



Promise Academy II Charter School

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AGENDA

Promise Academy II Board of Trustees Meeting
Wednesday, December 13th, 2017

at

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

- I. Acceptance of the Minutes
- II. Updates (*Anne Williams-Isom / Achil Petit / Marquitta Speller*)
- III. Promise Academy II Updates
 - i. Developing Promise Academy Leaders Through Relay
(*Sheryl Ragland / Shondell James / Judy Palacios / Katherine Hurtado*)
- IV. Financial Report (*Jim Hutter*)
- V. Student Presentation (*Sheryl Ragland*)

The Harlem Children's Zone Promise Academy II Charter School

Board Meeting

Tuesday, October 17, 2017

245 West 129th Street

Attendees: Geoffrey Canada, Mitch Kurz, Anne Williams-Isom, Fatime Cadoo, Stan Druckenmiller, Willie Mae Lewis, Zahida Aminy, Candice Ashby, Leslie-Bernard Joseph, Ari Browne, Alpha Conteh, Joseph Cordero, Tiffany Fountain, Debbie Gonzalez, Kashif Hameed, Katherine Hurtado, Jim Hutter, Katrina James, Shondell James, Betina Jean-Louis, Tracey Jenkins, Marilyn Joseph, Jessica Lake, Jazmine Lewis, Justin Maker, Mindy Miller, Kwame Owusu-Kesse, Judy Palacios, Achil Petit, Sherri Geng, Sheryl Ragland, Jessica Rawlins, Susan Rydz, Marquitta Speller, Toya Stilley, KiKi Walton, 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 September 20, 2017. The motion was unanimously approved.

Superintendent's Update (Achil Petit)

Anne Williams-Isom reported that consultant Alyssa Whitehead-Bust would be joining the board meeting to talk about strategic planning for Promise Academy I and II.

Ms. Williams-Isom also reported that she would be having breakfast meetings with all of the new teachers who were hired for the 2017-2018 school year. Sessions began yesterday with PAI lower elementary teachers.

Dr. Achil Petit reported that enrollment is at 1,158 for Promise Academy I and at 1,020 for Promise Academy II.

Dr. Petit also reported that attendance is at 97% for Promise Academy I and at 96% for Promise Academy II.

Promise schools held back-to-school nights and grandparents' breakfast events.

Some of the schools are participating in a Cancer Walk with the after-school program to celebrate National Breast Cancer Awareness month. Staff members and students have also been inspired to join.

Several lacrosse trips for PAII middle school are scheduled for this weekend in Massachusetts. PAI middle school went to the Museum of Natural History.

Dr. Petit informed the board that Saturday school begins on October 21, 2017 and academic hour will begin on October 23rd.

ELA coaches and reading specialists have collaborated to create a map and plan for training teaching fellows and teaching assistants in reading comprehension. The training will be held

twice a week moving forward. There are currently 13 staff members in Relay and six who recently graduated. A ceremony will be held for them in September 2018.

Creating a Blueprint for Continued Success at Promise Academy (Anne Williams-Isom)

Ms. Williams-Isom introduced consultant Alyssa Whitehead-Bust to the board, who gave a presentation on the work she is doing with all of Promise Academy, which includes creating a comprehensive and instructional blueprint that will guide staff members and senior leaders in further developing and strengthening best practices and using them consistently across all Promise schools. Ms. Whitehead-Bust previously worked in the Denver, Colorado district as one of the founding school leaders of its charter school networks.

Promise Academy I and II High School Updates

Dr. Speller introduced PAI and PAII high school principals Zahida Aminy and Katherine Hurtado and gave a brief synopsis of the work the high school leadership team has been doing to enhance college readiness.

Ms. Hurtado and Ms. Aminy spoke about the research Dr. Speller has been engaged in, which revealed a need for the development of non-cognitive skills, in addition to rigorous academic loads for students. Under the guidance of Dr. Speller, school leaders are working towards re-imagining the high school experience in an effort to enhance college readiness. Dr. Speller has incorporated Dr. David Conley's four keys to college readiness into the high school programs, which includes areas of cognitive strategies, content knowledge, transitioning knowledge and skills, and learning skills and techniques.

Two students reported on the external summer programs that are a part of the initiative to strengthen college readiness for high school students. Students reported on the programs they attended in the subjects of medicine and psychology at the University of Virginia and Cornell University, respectively. Both students remarked on the new level of responsibility given to them in the college programs and the challenge of managing their time in order to meet the requirements of the programs.

Financial Report (Jim Hutter)

PAII's enrollment is at 1,120, which is 13 unfavorable versus the budget. PAII is \$400,000 favorable with expenses at \$4.2M but that variance is expected to decrease over time. The HCZ contribution through three months of FY18 is \$100,000 favorable.

Grant Thornton is currently performing the audit of FY17 for PAII. Once the audit is complete, the audited financial statements and report on internal control will be filed with the New York State Education Department by the November 1st deadline.

HCZ Promise Academy II

November 2017 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	
11/1	9	308	97%	5	258	98%	
11/2	16	309	95%	9	258	97%	
11/3	15	308	95%	3	258	99%	
11/6	14	308	95%	7	258	97%	
11/8	13	308	96%	5	258	98%	
11/9	17	308	94%	1	258	100%	
11/10	36	308	88%	9	258	97%	
11/13	17	308	94%	13	258	95%	
11/14	16	308	95%	10	258	96%	
11/15	9	307	97%	5	258	98%	
11/16	13	307	96%	8	258	97%	
11/17	16	307	95%	8	258	97%	
11/20	16	307	95%	7	258	97%	
11/21	59	307	81%	4	258	98%	
11/22	60	307	80%	20	258	92%	
11/27	15	307	95%	17	258	93%	
11/28	13	307	96%	9	258	97%	
11/29	7	307	98%	5	258	98%	
11/30	7	307	98%	7	258	97%	
Average	22	308	94%	8	258	97%	

HCZ Promise Academy II

November 2017 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
11/1	6	229	97%	12	218	94%
11/2	8	229	97%	9	218	96%
11/3	8	229	97%	10	218	95%
11/6	11	229	95%	14	218	94%
11/8	6	229	97%	5	218	98%
11/9	8	229	97%	4	218	98%
11/10	4	229	98%	24	218	89%
11/13	10	229	96%	4	218	98%
11/14	8	229	97%	11	218	95%
11/15	4	229	98%	10	218	95%
11/16	7	229	97%	10	218	95%
11/17	10	228	96%	12	218	94%
11/20	11	228	95%	10	218	95%
11/21	16	228	93%	9	218	96%
11/22	30	228	87%	46	218	79%
11/27	8	228	96%	9	218	96%
11/28	4	228	98%	6	218	97%
11/29	8	228	96%	5	218	98%
11/30	9	228	96%	15	218	93%
Average	10	229	96%	13	218	95%

Promise Academy II

FY 2018 November YTD Budget vs. Actual

\$ millions

	Budget	Actual ⁽¹⁾	Fav/(Unfav)	Full Year Budget
Enrollment	1,033	1,010	(23)	1,033
DOE and other gov't funding	\$ 7.5	\$ 7.4	\$ (0.1)	\$ 18.1
Expenses:				
Salaries	4.6	4.3	0.3	12.1
Benefits	1.6	1.5	0.1	3.9
OTPS	1.5	1.5	-	3.5
Total Expenses	7.7	7.3	0.4	19.5
HCZ Contribution	\$ 0.2	\$ -	\$ 0.2	\$ 1.4
per student (whole \$)	\$ 194	\$ -	\$ 194	\$ 1,355

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

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