



Promise Academy I Charter School

A partner of



**Harlem Children's
ZONE**

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**Achil Petit
Superintendent**

**Joseph Cordero
Principal
Elementary School
245 West 129th Street
New York, NY 10027
Tel 212.360.3232**

**Kashif Hameed
Principal
Middle School
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New York, NY 10027
Tel 212.360.3233**

**Zahida Aminy
Principal
High School
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New York, NY 10027
Tel 212.360.3234**

AGENDA

Promise Academy I Board of Trustees Meeting
Wednesday, February 27th, 2019

at

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

- I. Acceptance of the Minutes
- II. CEO Report (*Anne Williams-Isom*)
- III. Superintendent's Updates (*Achil Petit*)
- IV. Promise Academy I Updates
 - i. Elementary School (*Joseph Cordero*)
 - ii. Middle School (*Kashif Hameed*)
 - iii. High School (*Zahida Aminy*)
- V. Financial Report (*Jim Hutter*)
- VI. Student Presentation (*Shelly Bauer*)

The Harlem Children's Zone Promise Academy I Charter School

Board Meeting

Wednesday, January 23, 2019

245 West 129th Street

Attendees: Geoffrey Canada, Mitch Kurz (via phone), Anne Williams-Isom, Fatime Cadoo, Stan Druckenmiller, Willie Mae Lewis, Aisha Tomlinson, Alfonso Wyatt (via phone), Zahida Aminy, Esther Addo, Sara Alvarado, Candice Ashby, Victor Boadum, Rowland Boateng, Ari Browne, Joseph Cordero, Amy Deal, Kashif Hameed, Jim Hutter, Katherine Hurtado, Shondell James, Betina Jean-Louis, Justin Maker, Mindy Miller, Kwame Owusu-Kesse, Achil Petit, Jessica Rawlins, Susan Rydz, Troy Smith, and Toya Stille.

Acceptance of Minutes (Geoffrey Canada)

The meeting was called to order at 7:00 a.m. and a motion was called to approve the meeting minutes from December 18, 2018. The motion was unanimously approved.

CEO Report

Chief Financial Officer Jim Hutter introduced the new controller, Sara Alvarado. Ms. Alvarado holds an MBA from New York University and served in controller roles for the past ten years. Most recently, she was employed at KIPP Charter Schools. Geoffrey Canada welcomed Ms. Alvarado to the team.

Chief Executive Officer Anne Williams-Isom reported that the charter renewal visits by the Department of Education (DOE) were completed on January 17th. Director of Compliance & Reporting Candice Ashby also reported to the board that the DOE visit was positive and that parents who attended the public hearings spoke strongly in favor of renewal for both Promise Academy I and Promise Academy II. The Board of Trustees also discussed the board interview portion of the DOE visit, mentioning that it was a positive experience.

Superintendent's Update (Dr. Achil Petit)

Dr. Achil Petit reported that enrollment is at 1,131 for Promise Academy I and at 1,020 for Promise Academy II.

Data Collection (Dr. Joseph Cordero)

On behalf of the principals, Dr. Cordero presented an overview on how Promise Academy schools collect data to guide instruction, provide useful feedback and develop teachers.

HCZ Promise Academy I Elementary School (Dr. Joseph Cordero)

The elementary school's attendance was at 95% for December. The half day on December 7th and the day before the holiday break, December 21st, were the lowest attendance days.

Fifth-grade students took a trip to Democracy Now, where they had the opportunity to see a live broadcast, meet with journalists and tour the studio.

Sixty students who read the Harry Potter novels were taken to the New York Historical Society to see the exhibition "Harry Potter: A History of Magic."

School leaders held professional development sessions on test preparation for elementary school teachers and on data and trauma-informed analysis.

After the holiday break, students in grades K-5 reached the milestone of 30,000 books read in Accelerated Reader. Top readers in each grade received a certificate and a copy of the newly released graphic novel, "Dog Man: Brawl of the Wild."

Students in grades K-2 held a winter showcase.

A "Read-A-Thon" was held on December 17th for the beginning of "Spirit Week." The principal also read aloud "The Polar Express" by Chris Van Allsburg to students. During the week, students collected gifts to deliver to children in Harlem Hospital and celebrated "Spirit Week" with themed outfits.

HCZ Promise Academy I Middle School (Kashif Hameed)

The middle school's attendance was at 96% for December.

The middle school completed its first half day of professional development and provided teachers with useful feedback and growth opportunities.

School leaders have identified students who required additional support and provided them with small group instruction. The middle school has also begun test preparation for the upcoming math and ELA state exams.

HCZ Promise Academy I High School (Zahida Aminy)

The high school's attendance was at 95% for December. Scholars who had perfect attendance in November and December were taken on an "Escape the Room" trip to celebrate the accomplishment.

Seniors have been working on applications to scholarships and City University of New York (CUNY) colleges.

The school held Saturday sessions in December and January for teachers to further prepare the students for Regents exams.

In early January, the school hosted its annual Homecoming Day, which included group discussions and friendly competitions. Alumni students played basketball with high school students and talked to them about college life.

Financial Report (Jim Hutter)

PAI's enrollment is at 1,131, which is eleven students above budget. PAI revenue is \$100,000 favorable versus the budget. PAI is \$800,000 favorable with expenses at \$10.3M. There is no HCZ contribution through six months of FY19.

A draft of the Tax Form 990 prepared by Grant Thornton was presented to the board for their review.

HCZ Promise Academy I

January 2019 Attendance Report

Date	HCZ PAI Elementary School				HCZ PAI Middle School				HCZ PAI High School			
	Number of Students Absent	Enrollment	% of Students Present	Number of Students Absent	Enrollment	% of Students Present	Number of Students Absent	Enrollment	% of Students Present	Number of Students Absent	Enrollment	% of Students Present
1/2	47	628	93%	18	255	93%	29	248	88%			
1/3	26	628	96%	6	255	98%	8	248	97%			
1/4	30	628	95%	9	255	96%	12	248	95%			
1/7	25	628	96%	10	255	96%	12	248	95%			
1/8	17	628	97%	6	255	98%	9	248	96%			
1/9	26	628	96%	5	255	98%	7	248	97%			
1/10	17	628	97%	5	255	98%	9	248	96%			
1/11	111	628	82%	18	255	93%	19	248	92%			
1/14	22	628	96%	1	255	100%	6	248	98%			
1/15	27	628	96%	7	255	97%	10	248	96%			
1/16	27	627	96%	10	255	96%	10	248	96%			
1/17	26	627	96%	8	255	97%	6	248	98%			
1/18	53	627	92%	16	255	94%	8	248	97%			
1/22	34	627	95%	6	255	98%	Regents Exams					
1/23	26	627	96%	7	255	97%						
1/24	35	627	94%	12	255	95%						
1/25	39	627	94%	18	255	93%						
1/28	45	627	93%	9	255	96%						
1/29	35	627	94%	9	255	96%	7	248	97%			
1/30	32	627	95%	14	255	95%	10	247	96%			
1/31	124	627	80%	62	255	76%	48	247	81%			
Average	39	627	94%	12	255	95%	13	248	95%			

Promise Academy I

FY 2019 Jan YTD Budget vs. Actual

\$ millions

	Budget	Actual ⁽¹⁾	Fav/(Unfav)	Full Year Budget
Enrollment	1,120	1,128	8	1,120
DOE and other gov't funding	\$ 12.0	\$ 12.1	\$ 0.1	\$ 20.5
Expenses:				
Salaries	7.9	7.1	0.8	13.3
Benefits	2.4	2.4	-	4.5
OTPS	2.4	2.4	-	4.1
Total Expenses	12.7	11.9	0.8	21.9
Expenses in excess of public funding	0.7	-	0.7	1.4
Contribution Components:				
Private Funding	0.8	0.8	-	1.3
HCZ Contribution	-	-	-	0.1
per student (whole \$)	\$ -	\$ -	\$ -	\$ 89

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

FY19 Budget includes PA Blueprint project