



# Promise Academy I Charter School

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Jawana Johnson  
**Principal**  
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## AGENDA

Promise Academy I Board of Trustees Meeting  
Wednesday, December 16<sup>th</sup>, 2015

at

The Harlem Children's Zone  
245 West 129th Street  
New York, NY 10027

- I. Acceptance of the Minutes
- II. Superintendent's Updates (*Achil Petit*)
- III. Promise Academy I Updates
  - i. Lower Elementary School (*KiKi Walton*)
  - ii. Upper Elementary School (*Joseph Cordero*)
  - iii. Middle School (*Kashif Hameed*)
  - iv. High School (*Jawana Johnson*)
- IV. Financial Report (*Jim Hutter*)
- V. Student Presentations (*Jawana Johnson/Shelly Bauer*)

# **The Harlem Children's Zone Promise Academy I Charter School**

## **Board Meeting**

**Wednesday, November 18<sup>th</sup>, 2015**

**245 West 129th Street**

*Attendees: Geoffrey Canada, Mitch Kurz, Kenneth Langone, Anne Williams-Isom, Arlene Gibson, Willie Mae Lewis, Aisha Tomlinson, Alfonso Wyatt (via phone), Candice Ashby, Norm Atkins, Lauren Basse, Sharleen Bernard, Ari Browne, Alpha Conteh, Joseph Cordero, Tracey Costello, Marlene Fox, Tiffany Fountain, Michelle Germaine, Debbie Gonzalez, Kashif Hameed, Jim Hutter, Shondell James, Raychael Jensen, Betina Jean-Louis, Jawana Johnson, Marilyn Joseph, Jazmine Lewis, Justin Maker, Mindy Miller, Latasha Morgan, Kwame Owusu-Kesse, Asif Padela, Achil Petit, Conrad Pinnock, Sheryl Ragland, Susan Rydz, Lauren Scopaz, James Sinegal, Marquitta Speller, KiKi Walton, Tonya White, and Bessie Wilkerson.*

### **Acceptance of Minutes (Geoffrey Canada)**

The meeting was called to order at 7:00 am and a motion was called to approve the meeting minutes from October 21, 2015. The motion was unanimously approved.

### **CEO's Report (Anne Williams-Isom)**

Anne Williams-Isom talked about "Parents Rock" Month, an initiative to make parents feel involved and welcomed. Promise staff members have been celebrating parents by wearing purple ribbons in their honor, acknowledging parents with friendly phone calls and pep rallies, and working with parents on different projects.

Ms. Williams-Isom also talked about the Halloween celebrations at Promise, when senior staff members dressed up in costumes and visited children in every classroom and visited HCZ programs.

Promise Academy II is holding its annual Thanksgiving/gospel concert on November 20th at the Geoffrey Canada Community Center. About 800 parents are expected to attend and will receive a full Thanksgiving meal. A similar celebration is being held at PAI for the St. Nicholas community next week. Additionally, celebrations for the winter holidays will be held for both charters.

Ms. Williams-Isom spoke about the Paris attacks and communicated with teams and educators to stay alert and to be ready to provide reading materials and information in case families and students have questions.

The Secretary of Education, Arne Duncan, is visiting on December 3rd. Geoffrey Canada and Ms. Williams-Isom will take him on a tour of the schools and to meet some of the Promise teachers.

### **Superintendent's Updates (Achil Petit)**

Superintendent Achil Petit reported that current enrollment was 1,125 for PAI (21 above what was budgeted) and 882 for PAII (26 above what was budgeted). Dr. Petit will continue to monitor the enrollment numbers as we progress through the school year.

Dr. Petit shared his gratitude for Stan Druckenmiller's gift of 25 tickets to the Broadway musical "School of Rock" and the dinner that followed. The tickets were distributed to the schools and given to staff members to show appreciation for their hard work. The staff enjoyed themselves and wrote thank you notes to Mr. Druckenmiller and senior leaders.

Dr. Petit discussed Promise's partnership with Relay Graduate School of Education, a program that allows teachers to learn the most reliable techniques from master educators through apprenticeships. Eight Promise teachers with significant growth potential have been selected to join the program. The founder, Norman Atkins, has been invited to present to the board.

### **Quality Reports (Bessie Wilkerson)**

Dr. Bessie Wilkerson announced that the Quality Reports were released this month by the New York City Department of Education. The reports present information about school practices, learning environment, and performance results. The core areas that the new administration is focusing on in the newest version of the reports are rigorous instruction, collaborative teachers, supportive environment, effective school leadership, strong family and community ties, and trust, which all feed into student achievement. Schools earn a rating of excellent, good, fair or poor.

The K-8 portions of the reports were rated "good" for Promise Academy I and "excellent" for Promise Academy II. Promise high schools do not yet have official student achievement ratings because they have not had multiple graduating classes in recent years.

### **HCZ Promise Academy I Lower Elementary School PAILE (KiKi Walton)**

Attendance was at 96% for the month of October. The school continues to celebrate students during the morning creed ceremony and to explore different ways to give them the message that their attendance is appreciated. The school is also reaching out to parents to remind them of the importance of attendance.

Lower elementary teachers attended training by Reading Rescue, a program supporting early literacy. The Text Talk portion of the program has helped teachers be more intentional and purposeful about the vocabulary they are using every day in front of students.

In October, the school started a chess program for K-2 with all students participating. The school also started a violin program for the second-graders.

On Election Day, the school held a community-building session in the morning where staff focused on self care and discussed things they are grateful for. Staff ate lunch together to complete the session.

Senior leaders continue to highlight the hard work that teachers are doing. Some lower elementary staff members were able to go to the "School of Rock" night and reported their appreciation.

School staff reached out to parents and sent them to Symphony Space to see a performance. This was arranged by Marilyn Joseph and her team.

Halloween celebrations were successful with both students and staff members expressing their appreciation for the visit by senior managers, who were dressed in costumes.

### **HCZ Promise Academy I Upper Elementary School PAIUE (Joseph Cordero)**

Attendance was at 98% for the month of October. We've instituted some incentives, including a class trophy that moves from grade to grade depending upon which group has the best attendance. There are also quarterly and yearly perfect attendance awards.

The school held an ELA night with parents. Teachers went over the Common Core State Standards and provided parents with a mini lesson to give them an idea of what happens in the classroom.

The school's book club met this month, focusing on the character trait "gratitude." Students read "The Giving Tree" by Shel Silverstein to learn about the trait. Staff members visited the classrooms and read to the students.

The school had a Scholastic book fair from the 16th to the 25th. The money that was raised was used as incentives for the students.

One of the upper elementary's student groups, Girls Learning to Achieve More (GLAM), arranged for author M. Tara Cowl to visit and read from her book, "Eden's Wish."

Upper elementary had 113 students on the honor roll. This year, students receive a coat-of-arms to wear on their uniform sweaters to show their achievements.

The school held a staff outing At The Wallace, an establishment that provides food and fun activities. The staff engaged in team building and professional development.

Relay visited the school for observations and gave feedback to the staff.

The school has plans to build a window garden in the third floor library.

### **HCZ Promise Academy I Middle School PAIMS (Kashif Hameed)**

Attendance was at 96% for the month of October.

The school has 23 students prepping for the algebra Regents this year. The students were able to visit the trading floor of the New York Stock Exchange. They spoke to the President of the Board and asked questions about working in a financial environment.

Our students also went to Google this month and tried "Makey Makey," an experiment that allows the manipulation of objects by attaching wires to items such as a mound of Play-Doh so that it functions as a circuit board.

The school teamed up with Urban Advantage, a middle school science initiative program, and teachers held their first science day at the New York Hall of Science. The event included both students and parents.

The middle school used Veterans Day for team building and boosting morale. The school took teachers to Chelsea Piers for the day, where they engaged in fun activities.

Relay came to the middle school and talked to teachers about classroom management, with a focus on preventive and pro-active measures.

A presenter from Teachers College came to the middle school and spoke about student engagement. Those practices are being implemented.

### **HCZ Promise Academy I High School PAIHS (Jawana Johnson)**

Attendance was at 97% for the month of October. The high school has been working as a collaborative team with the College Success Office and the PAI After School program. The team is tackling the college application process with the 54 seniors who are set to graduate next year.

The SUNY and CUNY applications are being completed this week and ten students have already received acceptances to college.

Students are visiting Lincoln and Chaney Universities in Pennsylvania with the College Success Office. Tomorrow they will visit Colgate University.

The Bard Early College program has had course expansion with five new electives being offered, including Creative Writing, Intro to Architecture, Mystery Novels and two guest adjunct professors (Dr. Wilkerson and Dr. Speller) teaching Black Lives Matter and Issues in Marginalization.

On Election Day, teachers were encouraged to do independent work and training across both Promise High Schools with the University of Pennsylvania Literacy Network.

We've had back-to-school nights for all grades. Parents also came to attend a workshop on personal finance. Another financial workshop will be scheduled towards the end of the year.

Some of the high school teachers went to the "School of Rock" event and reported that they enjoyed it.

The school participated in World Stem Day in October, and continued the relationship with Cornell University's and CUNY's biomedical engineers. Students were able to meet young scientists and see them in action.

### **Financial Report (Jim Hutter)**

Jim Hutter covered Promise Academy I's financial report: PAI is 21 students ahead of budget for enrollment. Revenue at \$6.1M is right on target. Expenses are at \$5.8M, which is about \$100,000 favorable. Therefore, the HCZ contribution through four months is zero.

The financial audit from Grant Thornton was completed and we've filed the audits with NY State as well as the Department of Education. We are currently completing the OMB A-133 compliance audit and the form 990 information return.

# HCZ Promise Academy I

## November 2015 Attendance Report

HCZ PAI Lower Elementary School				HCZ PAI Upper Elementary School			
Date	Number of Students Absent	Enrollment	% of Students Present	Number of Students Absent	Enrollment	% of Students Present	
11/2	15	290	95%	10	300	97%	
11/4	11	291	96%	6	300	98%	
11/5	3	291	99%	11	300	96%	
11/6	11	291	96%	9	300	97%	
11/9	11	291	96%	7	300	98%	
11/10	17	291	94%	10	300	97%	
11/12	12	291	96%	3	300	99%	
11/13	18	291	94%	10	300	97%	
11/16	13	291	96%	15	300	95%	
11/17	9	290	97%	6	300	98%	
11/18	4	290	99%	5	300	98%	
11/19	9	291	97%	7	300	98%	
11/20	58	291	80%	9	300	97%	
11/23	12	292	96%	8	300	97%	
11/24	10	292	97%	10	300	97%	
11/25	33	292	89%	35	300	88%	
11/30	10	292	97%	12	299	96%	
<b>Average</b>	<b>15</b>	<b>291</b>	<b>95%</b>	<b>10</b>	<b>300</b>	<b>97%</b>	

# HCZ Promise Academy I

## November 2015 Attendance Report

HCZ PAI Middle School		HCZ PAI High School				
Date	Number of Students Absent	Enrollment	% of Students Present	Number of Students Absent	Enrollment	% of Students Present
11/2	13	266	95%	12	270	96%
11/4	8	264	97%	7	270	97%
11/5	10	264	96%	9	270	97%
11/6	16	264	94%	12	270	96%
11/9	14	264	95%	10	270	96%
11/10	7	265	97%	10	270	96%
11/12	5	264	98%	11	270	96%
11/13	12	264	95%	16	269	94%
11/16	11	264	96%	9	269	97%
11/17	12	264	95%	8	269	97%
11/18	7	264	97%	11	269	96%
11/19	15	264	94%	5	269	98%
11/20	6	265	98%	7	269	97%
11/23	12	265	95%	9	269	97%
11/24	14	265	95%	9	269	97%
11/25	46	265	83%	34	269	87%
11/30	11	265	96%	14	269	95%
<b>Average</b>	<b>13</b>	<b>264</b>	<b>95%</b>	<b>11</b>	<b>269</b>	<b>96%</b>



## Promise Academy I

### FY 2016 November YTD Budget vs. Actual

\$ millions

	Budget	Actual <sup>(1)</sup>	Fav/(Unfav)	Full Year Budget
Enrollment Grades	1,104 K - 12	1,124 K - 12	20	1,104 K - 12
DOE and other gov't funding	\$ 7.6	\$ 7.6	\$ -	\$ 18.2
Expenses:				
Salaries	4.2	4.1	0.1	11.0
Benefits	1.6	1.6	-	4.3
OTPS	1.4	1.4	-	3.4
<b>Total Expenses</b>	<b>7.2</b>	<b>7.1</b>	<b>0.1</b>	<b>18.7</b>
HCZ Contribution	\$ -	\$ -	\$ -	\$ 0.5
<b>per student (whole \$)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 453</b>

DOE reimbursement up to 1250 students.

(1) Excludes bonus, growth fund, occupancy and "in-kind" contributions.