

AGENDA

Promise Academy I Board of Trustees Meeting
Wednesday, September 30th, 2015

at

The Harlem Children's Zone
245 West 129th Street
New York, NY 10027

- I. Acceptance of the Minutes
- II. State Test Results (*Bessie Wilkerson*)
- III. Superintendent's Updates (*Achil Petit*)
- IV. Promise Academy I Updates
 - i. Lower Elementary School (*Kiki Walton*)
 - ii. Upper Elementary School (*Joseph Cordero*)
 - iii. Middle School (*Kashif Hameed*)
 - iv. High School (*Jawana Johnson*)
- V. Resolutions
 - i. Bylaws (*Kate Shoemaker*)
 - ii. Checks and Notes, and Contracts (*Kate Shoemaker*)
 - iii. Family Handbook (*Candice Ashby*)
- VI. Financial Report (*Alpha Conteh*)

The Harlem Children's Zone Promise Academy I Charter School

Board Meeting

Wednesday, June 24th, 2015

245 West 129th Street

Attendees: Geoffrey Canada, Mitch Kurz, Anne Williams-Isom, Stan Druckenmiller, Arlene Gibson via phone, Willie Mae Lewis, Aisha Tomlinson, Alfonso Wyatt via phone, Candice Ashby, Alpha Conteh, Joseph Cordero, Tracey Costello, Kevin Dougherty, Marlene Fox, Tiffany Fountain, Debbie Gonzalez, Kashif Hameed, Jim Hutter, Raychael Jensen, Shondell James, Betina Jean-Louis, Marilyn Joseph, George Khaldun, Debbie Kim, Jawana Johnson, Jazmine Lewis, Mindy Miller, Latasha Morgan, Sharleen Morris, Steve Nisbett, Kwame Owusu-Kesse, Asif Padela, Achil Petit, Conrad Pinnock, Sheryl Ragland, Susan Rydz, Lauren Scopaz, Kate Shoemaker, Kiki Walton, Tonya White, and Bessie Wilkerson.

Acceptance of Minutes (Stan Druckenmiller)

The meeting was called to order at 7:00 am and a motion was called to approve the meeting minutes from May 27, 2015. The motion was unanimously approved.

CEO's Report (Anne Williams-Isom)

Anne Williams-Isom talked about changes in leadership, announcing that Tonya White, Principal of Promise Academy I Upper Elementary, will be leading Pre-Kindergarten & Early Childhood Education programs beginning July 1, 2015. Ms. White has been with the lower elementary school for eight years and has worked in education for 27 years. Ms. White stated that she is looking forward to strengthening HCZ services for pre-k scholars.

Ms. Williams-Isom also announced that Jawana Johnson will be taking over as principal for the Promise Academy I High School beginning July 1, 2015. Ms. Johnson is replacing Marquitta Speller, who has been promoted to Executive Director for Secondary and Collegiate Programs. Ms. Johnson has been in education for 19 years and stated that she is honored for the opportunity to do more for Promise Academy.

Ms. Williams-Isom also announced that Kevin Dougherty, principal of the Promise Academy II Middle School, will be leaving. Mr. Dougherty stated that he was grateful for the opportunity to have worked within Promise Academy for the past six years and will take what he has learned to continue the fight for the welfare of children.

George Khaldun, Chief Administrative Officer at Harlem Children's Zone, is retiring on June 30, 2015. Mr. Khaldun shared fond memories with the board about his career with HCZ.

Superintendent's Updates (Achil Petit)

Superintendent Achil Petit thanked Mr. Dougherty for his service at Promise Academy II and introduced Sharleen Morris as the new principal for Promise Academy II Middle School. Ms.

Morris has worked with Promise Academy for the past six years as the Director of Student Services in the Central Office and has 14 years experience in education. Ms. Morris is honored to have stepped into her new role.

Mr. Petit introduced KiKi Walton as the new principal of Promise Academy I Lower Elementary. Ms. Walton, who has been with the organization for about seven years, is excited to continue the work Ms. White started and collaborating with the Early Childhood department.

Enrollment for both Promise Academy I and II has remained the same since the last board meeting.

HCZ Promise Academy I Lower Elementary School PAILE (Tonya White)

Attendance was at 95% for the month of May. A special treat has been planned for students who have had 100% attendance for the entire school year.

The latest i-Ready diagnostic revealed that lower elementary students have exceeded targeted growth for the year across all grades.

During the summer session, lower elementary students will work on fluency in math and writing skills. There will also be a “power hour,” where differentiation will be used in the classrooms to help kids with their project-based learning.

Moving up ceremonies will occur over the next week. Lower elementary students will finish off their last week with a trip to Rye Playland.

HCZ Promise Academy I Upper Elementary School PAIUE (Joseph Cordero)

Attendance was at 96% for the month of May.

The school held its annual career fair and thirty-five professionals visited to talk to fourth- and fifth-graders. Teachers prepared the students for the event with a month of career exploration workshops, which ended with the students asking relevant questions to the visiting professionals.

Upper elementary held a mini-Olympics for the boys, who brought their male role models (uncles, fathers, brothers) to compete against them at the event.

The school held a Spring/Summer Showcase where the children performed a chorus as well as contemporary, ballet and hip-hop dance routines. The school also held a Spring Art Showcase with 126 parents attending, which was done alongside the PAII middle and high schools.

Upper elementary has carried out a number of scientific activities over the month where students looked over the building schematics to design and propose a rooftop garden.

Fifth-grade students visited the butterfly conservatory in the Museum of Natural History. Third-graders saw an exhibition at the Metropolitan Museum of Art called “Life at the Limits.” Students were asked to go on a scavenger hunt for artifacts.

Students also visited the Museum of the City of New York to see photographs in the “Hip-Hop Revolution” exhibition.

The student held a meet-and-greet for the parents of incoming third-graders. Sixty of the new parents attended.

The school's flag football team finished second place in the division at Charter School Athletic Association (CSAA).

HCZ Promise Academy I Middle School PAIMS (Kashif Hameed)

Attendance for the month of May was 96%. The school is looking at ways to make sure that attendance during summer session is high.

The school held senior activities for their graduating eighth-grade class including academic initiatives to prepare them for high school, senior banquets, an honor-roll breakfast and the school's prom, which is being held on the evening of June 24th.

Staff held a meet-and-greet for incoming sixth-graders and their parents.

HCZ Promise Academy I High School PAIHS (Marquitta Speller)

Attendance was at 96% for the month of May.

The high school freshmen took three Regents exams this year rather than two, to give them more opportunities to pass. Freshmen took U.S. History, Living Environment and Math Regents exams. In Living Environment, there was 100% proficiency, 60% of the students passed the Math and 92% of students passed the US History exam.

Board Elections (Sharleen Morris)

A motion was called to approve a resolution to elect Anne Williams-Isom to the role of Board President and Mitch Kurz to the role of Board Secretary. A motion was also called to re-elect Board Trustee members Denise Fuller, Aisha Tomlinson and Willie Mae Lewis to ensure that election schedules remain evenly staggered. The Board unanimously approved the resolutions. A detailed list of the approved elected and re-elected Board members can be found within the June 24, 2015 board packet on the Promise Academy website.

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

Financial Report (Jim Hutter)

Jim Hutter covered Promise Academy I's financial projection for FY 15: PAI is currently two students below the enrollment budget. However, because of higher enrollment throughout the year, we are \$300,000 favorable to plan for the year on DOE and other government funding. As a result, PAI comes in at \$16.8M versus the \$16.5M that was budgeted for the year.

FY 15 expenses are projected to be \$17.6 million for PAI versus a budget of \$17.2 million for expenditures. The \$400,000 overage has been used for Regents exams test preparation, Saturday Academy, a teachers' professional development program, which required afterschool staff to push-in, and additional education materials, etc. In regards to the HCZ contribution for the year, \$800,000 has been estimated, slightly more than what was budgeted at \$700,000. The contribution has dropped more than 60% year over year.

Promise Academy I proposed budget for next year: The budget for enrollment next year is 1,104 students, which is up about seven percent or 72 students. Funding at \$18.2 million is up about eight percent due to slightly higher rates from the Department of Education as well as a one-time additional payment from the State as part of this year's legislation. Total expenditures will be up \$1.1 million or six percent, reflecting continued economies of scale as we grow out our grades and enrollment. The FY 16 contribution from HCZ will go down to \$500,000 or approximately \$500 per student.

Student Presentations (Tonya White)

Promise Academy I Lower Elementary students performed a portion of their kindergarten moving up celebration.

HCZ Promise Academy I

June 2015 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	18	292	94%	7	289	98%	
6/2	10	292	97%	6	289	98%	
6/3	10	292	97%	8	289	97%	
6/5	29	292	90%	16	289	94%	
6/8	20	292	93%	15	289	95%	
6/9	14	292	95%	11	289	96%	
6/10	13	292	96%	7	289	98%	
6/11	17	292	94%	8	289	97%	
6/12	21	292	93%	9	289	97%	
6/15	30	292	90%	19	289	93%	
6/16	14	292	95%	11	289	96%	
6/17	8	292	97%	4	289	99%	
6/18	15	292	95%	9	289	97%	
6/19	14	292	95%	20	289	93%	
6/22	35	292	88%	22	289	92%	
6/23	25	292	91%	14	289	95%	
6/24	34	292	88%	16	289	94%	
6/25	56	292	81%	34	289	88%	
6/26	69	292	76%	46	289	84%	
Average	24	292	92%	15	289	95%	

HCZ Promise Academy I

June 2015 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	14	241	94%	11	210	95%	
6/2	13	241	95%	Regents Exams			
6/3	13	241	95%	15	210	93%	
6/5	17	241	93%	25	210	88%	
6/8	12	241	95%	13	210	94%	
6/9	7	241	97%	17	210	92%	
6/10	15	241	94%	10	210	95%	
6/11	17	241	93%	13	210	94%	
6/12	21	241	91%	9	210	96%	
6/15	16	241	93%	11	210	95%	
6/16	18	241	93%	Regents Exams			
6/17	17	241	93%				
6/18	36	241	85%				
6/19	22	241	91%				
6/22	33	241	86%				
6/23	19	240	92%	Regents Exams			
6/24	66	240	73%				
6/25	35	240	85%				
6/26	29	240	88%				
Average	22	241	91%	14	210	94%	

HCZ Promise Academy I

July 2015 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
7/6	48	281	83%	42	293	86%
7/7	24	274	91%	28	293	90%
7/8	26	274	91%	19	294	94%
7/9	25	274	91%	25	294	91%
7/10	45	274	84%	30	294	90%
7/13	39	274	86%	24	293	92%
7/14	33	274	88%	26	293	91%
7/15	36	274	87%	23	292	92%
7/16	34	274	88%	24	292	92%
7/17	88	274	68%	82	292	72%
7/20	44	273	84%	23	292	92%
7/21	36	273	87%	22	290	92%
7/22	28	273	90%	41	290	86%
7/23	27	273	90%	26	290	91%
7/24	45	273	84%	38	290	87%
7/27	37	273	86%	34	290	88%
7/28	35	273	87%	30	290	90%
7/29	41	273	85%	27	290	91%
7/30	37	273	86%	49	290	83%
7/31	49	273	82%	55	290	81%
Average	39	274	86%	31	292	89%

HCZ Promise Academy I July 2015 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		
7/6	33	262	87%	2	276	99%		
7/7	29	264	89%	24	276	91%		
7/8	31	263	88%	27	275	90%		
7/9	35	261	87%	23	274	92%		
7/10	37	261	86%	2	274	99%		
7/13	21	261	92%	29	274	89%		
7/14	35	261	87%	33	274	88%		
7/15	24	261	91%	27	274	90%		
7/16	55	261	79%	35	274	87%		
7/17	95	261	64%	98	274	64%		
7/20	44	261	83%	42	274	85%		
7/21	36	261	86%	32	274	88%		
7/22	38	261	85%	31	273	89%		
7/23	38	261	85%	26	273	90%		
7/24	48	259	81%	142	273	48%		
7/27	44	259	83%	31	273	89%		
7/28	45	259	83%	30	273	89%		
7/29	39	259	85%	39	272	86%		
7/30	67	259	74%	44	272	84%		
7/31	42	260	84%	102	272	63%		
Average	42	261	84%	41	274	85%		



Promise Academy I

FY 2016 August YTD Budget vs. Actual

\$ millions

	Budget	Actual ⁽¹⁾	Fav/(Unfav)	Full Year Budget
Enrollment	1,104	1,114	10	1,104
Grades	K - 12	K - 12		K - 12
DOE and other gov't funding	\$ 3.0	\$ 3.0	\$ -	\$ 18.2
Expenses:				
Salaries	1.7	1.5	0.2	11.0
Benefits	0.7	0.6	0.1	4.3
OTPS	0.6	0.6	-	3.4
Total Expenses	3.0	2.7	0.3	18.7
HCZ Contribution	\$ -	\$ -	\$ -	\$ 0.5
per student (whole \$)	\$ -	\$ -	\$ -	\$ 467

DOE reimbursement up to 1250 students.

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