



PHASE I: Letter of Intent

Last updated: 06/22/2015

Basic Contact and Application Information

Page 1

Applicant groups and Existing Education Corporations interested in submitting an application to establish Regents-authorized charter schools are asked to complete this brief information sheet. The Department will use this information to plan and coordinate peer review panels with appropriate expertise to evaluate all application materials.

Please indicate whether an Applicant Group or an Existing Education Corporation is submitting this Round 1 Letter of Intent.

Applicant Group LOI to establish a single, brand new charter school

Proposed Charter School Name

(Please write out the formal and full name for the school you proposed, and include the words "charter" and "school" in the proposed name(s)).

School Name	Hi-Tech Healthcare Charter School
Grades Served (K-5, .6-8, 9-12, etc.) During Initial Term	9-12
Number of Students During Initial Term	410

Proposed or Current Board Chair and Public Contact information, including mailing address, phone number, and email address.

(The entire chart may not be visible on your screen. Use the "tab" key to move from column to column. The first column will remain static as you do so).

	First and Last Name	Best Phone Number (###-###-####)	Email Address
Proposed/Current Board Chair	Emmanuel Okpala	██████████	██████████
Public/Media Contact Person	Francis Onukwue	314-922-7139	fonukwue12@aol.com

If available, please provide the URL to the website established for the proposed school or existing education corporation.

www.htcharterschool.org

Proposed Management and/or Partner Organization(s), such as a charter or educational management company or a university, academic program partner, or whole school change partner.

(See pages 45-46 of the application kit for definitions and guidance as only "substantial" partnerships should be listed here).

Proposed Management Company	Not Applicable
Partner Organization 1	Hi-Tech Charities
Partner Organization 2	Not Applicable

Proposed Board Chair Signature

(Internet Explorer may not support this feature. Open the portal using Google Chrome, Firefox, or Safari).



Date

2015/06/22

Thank you for completing this form.

**HI-TECH HEALTHCARE CHARTER SCHOOL (HHCS)
LETTER OF INTENT TO APPLY**

I. Applicant Group Information

A. & B. Applicant Group Information: See Table 1 below

Applicant Group Member Name/Email Address	Current Employment	Relevant experience skills and role on applicant group (Key Words)	Proposed role(s) if any (Trustee, Employee or None)	Proposed Board Position (e.g., officer, trustee, constituent rep)	Length of initial term	Voting Member Y/N
Liana Acevedo, BS, MLS; [REDACTED]	Library Manager, Hunts Point Public Library	Education Plan, Education Resources, Outreach, Curriculum	Trustee	Secretary, Executive Board Member	2 year	Y
Larry Robinson, AAS; BA. [REDACTED]	Retired	Parent Advocacy, Technology, Community Outreach	Trustee/Parent	Parents Representative Board Member	5 years	Y
Rev. Fr. Opkala, BA; MA. [REDACTED]	Harlem Hospital Center	Counseling, Governance, Human Resources Compliance	Trustee	Chairman, Executive Board Member	2 years	Y
Ibe Moses, BS, MSC, CPA [REDACTED]	Ibe Moses & Associates, CPAs, Head Auditor	Accounting, Auditing Regulations, Compliance	Trustee	Board Member	3 years	Y
Joan Bucchino, BA. [REDACTED]	Grace Corporation, President	Education Plan, Fundraising, Outreach, Health	Trustee	Board Member	5 years	Y
Francis Onukwue, MA; MBA; PhD Finance (c.) [REDACTED]	Hi-Tech Charities, President (50% Time)	Curriculum, Administration, Finance, Accounts, Legal, Regulations	Employee	Charter School Executive Director (50%Time)	5 years	N
Emmanuel Daniel BS, MSA, RN. [REDACTED]	Healthcare Consulting, Director	Healthcare, Policies and Procedures	Trustee	Board Member	3 year	Y

C. Public Contact: Francis Onukwue; Ph: 314-922-7139; fonukwue12@aol.com

D. Application History: We began work on this application in 2012 and have neither submitted it to nor obtained decision from any other authorizer. The application was accepted September 11, 2013 by the NYSED but an anticipated Community Board 2 support letter was not received and so full proposal was not submitted. It was resubmitted but rejected on February 21, 2014 for lack of “sufficient information in Section IV. b. *Community Support* (initial assessment of parent interest in the proposed School).” This deficiency was corrected through better elaboration on earlier outreach activities. In addition, more elaborate outreach to various stakeholders including parents and parents’ liaisons were carried out following that second rejection notice. The intensive parent and community outreach activities continued. The Letter of Intent was resubmitted again in the 2014 second round and was accepted to proceed to full proposal. Unfortunately the full proposal was rejected for not fully developing mission statement throughout the whole proposal; not fully developing partnership with Hi-Tech Charities; not fully accounting for specific expense items in the budget and for not addressing few other matters. The 2015 Round 1 Letter of Intent was not fully submitted before

deadline due to online submission problem we encountered. We have continued improving the application and hope the journey we started in 2012 will yield fruitful result with resubmission at this 2015 Round 2.

Attachment 5a: Attachment 5a is attached showing the School Trustee Background Information and Signed Statements of Assurance, Signed Statements of Intent, Resumes, Transcripts from Highest Degree Granting Institution, Three Reference Letters. Criminal background checks will be conducted following submission of full proposal and at the request of NYSED Charter School Office.

II. Proposed Charter School Information

A. Proposed School Name: Hi-Tech Healthcare Charter School (HHCS)

B. Proposed School Location: Possible South Bronx School Districts to be located include District 8, 12, 7 or 9. HHCS intends to request to be sited in a South Bronx NY School District facility. The institution is also planning to lease or own its property; and therefore presently working with realtors.

C. Planned Grades and Enrollment in Each Year of Proposed Charter Term: While a K-12 is planned for the fully developed school, present focus is on a 9th through 12th grade high school. In year one, 110 students will be recruited and enrolled in 9th grade. In year two, successful students would progress to 10th grade and a new 9th grade of same size enrolled, and on through 12th grade. Qualified and continually trained staff with delivery the rigorous curriculum. Intensive remedial programs and support services will be provided to struggling students to enable them achieve their academic goals. The table below shows the 9th through 12th grade levels, indicating age range and enrollment for each year of initial charter term. A small margin is allowed for attrition due to transfers and other matters.

Projected Enrollment of 9 th -12 th Grades Over the Charter Term						
Grade	Age	2016-2017	2017-2018	2018-2019	2019-2020	2018-2019
9	13-17	110	110	110	110	110
10	14-18	0	105	105	105	105
11	15-19	0	0	100	100	100
12	16-21	0	0	0	95	95
Total		110	215	315	410	410

D. Proposed Management and/or Partner Organization(s): Hi-Tech Healthcare Charter School (HHCS) will partner with Hi-Tech Charities (HTC), a nonprofit community development corporation that has operations in New York and Missouri. HTC has served North St. Louis for the past 16 years and Bronx for the past five years. While the institution’s NY operations for the past five years have focused on jointly conducting community outreach and planning the charter school and the healthcare program, its 16 years of operations has focused on serving “at-risk” youth, seniors, low-income individuals and families, women and minority businesses, and low-income communities. The organization’s services have included: (a) Adult Education and Postsecondary Entrepreneurship Training; (b) Healthcare and Health Education, (c) Access to Technology; (d) Education Talent Search; (e) Upward Bound; (f) Consulting and Financing for individuals and small businesses; (g) Youth Construction Career Development and Jobs; (h) Adult Construction Career Development and Job Placement; and (i) Individual Development Account (IDA). Hi-Tech Charities has served over 18,000 individuals, 1,200 families, and over 400 women and minority small businesses in its 16 years of existence. Besides Hi-Tech Charities’ 16 years of operation, the organization’s board and senior management have assisted the Charter School Planning Team carry out a thorough and comprehensive outreach in the South Bronx community and putting together this proposal seeking approval to meet the community need for alternative quality education. Hi-Tech Charities will provide assistance with the charter school’s health and wellness program, curriculum development, staff training, outreach, grant proposals, school management staff and other needed resources.

E. Proposed School Mission: Hi-Tech Healthcare Charter School (HHCS) will provide students with rigorous curriculum and intensive instructions in core academic courses in a stimulating, safe, and nurturing environment. The School will help students develop academic and professional skills necessary to compete and perform well in the growing healthcare, science, and technology industries of the 21st century. The school's goal is to graduate all students to be college ready. Students will graduate High School with Diploma and be ready to enter college and university and pursue degrees and careers in Healthcare, Science, Technology, Engineering and Mathematics and other disciplines.

F. School Overview: Hi-Tech Healthcare Charter School has designed and will implement an innovative charter school. The charter school academic program and curriculum will be aligned with the Common Core State Standards. Key design elements include:

(1) *Emphasis on STEM-Project Learning*: The school will work with Lincoln Education Center to provide a practical hands-on project-based teaching and learning experience in Science, Technology, Engineering and Mathematics that help students build their competences in these subjects and other subject areas. HHCS will design and implement STEM-Project Learning, given its ease in making math and science accessible to Students with Disabilities, English Language Learners and to those who have problem understanding traditional math and science methods.

(2) *Focus on at-risk students* – The school will target at-risk students (English Language Learners, Students with Disabilities, Free and Reduced Price Lunch), create exceptional learning environment and provide students with the skills necessary to access the 21st century global economy.

(3) *Extended School Day & Saturday Academy* - Extended schedule allows added academic support time for students with special learning needs and those lacking structured place to study outside of school. During the months of September through May, at least one Saturday per month will be reserved for students who continue to struggle academically – this is mandatory for all students needing academic enrichment support. Competent and continually trained teachers plan and work in groups to educate students in low teacher/student ratios. Students will work on reviewing and relearning areas that presented difficulty to them until attain mastery of specific course materials.

(4) *Partnerships*: HHCS will leverage affiliation with Hi-Tech Charities and its 16 years of experience serving low-income communities, to build the school's personnel, curriculum and resources capacities to deliver quality education. Other collaborations will also be formed.

(5) *Maintain solid sustainability and financial capacity*: HHCS will seek out financial and other resources from various sources, including fundraising activities, grant writing and use of volunteers to enhance the activities and programs of the institution. The school will create a reserve fund to assure that any contingency expenses are addressed and handled without putting strain on the school budget and on school activities. Students will fare better and enjoy solid, viable, sustainable, vibrant, and financially secure academic institution that is operating at reasonable sustainability.

G. Target Population/Community to be Served: The School will be located in South Bronx, one of the neediest areas in New York. HHCS will serve all eligible students but with emphasis on low-income students eligible for free and reduced price lunch, students with disabilities, students with English as a Second Language and academically and socially underperforming children. Depending on the availability of co-location space, leased space or its own independent facility, HHCS is to be located in School District 8, 12, 7 or 9. Based on consistent feedback from parents and community members, the school will be K-12 when fully developed but is presently is presently focused on serving 9th through 12th grade students. School Board and school leadership will attract, screen and hire appropriate qualified number of faculty and administrative staff to adequately staff all grade levels to be served. Working with Lincoln Education Center and other professional development providers, the school leadership will provide initial training and ongoing in-house and external professional development. This will assure that existing and new hires maintain the skills and competencies necessary to perform their best in meeting the academic, social and behavioral needs of students.

III. Enrollment and Retention, Particularly Targeted Students:

A. Strategies to attract and recruit targeted student population

a. *Those identified in the school's mission* – HHCS aims to provide the best quality education to its students irrespective of ethnic origin, language abilities, disabilities, social and economic background. To attract and recruit students, materials will be presented in English and Spanish; open-house meetings will be held, local media outlets will be utilized to reach parents, churches, social organizations, and cultural institutions. Other recruitment strategies to be implemented will include among others, church announcements, bulletin publications, organizing special events and making presentations to parent organizations, middle schools staff and principals, and community agencies.

b. *Students with disabilities* – HHCS will have on staff a person who is an expert on students with disabilities and who would be part of the team to design communication and recruitment materials targeting parents of students with disabilities and organizations that cater to students with disabilities. Partnerships will be formed with local churches and with disabilities institutions and agencies in order to reach and attract students with disabilities.

c. *English language learners* – Recruitment materials will be provided in the native language of the students to enable students and parents understand the recruitment message and ponder more deeply in their own native mindset, the opportunities the school offers. Recruitment and outreach to the ethnic families, agencies, and communities carried out by bi-lingual employees and volunteers.

d. *Students who are eligible applicants for the free and reduced price lunch program* – South Bronx is known for its high poverty rate, with its student body eligible for free and reduced lunch near 90%. To attract and recruit students from the predominantly low-income families and communities of South Bronx, the recruitment methods outlined in the preceding sections will be used with emphasis placed on the **free** but **qualitative** education offered children.

B. Strategies to retain recruited targeted student population

a. *Those identified in the school's mission* – HHCS will work hard to retain our students by becoming a community school that works with families, social agencies and community leaders. Parents-Teachers and other organizations will be formed to foster ongoing mutual trust and collaborations. Engaging curriculum will retain students. After school tutoring, weekend classes will retain and enable struggling students gain mastery of course materials and enhance their academic performance.

b. *Students with disabilities* – Certified education professionals will be hired to provide the specialized quality services required by students with disabilities. HHCS will build and maintain continual relationships with disabled students' families and with agencies that address their needs.

c. *English language learners* – Culturally sensitive teaching and learning methods will be implemented along with the provision and delivery of course materials in ethnic languages that the learners understand. HHCS will create and support parent volunteer and leadership development programs that would assure parents' participation in planning and advancement of students learning.

d. *Students who are eligible applicants for the free and reduced price lunch program* – Among other retention strategies, Parents-Teachers and other associations will form to strengthen families' bonding with the school by more closely connecting parents with the school and the school with families, assuring retention. Mentoring, advising, students' advancement and success will be assured through innovative, participatory cultural activities, healthy food programs, and **healthy lifestyle coaching**.

IV. Public Outreach and Community Support

Beginning from early 2012 through this June 2015, Hi-Tech Healthcare Charter School (HHCS) founding team and volunteers carried out and continue to carry out **extensive** public, community, youth and parent outreach activities. HHCS has accepted and addressed lots of inputs and feedbacks.

A. Public Outreach: *Social Agencies, Churches and Community Boards* – Presentations and discussions were held with social agencies and members of Community Boards #1 (9/12/2013, 2/5/2015 and various dates from 2013 through June 2015), Community Board #2 (6/12/13; 5/21/14; 6/18/14; 3/19/2015 and several dates from 2013 through June 2015), Community Board #3 (9/11/13;

10/2/2014; 5/14/2015 and several dates from 2013 through June 2015), and #4 (7/29/13; 5/27/14; 4/15/2015 and several dates from 2013 through June 2015). In these presentations, series of information were presented and discussed about our proposed healthcare charter school; the STEM-focus curriculum, the anticipation of locating school within school districts 7, 8, 9 or 12; the 9th through 12th grade levels to be served and clear description of the educational programs. Questions and answers sessions followed. Feedbacks received were integrated into subsequent meetings and eventually reflected in the school design. Letter of support from Community Board 2 is included in Attachment 2. Ongoing presentations and conversations continue. Distribution of Fliers, Brochures and Public Hearing Events Notices - Over three thousand fliers, brochures, and public hearing notices, all written in English and Hispanic languages were produced and distributed to residents through door-to-door, churches, local businesses and stores, laundry matts, community centers, public and senior housing facilities, and other public places. Community Events – HHCS participated and continues to participate in Bronx business events, health and community events where information are shared and feedbacks received. Examples include Fordham University (5/28/14; 1/22/2015), Bronx Week Business Breakfast (5/14/13; 5/13/14; 2/26/2015), health fairs (5/3/13; 6/28/14, 4/16/2015 and others), and several other community fairs and events.

B. Initial assessment of parent interest: Public Hearings Targeting Parents and Guardians - To date, ten public hearings, targeting parents and guardians were conducted: four at Resurrection and Life Pentecostal Church Outreach Center (1/12/13; 4/20/13; 8/10/14; 1/6/2015), two at High Bridge Public Library (8/23/13; 4/16/2015), two at Hunts Point Public Library (6/28/14; 5/21/2015); two at Word of Life Church (9/6/2014; 3/7/2015). There are over 700 support signatures from parents and guardians at these discussions events. Surveys - Three parents and guardians surveys lasting five months each have been conducted one year apart; the first being from 2/2/12 to 6/2/12 and the second 2/2/13 to 6/2/13; a third survey was repeated in August 2014. All asked same questions and results showed that there was need for a quality K-12 school in South Bronx, STEM schools are preferred to non-STEM schools. There was demand for extended day and Saturday classes. Middle Schools Parent Coordinators and Principals - Meetings were held with parent coordinators of middle schools who expressed parents’ desires for **high performing charter high schools** that would provide their children choices for good education. Email correspondences are included in Attachment 2. Additional meeting are planned with Middle School Principals. Political Leaders and Community organizations - Meetings were held with the Bronx Borough President Rueben Diaz, the Deputy Borough President, Aurelia Greene, Councilwoman Arroyo (see support letter in Attachment 2), pastors of churches and community organizations that discussed parents’ education needs for their children. Numerous announcements have been made in Catholic Church services and outreach program activities in South Bronx – Parish Priest of St. Anselm Catholic Church has continued to announce the school in church services and published the school’s information in parish bulletins over series of months. Most Reverend Josu Iriondo, DD, Catholic Bishop of South Bronx has extensively published the school in church bulletins and made numerous Sunday and Weekday announcements about the school in Spanish and English languages in the parish. Website – HHCS website provides additional information for parents. Others: Through all these channels, community members, leaders and parents have asked questions and provided feedbacks, expressing desire for quality K-12 STEM charter school. Such school, they claim, would curb failing students’ performance and provide quality alternative. Feedbacks/inputs from all sources influenced and continue influencing school design.

V. Proposed Board Chairman: Signature and Date Signed

Name	Signature	Date
Rev. Fr. Emmanuel Okpalauwaekwe		06/17/2015

**HI-TECH HEALTHCARE CHARTER SCHOOL (HHCS)
LETTER OF INTENT TO APPLY**

I. Applicant Group Information

A. & B. Applicant Group Information: See Table 1 below

Table 1: Founding Group

Applicant Group Member Name/Email Address	Current Employment	Relevant experience skills and role on applicant group (Key Words)	Proposed role(s) if any (Trustee, Employee or None)	Proposed Board Position (e.g., officer, trustee, constituent rep)	Length of initial term	Voting Member Y/N
Liana Acevedo, BS, MLS; [REDACTED]	Library Manager, Hunts Point Public Library	Education Plan, Education Resources, Outreach, Curriculum	Trustee	Secretary, Executive Board Member	2 year	Y
Larry Robinson, AAS; BA. [REDACTED]	Retired	Parent Advocacy, Technology, Community Outreach	Trustee/Parent	Parents Representative Board Member	5 years	Y
Rev. Fr. Opkala, BA; MA. [REDACTED]	Harlem Hospital Center	Counseling, Governance, Human Resources Compliance	Trustee	Chairman, Executive Board Member	2 years	Y
Ibe Moses, BS, MSC, CPA [REDACTED]	Ibe Moses & Associates, CPAs, Head Auditor	Accounting, Auditing Regulations, Compliance	Trustee	Board Member	3 years	Y
Joan Bucchino, BA. [REDACTED]	Grace Corporation, President	Education Plan, Fundraising, Outreach, Health	Trustee	Board Member	5 years	Y
Francis Onukwue, MA; MBA; PhD Finance (c.) [REDACTED]	Hi-Tech Charities, President (50% Time)	Curriculum, Administration, Finance, Accounts, Legal, Regulations	Employee	Charter School Executive Director (50%Time)	5 years	N
Emmanuel Daniel BS, MSA, RN. [REDACTED]	Healthcare Consulting, Director	Healthcare, Policies and Procedures	Trustee	Board Member	3 year	Y