



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
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AGENDA

Promise Academy I Board of Trustees Meeting
Wednesday, September 20th, 2017

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. Teachers' Presentation (*Anne Williams-Isom*)
- IV. Superintendent's Updates (*Achil Petit*)
- V. Early Childhood (*Tonya White*)
- VI. State Test Scores (*Bessie Wilkerson / Achil Petit*)
- VII. 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*)
- VIII. Financial Report (*Jim Hutter*)

The Harlem Children's Zone Promise Academy I Charter School

Board Meeting

Wednesday, July 19, 2017

245 West 129th Street

Attendees: Geoffrey Canada, Mitch Kurz, Anne Williams-Isom, Kenneth Langone, Bodie Brizendine, Stan Druckenmiller, Aisha Tomlinson, Candice Ashby, Leslie Bernard-Joseph, Ari Browne, Alpha Conteh, Joseph Cordero, Amy Deal, Tiffany Fountain, Debbie Gonzalez, Kashif Hameed, Katherine Hurtado, Jim Hutter, Shondell James, Betina Jean-Louis, 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, 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 June 21, 2017. The motion was unanimously approved.

Superintendent's Updates (Achil Petit)

Geoffrey Canada welcomed a new board member, Ellanor (Bodie) Brizendine, who is Head of School at The Spence School. Ms. Brizendine said she felt honored to be a part of the team and thanked them for inviting her.

Anne Williams-Isom spoke of the untimely death of a long-time employee, Jason Brown, Assistant Director of Security. Mr. Brown had been with the organization since 2003 and unfortunately suffered a massive seizure. He was very close to many employees and the CEO and COO have been visiting different sites to check in with staff and provide support.

Ms. Williams-Isom also reported that the HCZ Summer Games three-day event begins on July 19th with more than 3,000 kids playing in sporting games at the Armory on 168th Street.

Ms. Williams-Isom also reminded the Board that the lotteries for Promise Academy I and II will be held on August 2nd and the 23rd annual HCZ Peace March will be held on August 9th.

Dr. Achil Petit reported that enrollment finished in June at 1,104 for Promise Academy I and at 970 for Promise Academy II.

Dr. Petit acknowledged the principals for their hard work during the 2016-2017 school year.

HCZ Promise Academy I Lower Elementary School (Amy Deal)

The lower elementary school's attendance was at 93% for June. There were three days in particular that were challenging for attendance, which included a half-day of school and graduation events of the siblings of lower-elementary students.

Kindergarten students completed a unit on reading and writing where they were instructed to practice writing for others to read. There was much improvement in this unit by the end of the year. First-grade students wrapped up their character units, where they learned about character traits and how characters change from the beginning of a story to the end of a story. The students were then asked to take the stories and apply them to their own lives. Second-graders were exposed to fables and fairy tales from different cultures, and learned how to apply their morals to their own lives.

The end of the year second-grade trip to Rye Playland included one parent per child and was enjoyed by all.

The school held a staff appreciation week alternating between breakfast and lunch for staff members every day.

HCZ Promise Academy I Upper Elementary School (Joseph Cordero)

The upper elementary school's attendance was at 92% for June.

The school had a moving up ceremony, where 226 guests came to celebrate the end of the upper elementary for fifth-grade students.

The school held an accelerated readers challenge, which finished in June. Students were reading books and taking exams online. Educators saw a great increase in independent student reading.

Staff leaders held an end-of-year teacher celebration by taking teachers on a dinner cruise.

HCZ Promise Academy I Middle School (Kashif Hameed)

The middle school's attendance was at 92% for June. Attendance was affected by eighth-grade ceremonies such as prom night.

The school is preparing for summer lessons and has already begun the work with struggling students by giving them individualized, targeted instruction. A portion of the instruction will be project-based.

This summer, the school has implemented a new process for new hires to ensure that they are well-supported before they start. New hires received three weeks of school orientation, professional development and networking. They also had an opportunity to meet teachers in the sister school, PAII middle school.

A meet and greet is being held for incoming sixth-graders and their families.

A lacrosse team has been formed for the new school year.

HCZ Promise Academy I High School (Dr. Marquitta Speller)

The high school's attendance was at 89% for June. The two days that yielded the lowest attendance was the day before and the day after prom.

Graduating seniors at both high schools are preparing to attend their first semester of college. The One Promise Graduation was held on June 23rd, and Dr. Speller thanked everyone for their support during the event.

Currently, 53 seniors have met all requirements for graduation with one student making up a credit over the summer. All seniors who do not have a summer placement are participating in Fresh Start, a pre-college program with the College Success Office. The program is a series of college readiness courses geared toward transitioning HCZ students to their first semester of college. The program ends on August 10th.

Current students who need to retake a Regents exam began classes on Monday and will continue those classes up until the day of their exams. Regents exams are being held on August 16th and 17th.

High school and graduating students are preparing for the HCZ Summer Games event.

Resolution (Candice Ashby)

A motion was called to update the Family Handbook for the 2017-2018 academic year. The motion was approved. The updated Family Handbook can be found on the Promise Academy website at <http://www.hczpromise/for-parents>

Financial Report (Jim Hutter)

PAI's enrollment finished at the end of FY17 at 1,104, which is 11 students below our budgeted number. PAI is on target for the full year in regards to revenue. PAI ended the year at \$19.9M with expenses, favorable by \$300,000. The HCZ contribution through 12 months of FY17 is \$1.1M, which is favorable by \$300,000 versus the budget.

The approved FY18 budget was also included for the board's reference.

HCZ Promise Academy I July 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	
7/5	30	108	72%	21	75	72%	
7/6	12	108	89%	13	75	83%	
7/7	15	108	86%	13	74	82%	
7/10	8	108	93%	10	74	86%	
7/11	14	108	87%	7	73	90%	
7/12	10	108	91%	10	72	86%	
7/13	16	108	85%	9	72	88%	
7/14	23	107	79%	11	72	85%	
7/17	20	107	81%	10	71	86%	
7/18	13	104	88%	5	71	93%	
7/19	12	104	88%	3	71	96%	
7/20	16	104	85%	7	71	90%	
7/21	22	104	79%	10	71	86%	
7/24	18	104	83%	9	71	87%	
7/25	16	104	85%	5	71	93%	
7/26	11	104	89%	6	71	92%	
7/27	12	103	88%	7	71	90%	
7/28	21	103	80%	17	71	76%	
Average	16	106	85%	10	72	87%	

HCZ Promise Academy I

July 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	Date
7/5	21	78	73%	28	95	71%	7/17
7/6	14	77	82%	27	95	72%	7/18
7/7	13	76	83%	14	95	85%	7/19
7/10	10	76	87%	28	95	71%	7/20
7/11	10	75	87%	25	95	74%	7/24
7/12	9	75	88%	20	95	79%	7/25
7/13	4	75	95%	15	95	84%	7/26
7/14	10	75	87%	24	95	75%	7/27
7/17	11	75	85%	12	94	87%	7/31
7/18	7	75	91%	26	94	72%	8/1
7/19	11	75	85%	24	94	74%	8/2
7/20	9	75	88%	18	94	81%	8/3
7/21	17	75	77%	27	94	71%	8/7
7/24	4	75	95%	24	94	74%	8/8
7/25	9	75	88%	15	94	84%	8/9
7/26	7	75	91%	15	94	84%	8/10
7/27	6	75	92%	19	94	80%	8/14
7/28	13	75	83%	23	94	76%	8/15
Average	10	75	86%	21	94	77%	Average

Promise Academy I

FY 2018 August YTD Budget vs. Actual

\$ millions

	Budget	Actual ⁽¹⁾	Fav/(Unfav)	Full Year Budget
Enrollment	1,137	1,150	13	1,137
DOE and other gov't funding	\$ 3.2	\$ 3.2	\$ -	\$ 19.5
Expenses:				
Salaries	1.9	1.8	0.1	12.4
Benefits	0.6	0.6	-	4.5
OTPS	0.4	0.4	-	3.8
Total Expenses	2.9	2.8	0.1	20.7
HCZ Contribution	\$ -	\$ -	\$ -	\$ 1.2
per student (whole \$)	\$ -	\$ -	\$ -	\$ 1,055

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

Budget amounts have been adjusted to better reflect anticipated 2018 activity.