



# Promise Academy I Charter School

A partner of



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Achil Petit  
Superintendent

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

Joseph Cordero  
Principal  
Upper Elementary School  
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New York, NY 10027  
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Kashif Hameed  
Principal  
Middle School  
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New York, NY 10027  
Tel 646.556.6273

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, July 19<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 (*Amy Deal*)
  - ii. Upper Elementary School (*Joseph Cordero*)
  - iii. Middle School (*Kashif Hameed*)
  - iv. High School (*Zahida Aminy*)
- IV. Resolution
  - i. 2017-2018 Family Handbook (*Candice Ashby*)
- V. Financial Report (*Jim Hutter*)

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

**Annual Board Meeting**

**Wednesday, June 21, 2017**

**245 West 129th Street**

*Attendees: Geoffrey Canada, Mitch Kurz, Anne Williams-Isom, Stan Druckenmiller (by phone), Willie Mae Lewis, Aisha Tomlinson, Alfonso Wyatt, Zahida Aminy, Candice Ashby, Leslie-Bernard Joseph, Ari Browne, Alpha Conteh, Joseph Cordero, Tracey Costello, Tiffany Fountain, Debbie Gonzalez, Kashif Hameed, Katherine Hurtado, Jim Hutter, Shondell James, Betina Jean-Louis, Marilyn Joseph, Debbie Kim, Jazmine Lewis, Justin Maker, Mindy Miller, Kwame Owusu-Kesse, Judy Palacios, Achil Petit, Conrad Pinnock, Sherri Geng, 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 a.m. and a motion was called to approve the meeting minutes from May 17, 2017. The motion was unanimously approved.

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

Dr. Achil Petit reported that enrollment is at 1,104 for Promise Academy I and at 972 for Promise Academy II.

Dr. Petit acknowledged the principals for their hard work during the current school year.

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

The lower elementary school's attendance was at 96% for May. The school experienced a few low attendance days due to illness and doctor visits.

In the area of academics, students completed their units. For math, kindergarten students reviewed modules from one to six. First- and second-graders are practicing their automaticity to ensure that they know their number facts; second-graders are focusing on multiplication.

Second-grade girls completed Code Camp with the Spence School and were able to come together with their peers and parents to share what they have learned. Students created games from code and walked visitors through the process step-by-step.

Staff members from the accounting firm KPMG visited the school and read to scholars.

The school held a multi-cultural fair. Using what they have learned about communities around the world, students decorated the gymnasium to look like an airport and students acted as flight attendants, taking other students to each station representing a different country (such as Jamaica, Egypt, and Colombia). There were foods to sample from different countries and all scholars had the opportunity to participate.

Lower elementary held a character education assembly. Students put on skits, read poetry and sang songs that highlighted the character education trait assigned to them.

The school held end-of-year activities including field day events on the patio for kindergarteners, and in the park for first-graders. Second-graders took a trip to Rye Playland.

Lower elementary collaborated with the PAI after school program and held a “Dinner with Dads” to acknowledge the support of male family members.

The principal thanked Chief Financial Officer Jim Hutter, who provided a financial literacy workshop to the parents of lower elementary students. Parents were very engaged, asking questions about saving, investing and the 529 college savings accounts.

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

The upper elementary school’s attendance was at 96% for May. There were a number of students outside with a stomach bug.

Third-grade students created cities using geometry to design them. Many of the students recreated their own neighborhoods. The final product was used during the spring showcase, which also featured music from the 1980s. Some students performed tap dancing and singing. There was also a butterfly exhibit.

Fifth-graders took a trip to Fun Fuzion, an indoor amusement park. In the fourth grade, teachers invited parents to come in and have a math-game day. Third-graders visited Victorian Gardens in Central Park. All upper elementary students had a field day at Riverbank State Park where they engaged in relay races, sack races, tug-of-war, leap frog and flag football. For students who could not attend because of behavior issues, a day of mindfulness meditation and bridge building was created for them at the school.

The school held a career fair with 35 professionals. The school counselor engaged in career explorations with the students so that they would be prepared to ask questions.

One of the students from the school’s GLAM group won a T-shirt design contest. The student came up with the slogan, "Be Your Own Beautiful." Her rationale was that a lot of children don't feel beautiful, which is something she wants to change. The T-shirt will be created and given to the girls who participated.

The book of the month was “Bully” by Patricia Polacco, which focused on the character trait “forgiveness.”

The school held a meet-and-greet for the parents of incoming third-graders. School leaders spoke with parents and answered their questions.

On June 20, the school held a moving up ceremony for fifth-graders going to middle school.

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

The middle school’s attendance was at 98% for May.

On June 21, eighth-graders are graduating. The school held a prom for those students on a cruise around the Statue of Liberty. A breakfast for eighth-graders was also held with parents

attending. Students received yearbooks and T-shirts. The principal thanked the Director of Compliance and Reporting, Candice Ashby, for securing the commencement speaker for the eighth-grade graduation, Derek Anderson. Mr. Anderson is a former NBA player, a University of Kentucky graduate, and is currently a motivational speaker for the Stamina Foundation, of which he is president and founder.

School leaders are having preliminary talks with incoming fifth-graders to aid in their transition to middle school.

The school staff members are preparing for the new school year by reflecting on the past year and brainstorming about improvements.

The principal thanked Vice President Mindy Miller from Development for connecting the school with the West Point program. Male students chosen for participation are those who need extra social-emotional support. The program takes place from June 26 to July 7. The students will have an academic STEM-based curriculum, some coaching and finish each day with flag football.

The school is preparing for the academic summer session to support children who need help meeting benchmarks.

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

The high school's attendance was at 93% for May.

The school is preparing for the upcoming senior class graduation. All seniors have been accepted to college or university and are continuing to work with their College Success Office advisors to make sure that their transition goes smoothly.

The 23 students who participated in the Bard Early College program earned between 20 and 41 college credits.

The school held a prom for seniors. The principal thanked CEO Anne Williams-Isom, COO Kwame Owusu-Kesse and Executive Director for Secondary and Collegiate Programs Dr. Marquitta Speller for attending the event.

The principal also thanked Promise Academy I's other principals for taking the time out of their busy schedules to celebrate the seniors. The schools created a "walk of fame," where students lined up in the hallways to cheer the graduating senior class as they walked by.

The school held an end-of-year senior banquet and awards night with an excellent turnout of parents, staff and students.

The combined high-school graduation ceremony will be held on June 23 at Columbia University.

In late May, both Promise Academy high schools held a "data day," with instructional teams joining together to analyze student data and create action plans for struggling students.

In addition to preparing for the Regents exams, the high school held three Saturday sessions from 9 am to 5 pm. It was an excellent turnout for students and staff. Freshmen students were encouraged to take the ELA exam early in order to focus more strongly on advanced courses. Thirty ninth-graders tested early.

The school celebrated its ninth, tenth, and 11th graders, during an end-of-year awards ceremony. The ceremony honored and recognized students with academic excellence, most improved students and the top citizens of the school community.

School leaders took honor-roll scholars to Dave & Busters as a way to congratulate them for their hard work this year.

The principal thanked everyone in the board meeting for the guidance and support she received during her first year as principal.

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

PAI's enrollment is at 1,104, which is 11 students below our budgeted number. PAI is \$100,000 below budget for DOE and other revenue and \$300,000 favorable with expenses. The HCZ contribution through 11 months of FY17 is \$200,000 favorable versus the budget.

The FY18 budgeted enrollment is 1,137 students for PAI. FY18 budgeted expenses are also anticipated to increase by \$800,000 or 4% from our FY17 projection. This will keep HCZ's contribution at \$1.2m, which is flat from what was projected this year. While there are funding increases, there are offsetting cost increases to comprehensively educate our students by providing an integrated set of services to continue to improve test scores. The HCZ contribution is expected to modestly decline to \$1,018 per student.

### **FY18 Budget (Jim Hutter)**

A motion was called to approve the HCZ Promise Academy I Charter School budget for fiscal year 2018. The Board unanimously approved the resolution. A detailed version of the resolution can be found within the June 21, 2017 board packet on the Promise Academy website.

<http://www.hczpromise.org/community/board-meeting-documents>

### **Appointment of Independent Accountants (Jim Hutter)**

A motion was called to approve a resolution to appoint independent accountants Grant Thornton for the fiscal year 2017 audit for Promise Academy I Charter School. The Board unanimously approved the resolution. A detailed version of the resolution can be found within the June 21, 2017 board packet on the Promise Academy website.

<http://www.hczpromise.org/community/board-meeting-documents>

### **PAI Board Elections (Candice Ashby)**

A motion was called to approve a resolution to re-elect Board of Trustee members Denise Fuller, Mitch Kurz, Willie Mae Lewis, Aisha Tomlinson and Anne Williams-Isom. Voting Trustees were also established as per the bylaws. The Board unanimously approved the resolution. A detailed list of the approved re-elected Board members can be found within the June 21, 2017 board packet on the Promise Academy website.

<http://www.hczpromise.org/community/board-meeting-documents>

# HCZ Promise Academy I

## June 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	
6/1	12	288	96%	5	285	98%	
6/2	13	288	95%	11	285	96%	
6/5	14	288	95%	6	285	98%	
6/6	7	288	98%	5	285	98%	
6/7	12	288	96%	18	285	94%	
6/8	62	288	78%	61	285	79%	
6/9	15	288	95%	19	285	93%	
6/12	19	288	93%	16	285	94%	
6/13	9	288	97%	10	285	96%	
6/14	15	288	95%	6	285	98%	
6/15	16	288	94%	12	285	96%	
6/16	8	288	97%	13	285	95%	
6/19	18	288	94%	24	285	92%	
6/20	25	288	91%	17	285	94%	
6/21	25	288	91%	50	285	82%	
6/22	33	288	89%	46	285	84%	
6/23	53	288	82%	80	285	72%	
<b>Average</b>	<b>21</b>	<b>288</b>	<b>93%</b>	<b>23</b>	<b>285</b>	<b>92%</b>	

# HCZ Promise Academy I June 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	
6/1	7	263	97%	20	268	93%	
6/2	15	263	94%	26	268	90%	
6/5	13	263	95%	21	268	92%	
6/6	8	263	97%	20	268	93%	
6/7	15	263	94%	22	268	92%	
6/8	36	263	86%	51	268	81%	
6/9	10	263	96%	48	268	82%	
6/12	14	263	95%	32	268	88%	
6/13	34	263	87%				
6/14	68	263	74%				
6/15	11	263	96%				
6/16	14	263	95%				
6/19	15	263	94%				
6/20	9	263	97%				
6/21	11	263	96%				
6/22	45	263	83%				
6/23	47	263	82%				
<b>Average</b>	<b>22</b>	<b>263</b>	<b>92%</b>	<b>30</b>	<b>268</b>	<b>89%</b>	

Regents Exams and Graduation

# Promise Academy I

FY17 Budget Vs Projection and FY18 Budget



	FY'17 Budget	FY'17 Projection	Fav / (Unfav)	FY'18 Budget	FY'18 Budget vs. FY'17 Projection Fav / (Unfav)
<i>(\$ millions)</i>					
<b>Enrollment</b>	1,115	1,104	(11)	1,137	33
<b>Grades</b>	K - 12	K - 12		K - 12	
<b>DOE and other gov't funding</b>	\$ 18.8	\$ 18.8	\$ -	\$ 19.5	\$ 0.7 (a)
<b>Expenditures:</b>					
Personnel Services	16.3	16.0	0.3	16.9	(0.9)
OTPS	3.9	3.9	-	3.8	0.1
<b>Total Expenditure</b>	<b>20.2</b>	<b>19.9</b>	<b>0.3</b>	<b>20.7</b>	<b>(0.8)</b>
<b>HCZ contribution</b>	<b>\$ 1.4</b>	<b>\$ 1.1</b>	<b>\$ 0.3</b>	<b>\$ 1.2</b>	<b>\$ (0.1)</b>
<b>HCZ contribution/student (whole \$)</b>	<b>\$ 1,273</b>	<b>\$ 996</b>		<b>\$ 1,036</b>	

Footnote:

(a) The \$0.7m revenue increase reflects higher funding rates (\$0.4m impact) and higher enrollment (\$0.3m impact). Excludes bonus, growth fund and "in-kind" contributions.