Dr. John Gillespie, John Hennessey, Dr. Jevon Hunter, Dr. Marsha Jackson, Michael Moley, David Palmer, Robert Richardson, Cynthia Schwartz, Melissa Tucker

Absent/Excused: Michael Faso

Guests: Dr. Hank Stopinski, Dr. Richard Hershberger, Gregory Altman, Jan Barrett, Rob Boccaccio, Melina Vamvas

Topic	Discussion	Action
Call to Order	Mr. Palmer called the meeting to order.	Based on the number of Trustees currently at 13, seven persons are required for a quorum.
Public Comment	No public comment.	No action required
Consent Agenda Items (Distributed via email) 1. Consent Agenda Items (Distributed via email) <ul style="list-style-type: none"> • Board Meeting Minutes – 5.14.15 • Academic Committee Minutes – 6.4.15 • Facilities Committee Minutes – 5.29.15 • Finance Committee Minutes – 6.9.15 • Personnel Committee Minutes – 5.26.15 • April Financials 2. Treasurer's Report <ul style="list-style-type: none"> • May Grant Report 	No comment.	Dr. Gillespie moved acceptance; Ms. Schwartz seconded (all approved).
Academic Committee	No report.	No action required.
Facilities Committee	No report.	No action required.
Finance Committee	No report.	No action required.

Personnel Committee	No report.	No action required.
Executive Session	<p>Ms. Coppola motioned to move into executive session to discuss a school issue.</p> <p>Mr. Palmer requested to move out of executive session.</p> <p>Mr. Palmer called for the meeting to be adjourned.</p>	<p>Ms. Schwartz moved acceptance; Dr. Gillespie seconded (all approved).</p> <p>Dr. Gillespie moved acceptance; Ms. Schwartz seconded (all approved).</p> <p>Ms. Schwartz moved acceptance; Dr. Gillespie seconded (all approved).</p>

The above minutes have been reviewed by Cynthia Schwartz, Secretary
Final Approval: Thursday, July 9, 2015 – 7:30 a.m. at Health Sciences



APPENDIX H: ENROLLMENT AND RETENTION EFFORTS

Describe the efforts the charter school has utilized in 2014-15 and a plan for efforts to be taken in 2015-16 to attract and retain a greater enrollment of students with disabilities, English language learners, and students who are eligible for free and reduced priced lunch.

The Marketing Committee of the Board of Health Sciences Charter School (Health Science) worked with staff to improve outreach efforts and coordinated numerous presentations at local churches, block clubs, hospitals, and charter schools, as well as participation in health fairs, bulk mailings, partner newsletters, radio appearances, and multiple advertisements in community newspapers.

The School's Counselors and Principal, with students and Board and Marketing Committee members, conducted tours, visited feeder Schools, hosted speakers, and aggressively oversaw outreach to block clubs, parent groups, churches, resettlement agencies, and community-based and healthcare organizations. They collectively spoke to the mission and vision of the School, contributions of partner organizations (e.g. number of MASH Camps, student internships, etc.), academic statistics, and commitment of the highly-qualified faculty.

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

Health Sciences is anticipated to open at near full capacity. This does not mean, however, that there is any complacency on the part of the School to relax its recruitment or retention efforts. Both are critical to the overall success of the School. As a School of choice, Health Sciences recognizes the importance of reaching students and parents to communicate the opportunities available to a wide variety of students, including those with special needs, limited English language proficiency or who are performing below grade level, explain the high expectations of staff and students, as well the support systems in place to help every student achieve their personal best.

To ensure diversity of students and families, the School employs a variety of strategies to make sure families clearly understand Health Sciences' programs, expectations and opportunities. At a minimum, for new students, they include the aforementioned community presentations, School visits, and written and website materials.

Health Sciences prides itself on the implementation of a systematic and thoughtful approach to assisting ELL students. While not a large population at Health Sciences, a number of students not classified as ELL

nevertheless also work directly with the ELL teacher on a regular basis because the language spoken at their home is not English. Retaining the small number of ELL students remains a high priority. These students not only want to learn and enjoy academic success, they bring a rich diversity to the entire student body.

In partnership with the Buffalo Urban League, the School will implement the first year of a four-year after school program funded through the New York State Office of Child and Family Services. The program will provide academic support, mentoring, arts, entrepreneurial activities. This will provide the most at-risk students (a majority of whom qualify for FRL) with additional instruction time, social/emotional supports and increase interest and engagement in school.



Appendix I: Teacher and Administrator Attrition

Last updated: 07/07/2015

Report changes in teacher and administrator staffing.

Page 1

Charter School Name:

Instructions for completing the Teacher and Administrator Attrition Tables

ALL charter schools should provide, for teachers and administrators only, the full time equivalent (FTE) of staff on June 30, 2014, the FTE for added staff from July 1, 2014 through June 30, 2015, and the FTE for any departed staff from July 1, 2014 through June 30, 2015 using the two tables provided.

2013-14 Teacher Attrition Table

	FTE Teachers on June 30, 2014	FTE Teachers Additions 7/1/14 – 6/30/15	FTE Teacher Departures 7/1/14 – 6/30/15

2013-14 Administrator Position Attrition Table

	FTE Administrator Positions On 6/30/2014	FTE Administrator Additions 7/1/14 – 6/30/15	FTE Administrator Departures 7/1/14 – 6/30/15

Thank you



Appendix J: Uncertified Teachers

Created: 07/19/2015

Last updated: 07/20/2015

"thirty per centum or 5 teachers, whichever is less"

To comply with NYS Education Law Section 2854(3)(a-1), please report the (FTE) count of uncertified and certified teaching staff as of the last day of school for the 2014-15 school year.

Page 1

Charter School Name:

Note Definition of FTE:

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

How many **UNCERTIFIED** Full-Time Equivalent Teachers were employed in the charter school as of last day of school in 2014-15?

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

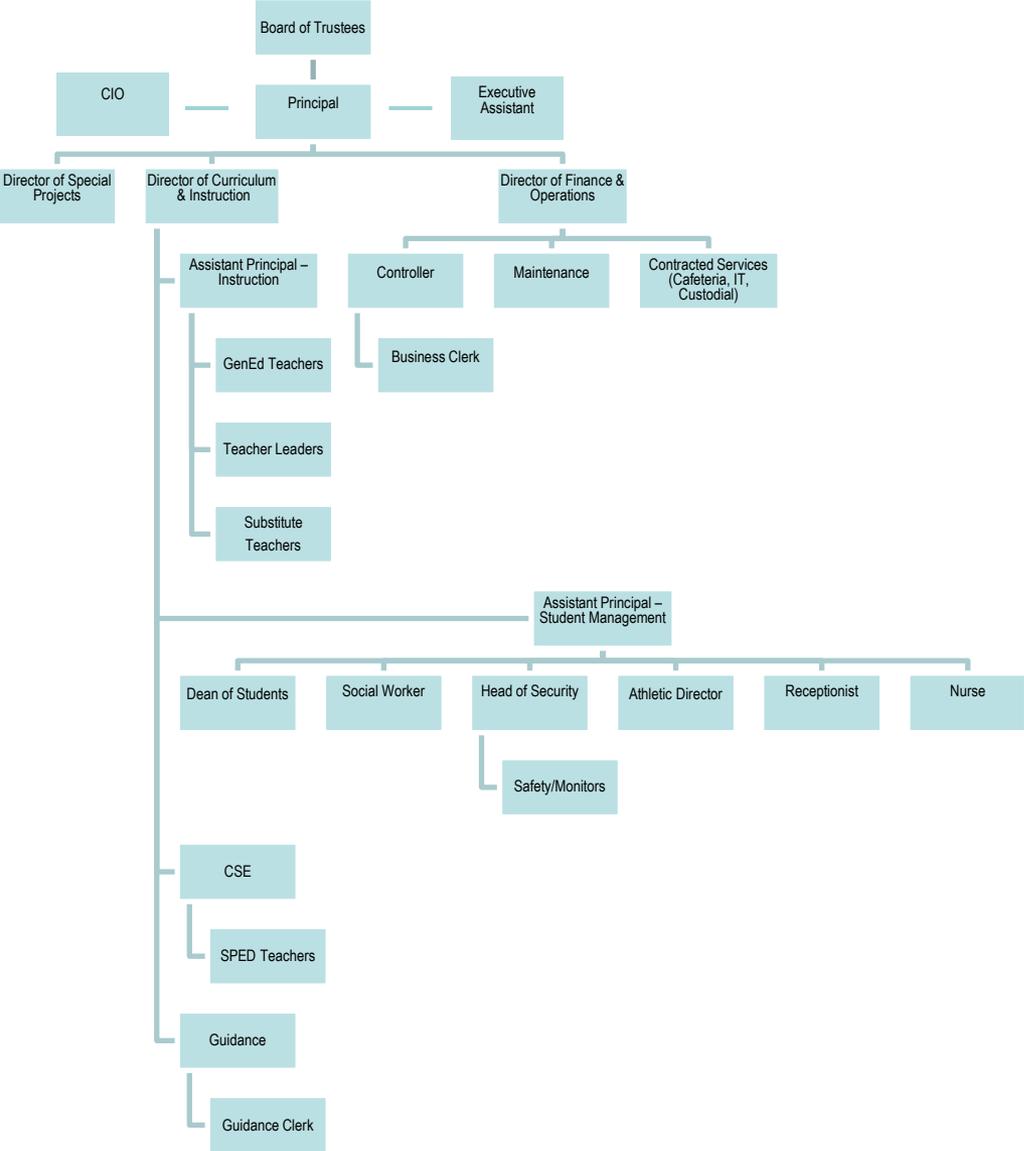
	FTE - (June 30, 2015)
(i) uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience	0
(ii) individuals who are tenured or tenure track college faculty	0
(iii) individuals with two years satisfactory experience through Teach for America	0
(iv) individuals who possess exceptional business, professional, artistic, athletic, or military experience	0
FTE count of uncertified teachers who do not fit into any of the four statutory categories	1
Total	1.0

How many **CERTIFIED** Full-Time Equivalent Teachers were employed in the charter school as of the last day of school in 2014-15?

37

Thank you.

HEALTH SCIENCES CHARTER SCHOOL Organization Chart





APPENDIX H: ENROLLMENT AND RETENTION EFFORTS

Describe the efforts the charter school has utilized in 2014-15 and a plan for efforts to be taken in 2015-16 to attract and retain a greater enrollment of students with disabilities, English language learners, and students who are eligible for free and reduced priced lunch.

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

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

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

To ensure diversity of students and families, the School employs a variety of strategies to make sure families clearly understand Health Sciences' programs, expectations and opportunities. At a minimum, for new students, they include the aforementioned community presentations, School visits, and written and website materials.

Health Sciences prides itself on the implementation of a systematic and thoughtful approach to assisting ELL students. While not a large population at Health Sciences, a number of students not classified as ELL nevertheless also work directly with the ELL teacher on a regular basis because the language spoken at their home is not English. Retaining the small number of ELL students remains a high priority. These students not only want to learn and enjoy academic success, they bring a rich diversity to the entire student body.

In partnership with the Buffalo Urban League, the School will implement the first year of a four-year after school program funded through the New York State Office of Child and Family Services. The program will provide academic support, mentoring, arts, entrepreneurial activities. This will provide the most at-risk students (a majority of whom qualify for FRL) with additional instruction time, social/emotional supports and increase interest and engagement in school.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Thursday, November 05, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/27d4ddce628f2ab2ae>

Page 1

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

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	michael	edbauer

2. *Your Home Address:

2. *Your Home Address: Street Address	[REDACTED]
2. *Your Home Address: City/State	[REDACTED]
2. *Your Home Address: Zip	[REDACTED]

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

HEALTH SCIENCES CS (REGENTS) 140600860961

8. Select all positions you have held on the Board:

(check all that apply)

(No response)

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

No

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

No

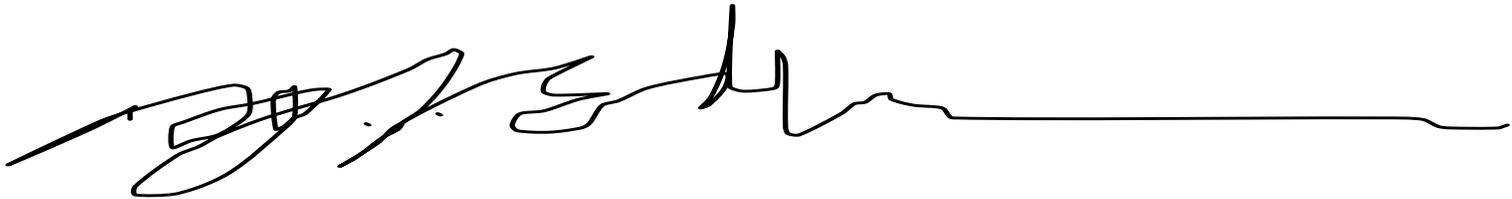
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke at the end.

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Thursday, November 05, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/22a6c46b7059ff09c3>

Page 1

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

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	Michael	faso

2. *Your Home Address:

2. *Your Home Address: Street Address	[REDACTED]
2. *Your Home Address: City/State	[REDACTED]
2. *Your Home Address: Zip	[REDACTED]

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

HEALTH SCIENCES CS (REGENTS) 140600860961

8. Select all positions you have held on the Board:

(check all that apply)

- Treasurer
-

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

No

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

No

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

Yes

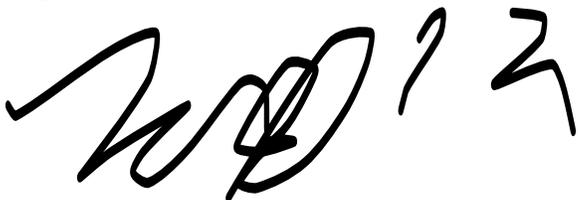
11a. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house held or engaged in with the charter school during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered Yes to Question 2-4 above, you need not disclose again your employment status, salary, etc.

	Date(s) of Transactions	Nature of Financial Interest/Transaction	Steps Taken to Avoid Conflict of Interest (e.g., did not vote, did not participate in discussion)	Name of Person Holding Interest and Relationship to You
1	2013	In kind recruitment of finance position	Not applicable	Brother is owner off firm that contributed service
2	2014 and 2015	My Employer provides health insurance to school	Did not vote or participate in process	Employer
3				
4				
5				

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

No

Signature of Trustee



Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Thursday, November 05, 2015

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Page 1

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

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	melissa	tucker

2. *Your Home Address:

2. *Your Home Address: Street Address	[REDACTED]
2. *Your Home Address: City/State	[REDACTED]
2. *Your Home Address: Zip	[REDACTED]

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

HEALTH SCIENCES CS (REGENTS) 140600860961

8. Select all positions you have held on the Board:

(check all that apply)

-
- Other, please specify...: Board member
-

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

No

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

No

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

No

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

No

Signature of Trustee

A handwritten signature in black ink, consisting of several vertical and slightly curved strokes, appearing to be the initials 'M. S.'.

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Friday, November 06, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/5cd28b8c7eacc04661>

Page 1

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

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	john	gillespie

2. *Your Home Address:

2. *Your Home Address: Street Address	[REDACTED]
2. *Your Home Address: City/State	[REDACTED]
2. *Your Home Address: Zip	[REDACTED]

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

HEALTH SCIENCES CS (REGENTS) 140600860961

8. Select all positions you have held on the Board:

(check all that apply)

-
- Other, please specify...: member
-

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

No

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

No

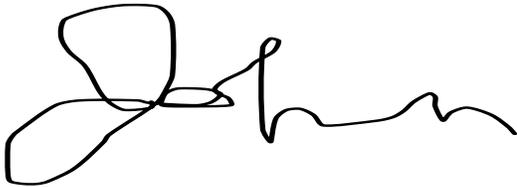
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee



Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Friday, November 06, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/64ae4520f009bec6ac>

Page 1

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

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	Michael	Moley

2. *Your Home Address:

2. *Your Home Address: Street Address	[REDACTED]
2. *Your Home Address: City/State	[REDACTED]
2. *Your Home Address: Zip	[REDACTED]

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

HEALTH SCIENCES CS (REGENTS) 140600860961

8. Select all positions you have held on the Board:

(check all that apply)

-
- Other, please specify...: Chair, Accountability Committee and the Executive Committee
-

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

No

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

No

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

No

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

No

Signature of Trustee

A handwritten signature in black ink that reads "Michael R. Roney". The signature is written in a cursive style with a large initial "M" and a long, sweeping tail on the "y".

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Friday, November 06, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/85c1ddd362708da33>

Page 1

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

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	John	Hennessey

2. *Your Home Address:

2. *Your Home Address: Street Address	[REDACTED]
2. *Your Home Address: City/State	[REDACTED]
2. *Your Home Address: Zip	[REDACTED]

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

HEALTH SCIENCES CS (REGENTS) 140600860961

8. Select all positions you have held on the Board:

(check all that apply)

(No response)

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

No

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

No

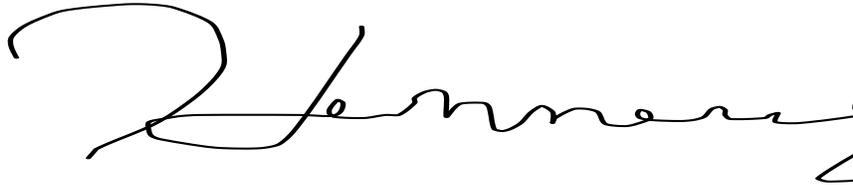
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink, appearing to be a stylized name with a large initial 'L' and a large 'D'.A handwritten signature in black ink, appearing to be the name 'Danner' written in a cursive style.

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Friday, November 06, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/d70073aff25c7baf75>

Page 1

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

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	Cynthia	Schwartz

2. *Your Home Address:

2. *Your Home Address: Street Address	[REDACTED]
2. *Your Home Address: City/State	[REDACTED]
2. *Your Home Address: Zip	[REDACTED]

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

HEALTH SCIENCES CS (REGENTS) 140600860961

8. Select all positions you have held on the Board:

(check all that apply)

- Secretary
- Other, please specify...: Chair, Facilities Committee

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

No

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

No

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

No

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

Yes

12a. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write **None**.

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

Signature of Trustee



Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Friday, November 06, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/f57549bb91f82e46ab>

Page 1

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

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	Donna	Brown

2. *Your Home Address:

2. *Your Home Address: Street Address	[REDACTED]
2. *Your Home Address: City/State	[REDACTED]
2. *Your Home Address: Zip	[REDACTED]

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

HEALTH SCIENCES CS (REGENTS) 140600860961

8. Select all positions you have held on the Board:

(check all that apply)

-
- Other, please specify...: NA
-

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

No

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

No

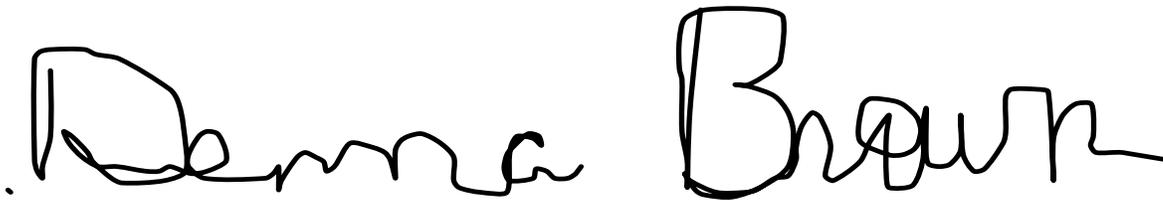
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink that reads "Demma Brown". The signature is written in a cursive style with a large, prominent "B" for the last name.

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Tuesday, November 10, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/3db4d5b8c5b7ce04d>

Page 1

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

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	Lisa	Coppola

2. *Your Home Address:

2. *Your Home Address: Street Address	[REDACTED]
2. *Your Home Address: City/State	[REDACTED]
2. *Your Home Address: Zip	[REDACTED]

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

HEALTH SCIENCES CS (REGENTS) 140600860961

8. Select all positions you have held on the Board:

(check all that apply)

-
- Other, please specify...: Trustee, Chair of Personnel Committee of the Board
-

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

No

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

No

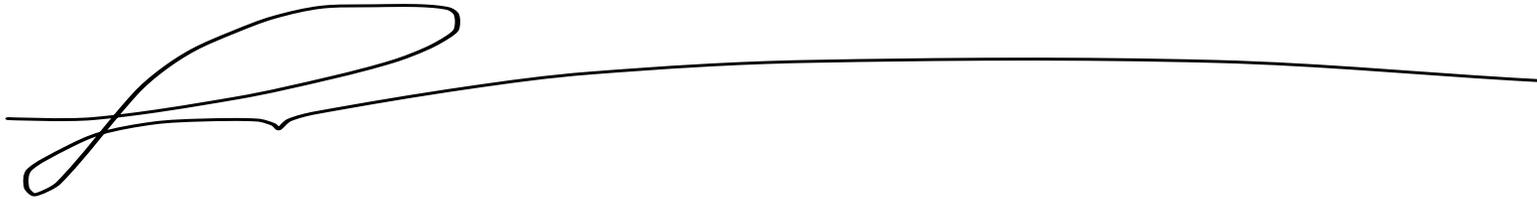
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink, consisting of a large, stylized loop followed by a long, sweeping horizontal line that tapers off to the right.

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Monday, November 16, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/cd92db6339461dc0e>

Page 1

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

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	David	Palmer

2. *Your Home Address:

2. *Your Home Address: Street Address	[REDACTED]
2. *Your Home Address: City/State	[REDACTED]
2. *Your Home Address: Zip	[REDACTED]

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

HEALTH SCIENCES CS (REGENTS) 140600860961

8. Select all positions you have held on the Board:

(check all that apply)

-
- Chair/President
-

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

No

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

No

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

No

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

No

Signature of Trustee

A handwritten signature in black ink that reads "David A. Paul". The signature is written in a cursive style with a large initial 'D' and a long horizontal stroke at the end.

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Tuesday, November 24, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/a635905d43b4d2af2>

Page 1

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

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	Marsha	Jackson Phd

2. *Your Home Address:

2. *Your Home Address: Street Address	[REDACTED]
2. *Your Home Address: City/State	[REDACTED]
2. *Your Home Address: Zip	[REDACTED]

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

HEALTH SCIENCES CS (REGENTS) 140600860961

8. Select all positions you have held on the Board:

(check all that apply)

-
- Vice Chair/Vice President
-

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

No

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

No

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

No

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

Yes

12a. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member or person living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school that is doing business with the school through a management or services agreement, please identify only the name of the organization, your position in the organization as well as the relationship between such organization and the school. If there was no financial interest, write **None**.

	Organization Conducting Business with the School	Nature of Business Conducted	Approximate Value of the Business Conducted	Name of Trustee and/or Immediate Family Member with Interest	Steps Taken to Avoid Conflict of Interest
1	Erie Community College	College Course	5,000	Marsha D. Jackson Phd	
2					
3					
4					
5					

Signature of Trustee



Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Friday, December 04, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/c818828c4a7a17f44d>

Page 1

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

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	Jevon	Hunter

2. *Your Home Address:

2. *Your Home Address: Street Address	[REDACTED]
2. *Your Home Address: City/State	[REDACTED]
2. *Your Home Address: Zip	[REDACTED]

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

HEALTH SCIENCES CS (REGENTS) 140600860961

8. Select all positions you have held on the Board:

(check all that apply)

-
- Other, please specify...: Board Member
-

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

No

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

No

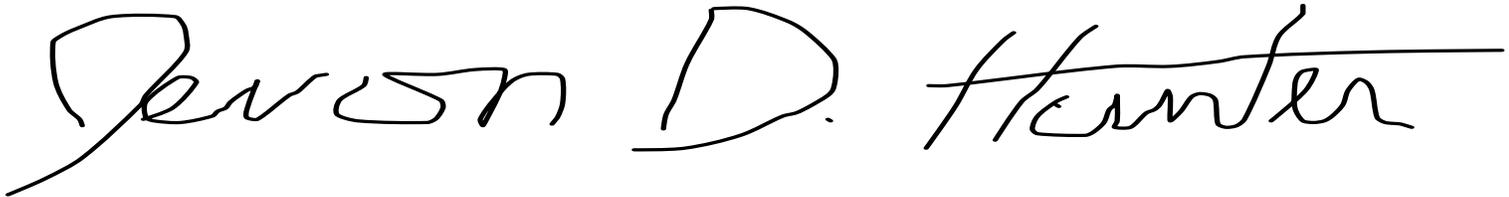
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink that reads "Devon D. Hunter". The signature is written in a cursive style with a large, looped 'D' and a long horizontal line extending from the end of the name.

Thank you.

Required Form: 2014-15 Appendix E - Trustee Disclosure of Financial Interest Form

Created Thursday, November 05, 2015

<https://nysed.fluidsurveys.com/account/surveys/537586/responses/export//s/Regents-Appendix-E-BOT-Form/9a319d2ba2dd8a1b3>

Page 1

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

1. TRUSTEE NAME

	First Name	Last Name
Trustee Name	Robert	Richardson

2. *Your Home Address:

2. *Your Home Address: Street Address	[REDACTED]
2. *Your Home Address: City/State	[REDACTED]
2. *Your Home Address: Zip	[REDACTED]

3. *Your Business Address

3. *Your Business Address Street Address	[REDACTED]
3. *Your Business Address City/State	[REDACTED]
3. *Your Business Address Zip	[REDACTED]

4. *Daytime Phone Number:

[REDACTED]

5. *E-mail Address:

[REDACTED]

6. I am a Trustee of a parent education corporation listed below which governs one or more charter schools.

No, I am not.

7. Select the name of the education corporation that operates a single charter school.

HEALTH SCIENCES CS (REGENTS) 140600860961

8. Select all positions you have held on the Board:

(check all that apply)

-
- Vice Chair/Vice President
-

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

No

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

No

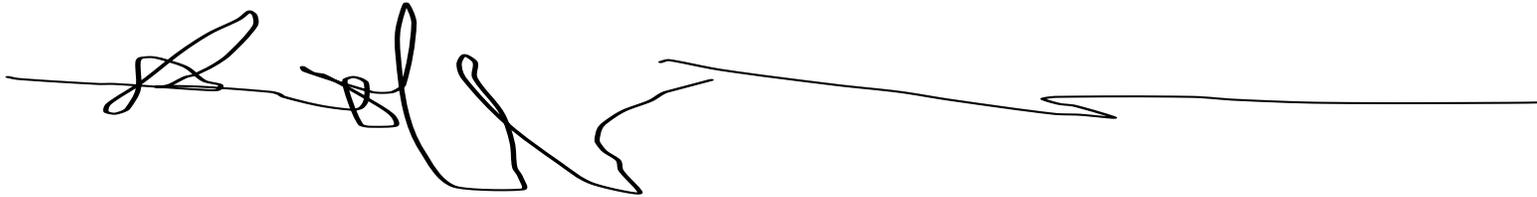
11. Have you or any of your immediate family members or any persons who live with you in your house had an interest in or engaged in a transaction with the charter school during the time you have served on the board, and in the six-month period prior to such service?

No

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

No

Signature of Trustee

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

Thank you.