



Promise Academy I Charter School

A partner of



Harlem Children's
Z O N E

BOARD OF TRUSTEES

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Denise Fuller
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Aisha Tomlinson
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Achil Petit
Superintendent

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

Joseph Cordero
Principal
Upper Elementary School
245 West 129th Street
New York, NY 10027
Tel 646.556.6271

Kashif Hameed
Principal
Middle School
245 West 129th Street
New York, NY 10027
Tel 646.556.6273

Zahida Aminy
Principal
High School
245 West 129th Street
New York, NY 10027
Tel 646.556.6275

AGENDA

Promise Academy I Board of Trustees Annual Meeting
Wednesday, June 21st, 2017

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 (*Zahida Aminy*)
- IV. Financial Report (*Jim Hutter*)
- V. Resolutions
 - i. FY18 Budget (*Jim Hutter*)
 - ii. Appointment of Independent Accountants (*Jim Hutter*)
 - iii. Board Elections (*Candice Ashby*)

The Harlem Children's Zone Promise Academy I Charter School

Board Meeting

Wednesday, May 17, 2017

245 West 129th Street

Attendees: Geoffrey Canada, Kenneth Langone, Anne Williams-Isom, Fatime Cadoo, Aisha Tomlinson, Stan Druckenmiller, Willie Mae Lewis, Zahida Aminy, Candice Ashby, Ari Browne, Alpha Conteh, Joseph Cordero, Tracey Costello, Annice Fisher, Tiffany Fountain, Michelle Germaine, Debbie Gonzalez, Kashif Hameed, Katherine Hurtado, Jim Hutter, Katrina James, Betina Jean-Louis, Marilyn Joseph, Jazmine Lewis, Justin Maker, Mindy Miller, Kwame Owusu-Kesse, Judy Palacios, Achil Petit, Conrad Pinnock, Sheryl Ragland, Susan Rydz, Lauren Scopaz, Marquitta Speller, KiKi Walton, Bessie Wilkerson and Tonya White.

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 April 19, 2017. The motion was unanimously approved.

Superintendent's Updates (Achil Petit)

Dr. Achil Petit reported that enrollment is at 1,106 for Promise Academy I and at 973 for Promise Academy II.

Math and ELA State exams are completed. Dr. Petit thanked all senior managers who assisted during the testing period.

HCZ Promise Academy I Lower Elementary School (KiKi Walton)

The lower elementary school's attendance was at 95% for April. The school will continue to work with parents to improve attendance.

The school is collaborating with the PAIUE staff in order to plan the transition of second-grade students to the third-grade.

Students visited the Bronx Zoo and the armory for field-day activities.

Collaborating with PAIILE, the school started its Code Camp for second-grade girls partnering with the Spence School. To kick off the event, the school held a parent meeting.

For Earth Day, scholars planted seeds and repotted plants to give as gifts to mothers and aunts. A "sip tea and paint" event will be hosted for mothers as well.

The creative movement teacher guided scholars in a performance about land, air and water, which focused on the effects of pollution and the earth's preservation. A brief clip of the performance was shown.

HCZ Promise Academy I Upper Elementary School (Joseph Cordero)

The upper elementary school's attendance was at 97% for April.

In preparation for the State science exams, fourth-grade students are working in science labs every day so that teachers can identify any students who are not meeting benchmarks. One of the fourth-grade students, who is particularly adept in technology, created a mini demo lesson in PowerPoint for the other students.

The school hosted a math pep rally with a dance-off between students and teachers.

The school hosted its annual Glitter Ball father-daughter dance. The event was successful, with 68 fathers and father figures attending.

The school partnered with the National Museum of Mathematics also known as MoMath. The organization brought four exhibits to Promise Academy, which included number patterns, two and three-dimensional shapes, rules and operations. Some of the PAI second-graders received an opportunity to see the exhibit as well.

Students visited the American Museum of Natural History, where they saw a special exhibit on mummies.

The student group GLAM Girls have reached the finalist stage of their T-shirt design contest.

The school hosted a top performer dinner for honor students, with 300 participants attending. Middle school students came down to help with the event.

The book of the month was "The Empty Pot" by Demi, giving students the opportunity to explore the character trait "trustworthiness."

For Mother's Day, staff leaders presented the mothers on staff with corsages during one of the morning meetings.

On May 17, students will be harvesting vegetables from the garden.

HCZ Promise Academy I Middle School (Kashif Hameed)

The middle school's attendance was at 97% for April. The school has been using incentives to increase attendance, which includes holding a spirit week.

To show appreciation to the teachers for their hard work, they were given framed affirmations with the teachers' pictures, and school leaders hosted a breakfast and a lunch. Students also engaged in a "fan mail" project where they wrote to a teacher who has been impactful in their lives. The fan mail was read to the teachers at the morning meeting and given to them as gifts. The principal also wrote handwritten cards to each of the teachers. Staff members were grateful for the acknowledgements.

School leaders refocused their efforts to make sure that students meet benchmarks before the end of the year.

HCZ Promise Academy I High School (Zahida Aminy)

The high school's attendance was at 92% for April. The school is focusing on using incentives to improve attendance.

To celebrate Mental Health Awareness month, the school is raising awareness with high school students by sharing daily facts during the morning announcements.

To ensure a smooth transition for the seniors from high school to college, students are participating in a college signing day event and the College Success Office advisors are pushing into the senior seminar classes.

Currently, seniors, along with their parents, are deciding which college to attend and committing to a final decision.

One of our seniors received the Geoffrey Canada Scholarship and will be attending Syracuse University this fall. Seven seniors also received the \$5,000 Wendel Foundation Scholarship.

High school scholars just completed their advanced placement exams. The school has now shifted to an intensive preparation schedule to ensure that students are ready for their June Regents exams.

Our juniors and seniors completed community service hours by painting park benches and park walls for Earth Day during State testing week.

Four juniors and four sophomores were inducted into the National Honor Society during the spring ceremony. Students, parents and staff were present to celebrate the new inductees.

The school hosted its annual Career Day, with a range of professionals present, including investment bankers, authors, educators and firemen. Students were able to interact with the adults and probe deeper into specific career fields.

The school celebrated Teacher Appreciation Week, where staff leaders provided daily surprises.

Financial Report (Jim Hutter)

PAI's enrollment is at 1,106, which is nine unfavorable versus the budget. PAI is \$100,000 unfavorable with revenues and \$300,000 favorable with expenses. The HCZ contribution through 10 months of FY17 is \$200,000 favorable.

HCZ Promise Academy I May 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	
5/1	17	289	94%	5	285	98%	
5/2	13	289	96%	2	285	99%	
5/3	7	289	98%	1	285	100%	
5/4	9	289	97%	1	285	100%	
5/5	12	289	96%	15	285	95%	
5/8	10	289	97%	13	285	95%	
5/9	7	289	98%	15	285	95%	
5/10	12	289	96%	17	285	94%	
5/11	11	289	96%	11	285	96%	
5/12	9	289	97%	19	285	93%	
5/15	23	289	92%	9	285	97%	
5/16	6	289	98%	6	285	98%	
5/17	4	289	99%	10	285	96%	
5/18	7	289	98%	7	285	98%	
5/19	10	289	97%	9	285	97%	
5/22	18	289	94%	18	285	94%	
5/23	7	289	98%	9	285	97%	
5/24	4	289	99%	9	285	97%	
5/25	8	288	97%	9	285	97%	
5/26	20	288	93%	11	285	96%	
5/30	17	288	94%	13	285	95%	
5/31	12	288	96%	5	285	98%	
Average	11	289	96%	10	285	97%	

HCZ Promise Academy I May 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	
5/1	7	263	97%	14	268	95%	
5/2	0	263	100%	18	268	93%	
5/3	1	263	100%	21	268	92%	
5/4	1	263	100%	31	268	88%	
5/5	8	263	97%	31	268	88%	
5/8	4	263	98%	14	268	95%	
5/9	4	263	98%	16	268	94%	
5/10	7	263	97%	16	268	94%	
5/11	9	263	97%	11	268	96%	
5/12	15	263	94%	27	268	90%	
5/15	7	263	97%	19	268	93%	
5/16	7	263	97%	16	268	94%	
5/17	6	263	98%	13	268	95%	
5/18	5	263	98%	62	268	77%	
5/19	13	263	95%	13	268	95%	
5/22	12	263	95%	12	268	96%	
5/23	2	263	99%	15	268	94%	
5/24	7	263	97%	14	268	95%	
5/25	7	263	97%	16	268	94%	
5/26	8	263	97%	27	268	90%	
5/30	6	263	98%	16	268	94%	
5/31	8	263	97%	18	268	93%	
Average	7	263	98%	20	268	93%	

Promise Academy I

FY17 Budget Vs Projection and FY18 Budget



(\$ millions)	FY'17		FY'17 Projection		FY'18 Budget vs.	
	Budget	Fav / (Unfav)	Projection	Fav / (Unfav)	FY'18 Budget	FY'17 Projection Fav / (Unfav)
Enrollment	1,115	(11)	1,104	(11)	1,137	33
Grades	K - 12		K - 12		K - 12	
DOE and other gov't funding	\$ 18.8	\$ (0.1)	\$ 18.7	\$ (0.1)	\$ 19.5	\$ 0.8 (a)
Expenditures:						
Personnel Services	16.3	0.2	16.1	0.2	16.8	(0.8)
OTPS	3.9	0.1	3.8	0.1	3.8	(0.0)
Total Expenditure	20.2	0.3	19.9	0.3	20.7	(0.8)
HCZ contribution	\$ 1.4	\$ 0.2	\$ 1.2	\$ 0.2	\$ 1.2	\$ 0.0
HCZ contribution/student (whole \$)	\$ 1,273	\$ 1,065	\$ 1,065	\$ 1,065	\$ 1,018	

Footnote:

(a) The \$0.8m revenue increase reflects higher funding rates (\$0.4m impact) and higher enrollment (\$0.4m impact). Excludes bonus, growth fund and "in-kind" contributions.

RESOLUTION OF THE BOARD OF TRUSTEES
OF HARLEM CHILDREN'S ZONE PROMISE ACADEMY CHARTER SCHOOL
TO APPROVE FY 2018 BUDGET

THE BOARD OF TRUSTEES (the "Board") of HARLEM CHILDREN'S ZONE, PROMISE ACADEMY CHARTER SCHOOL, a New York not-for-profit corporation (the "Corporation"), acting pursuant to the By-Laws of the Corporation (the "By-Laws") and the New York Not-For-Profit Corporation Law for the purpose of taking the following action relating to the adoption of the resolution set forth below, indicates that:

WHEREAS, the Board has reviewed the FY 2018 budget, which includes an expense budget of \$20,700,000 (the "FY 2018 Budget");

WHEREAS, after due deliberation and consideration, the Board has determined that adoption of the FY 2018 Budget is in the best interests of the Corporation, and

NOW, THEREFORE, BE IT RESOLVED, that the FY 2018 Budget as presented is hereby approved.

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RESOLUTION OF THE BOARD OF TRUSTEES
OF HARLEM CHILDREN'S ZONE PROMISE ACADEMY CHARTER SCHOOL
TO APPROVE INDEPENDENT ACCOUNTANTS

THE BOARD OF TRUSTEES (the "Board") of HARLEM CHILDREN'S ZONE PROMISE ACADEMY CHARTER SCHOOL, a New York not-for-profit corporation (the "Corporation"), acting pursuant to the By-Laws of the Corporation (the "By-Laws") and the New York Not-For-Profit Corporation Law for the purpose of taking the following action relating to the adoption of the resolution set forth below, indicates that:

WHEREAS, Harlem Children's Zone Promise Academy Charter School has reviewed the audit plan of Grant Thornton ("GT") for the Fiscal Year 2017 audit, compliance and related work for Harlem Children's Zone Promise Academy Charter School and recommends to the Board that GT be retained to perform such services;

WHEREAS, after due deliberation and consideration, the Board has determined that the retention of GT to perform the Fiscal Year 2017 audit, compliance and related work for Harlem Children's Zone Promise Academy Charter School is in the best interest of the Corporation, and

NOW, THEREFORE, BE IT RESOLVED, that the retention of GT to perform the Fiscal Year 2017 audit, compliance and related work for Harlem Children's Zone Promise Academy Charter School is hereby approved.

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**HCZ Promise Academy I Annual Board Meeting
June 21, 2017**

Board of Trustees

Officers and Trustees for Re-Election

Denise Fuller, *Trustee*

Mitch Kurz, *Treasurer/Secretary*

Willie Mae Lewis, *Trustee*

Aisha Tomlinson, *Parent Representative*

Anne Williams-Isom, *President/CEO*

Voting Trustees (7)

Geoffrey Canada

Stan Druckenmiller

Mitch Kurz

Kenneth Langone

Willie Mae Lewis

Anne Williams-Isom

Alfonso Wyatt

Advisory Trustees (3)

Ellanor Brizendine

Denise Fuller

Aisha Tomlinson