



# Promise Academy I Charter School

A partner of



**Harlem Children's  
ZONE**

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Superintendent**

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**Joseph Cordero  
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**Kashif Hameed  
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**Zahida Aminy  
Principal  
High School  
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## AGENDA

Promise Academy I Board of Trustees Meeting  
Wednesday, January 11<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. 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 (*Zahida Aminy*)
- IV. Financial Report (*Jim Hutter*)
- V. Health Center Tour (*Lauren Scopaz*)

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

**Board Meeting**

**Wednesday, November 16<sup>th</sup>, 2016**

**245 West 129th Street**

*Attendees: Geoffrey Canada, Mitch Kurz, Kenneth Langone, Anne Williams-Isom, Fatime Cadoo, Aisha Tomlinson, Alfonso Wyatt (via phone), Zahida Aminy, Candice Ashby, Leslie-Bernard Joseph, Ashley Blount, Ari Browne, Alpha Conteh, Joseph Cordero, Tracey Costello, Annice Fisher, Tiffany Fountain, Debbie Gonzalez, Kashif Hameed, Jim Hutter (via phone), Shondell James, Raychael Jensen, Betina Jean-Louis, Marilyn Joseph, Jazmine Lewis, Marty Lipp, Justin Maker, Mindy Miller, Kwame Owusu-Kesse, Judy Palacios, Achil Petit, Conrad Pinnock, Sheryl Ragland, Susan Rydz, Lauren Scopaz, 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 19, 2016. The motion was unanimously approved.

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

Anne Williams-Isom informed the board that she spoke to staff members about the election results and how to address concerns of students and families.

Early this week, staff members attended the induction of trustees Geoffrey Canada and Kenneth Langone into Crain's Hall of Fame, which honors leaders who have transformed the city in their professional work and in their civic and philanthropic activities.

Dr. Achil Petit reported that enrollment is at 1,140 for Promise Academy I and at 995 for Promise Academy II.

**Quality Snapshots Report (Bessie Wilkerson)**

Dr. Bessie Wilkerson reported on the Quality Snapshots produced by the NYC Department of Education as a way of comparing schools.

Promise I and II both did well on the academic sections for the K-8 schools. Promise Academy II High School did not have a full set of scores because they haven't had a graduating class yet.

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

The lower elementary school's attendance was at 96% for the month of October. The school continues efforts to ensure that students are in school every day on time.

K-level students are working on literacy, completing their emerging story unit where they learn how a story works, identify sight words and learn to retell stories in the correct sequence. In first-grade, students are “word detectives,” solving tricky words, looking at beginning sounds, building automaticity and self-monitoring while they’re reading. Second-graders are completing their non-fiction unit, where they are looking at the text features and also comparing and contrasting a topic across two different texts. High-school students continue to assist in tutoring the lower grades in this subject area.

The school, in collaboration with PAII Lower Elementary, held professional development activities on November 8<sup>th</sup>, when students had the day off. Students continued sequential visits to Swindler’s Cove in Washington Heights, which is part of the New York Restoration Project. The children are participating in the Garden Grower Program, where they get to plant vegetables, tend to the plants, watch how they grow and finally, along with staff members, harvest the plants.

Students ended the month of October with a Book-a-ween, dressing as a character in a book. High-school students came down to read to the children.

The school held a breakfast for ELL parents to give them more information on the services the school provides. Lower elementary also held a Title I meeting and breakfast.

The school invited men in the families of lower elementary scholars to bring students to school on November 2nd. The school event acknowledged fathers, grandfathers, uncles and any male family member who supports a lower elementary student.

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

The upper elementary school’s attendance was at 96% for the month of October. Staff members have been working with parents and having discussions to identify the problems that are keeping students from coming in every day on time.

Students were taken to the Metropolitan Museum of Art to see the Berggruen Paul Klee Collection, which included 70 works that span the course of the artist’s career. Students worked on two projects while they were there: a portrait and a cityscape. Students also went to the Whitney Museum, where they played the role of artists as experimenters, working on large-scale paintings and looked at the civil rights movement and its impact on domestic life, which tied in with the civil rights class that the upper elementary school offers.

The character trait explored in the November book club was “citizenship” and the book was “Something Beautiful” by Sharon Dennis Wyeth. Students were charged to look at things that were beautiful in their own community.

Promise Academy I Upper Elementary has begun a newsletter that gets sent home to parents monthly and gives them an overview of what’s happening in the school as well as upcoming events.

The attendance challenge last month had good results. The highest third-grade class had 94%, the highest fourth-grade class had 96% and the highest fifth-grade class had 95%.

The school just completed the first marking period with 163 students placed on the honor roll.

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

The middle school's attendance was at 96% for the month of October. The school continues to make efforts to improve attendance including creating incentives for students and holding parent meetings.

The school held parent meetings for each grade. Each parent was set up on the Infinite Campus parent portal so that they could track their children's most-current grades. The school also introduced them to Remind 101, where parents can get consistent information from teachers. The school also explained to parents how they could partner with teachers and gave them resources that could help them.

As an incentive for participation, the school gave Nike clothes to students who met goals, and to the parents of those children.

Eighth-grade students visited Ellis Island and the Statue of Liberty, where staff members incorporated a history lesson.

Students attended Jazz at Lincoln Center talks with Anthony McGill, the principal clarinetist from the New York Philharmonic.

The school is celebrating college week. Students and staff are wearing college colors. College T-shirts were ordered for all students to support the college in which they are most interested. The College Success Office is sending college students to talk to Promise Academy High School students.

The middle school is working hard to improve instruction while taking advantage of their partnership with the Relay GSE program. Staff leaders are sitting with teachers as they give mock instruction, recording them and reviewing the video with the teacher to give them coaching and feedback. Observations are also being done once teachers "go live."

### **HCZ Promise Academy I High School (Zahida Aminy)**

The high school's attendance was at 93% for the month of October.

This week marks spirit week for the high-school students.

The school held a parent/teacher conference night to discuss where students are academically.

The school hosted the second summer enrichment symposium, where PAI and PAII scholars spoke about their college exposures. Students brought in artifacts from their respective programs. Representatives from Berkeley College and the University of New Hampshire came to speak with students. Students have also visited Colgate, Hamilton and SUNY Maritime as well as the NYC STEM College and Career Fair at Columbia University to increase student interest in the STEM fields. High-school seniors have completed their CUNY applications and are attending a CUNY information session in attempts to highlight what the schools have to offer.

Some of the students who went to the Island School had the opportunity to continue the ecological lessons they learned there by visiting the Oearch boat that's docked at Brooklyn Bridge Park. At the aquarium, students learned about tagging and tracking sharks.

Several juniors were accepted into the Wildlife Conservation Society Future Leaders Program through a partnership with the Bronx Zoo. Students will be working with marine biologists and veterinarians for animal research.

For Halloween, high-school students read to lower elementary and passed out treats to upper elementary students.

### **Financial Report (Alpha Conteh)**

Alpha Conteh covered Promise Academy I's financial report through four months of FY17. The HCZ contribution is \$100,000 favorable. PAI's enrollment is at 1,140, which is 25 favorable. PAI is under budget with expenses by \$100,000.

The audited financial statements were filed on time by the November 1st deadline.

### **Teacher Presentation (Achil Petit)**

A video was shown of teachers answering the question, "What was your most rewarding teaching experience?" Additionally, five Promise teachers were invited to the board meeting to share an experience that inspired them. The teachers shared some defining moments and gave warm and motivating accounts of their work with Promise students.

# HCZ Promise Academy I December 2016 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	
12/1	8	298	97%	7	295	98%	
12/2	18	298	94%	14	295	95%	
12/5	9	298	97%	10	295	97%	
12/6	10	298	97%	4	295	99%	
12/7	8	297	97%	12	295	96%	
12/8	12	297	96%	6	295	98%	
12/9	17	297	94%	7	295	98%	
12/12	22	297	93%	19	295	94%	
12/13	7	297	98%	10	295	97%	
12/14	10	297	97%	9	295	97%	
12/15	17	297	94%	9	295	97%	
12/16	25	297	92%	22	295	93%	
12/19	19	297	94%	12	294	96%	
12/20	14	297	95%	10	294	97%	
12/21	19	297	94%	3	293	99%	
12/22	28	296	91%	16	293	95%	
12/23	49	296	83%	42	292	86%	
<b>Average</b>	<b>17</b>	<b>297</b>	<b>94%</b>	<b>12</b>	<b>294</b>	<b>96%</b>	

# HCZ Promise Academy I December 2016 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	
12/1	6	272	98%	8	274	97%	
12/2	6	272	98%	21	274	92%	
12/5	6	272	98%	9	274	97%	
12/6	9	272	97%	11	274	96%	
12/7	11	272	96%	10	274	96%	
12/8	5	271	98%	13	274	95%	
12/9	8	271	97%	19	274	93%	
12/12	18	271	93%	19	274	93%	
12/13	10	271	96%	15	274	95%	
12/14	12	271	96%	17	274	94%	
12/15	13	271	95%	12	274	96%	
12/16	16	271	94%	30	274	89%	
12/19	16	271	94%	22	274	92%	
12/20	9	271	97%	15	274	95%	
12/21	11	271	96%	20	274	93%	
12/22	11	271	96%	27	274	90%	
12/23	29	271	89%	53	274	81%	
<b>Average</b>	<b>12</b>	<b>271</b>	<b>96%</b>	<b>19</b>	<b>274</b>	<b>93%</b>	

# HCZ Promise Academy I November 2016 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	15	299	95%	14	295	95%	
11/2	12	299	96%	11	295	96%	
11/3	11	299	96%	10	295	97%	
11/4	15	299	95%	9	295	97%	
11/7	15	299	95%	6	295	98%	
11/9	20	299	93%	7	295	98%	
11/10	7	299	98%	14	295	95%	
11/14	17	299	94%	7	295	98%	
11/15	21	299	93%	16	295	95%	
11/16	11	299	96%	12	295	96%	
11/17	12	299	96%	13	295	96%	
11/18	54	299	82%	9	295	97%	
11/21	12	299	96%	10	295	97%	
11/22	17	298	94%	6	295	98%	
11/23	47	298	84%	36	295	88%	
11/28	13	298	96%	7	295	98%	
11/29	16	298	95%	10	295	97%	
11/30	11	298	96%	12	295	96%	
<b>Average</b>	<b>18</b>	<b>299</b>	<b>94%</b>	<b>12</b>	<b>295</b>	<b>96%</b>	



# HCZ Promise Academy I

## November 2016 Attendance Report

		HCZ PAJ Middle School			HCZ PAJ High School		
Date	Number of Students Absent	Enrollment	% of Students Present	Number of Students Absent	Enrollment	% of Students Present	
11/1	8	273	97%	10	274	96%	
11/2	8	273	97%	3	274	99%	
11/3	6	273	98%	8	274	97%	
11/4	17	272	94%	12	274	96%	
11/7	4	272	99%	8	274	97%	
11/9	3	272	99%	7	274	97%	
11/10	10	272	96%	15	274	95%	
11/14	7	272	97%	8	274	97%	
11/15	9	272	97%	11	274	96%	
11/16	7	272	97%	8	274	97%	
11/17	7	272	97%	12	274	96%	
11/18	10	272	96%	9	274	97%	
11/21	9	272	97%	12	274	96%	
11/22	9	272	97%	18	274	93%	
11/23	38	272	86%	43	274	84%	
11/28	10	272	96%	10	274	96%	
11/29	10	272	96%	16	274	94%	
11/30	5	272	98%	9	274	97%	
<b>Average</b>	<b>10</b>	<b>272</b>	<b>96%</b>	<b>12</b>	<b>274</b>	<b>96%</b>	



## Promise Academy I

### FY 2017 December YTD Budget vs. Actual

\$ millions

	Budget	Actual <sup>(1)</sup>	Fav/(Unfav)	Full Year Budget
Enrollment Grades	1,115 K - 12	1,131 K - 12	16	1,115 K - 12
DOE and other gov't funding	\$ 9.4	\$ 9.4	\$ -	\$ 18.8
Expenses:				
Salaries	6.0	6.0	-	12.0
Benefits	2.2	2.1	0.1	4.3
OTPS	1.9	2.0	(0.1)	3.9
Total Expenses	10.1	10.1	-	20.2
HCZ Contribution	\$ 0.7	\$ 0.7	\$ -	\$ 1.4
per student (whole \$)	\$ 628	\$ 619	\$ 9	\$ 1,256

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

Budget amounts have been adjusted to better reflect anticipated 2017 activity.