



PHASE I: Letter of Intent

Last updated: 06/28/2016

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 (operates no charter schools to date) or an Existing Education Corporation (operates a least one charter school) is submitting this Round 1 Letter of Intent.

Applicant Group LOI to establish a single, new charter school

Proposed Charter School Name

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

School Name	The Hezekiah Walker Charter School of Art and Technology
Grades Served (K-5, .6-8, 9-12, etc.) During Initial Term	K-5
Max Number of Students During Initial Term	300

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
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		(###-###-####)	
Proposed/Current Board Chair	Neil Harris	[REDACTED]	[REDACTED]
Public/Media Contact Person	Neil Harris	[REDACTED]	[REDACTED]

List of Key Design Elements

(Integral to the school model, these elements should be reflected throughout the application)

1	Compelling, committed, and creative teachers
2	Theme based interdisciplinary curriculum that infuses art and technology
3	Partnerships with community based organizations
4	Scholar Learning Council
5	Expanded learning time including Early Bird instruction and after school programming
6	A focus on social, emotional and academic growth connecting every student to an adult in the building for mentoring and academic support
7	A longer school day (i.e., 8 hours) and school year (i.e., 195 days)
8	(No response)
9	(No response)
10	(No response)

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

(No response)

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.

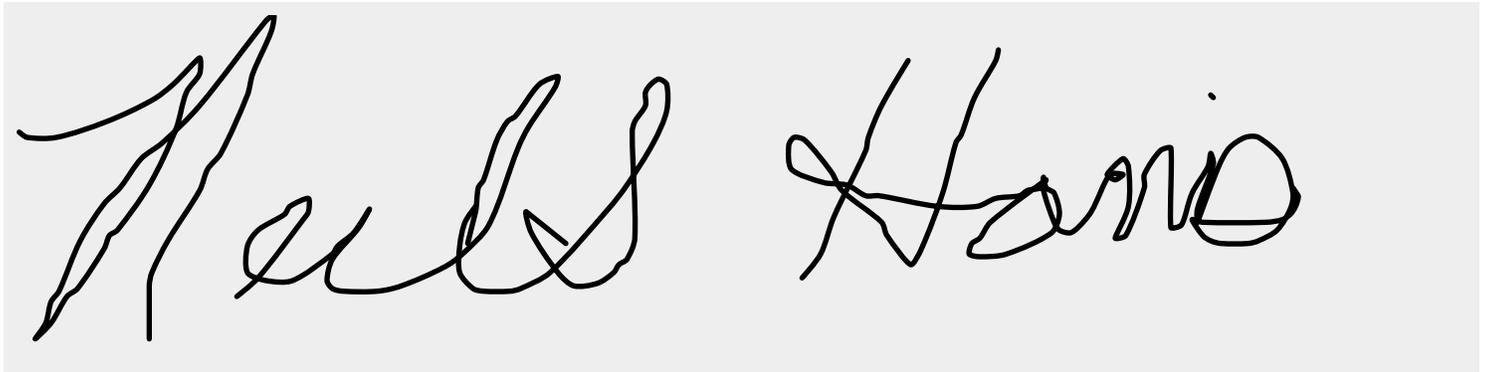
(Refer to the application kit for definitions and guidance as only "substantial" partnerships should be listed here).

[REDACTED]

Proposed Management Company	Not applicable
Partner Organization 1	Not applicable
Partner Organization 2	(No response)

Proposed Board Chair Signature

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

A handwritten signature in black ink on a light gray background. The signature is written in a cursive style and reads "Paul Harris".

Date

2016/02/29

Thank you for completing this form.

The Hezekiah Walker Charter School of Art and Technology
Letter of Intent
June 21, 2016

Proposed School Name: The Hezekiah Walker Charter School of Art and Technology

Proposed School Location: 464 Liberty Ave, Brooklyn, NY 11207

Grades Served: K-5

Number of Students: During Initial Term: 300

Proposed/Current Board Chair: Neil Harris

Public/Media Contact Person: Neil Harris

Application History: This is the first account for applying for public charter for The Hezekiah Walker School of Art and Technology

Applicant Group Information: Please see Table 1 in Attachment A. (Board Members)

Applicant Group Roles and Experiences: Please see Table 1 in Attachment A. (Board Members and detail of roles)

II. Proposed Charter School Information

Planned Grades and Enrollment: The Hezekiah Walker School of Art and Technology will open with kindergarten and first grade. We will have a total of 50 kindergarten students and a total of 50 first grade students with 25 students per class. We plan to add one additional grade of 50 students each year until we reach grade five. Capacity and growth for the proposed charter term will be as follows:

Operating Year	Academic Year	Grades Served	Total Students
0	2016-2018	Planning Year	
1	2018-2019	K, 1	100
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Proposed Management and/or Partner Organization: Not applicable

Proposed School Mission: At The Hezekiah Walker School of Art and Technology, scholars' will be empowered to have *choice in how they learn and voice in what they learn*. HWSAT is a unique blend of high academic expectations focused on the integration of arts and technology into all aspects of learning, with care and attention to developing individuals who have a strong sense of self and community. Together, our aim is to create and maintain a safe, welcoming environment that fosters communication, creativity and the development of the skills and motivation necessary to prepare students for a successful future.

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In addition to empowering scholars to have choice and voice in their learning, our school is unique and set apart from other elementary schools because our instructional practices have proven to greatly impact student learning. These practices include:

- Compelling, committed, and creative teachers
- Theme based interdisciplinary curriculum that infuses art and technology
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- A longer school day (i.e., 8 hours) and school year (i.e., 195 days)

Target Population/Community Served: The Hezekiah Walker School of Art and Technology seeks to serve students in the East New York, Brownsville and Cypress Hill sections of Brooklyn. Future students are likely to currently attend New York City Department of Education schools in District 19 or District 23.

III. Enrollment and Retention of Students with Disabilities, English language Learners (ELL) and students who are eligible for free and reduced price lunch (FRPL)**Recruitment and Enrollment**

Recruitment and retention will be focused towards students who reside in the Brownsville, Cypress Hills, and East New York sections of Brooklyn (School Districts 19 and 23). Student enrollment will be determined through a lottery to fill the number of seats available.

A. Strategies to attract and recruit students identified in the school's mission: To attract and recruit students in our target population, The Hezekiah Walker School of Art and Technology plans to hold community and parent meetings at relevant service providers, community centers, libraries, preschools, and churches throughout the East New York section of Brooklyn, NY. The staff members of The Hezekiah Walker School of Art and Technology will maintain a network of partnerships with local schools, organization and professionals that serve students and families within District 19 and District 23.

B. Strategies to attract and recruit students with disabilities: In order to reach special education students, we will contact organizations and agencies serving children with special needs and their families. We will be sure to have a New York State certified teacher of students with disabilities at each recruiting event and available by phone or email to be able to answer and address any specific questions families may have about how our school community might meet their needs.

C. Strategies to attract and recruit English Language Learners: In order to attract and recruit English Language Learners and their families, we plan to translate promotional materials into the most commonly spoken languages in our targeted area. We will also use direct mail advertising and other advertising (e.g. radio TV, flyer) in other languages than English. Lastly, we will distribute promotional materials to organizations and agencies serving families of ELL.

D. Strategies to attract and recruit students eligible for FRPL: In order to attract low-income students, we will distribute materials, hold meetings and advertise in local school district's neighborhoods with the greatest percentage of families living in poverty. We will focus our recruitment at local Head Start and similar organizations in order to ensure adequate enrollment of our incoming kindergarten classes each year.

Student Retention

A. Strategies to retain students identified in the school's mission: Our primary retention strategy for all students is a strong academic, technology and arts-enriched program that will engage both students and families. We plan to maintain a low student to teacher ratio (two teachers in each room) and have reading and math coaches on staff that will serve as a resource for students to reach mastery in the state standards. The Hezekiah Walker School of Art and Technology will provide professional development around strategies to assist in the academic and social development of students living in poverty and provide services to meet their needs. We plan to establish partnerships with various universities and community organizations that will offer families' literacy programming and offer student-teachers the opportunity to gain real world experiences within our classrooms teaching our students. We plan to select a location that has ample amount of access to public transportation to make it easier for parents to travel to school. Lastly, we plan to hire a school nurse, social worker, psychologist, school counselor, and family liaison to determine and address students and family concerns.

B. Strategies to retain students with disabilities: In order to retain special education students, the school will hire the necessary teachers and administrators with special education certifications and ensure instruction is provided according to students' IEP's and 504 plans.

Special education and related services (e.g., speech-language, occupational therapy, etc.) will be provided per the student's IEP to support students' academic performance and growth. Students will participate in regular screening and assessment, to determine students' performance and task growth. Intervention plans will be developed for all students who would benefit from additional support to strengthen academic and social emotional growth. We will also offer quarterly meetings and workshops for families of children with special needs to help ensure they feel supported and connected in our school community.

C. Strategies to retain English language learners: In order to retain ELL students, ESL teacher(s) will work with staff to ensure that proper instruction, strategies, and materials are used to support ELL students. We will offer targeted one-on-one and small group instruction to help students develop English proficiency. We will offer translation for all instructional workshops and events at the school so that families know that we are invested in them and their children and will not allow language to be a barrier. In addition, our school community will partner with key community based organizations to offer ESL programs and classes to our families who might benefit from those services.

D. Strategies to retain students who are eligible for the FRPL program: We will work to raise additional funds as a school community to ensure that no student is ever denied the opportunity to participate in an activity or extracurricular offering due to inability to pay. Support will be offered to families on a sliding scale based on verified need. We will offer additional resources and supports (learning aids, books etc.) so that all students are learning as much as possible independent of the family's income level.

IV. Public Outreach and Community Support

A. Public Outreach and Community support: The Walker School applicant group has conducted community outreach in order to understand the needs of the community and elicit feedback to enhance the design of the school. The Walker School team has held meetings at community centers, libraries, and other organizations located within the District 19 neighborhood and held meetings with leaders of the District 19 community. A detailed list of the outreach efforts is included below and summarized in Table 2 (attached):

- January 2016- The Walker School team created a letter and flyer that explains the proposed school overview in detail, grades the school will serve and scheduled opening, if approved. The letter specified community event where parents and members of the community could attend to learn more about the school as well as share their comments and ask questions. Both the letter and flyer had a phone number and email address that community members could use to receive information if they were unable to attend the event.
- January - February 2016- Members of The Walker School met with leaders in the District 19 community such as the Elementary and Middle School Superintendent, Elementary and Middle School Family Support Coordinator, Middle School Parent Coordinator, and Long Island University's School of Education.
- February 2016- The Walker School team held information sessions, open to the public, from 5pm-6pm at the United Community Centers located at 613 New Lots Avenue,

Brooklyn, NY 11207 and at the New York City Housing Authority Pennsylvania-Wortman Community Center located at 895 Pennsylvania Ave, Brooklyn, NY 11207 from 5:30pm-6:30pm.

- February 24, 2016- The Walker School team attended Brooklyn Community Board Number 5's community meeting to speak on behalf to the proposed school to families and residents within the community and elicit any questions and feedback from members within the District 19 community.

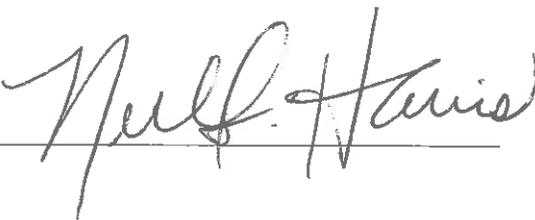
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Parents that were both supporters of the school and resided in the targeted community listed as a total of 75 school aged children. While at the community events, parents also participated in a survey on arts and technology schools within the District 19 community and a total of 100 surveys were collected. The results of the survey show that parents were in support of a school like The Hezekiah Walker School of Art and Technology to educate and engage their children academically in core classes and provide access to arts and technology that would help them success in their future.

V. Proposed Board Chair Signature & Date

The last page of the Letter of Intent must be signed and dated by the proposed board chair of the new school (or the current board chair of an existing Board of Regents-authorized

Print Neil S. Harris

Sign 

Date June 28, 2016

APPLICANT GROUP MEMBER NAME	PHONE NUMBER	EMAIL ADDRESS
Neil S. Harris	[REDACTED]	[REDACTED]
Nyisha Holliday	[REDACTED]	[REDACTED]
Judy Touzin	[REDACTED]	[REDACTED]
Zareta Ricks	[REDACTED]	[REDACTED]
Oresa Napper Williams	[REDACTED]	[REDACTED]
Lamar Timmons-Long	[REDACTED]	[REDACTED]
Juliet Adams	[REDACTED]	[REDACTED]
Lena Eure	[REDACTED]	[REDACTED]

TABLE 1: APPLICANT GROUP INFORMATION***Minimum of 5 members must be designated as Trustees**

CURRENT EMPLOYMENT	RELEVANT EXPERIENCE, SKILLS, AND ROLE ON APPLICANT GROUP (Key Words)	PROPOSED ROLE (if any) (Trustee, Employee, Consultant, or None)	PROPOSED POSITION ON THE BOARD (e.g., officer, trustee, or constituent representative)
Assistant Professor - Teaching	Special Education, Learning	President	President
Director Learning & Development	Human Resources, Leadership	Consultant	Member
Director of Leader Development	Teacher, former principal	Trustee	Constituent representative
Senior School Manager, Chancellor	Leadership and Development	CBO, consultant	
Not Another Child, President	Family Coordinator (DOE)	Consultant	Constituent representative
Teacher, NYC DOE	NYC Department of Education	Consultant	
Assistant Principal, NYC DOE	Operations, management	Consultant	Member
Lead Teacher, Freewill Day Care	NYS Teaching certificate with elementary education endorsement, instructional background		

LENGTH OF INITIAL TERM	VOTING MEMBER (YES OR NO)
2 Years	Y
2 years	Y
2 Years	Y
	N
2 Years	Y
	N
2 Years	Y
st practices	N

The Hezekiah Walker Charter School of Art and Technology
Letter of Intent
June 21, 2016

Proposed School Name: The Hezekiah Walker Charter School of Art and Technology

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Grades Served: K-5

Number of Students: During Initial Term: 300

Proposed/Current Board Chair: Neil Harris [REDACTED] [REDACTED]

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Print _____

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A. Strategies to attract and recruit students identified in the school's mission: To attract and recruit students in our target population, The Hezekiah Walker School of Art and Technology plans to hold community and parent meetings at relevant service providers, community centers, libraries, preschools, and churches throughout the East New York section of Brooklyn, NY. The staff members of The Hezekiah Walker School of Art and Technology will maintain a network of partnerships with local schools, organization and professionals that serve students and families within District 19 and District 23.

B. Strategies to attract and recruit students with disabilities: In order to reach special education students, we will contact organizations and agencies serving children with special needs and their families. We will be sure to have a New York State certified teacher of students with disabilities at each recruiting event and available by phone or email to be able to answer and address any specific questions families may have about how our school community might meet their needs.

C. Strategies to attract and recruit English Language Learners: In order to attract and recruit English Language Learners and their families, we plan to translate promotional materials into the most commonly spoken languages in our targeted area. We will also use direct mail advertising and other advertising (e.g. radio TV, flyer) in other languages than English. Lastly, we will distribute promotional materials to organizations and agencies serving families of ELL.

D. Strategies to attract and recruit students eligible for FRPL: In order to attract low-income students, we will distribute materials, hold meetings and advertise in local school district's neighborhoods with the greatest percentage of families living in poverty. We will focus our recruitment at local Head Start and similar organizations in order to ensure adequate enrollment of our incoming kindergarten classes each year.

Student Retention

A. Strategies to retain students identified in the school's mission: Our primary retention strategy for all students is a strong academic, technology and arts-enriched program that will engage both students and families. We plan to maintain a low student to teacher ratio (two teachers in each room) and have reading and math coaches on staff that will serve as a resource for students to reach mastery in the state standards. The Hezekiah Walker School of Art and Technology will provide professional development around strategies to assist in the academic and social development of students living in poverty and provide services to meet their needs. We plan to establish partnerships with various universities and community organizations that will offer families' literacy programming and offer student-teachers the opportunity to gain real world experiences within our classrooms teaching our students. We plan to select a location that has ample amount of access to public transportation to make it easier for parents to travel to school. Lastly, we plan to hire a school nurse, social worker, psychologist, school counselor, and family liaison to determine and address students and family concerns.

B. Strategies to retain students with disabilities: In order to retain special education students, the school will hire the necessary teachers and administrators with special education certifications and ensure instruction is provided according to students' IEP's and 504 plans.

Special education and related services (e.g., speech-language, occupational therapy, etc.) will be provided per the student's IEP to support students' academic performance and growth. Students will participate in regular screening and assessment, to determine students' performance and task growth. Intervention plans will be developed for all students who would benefit from additional support to strengthen academic and social emotional growth. We will also offer quarterly meetings and workshops for families of children with special needs to help ensure they feel supported and connected in our school community.

C. Strategies to retain English language learners: In order to retain ELL students, ESL teacher(s) will work with staff to ensure that proper instruction, strategies, and materials are used to support ELL students. We will offer targeted one-on-one and small group instruction to help students develop English proficiency. We will offer translation for all instructional workshops and events at the school so that families know that we are invested in them and their children and will not allow language to be a barrier. In addition, our school community will partner with key community based organizations to offer ESL programs and classes to our families who might benefit from those services.

D. Strategies to retain students who are eligible for the FRPL program: We will work to raise additional funds as a school community to ensure that no student is ever denied the opportunity to participate in an activity or extracurricular offering due to inability to pay. Support will be offered to families on a sliding scale based on verified need. We will offer additional resources and supports (learning aids, books etc.) so that all students are learning as much as possible independent of the family's income level.

IV. Public Outreach and Community Support

A. Public Outreach and Community support: The Walker School applicant group has conducted community outreach in order to understand the needs of the community and elicit feedback to enhance the design of the school. The Walker School team has held meetings at community centers, libraries, and other organizations located within the District 19 neighborhood and held meetings with leaders of the District 19 community. A detailed list of the outreach efforts is included below and summarized in Table 2 (attached):

- January 2016- The Walker School team created a letter and flyer that explains the proposed school overview in detail, grades the school will serve and scheduled opening, if approved. The letter specified community event where parents and members of the community could attend to learn more about the school as well as share their comments and ask questions. Both the letter and flyer had a phone number and email address that community members could use to receive information if they were unable to attend the event.
- January - February 2016- Members of The Walker School met with leaders in the District 19 community such as the Elementary and Middle School Superintendent, Elementary and Middle School Family Support Coordinator, Middle School Parent Coordinator, and Long Island University's School of Education.
- February 2016- The Walker School team held information sessions, open to the public, from 5pm-6pm at the United Community Centers located at 613 New Lots Avenue,

Brooklyn, NY 11207 and at the New York City Housing Authority Pennsylvania-Wortman Community Center located at 895 Pennsylvania Ave, Brooklyn, NY 11207 from 5:30pm-6:30pm.

- February 24, 2016- The Walker School team attended Brooklyn Community Board Number 5's community meeting to speak on behalf to the proposed school to families and residents within the community and elicit any questions and feedback from members within the District 19 community.

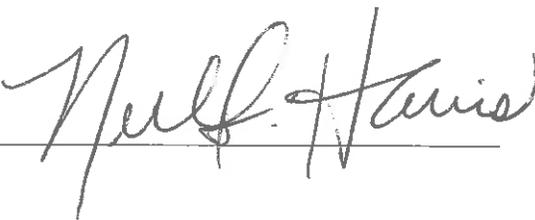
B. Assessment of Parent Interest in Proposed Charter School: To assess parent interest in The Walker School, the applicant group shared a document that outlined the program and timeline for the proposed school with parent residing within the targeted neighborhood. Parent were asked to sign a form if they were interested in learning more and/or potentially enrolling their child within said school.

Parents that were both supporters of the school and resided in the targeted community listed as a total of 75 school aged children. While at the community events, parents also participated in a survey on arts and technology schools within the District 19 community and a total of 100 surveys were collected. The results of the survey show that parents were in support of a school like The Hezekiah Walker School of Art and Technology to educate and engage their children academically in core classes and provide access to arts and technology that would help them success in their future.

V. Proposed Board Chair Signature & Date

The last page of the Letter of Intent must be signed and dated by the proposed board chair of the new school (or the current board chair of an existing Board of Regents-authorized

Print Neil S. Harris

Sign 

Date June 28, 2016