

## AGENDA

Promise Academy I Board of Trustees Annual Meeting  
Monday, June 13<sup>th</sup>, 2016

at

The Harlem Children's Zone  
35 East 125<sup>th</sup> Street  
New York, NY 10035

- I. Acceptance of the Minutes
- II. Promise Updates (*Achil Petit/Marquitta Speller*)
- III. PAII Health Center Opening (*Marlene Fox*)
- IV. Resolutions
  - i. Bylaws (*Candice Ashby*)
  - ii. Board Elections (*Candice Ashby*)
  - iii. Approve Independent Accountants (*Jim Hutter*)
- V. Financial Report (*Jim Hutter*)

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

**Board Meeting**

**Wednesday, May 18<sup>th</sup>, 2016**

**245 West 129th Street**

*Attendees: Geoffrey Canada, Mitch Kurz, Kenneth Langone, Anne Williams-Isom, Stan Druckenmiller, Willie Mae Lewis, Aisha Tomlinson, Candice Ashby, Ari Browne, Alpha Conteh, Joseph Cordero, Tracey Costello, Tiffany Fountain, Marlene Fox, Michelle Germaine, Debbie Gonzalez, Kashif Hameed, Jim Hutter, Shondell James, Raychael Jensen, Betina Jean-Louis, Jawana Johnson, Marilyn Joseph, Debbie Kim, Jazmine Lewis, Justin Maker, Mindy Miller, Latasha Morgan, Kwame Owusu-Kesse, Asif Padela, Judy Palacios, Achil Petit, Sheryl Ragland, Susan Rydz, Lauren Scopaz, Marquitta Speller, KiKi Walton, and Tonya White.*

**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 April 19, 2016. The motion was unanimously approved.

**School-wide Updates (Marquitta Speller)**

Dr. Marquitta Speller, the Executive Director for Secondary and Collegiate Programs, spoke about the 27 former Promise Academy students on track to graduate from college in 2016. Additionally, 100% of PAI high school students are on track to graduate and get into college on time.

Dr. Speller also gave an update on the Promise Academy graduating class from 2013, currently in college.

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

Superintendent Dr. Achil Petit reported that current enrollment for PAI is 1,096 (eight below what was budgeted) and 874 for PAII (seven above was budgeted.)

The staff was treated to an evening at Chelsea Piers for Teacher Appreciation Day. Staff engaged in bowling, laser tag and more. About 1200 staff members and students were also taken to a Yankee game, due to tickets donated by the Robin Hood Foundation. Other events to show staff appreciation will also take place before the end of the school year.

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

Attendance for the month of March was at 95%. The school continues to work with parents to improve attendance.

For math, K level students are composing and decomposing to the number 20. First-graders are working with number patterns from 1 to 100. Second-graders are doing time, shapes and fractions.

The school has taken trips to the armory for team-building activities, the New York Botanical Gardens, the Bronx Zoo and the Metropolitan Museum of Art. At the Metropolitan Museum, there were guided tours and students analyzed works of art, comparing them to characters in literary works.

The school held an Earth Day presentation. The creative movement teacher guided students in using movement and dance to represent elements of the earth while showing the negative effects of pollution.

Some of the school's second-graders went to the Yankee game with staff members and other Promise students.

For Teacher Appreciation Day, the school provided teachers with a luncheon.

Many of the mothers of lower elementary students attended the Mother's Day celebration held by the after-school program.

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

The attendance for the month of April was at 97%. The school has been having ongoing discussions with the families of students who have chronic attendance issues.

The school completed its code camp with the Spence School and has plans to partner with the private school again next year.

A magician visited the third grade cohort after the State tests to give the students a treat after all of their hard work and preparation. The students and teachers also participated in laser tag in the gymnasium.

The school held a top performer event, celebrating high performing students in each grade. About 75 parents attended.

Students went to the Whitney Museum, where they worked with artists, sketching and sculpting.

The school sent 118 upper elementary students to the Yankee game, which the students enjoyed.

Opera singer Eric Owens visited and sang to and talked with students, performing both opera and gospel.

The book of the month club read and discussed "The Name Jar" by Yangsook Choi, a book that explores cultural identity. The character trait of the month was "confidence."

Grandparents were invited to have another story time session with students.

The school's garden is producing basil and lettuce, which has been used in the salad bar in the cafeteria.

The staff has begun discussions with the lower elementary and middle schools about transitioning third-graders in and fifth-graders out. Meetings between teachers to talk about the transitioning students are being scheduled.

The school has held ongoing classes for struggling students, revisiting the standards in ELA and math. Students are also preparing for the upcoming Science exams.

The school is preparing for their moving up ceremony, which will occur on June 28, 2016.

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

The school's attendance for the month of April was at 98%. Staff members continue to reach out to parents of children who have attendance issues.

The school is preparing for the end of the school year and for the upcoming eighth-grade science exams. There are also nine students in the eighth-grade who will be taking the algebra Regents early.

The Bard Early College Program staff members gave a symposium and eighth-grade students have already begun working on obtaining recommendation letters.

The school is setting up meetings with incoming sixth-graders for a smooth transition.

Staff leaders are reflecting on best practices over the past year, talking about systems and discussing school culture overall.

All seventh- and eighth-grade girls are attending a retreat to Hands in 4 Youth's Camp Vacamas in New Jersey, which offers social, recreational, learning, and team building activities in a naturally beautiful setting. There will be one staff member for every three girls.

Eighth-grade students are currently being fitted for caps and gowns and are very excited about graduating to high school. HCZ's Chief Operating Officer Kwame Owusu-Kesse will be the keynote speaker for the middle school graduation ceremony.

### **HCZ Promise Academy I High School PAIHS (Jawana Johnson)**

Attendance for the month of April was 93%. There was a dip in attendance due to modified schedules. The school is working to make sure that attendance improves.

For the class of 2016, 100% of seniors have been accepted into colleges. Staff is working with students and their families to help them decide which colleges to attend. The College Success Office (CSO) has come in to have one-on-one meetings with every senior. Some of the schools that students have been accepted to include Syracuse, Morehouse, Bard, Ithaca, Lincoln University, SUNY Binghamton, Buffalo State, John Jay, Hunter and Medgar Evers.

Junior students (the class of 2017) continue to focus on Regents preparation. They are also doing workshops with CSO around the college transition and readiness process. They are working on this summer's pre-college exposure programs at schools such as Cornell, NYU, Syracuse and others. Three of the school's JPMorgan Fellows will be going to South Africa and 100% of rising seniors will be on college campuses this summer for exposure.

About 25% of the school's 86 sophomores will be attending programs at Baruch College Pre-Med, Hunter College Summer Science Institute, The Stone Hill College Psychology Program, American University for National Student Leadership, Cooper Union, Hobby Leadership Program and various Envision programs.

The school continues to work with the middle school to transition rising freshman, meeting with them individually.

Some students will be seeing the play “The Crucible” in conjunction with PAII.

The school held a career day and linked up with professionals who presented to the students from stations (in the style of a college fair) in the areas of communications, education, business, law and criminal justice, and culinary arts. Presenters also talked about building bridges between college and career.

The spring art show will be held at the end of May and has been expanded to include sculptures.

Senior night for athletes celebrated citywide championships in the area of varsity volleyball, junior varsity boys basketball and junior varsity girls basketball.

Teacher Appreciation Week was celebrated with a catered breakfast at the beginning of the week. The school also gave teachers a survival pack, a staff photo, T-shirts and finished the week with the event at Chelsea Piers. Several staff members also went to the Yankee game.

On May 5th, Marilyn Joseph’s Parent and Community Engagement (PACE) team hosted a college journey event. Select senior staff members presented and spoke about being parents of students who are in college, which gave parents a chance to ask questions about the experience.

The graduation for the class of 2016 will be held on June 23, 2016.

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

Jim Hutter covered Promise Academy I’s financial report through ten months. PAI is eight students below the budget from an enrollment standpoint. We are \$200,000 favorable for revenue. Expenses are on budget through the aggregate. The HCZ contribution is at \$700,000, which is slightly favorable versus the budget.

# HCZ Promise Academy I May 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	
5/2	10	289	97%	10	294	97%	
5/3	18	289	94%	4	294	99%	
5/4	15	289	95%	4	293	99%	
5/5	12	289	96%	11	293	96%	
5/6	8	289	97%	6	293	98%	
5/9	15	289	95%	13	293	96%	
5/10	8	289	97%	8	293	97%	
5/11	9	289	97%	6	293	98%	
5/12	9	289	97%	10	293	97%	
5/13	13	289	96%	6	293	98%	
5/16	12	289	96%	5	293	98%	
5/17	14	289	95%	7	293	98%	
5/18	13	289	96%	5	293	98%	
5/19	20	288	93%	7	293	98%	
5/20	10	288	97%	5	293	98%	
5/23	15	288	95%	7	293	98%	
5/24	10	288	97%	6	293	98%	
5/25	12	288	96%	12	293	96%	
5/26	10	288	97%	12	293	96%	
5/27	25	288	91%	3	293	99%	
5/31	15	288	95%	17	293	94%	
<b>Average</b>	<b>13</b>	<b>289</b>	<b>95%</b>	<b>8</b>	<b>293</b>	<b>97%</b>	

# HCZ Promise Academy I May 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	
5/2	11	255	96%	18	257	93%	
5/3	8	255	97%	18	257	93%	
5/4	8	255	97%	14	257	95%	
5/5	10	255	96%	20	257	92%	
5/6	7	255	97%	24	257	91%	
5/9	8	255	97%	16	257	94%	
5/10	12	255	95%	14	257	95%	
5/11	8	255	97%	14	257	95%	
5/12	5	255	98%	12	257	95%	
5/13	8	255	97%	22	257	91%	
5/16	9	255	96%	17	257	93%	
5/17	13	255	95%	14	257	95%	
5/18	6	255	98%	20	257	92%	
5/19	9	255	96%	18	257	93%	
5/20	16	255	94%	16	257	94%	
5/23	11	255	96%	21	257	92%	
5/24	13	255	95%	21	257	92%	
5/25	11	255	96%	43	257	83%	
5/26	7	255	97%	15	257	94%	
5/27	16	255	94%	18	257	93%	
5/31	11	254	96%	17	257	93%	
<b>Average</b>	<b>10</b>	<b>255</b>	<b>96%</b>	<b>19</b>	<b>257</b>	<b>93%</b>	

RESOLUTION OF THE BOARD OF TRUSTEES  
OF HARLEM CHILDREN'S ZONE PROMISE ACADEMY CHARTER SCHOOL  
TO APPROVE AMENDMENT OF THE BY-LAWS OF  
HARLEM CHILDREN'S ZONE PROMISE ACADEMY CHARTER SCHOOL

THE UNDERSIGNED, being members of 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 action and adopting the resolutions set forth below do hereby waive any notice requirement, take the following action and adopt the following resolution by written consent to action:

**WHEREAS**, pursuant to the By-Laws, the By-Laws may be amended by a majority vote of the Voting Trustees (as defined in the By Laws);

**WHEREAS**, amendments to the By-Laws of the Corporation, as set forth on Exhibit A hereto, have been proposed (the "Proposed Amended By-Laws");

**WHEREAS**, the Board has reviewed and considered the Proposed Amended By-Laws, together with the amended and restated by-laws incorporating the Proposed Amended By-Laws (the "Amended and Restated By-Laws");

**WHEREAS**, the Board has determined that the adoption of the Proposed Amended By-Laws is in the best interests of the Corporation; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board hereby approves and adopts the Proposed Amended By-Laws in their entirety, and declares that (subject to further duly authorized amendment), the By-Laws of the Corporation shall be the Amended and Restated By-Laws.



**Exhibit A**  
**[Amended and Restated By-Laws]**

**HCZ Promise Academy I Annual Board Meeting  
June 13, 2016**

**Board of Trustees**

**Officers and Trustees for Re-Election**

Kenneth Langone, *Chairman Emeritus*

Geoffrey Canada, *Chairman*

Stanley Druckenmiller, *Trustee*

Arlene Gibson, *Trustee*

Alfonso Wyatt, *Trustee*

Aisha Tomlinson, *Parent Representative*

**Voting Trustees (8)**

Geoffrey Canada

Mitch Kurz

Kenneth Langone

Anne Williams-Isom

Stan Druckenmiller

Arlene Gibson

Willie Mae Lewis

Alfonso Wyatt

**Advisory Trustees (2)**

Denise Fuller

Aisha Tomlinson

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 2016 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 2016 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 2016 audit, compliance and related work for Harlem Children's Zone Promise Academy Charter School is hereby approved.

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# Promise Academy I

FY16 Budget Vs Projection and FY17 Budget



(\$ millions)	FY'16		FY'16 Projection	Fav / (Unfav)	FY'17 Budget vs. FY'16 Projection	
	Budget	Fav / (Unfav)			FY'17 Budget	Fav / (Unfav)
Enrollment	1,104	(12)	1,092	(12)	1,115	23
Grades	K - 12		K - 12		K - 12	
DOE and other gov't funding	\$ 18.2	\$ -	\$ 18.2	\$ -	\$ 18.8	\$ 0.6 (a)
Expenditures:						
Personnel Services	15.7	0.2	15.5	0.2	16.4	(0.9)
OTPS	3.8	(0.1)	3.9	(0.1)	3.6	0.3
Total Expenditure	19.5	0.1	19.4	0.1	20.0	(0.6)
HCZ Contribution Inc/(Dec)	\$ 1.3	\$ 0.1	\$ 1.2	\$ 0.1	\$ 1.2	\$ -
HCZ contribution/student (whole \$)	\$ 1,178	\$ 1,099	\$ 1,076			

(a) The \$0.6m revenue increase reflects higher funding rates (\$0.4m impact) and higher enrollment (\$0.2m impact). Excludes bonus, growth fund and "in-kind" contributions.