



Promise Academy II Charter School

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**Harlem Children's
ZONE**

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AGENDA

Promise Academy II Board of Trustees Meeting
Tuesday, April 10th, 2018

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. College Readiness Updates (*Marquitta Speller*)
- IV. Promise Academy II Updates
 - i. Lower Elementary School (*Sheryl Ragland*)
 - ii. Upper Elementary School (*Shondell James*)
 - iii. Middle School (*Judy Palacios*)
 - iv. High School (*Katherine Hurtado*)
- V. Financial Report (*Jim Hutter*)
- VI. High School Students' Presentation
(*Zahida Aminy / Katherine Hurtado / Leslie-Bernard Joseph*)

The Harlem Children's Zone Promise Academy II Charter School

Board Meeting

Wednesday, March 14, 2018

245 West 129th Street

Attendees: Geoffrey Canada, Mitch Kurz (via phone), Anne Williams-Isom, Fatime Cadoo, Stan Druckenmiller, Willie Mae Lewis, Aisha Tomlinson, Alfonso Wyatt, Zahida Aminy, Candice Ashby, Ari Browne, Alpha Conteh, Joseph Cordero, Tiffany Fountain, Sherri Geng, Michelle Germaine, Kashif Hameed, Jim Hutter, Katherine Hurtado, Katrina James, Shondell James, Betina Jean-Louis, Tracey Jenkins, Marilyn Joseph, Jessica Lake, Jazmine Lewis, Justin Maker, Mindy Miller, Rebecca Navarro, Kwame Owusu-Kesse, Judy Palacios, Achil Petit, Sheryl Ragland, Jessica Rawlins, Susan Rydz, Lauren Scopaz, Marquitta Speller, Toya Stilley, KiKi Walton, 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 January 17, 2018. The motion was unanimously approved.

Superintendent's Update (Achil Petit)

Dr. Achil Petit reported that enrollment is at 1,138 for Promise Academy I and at 993 for Promise Academy II.

Dr. Petit also reported that the principals will present test preparation efforts for the upcoming State exams to the board. There is an "all-hands-on-deck" approach from staff members during this time.

The recruiting team is preparing to hire for the new school year. Staff members will attend 19 job fairs through June. The recruiting team held a Promise Academy job fair on February 27th and will hold another on April 19th.

Tonya White retired as Executive Director for Early Childhood. Rebecca Navarro, Senior Manager of Early Childhood, has taken on that role until it is filled. Dr. Petit introduced Ms. Navarro, who said she has been in education for ten years, starting out as a special education teacher at the Department of Education (DOE). She was promoted within the DOE to special education coordinator and then was hired by HCZ Promise Academy, where she worked under the leadership of Dr. Petit and Dr. Joseph Cordero. Two and half years later, she was promoted to the role of Director of Special Education for Early Childhood before taking on a role as a senior manager.

Dr. Petit reported that there will be a presentation to the board on literacy to show what lower elementary schools are doing to ensure that scholars in grades K-2 are meeting appropriate reading levels.

College Readiness Updates (Marquitta Speller)

Dr. Speller reported that 101 of 103 seniors from Promise Academy I and II have been accepted into college to-date. Some notable acceptances include Bard Early College, Howard University, Spelman College, University at Albany, University at Buffalo, Stony Brook University, and Temple University. Additionally, one student was accepted into the University of Pennsylvania early admission.

Dr. Speller also reported that 24 colleges and universities have been invited to come to Promise Academy to interview our high school students. Those schools include Dartmouth College, Columbia University, Bowdoin College, Syracuse University, University of Pennsylvania and University at Albany.

Promise Academy I and II high school juniors were taken on a tour of Columbia University. A trip to Yale University will be scheduled soon.

Dr. Speller gave a notable highlight, informing the board of trustees about a Promise Academy alum, who graduated in 2013 and will be starting law school in the fall of 2018. Another former student is going for a Ph.D.

The Bard Executive Director has reported that former Promise Academy students who are currently attending Bard College are outperforming other high school groups at 92%, which is higher than Bard's national average.

In honor of today's National School Walkout, where students and teachers will be protesting against gun violence, Promise Academy will have a moment of silence at 10:00 AM to show solidarity with young people across the nation.

Promise Academy K-2 Literacy Efforts (KiKi Walton / Sheryl Ragland)

Promise Academy I and II Lower Elementary principals KiKi Walton and Sheryl Ragland presented on the current efforts to ensure that scholars in kindergarten, first and second grades are developing strong literary skills. These efforts are based on research that shows students who fail to read adequately in first grade have a 90% chance of reading poorly in the fourth-grade.

Ms. Walton and Ms. Ragland reported on the methods and tools used to personalize and target instruction, which improves teachers' ability to provide support. They also spoke on the methods used to provide professional development to learning interventionists, teachers and reading specialists so that they are able to improve their support of scholars.

HCZ Promise Academy II Lower Elementary School (Sheryl Ragland)

The lower elementary school's attendance was at 91% for January and 93% for February. There were lower than usual attendance days due to cold and flu. There were also absences due to inclement weather. The school continues to monitor attendance.

The school celebrated the 100th day of school with various fun and educational activities, which included collaborating with neighboring schools. Teachers and staff had the opportunity to share best practices with the participating schools.

Lower elementary held a Black History Month celebration where teachers discussed different historical figures and scholars created a video about Ruby Bridges, an American civil rights activist, who was the first African American child to desegregate the all-white William Frantz Elementary School in Louisiana in 1960.

The school held parent/teacher conferences to discuss student progress with families.

HCZ Promise Academy II Upper Elementary School (Shondell James)

The upper elementary school's attendance was at 94% for January and 96% for February. Low attendance days were due to inclement weather and cold and flu sickness.

As the school prepares for State exams, school leaders created opportunities for scholars to apply the reading strategies that they have been learning throughout the school year.

Scholars are working on a show called *Momma Knows Best* to explore popular music and how it has progressed throughout history. Students are reading and analyzing the script.

For Black History Month, scholars did research on African Americans who were born in February and completed a project on the subject.

Fourth- and fifth-graders are engaged in reading challenges. Scholars received a copy of the book *A Wrinkle in Time* by Madeleine L'Engle and will choose from a menu of questions to answer about the text. The top 25 scholars who receive the highest grades on the project will be able to go see the 2018 movie adaptation.

Third-graders are engaging in scavenger hunts, with 25 different tasks to complete across fiction and non-fiction texts. Parents will support scholars with the project. Additionally, scholars are engaging in a stamina challenge to increase rigor for testing time.

HCZ Promise Academy II Middle School (Judy Palacios)

The middle school's attendance was at 94% for January and 96% for February. There was low attendance on the first day back from the winter break and on days with inclement weather. School leaders continue to meet with families to discuss the importance of attendance.

School leaders, academic coaches and learning interventionists are pushing into classrooms where there are struggling students. School leaders are working in small groups to focus on standards and skills that have been covered throughout the year. Teachers are also remembering to keep stress levels low by incorporating fun projects and prizes each week for scholars.

In collaboration with the Career Services team, four PAI and PAII middle school students and one high-school student received an opportunity to participate in a three-day workshop with Ogilvy, a New York City-based advertising company. The students were tasked with creating a marketing campaign and to practice brand mapping, while learning various ways consumers interact with brands. Scholars will also work with Ogilvy to create their own pitch.

The school held team spirit week where scholars and staff members dressed as twins and sports figures. Sports day ended with staff versus student volleyball and basketball games.

HCZ Promise Academy II High School (Katherine Hurtado)

The high school's attendance was at 93% for January and 94% for February. Low days of attendance included the return from winter break and inclement weather.

On February 13th, the school hosted its annual Chinese New Year celebration. Students listened to traditional music and learned about the legends and symbolism associated with the holiday.

The school formed a book club, orchestrated by a member of the Parents as Partners Association. The scholars were given access to an online version of *A Wrinkle in Time* by Madeleine L'Engle. On March 20th, scholars will discuss the context of fate and free will, and then will be escorted to see the film by staff members the following week.

In conjunction with the PAII middle school, scholars focused on highlighting African American figures in the music industry in celebration of Black History Month. Students created a timeline, painted murals around the school, and participated in performances. Scholars will perform on March 14th in the gymnasium along with the after-school team.

Financial Report (Jim Hutter)

PAII's enrollment is at 993, which is 40 unfavorable versus the budget. PAII revenue is \$300,000 unfavorable versus the budget. PAII is \$400,000 favorable with expenses at \$12.5M. The HCZ contribution through eight months of FY18 is \$100,000 favorable.

The Tax Form 990 prepared by Grant Thornton was filed with the Internal Revenue Service.

HCZ Promise Academy II

March 2018 Attendance Report

HCZ PAII Lower Elementary School				HCZ PAII Upper Elementary School			
Date	Number of Students Absent	Enrollment	% of Students Present	Number of Students Absent	Enrollment	% of Students Present	
3/1	17	301	94%	4	253	98%	
3/2	32	301	89%	15	253	94%	
3/5	21	301	93%	7	253	97%	
3/6	18	301	94%	8	253	97%	
3/7	70	301	77%	68	253	73%	
3/8	25	301	92%	21	253	92%	
3/9	20	301	93%	7	253	97%	
3/12	11	301	96%	7	253	97%	
3/13	23	301	92%	14	253	94%	
3/14	12	301	96%	6	253	98%	
3/15	17	301	94%	6	253	98%	
3/16	21	301	93%	4	253	98%	
3/19	12	301	96%	12	253	95%	
3/20	16	301	95%	10	253	96%	
3/22	40	301	87%	26	253	90%	
3/23	14	301	95%	6	253	98%	
3/26	17	301	94%	21	253	92%	
3/27	16	301	95%	8	253	97%	
3/28	14	301	95%	6	253	98%	
3/29	21	301	93%	16	253	94%	
Average	22	301	93%	14	253	95%	

HCZ Promise Academy II

March 2018 Attendance Report

HCZ PAII Middle School				HCZ PAII High School			
Date	Number of Students Absent	Enrollment	% of Students Present	Number of Students Absent	Enrollment	% of Students Present	
3/1	4	224	98%	19	215	91%	
3/2	22	224	90%	18	215	92%	
3/5	11	224	95%	8	215	96%	
3/6	7	224	97%	13	215	94%	
3/7	53	224	76%	58	215	73%	
3/8	20	224	91%	15	215	93%	
3/9	9	224	96%	18	215	92%	
3/12	10	224	96%	7	215	97%	
3/13	15	224	93%	17	215	92%	
3/14	3	224	99%	5	215	98%	
3/15	6	224	97%	7	215	97%	
3/16	5	224	98%	5	215	98%	
3/19	7	224	97%	7	215	97%	
3/20	3	224	99%	10	215	95%	
3/22	12	224	95%	21	215	90%	
3/23	6	224	97%	12	215	94%	
3/26	7	224	97%	10	215	95%	
3/27	5	224	98%	7	215	97%	
3/28	5	224	98%	17	215	92%	
3/29	10	224	96%	22	215	90%	
Average	11	224	95%	15	215	93%	

Promise Academy II

FY 2018 Mar YTD Budget vs. Actual

\$ millions

	Budget	Actual ⁽¹⁾	Fav/(Unfav)	Full Year Budget
Enrollment	1,033	993	(40)	1,033
DOE and other gov't funding	\$ 13.6	\$ 13.3	\$ (0.3)	\$ 18.1
Expenses:				
Salaries	8.8	8.5	0.3	12.1
Benefits	2.9	2.7	0.2	3.9
OTPS	2.7	2.7	-	3.5
Total Expenses	14.4	13.9	0.5	19.5
HCZ Contribution	\$ 0.8	\$ 0.6	\$ 0.2	\$ 1.4
per student (whole \$)	\$ 799	\$ 629	\$ 169	\$ 1,355

(1) Excludes bonus, growth fund, "in-kind" contributions and rent paid under HCZ-PAII lease agreement.

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