



Promise Academy I Charter School

A partner of



**Harlem Children's
ZONE**

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Achil Petit
Superintendent

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Kashif Hameed
Principal
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Zahida Aminy
Principal
High School
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AGENDA

Promise Academy I Board of Trustees Meeting
Thursday, October 18th, 2018

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. State Test Scores (*Bessie Wilkerson / Achil Petit*)
- V. Promise Academy I Updates
 - i. Elementary School (*Joseph Cordero*)
 - ii. Middle School (*Kashif Hameed*)
 - iii. High School (*Zahida Aminy*)
- VI. Financial Report (*Jim Hutter*)

The Harlem Children's Zone Promise Academy I Charter School

Board Meeting

Tuesday, September 18, 2018

245 West 129th Street

Attendees: Geoffrey Canada, Mitch Kurz, Anne Williams-Isom, Ken Langone, Ellanor "Bodie" Brizendine, Fatime Cadoo, Stan Druckenmiller, Denise Fuller, Willie Mae Lewis, Aisha Tomlinson, Alfonso Wyatt, Zahida Aminy, Esther Addo, Candice Ashby, Victor Boadum, Ari Browne, Joseph Cordero, Amy Deal, Kashif Hameed, Jim Hutter, Katherine Hurtado, Shondell James, Leslie-Bernard Joseph, Marty Lipp, Justin Maker, Mindy Miller, Achil Petit, Jessica Rawlins, Susan Rydz, Troy Smith, Marquitta Speller, Toya Stilley 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 June 12, 2018. The motion was unanimously approved.

Superintendent's Update (Dr. Achil Petit)

Dr. Achil Petit reported that enrollment is at 1,168 for Promise Academy I and at 1,040 for Promise Academy II.

Dr. Petit also reminded the board of the structural changes in effect for both Promise Academy I and II to combine both the upper and lower elementary schools into one elementary school. Dr. Joseph Cordero is the principal for PAI elementary school and Dr. Shondell James is the principal for PAII elementary school. The union of the two schools will help establish strategic priorities regarding overall school improvement and setting a standard supported by the HCZ Values.

Anne Williams-Isom and Dr. Petit are holding a breakfast series with new teachers to talk about HCZ's culture and mission.

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

The lower elementary school's attendance was at 86% for July. The upper elementary school's attendance was at 87% for July.

Back-to-school orientation was held with team-building activities, such as scavenger hunts, to encourage lower and upper elementary teachers to get to know one another.

The school also held professional development workshops to familiarize teaching staff with in-house tools and practices over the course of the summer including Eureka Math assessment, Teacher's College tools, Fountas and Pinnell guided reading, school safety, special education and literacy analysis.

Elementary school held a summer reading challenge for students. At the “Books and Brunch” event, students who won the reading challenge were able to choose a book as a prize.

The school expanded their robotics program this summer by partnering with Facebook, Inc.’s artificial intelligence research division. Staff members from Facebook, Inc. brought a dozen robots for scholars to practice coding and programming. The school intends to include the coding exercise into the curriculum.

The elementary school converted an office into a new student lending library. Through a partnership with The Book Fairies, a nonprofit organization that collects and donates reading materials for NYC schools, the elementary school opened the library with a student reception on September 7, 2018.

HCZ Promise Academy I Middle School (Kashif Hameed)

The middle school’s attendance was at 86% for July.

During the summer, staff leaders held professional development sessions for new hires. Teachers were exposed to Promise Academy culture, classroom management, curriculum, lesson plans, internal tools and classroom management techniques.

The school held their annual “meet and greet” for incoming parents of sixth-graders.

The middle school incorporated Accelerated Reader software into lesson plans to vertically align with the elementary school. As an incentive, scholars can use points earned in reading challenges to purchase items from the school store.

The school has identified scholars who need extra intervention early and created a team of 15 top scholars to work with struggling students. Strong lead teachers are also meeting with struggling students to work with them in low performing areas.

HCZ Promise Academy I High School (Zahida Aminy)

The high school’s attendance was at 86% for the summer.

For academic interventions during the months of July and August, students attended credit recovery classes for Regents preparation.

Students who took Regents exams in June and August performed well.

Promise Academy I High School leaders started the school year off with team-building activities in collaboration with Promise Academy II High School.

Senior students from both Promise Academy high schools attended a boat ride on the Hudson. They also attended a college tour and took cap and gown photos for their upcoming graduation.

School leaders held an assembly on bullying on the first day of school with a short film based on a true story of bullying. The cast and producer visited and held a group discussion after the film.

The high school will hold a back-to-school night with families on September 18, 2018.

Financial Report (Jim Hutter)

PAI's enrollment is at 1,168, which is 48 students above budget. PAI revenue is \$100,000 favorable versus the budget. PAI is \$500,000 favorable with expenses at \$3.1M. There is no HCZ contribution through two months of FY19.

HCZ Promise Academy I

September 2018 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
9/5	25	681	96%	16	260	94%	14	257	95%
9/6	19	650	97%	12	256	95%	10	255	96%
9/7	23	647	96%	9	256	96%	9	254	96%
9/12	17	646	97%	4	256	98%	7	254	97%
9/13	24	644	96%	6	256	98%	7	254	97%
9/14	28	643	96%	4	256	98%	6	254	98%
9/17	36	643	94%	2	256	99%	14	254	94%
9/18	29	643	95%	10	256	96%	7	254	97%
9/20	32	643	95%	3	256	99%	9	253	96%
9/21	28	641	96%	6	256	98%	10	253	96%
9/24	33	642	95%	2	256	99%	8	252	97%
9/25	35	640	95%	7	256	97%	12	252	95%
9/26	32	640	95%	5	256	98%	6	252	98%
9/27	25	641	96%	6	256	98%	7	252	97%
9/28	36	641	94%	7	256	97%	13	252	95%
Average	28	646	96%	7	256	97%	9	253	96%

Promise Academy I

FY 2019 Sep YTD Budget vs. Actual

\$ millions

	Budget	Actual ⁽¹⁾	Fav/(Unfav)	Full Year Budget
Enrollment	1,120	1,142	22	1,120
DOE and other gov't funding	\$ 5.2	\$ 5.2	\$ -	\$ 20.5
Expenses:				
Salaries	3.2	2.8	0.4	13.3
Benefits	1.0	0.9	0.1	4.5
OTPS	1.0	1.0	-	4.1
Total Expenses	5.2	4.7	0.5	21.9
Expenses in excess of public funding	-	-	-	1.4
Contribution Components:				
Private Funding	0.3	0.3	-	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

Promise Academy I FY 18 Draft Financial Statements

- * Audit of Financial Statements for the year ended June 30, 2018**
- * Grant Thornton is our auditors**
- * Field work is in progress**
- * Financial statements include:**
 - * Auditor's Opinion**
 - * Financial Position**
 - * Revenues & Expenses**
 - * Government grant revenue**
 - * "In-kind" support from HCZ**
 - * Supplemental schedule of Functional Expenses**
 - * Related Party accounting and disclosure**
- * Report on Internal Control:**
 - * Over Financial Reporting**
 - * Compliance with Government Auditing Standards**
- * Audited financial statements and Report on Internal Control are required to be filed with the DOE by October 31, 2018**
- * We are currently on target**