



Promise Academy II Charter School

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Achil Petit
Superintendent

Sheryl Ragland
Principal
Lower Elementary School
2005 Madison Avenue
New York, NY 10035
Tel 646.556.6285

Shondell James
Principal
Upper Elementary School
2005 Madison Avenue
New York, NY 10035
Tel 646.556.6285

Judy Palacios
Principal
Middle School
35 East 125th Street
New York, NY 10035
Tel 646.437.1481

Principal
High School
35 East 125th Street
New York, NY 10035
Tel 646.437.1484

AGENDA

Promise Academy II Board of Trustees Annual Meeting
Wednesday, June 21st, 2017

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. 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*)
- IV. Financial Report (*Jim Hutter*)
- V. Resolutions
 - i. FY18 Budget (*Jim Hutter*)
 - ii. Appointment of Independent Accountants (*Jim Hutter*)
 - iii. Board Elections (*Candice Ashby*)

The Harlem Children's Zone Promise Academy II Charter School

Board Meeting

Wednesday, May 17, 2017

245 West 129th Street

Attendees: Geoffrey Canada, Kenneth Langone, Anne Williams-Isom, Fatime Cadoo, Aisha Tomlinson, Stan Druckenmiller, Willie Mae Lewis, Zahida Aminy, Candice Ashby, Ari Browne, Alpha Conteh, Joseph Cordero, Tracey Costello, Annice Fisher, Tiffany Fountain, Michelle Germaine, Debbie Gonzalez, Kashif Hameed, Katherine Hurtado, Jim Hutter, Katrina James, Betina Jean-Louis, Marilyn Joseph, Jazmine Lewis, Justin Maker, Mindy Miller, Kwame Owusu-Kesse, Judy Palacios, Achil Petit, Conrad Pinnock, Sheryl Ragland, Susan Rydz, Lauren Scopaz, Marquitta Speller, KiKi Walton, Bessie Wilkerson and Tonya White.

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 April 19, 2017. The motion was unanimously approved.

Superintendent's Updates (Achil Petit)

Dr. Achil Petit reported that enrollment is at 1,106 for Promise Academy I and at 973 for Promise Academy II.

Math and ELA State exams are completed. Dr. Petit thanked all senior managers who assisted during the testing period.

HCZ Promise Academy II Lower Elementary School (Sheryl Ragland)

The lower elementary school's attendance was at 94% for April. There was a drop in attendance two days after the break, when the DOE was still closed. The school has reminded parents the importance of referring to the school calendar to make sure Promise Academy children are in school every day on time.

Staff members have been keeping in touch with pre-kindergarten students to ensure a smooth transition into Promise Academy. The school held an open house for incoming Gems students. The uniform vendor was invited to the event to take measurements of the scholars. An introduction to Promise Academy's healthy food program was made by Chef Andrew, who brought tasting samples to the event. Every new student received one Scholar Dollar and was able to shop for books in the school store. The current kindergarten students put on a performance of "Annie" for the incoming students. Early childhood and parent engagement staff leaders attended along with 65 parents.

To honor staff members during Teacher Appreciation Week, school leaders took them to "Hoodwinked," a team-building event. A breakfast was also held for staff.

Teachers and coaches are creating end-of-the-year portfolios and performing assessments to determine whether second-graders are meeting all benchmarks for promotion.

Lower elementary students gave a performance of “James and the Giant Peach.”

HCZ Promise Academy II Upper Elementary School (Shondell James)

The upper elementary school’s attendance was at 94% for April. The lowest attendance days were two days in April that Promise Academy was open and the DOE was closed.

The school is preparing for the fourth-grade science exams. The lab component will start on May 24 and the written component is scheduled for June 5. Based on preliminary data, most students are on track to score levels three and four. There are five students that are not meeting the criteria for passing the test, so school leaders are targeting those children to provide extra support. The principal thanked the Director of Compliance and Reporting Candice Ashby, for connecting the school with Yale University student Emily Schussheim, who is tutoring in the area of STEM and working with those struggling students.

School leaders are implementing project-based learning in an effort to maintain high student engagement, especially in order to combat post-testing lulls. ELA teachers are working together to be specific in their analysis and reading assessments by working with literacy coaches across schools, looking at the assessments, analyzing them and determining the best instruction for individual students. Staff leaders are also focusing on building the intellectual capacity of upper elementary teachers, which will only support student outcomes.

In April, 48 of the school’s fifth-grade students made the honor roll, with a cumulative GPA of 80% or above. There are also three students who have maintained a GPA of 95% or above for the entire year. One of them will be chosen to be valedictorian for fifth-grade graduation.

The school has begun holding transition meetings for rising third-graders, ensuring that all of the necessary supports are in place.

Students are giving an arts and dance performance next week called He(Art) NY, which will focus on the lessons that children have recently learned about artists in the 1980s including Andy Warhol, Jean-Michel Basquiat and Keith Haring.

HCZ Promise Academy II Middle School (Judy Palacios)

The middle school’s attendance was at 95% for April. The school continues to meet with families to discuss the importance of attendance.

In ELA, sixth-grade students have wrapped up the Harry Potter unit and are currently exploring the world of poetry. They are reading and analyzing poems and writing their own creative pieces. Eighth-graders are spending time interviewing, recording and putting together research projects in small groups on social issues that are meaningful to them. They will be presenting at the end of this week.

In math, sixth-graders are exploring statistics, seventh-graders have entered the world of angles and the eighth-graders are working on the Pythagorean theorem in their classes.

Seventh- and eighth-graders are preparing for the science exams as well as studying the human body and body systems, while sixth-graders are studying water cycles.

The school is working with struggling students to meet benchmarks before year-end. Teachers are giving additional support to scholars who have IEPs to ensure they're ready for promotion.

The lacrosse team visited Duke University and watched the Durham-Bowles game, and also met with Duke's lacrosse men's and women's teams and the Dean of Students.

During the month of April, students had the opportunity to meet with the Mutt-i-grees Curriculum team, which teaches social and emotional skills with the help of animals. The team brought in puppies from the North Shore Animal League to help students decompress before the State exams. There is also a rabbit that students are taking care of in the school.

HCZ Promise Academy II High School (Katherine Hurtado)

The high school's attendance was at 92% for April. School leaders will continue to work with families to improve attendance.

Seniors participated in a college-signing day sponsored by the College Success Office, giving them the opportunity to work with their college advisors in a more informal setting. Staff leaders also worked with seniors and their families to finalize college plans given the financial packets they are still receiving.

The school hosted a high school fair on April 28 for the parents of current eighth-graders with teachers having conversations around what to expect in high school.

PAI and PAII juniors attended another college tour, visiting Duke University, North Carolina Agricultural & Technical State University, University of North Carolina at Chapel Hill, Wake Forest and Goldey Beacom College. The competitive admissions requirements added perspective to their academic workload, motivating students to take advanced placement classes next year.

To alleviate stress levels during the advanced placement exams, students participated in spirit week.

The girls track team won second place at the 4x100 meter relay for the Penn Relays track and field competition.

Financial Report (Jim Hutter)

PAII's enrollment is at 973, which is five unfavorable versus the budget. PAII is \$100,000 unfavorable with revenues and \$100,000 unfavorable with expenses. The HCZ contribution through 10 months of FY17 is \$200,000 unfavorable.

HCZ Promise Academy II

May 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	
5/1	20	286	93%	11	257	96%	
5/2	15	286	95%	3	257	99%	
5/3	14	286	95%	1	257	100%	
5/4	15	286	95%	4	257	98%	
5/5	24	286	92%	13	257	95%	
5/8	14	286	95%	16	257	94%	
5/9	18	286	94%	16	257	94%	
5/10	12	286	96%	13	257	95%	
5/11	20	286	93%	9	257	96%	
5/12	20	286	93%	13	257	95%	
5/15	26	286	91%	13	257	95%	
5/16	12	286	96%	17	257	93%	
5/17	17	286	94%	13	257	95%	
5/18	14	286	95%	8	257	97%	
5/19	14	286	95%	9	257	96%	
5/22	17	285	94%	9	257	96%	
5/23	9	285	97%	6	257	98%	
5/24	11	284	96%	10	257	96%	
5/25	12	284	96%	12	257	95%	
5/26	17	284	94%	12	257	95%	
5/30	18	284	94%	13	257	95%	
5/31	15	284	95%	7	257	97%	
Average	16	285	94%	10	257	96%	

HCZ Promise Academy II

May 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	
5/1	9	235	96%	8	195	96%	
5/2	6	235	97%	13	195	93%	
5/3	1	235	100%	7	195	96%	
5/4	1	235	100%	15	195	92%	
5/5	12	235	95%	20	195	90%	
5/8	6	235	97%	9	195	95%	
5/9	7	235	97%	14	195	93%	
5/10	5	235	98%	15	195	92%	
5/11	6	235	97%	11	195	94%	
5/12	14	235	94%	17	195	91%	
5/15	15	235	94%	14	195	93%	
5/16	9	235	96%	9	195	95%	
5/17	10	235	96%	13	195	93%	
5/18	6	235	97%	19	195	90%	
5/19	7	234	97%	16	195	92%	
5/22	11	234	95%	14	195	93%	
5/23	10	234	96%	12	195	94%	
5/24	10	234	96%	5	195	97%	
5/25	9	234	96%	18	195	91%	
5/26	17	234	93%	23	195	88%	
5/30	15	234	94%	11	195	94%	
5/31	8	234	97%	10	195	95%	
Average	9	235	96%	13	195	93%	

Promise Academy II

FY17 Budget Vs Projection and FY18 Budget



	FY'17 Budget	FY'17 Projection	Fav / (Unfav)	FY'18 Budget	FY'18 Budget vs. FY'17 Projection Fav / (Unfav)
(\$ millions)					
Enrollment	978	972	(6)	1,033	61
Grades	K - 12	K - 12		K - 12	
DOE and other gov't funding	\$ 16.5	\$ 16.4	\$ (0.1)	\$ 18.1	\$ 1.7 (a)
Expenditures:					
Personnel Services	15.4	15.4	0.0	16.0	(0.6)
OTPS	3.0	3.1	(0.1)	3.5	(0.4)
Total Expenditure	<u>18.4</u>	<u>18.5</u>	<u>(0.1)</u>	<u>19.5</u>	<u>(1.0)</u>
HCZ Contribution Inc/(Dec)	\$ 1.9	\$ 2.1	\$ (0.2)	\$ 1.4	\$ 0.7
HCZ contribution/student (whole \$)	\$ 1,905	\$ 2,124		\$ 1,327	

Footnote:

(a) The \$1.7m revenue increase reflects higher funding rates (\$0.4m impact), higher enrollment (\$1.0m impact) and an increase in rental assistance (\$0.3m impact). Excludes bonus, growth fund, "in-kind" contributions and rent paid under the HCZ-PA II lease agreement.

RESOLUTION OF THE BOARD OF TRUSTEES
OF HARLEM CHILDREN'S ZONE PROMISE ACADEMY II CHARTER SCHOOL
TO APPROVE FY 2018 BUDGET

THE BOARD OF TRUSTEES (the "Board") of HARLEM CHILDREN'S ZONE, PROMISE ACADEMY II CHARTER SCHOOL, a New York not-for-profit corporation (the "Corporation"), acting pursuant to the By-Laws of the Corporation (the "By-Laws") and the New York Not-For-Profit Corporation Law for the purpose of taking the following action relating to the adoption of the resolution set forth below, indicates that:

WHEREAS, the Board has reviewed the FY 2018 budget, which includes an expense budget of \$19,500,000 (the "FY 2018 Budget");

WHEREAS, after due deliberation and consideration, the Board has determined that adoption of the FY 2018 Budget is in the best interests of the Corporation, and

NOW, THEREFORE, BE IT RESOLVED, that the FY 2018 Budget as presented is hereby approved.

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RESOLUTION OF THE BOARD OF TRUSTEES
OF HARLEM CHILDREN'S ZONE PROMISE ACADEMY II CHARTER SCHOOL
TO APPROVE INDEPENDENT ACCOUNTANTS

THE BOARD OF TRUSTEES (the "Board") of HARLEM CHILDREN'S ZONE PROMISE ACADEMY II CHARTER SCHOOL, a New York not-for-profit corporation (the "Corporation"), acting pursuant to the By-Laws of the Corporation (the "By-Laws") and the New York Not-For-Profit Corporation Law for the purpose of taking the following action relating to the adoption of the resolution set forth below, indicates that:

WHEREAS, Harlem Children's Zone Promise Academy II Charter School has reviewed the audit plan of Grant Thornton ("GT") for the Fiscal Year 2017 audit, compliance and related work for Harlem Children's Zone Promise Academy II Charter School and recommends to the Board that GT be retained to perform such services;

WHEREAS, after due deliberation and consideration, the Board has determined that the retention of GT to perform the Fiscal Year 2017 audit, compliance and related work for Harlem Children's Zone Promise Academy II Charter School is in the best interest of the Corporation, and

NOW, THEREFORE, BE IT RESOLVED, that the retention of GT to perform the Fiscal Year 2017 audit, compliance and related work for Harlem Children's Zone Promise Academy II Charter School is hereby approved.

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**HCZ Promise Academy II Annual Board Meeting
June 21, 2017**

Board of Trustees

Officers and Trustees for Re-Election

Fatime Cadoo, *Parent Representative*

Denise Fuller, *Trustee*

Mitch Kurz, *Treasurer/Secretary*

Willie Mae Lewis, *Trustee*

Anne Williams-Isom, *President/CEO*

Voting Trustees (7)

Geoffrey Canada

Stan Druckenmiller

Mitch Kurz

Kenneth Langone

Willie Mae Lewis

Anne Williams-Isom

Alfonso Wyatt

Advisory Trustees (3)

Ellanor Brizendine

Fatime Cadoo

Denise Fuller