



# Promise Academy I Charter School

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A partner of



**Harlem Children's  
ZONE**

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KiKi Walton  
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**Lower Elementary School**  
245 West 129<sup>th</sup> Street  
New York, NY 10027  
Tel 646.556.6290

Joseph Cordero  
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**Upper Elementary School**  
245 West 129<sup>th</sup> Street  
New York, NY 10027  
Tel 646.556.6271

Kashif Hameed  
**Principal**  
**Middle School**  
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New York, NY 10027  
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Zahida Aminy  
**Principal**  
**High School**  
245 West 129<sup>th</sup> Street  
New York, NY 10027  
Tel 646.556.6275

## AGENDA

Promise Academy I Board of Trustees Meeting  
Wednesday, December 13<sup>th</sup>, 2017

at

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

- I. Acceptance of the Minutes
- II. Updates (*Anne Williams-Isom / Achil Petit / Marquitta Speller*)
- III. Promise Academy I Updates
  - i. Developing Promise Academy Leaders Through Relay  
(*KiKi Walton / Joseph Cordero / Kashif Hameed / Zahida Aminy*)
- IV. Financial Report (*Jim Hutter*)
- V. Student Presentation (*Sheryl Ragland*)

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

**Board Meeting**

**Tuesday, October 17, 2017**

**245 West 129th Street**

*Attendees: Geoffrey Canada, Mitch Kurz, Anne Williams-Isom, Fatime Cadoo, Stan Druckenmiller, Willie Mae Lewis, Zahida Aminy, Candice Ashby, Leslie-Bernard Joseph, Ari Browne, Alpha Conteh, Joseph Cordero, Tiffany Fountain, Debbie Gonzalez, Kashif Hameed, Katherine Hurtado, Jim Hutter, Katrina James, Shondell James, Betina Jean-Louis, Tracey Jenkins, Marilyn Joseph, Jessica Lake, Jazmine Lewis, Justin Maker, Mindy Miller, Kwame Owusu-Kesse, Judy Palacios, Achil Petit, Sherri Geng, Sheryl Ragland, Jessica Rawlins, Susan Rydz, Marquitta Speller, Toya Stilley, KiKi Walton, Tonya White, and Bessie Wilkerson.*

**Acceptance of Minutes (Geoffrey Canada)**

The meeting was called to order at 7 a.m. and a motion was called to approve the meeting minutes from September 20, 2017. The motion was unanimously approved.

**Superintendent's Update (Achil Petit)**

Anne Williams-Isom reported that consultant Alyssa Whitehead-Bust would be joining the board meeting to talk about strategic planning for Promise Academy I and II.

Ms. Williams-Isom also reported that she would be having breakfast meetings with all of the new teachers who were hired for the 2017-2018 school year. Sessions began yesterday with PAI lower elementary teachers.

Dr. Achil Petit reported that enrollment is at 1,158 for Promise Academy I and at 1,020 for Promise Academy II.

Dr. Petit also reported that attendance is at 97% for Promise Academy I and at 96% for Promise Academy II.

Promise schools held back-to-school nights and grandparents' breakfast events.

Some of the schools are participating in a Cancer Walk with the after-school program to celebrate National Breast Cancer Awareness month. Staff members and students have also been inspired to join.

Several lacrosse trips for PAII middle school are scheduled for this weekend in Massachusetts. PAI middle school went to the Museum of Natural History.

Dr. Petit informed the board that Saturday school begins on October 21, 2017 and academic hour will begin on October 23<sup>rd</sup>.

ELA coaches and reading specialists have collaborated to create a map and plan for training teaching fellows and teaching assistants in reading comprehension. The training will be held

twice a week moving forward. There are currently 13 staff members in Relay and six who recently graduated. A ceremony will be held for them in September 2018.

### **Creating a Blueprint for Continued Success at Promise Academy (Anne Williams-Isom)**

Ms. Williams-Isom introduced consultant Alyssa Whitehead-Bust to the board, who gave a presentation on the work she is doing with all of Promise Academy, which includes creating a comprehensive and instructional blueprint that will guide staff members and senior leaders in further developing and strengthening best practices and using them consistently across all Promise schools. Ms. Whitehead-Bust previously worked in the Denver, Colorado district as one of the founding school leaders of its charter school networks.

### **Promise Academy I and II High School Updates**

Dr. Speller introduced PAI and PAII high school principals Zahida Aminy and Katherine Hurtado and gave a brief synopsis of the work the high school leadership team has been doing to enhance college readiness.

Ms. Hurtado and Ms. Aminy spoke about the research Dr. Speller has been engaged in, which revealed a need for the development of non-cognitive skills, in addition to rigorous academic loads for students. Under the guidance of Dr. Speller, school leaders are working towards re-imagining the high school experience in an effort to enhance college readiness. Dr. Speller has incorporated Dr. David Conley's four keys to college readiness into the high school programs, which includes areas of cognitive strategies, content knowledge, transitioning knowledge and skills, and learning skills and techniques.

Two students reported on the external summer programs that are a part of the initiative to strengthen college readiness for high school students. Students reported on the programs they attended in the subjects of medicine and psychology at the University of Virginia and Cornell University, respectively. Both students remarked on the new level of responsibility given to them in the college programs and the challenge of managing their time in order to meet the requirements of the programs.

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

PAI's enrollment is at 1,158, which is 21 favorable versus the budget. PAI is \$600,000 favorable with expenses at \$4.3M but that variance is expected to decrease over time. The HCZ contribution through three months of FY18 is on target.

Grant Thornton is currently performing the audit of FY17 for PAI. Once the audit is complete, the audited financial statements and report on internal control will be filed with the New York State Education Department by the November 1<sup>st</sup> deadline.

# HCZ Promise Academy I

## November 2017 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	
11/1	16	330	95%	9	298	97%	
11/2	7	330	98%	8	296	97%	
11/3	13	330	96%	9	296	97%	
11/6	20	330	94%	10	296	97%	
11/8	8	330	98%	8	296	97%	
11/9	11	330	97%	7	296	98%	
11/10	25	330	92%	9	296	97%	
11/13	17	330	95%	12	296	96%	
11/14	9	330	97%	3	296	99%	
11/15	3	330	99%	5	296	98%	
11/16	6	330	98%	7	296	98%	
11/17	13	330	96%	9	296	97%	
11/20	10	330	97%	14	296	95%	
11/21	35	330	89%	10	296	97%	
11/22	51	329	84%	35	296	88%	
11/27	12	329	96%	13	296	96%	
11/28	4	329	99%	6	296	98%	
11/29	13	329	96%	12	296	96%	
11/30	12	329	96%	7	296	98%	
<b>Average</b>	<b>16</b>	<b>330</b>	<b>95%</b>	<b>10</b>	<b>296</b>	<b>97%</b>	

# HCZ Promise Academy I November 2017 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	
11/1	14	258	95%	6	274	98%	
11/2	13	258	95%	10	274	96%	
11/3	16	258	94%	20	274	93%	
11/6	4	258	98%	8	274	97%	
11/8	6	258	98%	14	274	95%	
11/9	7	257	97%	15	274	95%	
11/10	9	257	96%	31	274	89%	
11/13	6	257	98%	10	274	96%	
11/14	6	257	98%	11	274	96%	
11/15	7	257	97%	9	274	97%	
11/16	7	257	97%	12	274	96%	
11/17	5	257	98%	14	274	95%	
11/20	5	257	98%	16	274	94%	
11/21	8	257	97%	9	274	97%	
11/22	29	257	89%	61	274	78%	
11/27	11	257	96%	13	274	95%	
11/28	5	257	98%	11	274	96%	
11/29	9	257	96%	13	274	95%	
11/30	7	257	97%	7	274	97%	
<b>Average</b>	<b>9</b>	<b>257</b>	<b>96%</b>	<b>16</b>	<b>274</b>	<b>94%</b>	

## Promise Academy I

### FY 2018 November YTD Budget vs. Actual

\$ millions

	Budget	Actual <sup>(1)</sup>	Fav/(Unfav)	Full Year Budget
Enrollment	1,137	1,155	18	1,137
DOE and other gov't funding	\$ 8.1	\$ 8.3	\$ 0.2	\$ 19.5
Expenses:				
Salaries	4.8	4.3	0.5	12.4
Benefits	1.8	1.6	0.2	4.5
OTPS	1.6	1.6	-	3.8
<b>Total Expenses</b>	<b>8.2</b>	<b>7.5</b>	<b>0.7</b>	<b>20.7</b>
HCZ Contribution	\$ 0.1	\$ -	\$ 0.1	\$ 1.2
<b>per student (whole \$)</b>	<b>\$ 88</b>	<b>\$ -</b>	<b>\$ 88</b>	<b>\$ 1,055</b>

*(1) Excludes bonus, growth fund, occupancy and "in-kind" contributions.  
Budget amounts have been adjusted to better reflect anticipated 2018 activity.*