



Promise Academy II Charter School

A partner of



**Harlem Children's
ZONE**

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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**

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

AGENDA

Promise Academy II Board of Trustees Annual Meeting
Tuesday, June 12th, 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. Resolutions
 - i. FY19 Budget (*Jim Hutter*)
 - ii. Appointment of Independent Accountants (*Jim Hutter*)
 - iii. Board Elections (*Candice Ashby*)
 - iv. 2018-2019 Family Handbook (*Candice Ashby*)
- VII. Student Presentations (*Shondell James/Shelly Bauer*)

The Harlem Children's Zone Promise Academy II Charter School

Board Meeting

Wednesday, May 16, 2018

245 West 129th Street

Attendees: Mitch Kurz, Anne Williams-Isom, Ken Langone, Ellanor "Bodie" Brizendine, Fatime Cadoo, Stan Druckenmiller, Willie Mae Lewis, Aisha Tomlinson, Alfonso Wyatt (via phone), Zahida Aminy, Candice Ashby, Ari Browne, Alpha Conteh, Joseph Cordero, Tiffany Fountain, Michelle Germaine, Kashif Hameed, Jim Hutter, Katherine Hurtado, Katrina James, Shondell James, Betina Jean-Louis, Leslie-Bernard Joseph, Marilyn Joseph, Jessica Lake, Jazmine Lewis, Justin Maker, Mindy Miller, Rebecca Navarro, Kwame Owusu-Kesse, Judy Palacios, Achil Petit, Sheryl Ragland, Jessica Rawlins, Lauren Scopaz, Marquitta Speller, Toya Stilley, and KiKi Walton.

Acceptance of Minutes (Stan Druckenmiller)

The meeting was called to order at 7 a.m. and a motion was called to approve the meeting minutes from April 10, 2018. The motion was unanimously approved.

Superintendent's Update (Achil Petit)

Dr. Achil Petit reported that enrollment is at 1,137 for Promise Academy I and at 986 for Promise Academy II.

College Readiness Updates (Marquitta Speller)

Dr. Marquitta Speller reported that 100% of Promise Academy high school seniors have been accepted into college. The majority of those students have already made a commitment to the higher education institution of their choice. About ten students are waiting for a better financial aid package before making a decision.

Dr. Speller also reported that the Director of Admissions at Dartmouth, Paul Sunde, visited on May 15, 2018 to conduct a letter-writing workshop to ensure that staff members are knowledgeable about what students need to do to get into the more-competitive colleges.

The second annual HCZ College Signing Day was held at Booker T. Washington. It was the first opportunity for students from all HCZ high school sites, including the two Promise Academy schools, to meet each other and network before beginning their work at the College Success Office.

The college readiness team is finalizing workshops with students and staff members to prepare for students' transition from high school to college. The team is looking at each student individually to identify challenges that they have had throughout high school in order to support students in those areas.

HCZ Promise Academy II Lower Elementary School (Sheryl Ragland)

The lower elementary school's attendance was at 94% for April. The school's low attendance days were due to severe public transportation delays on April 16 and a half day of school for parent/teacher conferences on April 19. Staff members continue to work on improving attendance.

The school held a monthly assembly where scholars on the dean's list were highlighted.

Some of the school's young women are participating in Code Camp. Scholars were excited to come together with the students from the Spence School, which is a partner in the project.

Parent/teacher conferences were well attended with parents coming to speak with school leaders about the next steps for the summer.

Instructional Reading Level testing was completed to ensure that all students are meeting benchmarks.

The school celebrated Earth Day with HCZ Executive Chef Andrew Benson visiting scholars to do planting and the recycling of pots.

Transition meetings were held for Harlem Gems pre-k children who will be attending kindergarten in the fall. Families discussed any issues or areas where support is needed. Meetings took place at all Harlem Gems sites.

Special education workshops were held for parents to inform them and to create positive communication regarding special education services.

Anne Williams-Isom met with PAII lower elementary teachers as a part of a series of breakfast meetings.

Teachers engaged in a Well and Woke event organized by Healthy Harlem. Educators were able to get massages, take yoga, meditate and do exercises and fun activities.

The principal thanked Ms. Williams-Isom and Dr. Petit for bringing in Success in Motion, an initiative that gives staff members a chance to engage in fitness classes for free.

Second-grade students have been engaged in close reading, as school leaders review data from end-of-year assessments. Upper elementary school coaches have been working with lower elementary teachers to ensure alignment.

HCZ Promise Academy II Upper Elementary School (Shondell James)

The upper elementary school's attendance was at 95% for April.

School educators have focused on social development in preparation for State science exams to ensure that students are mentally prepared. Parents were also invited to come in and leave words of encouragement for scholars to read as they walk down the halls. One teacher also created a video of encouragement from lower and upper elementary teachers to third-grade scholars who were testing for the first time.

In April, the school celebrated Autism Awareness by wearing blue and discussing the importance of standing up for people who are different. Students also discussed Down Syndrome and scholars wore mixed match socks to signify empathy and respect. The quote of the week was,

“Soft words soften the heart that is harder than rock. Harsh words harden hearts that are softer than silk.”

HCZ Promise Academy II Middle School (Judy Palacios)

The middle school’s attendance was at 97% for April. School leaders continue to meet with families and students around attendance.

After the ELA State exams, educators took approximately 70 seventh-grade students to the HCZ North Salem property for a day of games. Students were divided into five Native American nations and given the task of building a shelter. Students also played a game that encouraged them to work together and apply their critical thinking skills. There was also collaborative planning between teachers of social studies, science and physical education. At the end of the event, students had a picnic and went hiking.

Twelve eighth-graders attended the Juvenile Urban Multicultural Program, also known as the J.U.M.P. Nation Mentorship program at Binghamton University. J.U.M.P. Nation's program is designed to connect college mentors to eighth-grade scholars and provide them with tools to overcome obstacles throughout high school. The students were encouraged to consider how high school impacts their trajectory and what happens in college. While students participated in workshops, there were forms discussed and relevant topics including how communities can be negatively affected and how to overcome those obstacles. A former Promise Academy high school student, Jada Green, who is studying at Binghamton, met with the eighth-grade scholars.

The boys lacrosse team was taken on a trip to Cornell University where they met with the Dean of Continuing Education. They were given a tour of the campus, and met with Cornell’s lacrosse team and its head coach. The principal also thanked HCZ’s Mindy Miller who was instrumental in getting the girls lacrosse team started.

HCZ Promise Academy II High School (Katherine Hurtado)

The high school’s attendance was at 93% for April. The low attendance day was related to the public transportation challenges and the senior trip.

The tenth-grade went on an overnight college tour, visiting University of Pennsylvania, Bucknell University, Temple University, George Washington University, Villanova and Georgetown. The highlight of the trip was meeting Promise graduate Collins Owusu, the salutatorian of PAII high school’s 2017 graduation class. Mr. Owusu spoke with students about his experiences as a freshman at Villanova.

PAI and PAII ninth-graders went on an overnight retreat at Greenkill Outdoor Education and Retreat Center. Students participated in many team-building activities geared toward developing their character, goal setting, and community building.

On May 2, seniors participated in the HCZ College Signing Day event.

School leaders are focused on ensuring that academic hour and Saturday school sessions are maximized as scholars prepare for their final Regents exams.

Financial Report (Jim Hutter)

PAII's enrollment is at 986, which is 47 students below budget. PAII revenue is \$300,000 unfavorable versus the budget. PAII is \$600,000 favorable with expenses at \$15.3M. The HCZ contribution through ten months of FY18 is \$300,000 favorable.

Student Presentation (Kashif Hameed)

Mr. Hameed introduced some of the staff members and students who visited Project Nyame Nsa in Accra, Ghana, a not-for-profit organization that runs an orphanage.

Staff members Angie Acosta and Elizabeth Brown spoke about their experience visiting Project Nyame Nsa and were both humbled and inspired by the experience. Four of the students who attended also spoke and reflected on how children in Ghana were able to do well in school despite the lack of resources. Scholars commented that the experience was life-changing and humbling.

HCZ Promise Academy II

May 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	
5/1	11	296	96%	3	253	99%	
5/2	9	296	97%	2	253	99%	
5/3	8	296	97%	8	253	97%	
5/4	16	296	95%	14	253	94%	
5/7	29	295	90%	14	253	94%	
5/8	15	295	95%	16	253	94%	
5/9	11	294	96%	12	253	95%	
5/10	17	294	94%	12	253	95%	
5/11	21	294	93%	7	253	97%	
5/14	18	294	94%	12	253	95%	
5/15	19	294	94%	10	253	96%	
5/16	12	294	96%	10	253	96%	
5/17	12	294	96%	5	253	98%	
5/18	7	294	98%	17	253	93%	
5/21	11	294	96%	12	253	95%	
5/22	13	294	96%	9	253	96%	
5/23	17	294	94%	7	253	97%	
5/24	11	294	96%	10	253	96%	
5/25	33	294	89%	21	253	92%	
5/29	18	294	94%	11	253	96%	
5/30	9	294	97%	10	253	96%	
5/31	9	294	97%	11	253	96%	
Average	15	294	95%	11	253	96%	

HCZ Promise Academy II

May 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
5/1	3	224	99%	16	215	93%
5/2	3	224	99%	24	215	89%
5/3	7	224	97%	17	215	92%
5/4	7	224	97%	32	215	85%
5/7	9	224	96%	17	215	92%
5/8	9	224	96%	15	215	93%
5/9	9	224	96%	11	215	95%
5/10	8	224	96%	16	215	93%
5/11	7	224	97%	19	215	91%
5/14	13	224	94%	24	215	89%
5/15	18	224	92%	19	215	91%
5/16	10	224	96%	15	215	93%
5/17	8	224	96%	14	215	93%
5/18	7	224	97%	20	215	91%
5/21	9	224	96%	14	215	93%
5/22	7	224	97%	16	215	93%
5/23	7	224	97%	16	215	93%
5/24	4	224	98%	15	215	93%
5/25	9	224	96%	21	215	90%
5/29	6	224	97%	21	215	90%
5/30	12	224	95%	19	215	91%
5/31	4	224	98%	16	215	93%
Average	8	224	96%	18	215	92%

Promise Academy II

FY18 Budget vs FY18 Projection & FY19 Budget



	FY'18 Budget	FY'18 Projection	Fav / (Unfav)	FY'19 Budget	FY'19 Budget vs. FY'18 Projection Fav / (Unfav)
(\$ millions)					
Enrollment	1,033	995	(38)	1,028	33
DOE and other gov't funding	\$ 18.1	\$ 17.8	\$ (0.3)	\$ 19.3	\$ 1.5 (a)
Expenses:					
Personnel Services	16.0	15.6	0.4	17.1	(1.5)
OTPS	3.7	3.6	0.1	3.5	0.1
Total Expenses	<u>19.7</u>	<u>19.2</u>	<u>0.5</u>	<u>20.6 (b)</u>	<u>(1.4)</u>
Expenses in excess of public funding	<u>1.6</u>	<u>1.4</u>	<u>0.2</u>	<u>1.3</u>	<u>0.1</u>
Contribution Components:					
Private Funding	-	1.2	1.2	1.2	
HCZ Contribution	1.6	0.2	1.4	0.1	0.1
HCZ contribution/student (whole \$)	\$ 1,549	\$ 201		\$ 97	

Footnote:

(a) The \$1.5m revenue increase reflects higher funding rates (\$0.8m impact), higher enrollment (\$0.6m impact) and an increase in rental assistance (\$0.1m impact).

(b) Includes Blueprint for Promise Academy expenses.

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 2019 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 2019 budget, which includes an expense budget of \$20,600,000 (the "FY 2019 Budget");

WHEREAS, after due deliberation and consideration, the Board has determined that adoption of the FY 2019 Budget is in the best interests of the Corporation, and

NOW, THEREFORE, BE IT RESOLVED, that the FY 2019 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 2018 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 2018 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 2018 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 12, 2018**

Board of Trustees

Officers and Trustees for Re-Election

Fatime Cadoo, *Parent Representative*

Geoffrey Canada, *President*

Stan Druckenmiller, *Trustee*

Kenneth Langone, *Chairman Emeritus*

Alfonso Wyatt, *Trustee*

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