



# Promise Academy II Charter School

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A partner of



**Harlem Children's  
ZONE**

## **BOARD OF TRUSTEES**

**Geoffrey Canada**  
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Denise Fuller  
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Alfonso Wyatt

**Achil Petit**  
Superintendent

**Shondell James**  
Principal  
Elementary School  
2005 Madison Avenue  
New York, NY 10035  
Tel 212.360.3236

**Amy Deal**  
Principal  
Middle School  
35 East 125<sup>th</sup> Street  
New York, NY 10035  
Tel 212.360.3237

**Katherine Hurtado**  
Principal  
High School  
35 East 125<sup>th</sup> Street  
New York, NY 10035  
Tel 212.360.3238

## AGENDA

Promise Academy II Board of Trustees Meeting  
Wednesday, February 27<sup>th</sup>, 2019

at

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

- I. Acceptance of the Minutes
- II. CEO Report (*Anne Williams-Isom*)
- III. Superintendent's Updates (*Achil Petit*)
- IV. Promise Academy II Updates
  - i. Elementary School (*Shondell James*)
  - ii. Middle School (*Amy Deal*)
  - iii. High School (*Katherine Hurtado*)
- V. Financial Report (*Jim Hutter*)
- VI. Student Presentation (*Shelly Bauer*)

**The Harlem Children's Zone Promise Academy II Charter School**

**Board Meeting**

**Wednesday, January 23, 2019**

**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 (via phone), Zahida Aminy, Esther Addo, Sara Alvarado, Candice Ashby, Victor Boadum, Rowland Boateng, Ari Browne, Joseph Cordero, Amy Deal, Kashif Hameed, Jim Hutter, Katherine Hurtado, Shondell James, Betina Jean-Louis, Justin Maker, Mindy Miller, Kwame Owusu-Kesse, Achil Petit, Jessica Rawlins, Susan Rydz, Troy Smith and Toya Stilley.*

**Acceptance of Minutes (Geoffrey Canada)**

The meeting was called to order at 7:00 a.m. and a motion was called to approve the meeting minutes from December 18, 2018. The motion was unanimously approved.

**CEO Report**

At the CEO's request, Chief Financial Officer Jim Hutter introduced the new controller, Sara Alvarado. Ms. Alvarado holds an MBA from New York University and served in controller roles for the past ten years. Most recently, she was employed at KIPP Charter Schools. Geoffrey Canada welcomed Ms. Alvarado to the team.

Chief Executive Officer Anne Williams-Isom reported that the charter renewal visits by the Department of Education (DOE) were completed on January 17th. Director of Compliance & Reporting Candice Ashby also reported to the board that the DOE visit was positive and that parents who attended the public hearings spoke strongly in favor of renewal for both Promise Academy I and Promise Academy II. The Board of Trustees also discussed the board interview portion of the DOE visit, mentioning that it was a positive experience.

**Superintendent's Update (Dr. Achil Petit)**

Dr. Achil Petit reported that enrollment is at 1,131 for Promise Academy I and at 1,020 for Promise Academy II.

**Data Collection (Dr. Joseph Cordero)**

On behalf of the principals, Dr. Cordero presented an overview on how Promise Academy schools collect data to guide instruction, provide useful feedback and develop teachers.

**HCZ Promise Academy II Elementary School (Dr. Shondell James)**

The elementary school's attendance was at 93% for December. Low attendance days were due to cold and flu season.

The school held two performances in December. Students in grades K-2 performed “The Day the Crayons Quit” and students in grades 3-5 performed “Home Alone Again.” Families and students attended the performances.

The school held a spirit week before the break.

A staff developer from Teachers College at Columbia University visited and worked with teachers of grades 3-5. The session focused on data collection and the implementation of small learning groups based on students’ needs.

In December, the staff engaged in a half day of professional development focusing on effectiveness, efficiency and vertical planning.

The quote of the week is by Dr. Martin Luther King Jr.: “If you can’t fly, then run. If you can’t run, then walk. If you can’t walk, then crawl, but whatever you do, you have to keep moving forward.”

### **HCZ Promise Academy II Middle School (Amy Deal)**

The middle school’s attendance was at 97% for December.

Top performing middle-school students with an overall marking period average of 85% were rewarded with a trip to the Wollman Ice Skating Rink in December.

The school’s United Nations Girls Group attended a U.N. Working Group on Girls monthly event.

The Alpha Phi Alpha fraternity visited and engaged students in activities and competitions.

The Investment Club held a Saturday session. The club is currently planning a STEM fair to showcase student inventions and present to a panel of peers and professionals.

### **HCZ Promise Academy II High School (Katherine Hurtado)**

The high school’s attendance was at 95% for December. School leaders continue to meet with parents to discuss attendance.

The high school hosted their first college-themed “Spirit Week” after the holiday break. The event included a basketball competition between alumni and current high school students. The alumni also talked to high school seniors about the college application process.

High school girls attended a monthly meeting focused on elevating the voices of girls and women. Students discussed migration policy to help them develop a global humanistic lens.

### **Financial Report (Jim Hutter)**

PAII’s enrollment is at 1,020, which is eight students below budget. PAII revenue is \$100,000 favorable versus the budget. PAII is \$400,000 favorable with expenses at \$9.6M. There is no HCZ contribution through six months of FY19.

A draft of the Tax Form 990 prepared by Grant Thornton was presented to the board for their review.

# HCZ Promise Academy II

## January 2019 Attendance Report

Date	HCZ PAII Elementary School			HCZ PAII Middle School			HCZ PAII 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
1/2	56	557	90%	17	232	93%	18	231	92%
1/3	24	557	96%	14	232	94%	8	231	97%
1/4	33	557	94%	11	232	95%	14	231	94%
1/7	22	557	96%	11	232	95%	5	231	98%
1/8	26	557	95%	7	232	97%	2	231	99%
1/9	24	557	96%	12	232	95%	14	231	94%
1/10	19	557	97%	10	232	96%	20	231	91%
1/11	130	557	77%	21	232	91%	15	231	94%
1/14	31	557	94%	13	232	94%	8	231	97%
1/15	24	557	96%	7	232	97%	7	231	97%
1/16	27	557	95%	11	232	95%	12	231	95%
1/17	29	557	95%	7	232	97%	3	231	99%
1/18	55	557	90%	7	232	97%	5	231	98%
1/22	45	557	92%	15	232	94%	Regents Exams		
1/23	39	557	93%	8	232	97%			
1/24	31	557	94%	14	232	94%			
1/25	36	556	94%	13	232	94%			
1/28	43	556	92%	11	232	95%			
1/29	22	556	96%	9	232	96%	4	231	98%
1/30	26	555	95%	8	232	97%	8	231	97%
1/31	158	555	72%	37	232	84%	86	231	63%
<b>Average</b>	<b>43</b>	<b>557</b>	<b>92%</b>	<b>13</b>	<b>232</b>	<b>95%</b>	<b>14</b>	<b>231</b>	<b>94%</b>



## Promise Academy II

### FY 2019 Jan YTD Budget vs. Actual \$ millions

	Budget	Actual <sup>(1)</sup>	Fav/(Unfav)	Full Year Budget
<b>Enrollment</b>	1,028	1,016	(12)	1,028
<b>DOE and other gov't funding</b>	\$ 11.3	\$ 11.4	\$ 0.1	\$ 19.3
<b>Expenses:</b>				
Salaries	7.4	6.9	0.5	13.1
Benefits	2.1	2.1	-	3.5
OTPS	2.0	2.1	(0.1)	3.5
<b>Total Expenses</b>	11.5	11.1	0.4	20.1
<b>Expenses in excess of public funding</b>	0.2	-	0.2	0.8
<b>Contribution Components:</b>				
Private Funding	0.7	0.7	-	1.2
HCZ Contribution	-	-	-	-
<b>per student (whole \$)</b>	\$ -	\$ -	\$ -	\$ -

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