

AGENDA

Promise Academy II Board of Trustees Meeting
Monday, June 13th, 2016

at

The Harlem Children's Zone
35 East 125th Street
New York, NY 10035

- I. Acceptance of the Minutes
- II. Promise Updates (*Achil Petit/Marquitta Speller*)
- III. PAII Health Center Opening (*Marlene Fox*)
- IV. Resolutions
 - i. Bylaws (*Candice Ashby*)
 - ii. Board Elections (*Candice Ashby*)
 - iii. Approve Independent Accountants (*Jim Hutter*)
- V. Financial Report (*Jim Hutter*)

The Harlem Children's Zone Promise Academy II Charter School

Board Meeting

Wednesday, May 18th, 2016

245 West 129th Street

Attendees: Geoffrey Canada, Mitch Kurz, Kenneth Langone, Anne Williams-Isom, Stan Druckenmiller, Willie Mae Lewis, Aisha Tomlinson, Candice Ashby, Ari Browne, Alpha Conteh, Joseph Cordero, Tracey Costello, Tiffany Fountain, Marlene Fox, Michelle Germaine, Debbie Gonzalez, Kashif Hameed, Jim Hutter, Shondell James, Raychael Jensen, Betina Jean-Louis, Jawana Johnson, Marilyn Joseph, Debbie Kim, Jazmine Lewis, Justin Maker, Mindy Miller, Latasha Morgan, Kwame Owusu-Kesse, Asif Padela, Judy Palacios, Achil Petit, Sheryl Ragland, Susan Rydz, Lauren Scopaz, Marquitta Speller, KiKi Walton, and Tonya White.

Acceptance of Minutes (Geoffrey Canada)

The meeting was called to order at 7:00 am and a motion was called to approve the meeting minutes from April 19, 2016. The motion was unanimously approved.

School-wide Updates (Marquitta Speller)

Dr. Marquitta Speller, the Executive Director for Secondary and Collegiate Programs, spoke about the 27 former Promise Academy students on track to graduate from college in 2016. Additionally, 100% of PAI high school students are on track to graduate and get into college on time.

Dr. Speller also gave an update on the Promise Academy graduating class from 2013, currently in college.

Superintendent's Updates (Achil Petit)

Superintendent Dr. Achil Petit reported that current enrollment for PAI is 1,096 (eight below what was budgeted) and 874 for PAII (seven above was budgeted.)

The staff was treated to an evening at Chelsea Piers for Teacher Appreciation Day. Staff engaged in bowling, laser tag and more. About 1200 staff members and students were also taken to a Yankee game, due to tickets donated by the Robin Hood Foundation. Other events to show staff appreciation will also take place before the end of the school year.

HCZ Promise Academy I Lower Elementary School (Sheryl Ragland)

Attendance was at 94% for the month of April. The school continues to work toward increasing attendance.

The school is wrapping up the year focusing on student assessments. Teachers are putting together portfolios to prepare students for the next grade.

The school held a Moment with Moms event, focusing on self-care, where the mothers of students received five minute massages. The school provided child care and mothers had the opportunity to discuss the challenges of being a parent.

First- and second-graders visited the Metropolitan Museum of Art.

The theatre arts teacher worked together with English Language Learners to perform a comedic act on stage, which helped the children become more confident speakers.

Some students attended the Yankee game event sponsored through HCZ's Development department.

The school celebrated Teacher Appreciation Week with a hot breakfast for the teachers.

The transition meeting with incoming Harlem Gems students was held on May 14th. The school brought together incoming parents with the lower elementary school's current parents so that they could ask relevant questions. The school also supplied the incoming parents with books to get them started reading with their children.

The after-school program guided students in holding a lemonade taste-off to introduce the idea of entrepreneurship to lower elementary children.

Next week, first- and second-graders are doing a morning of Shakespeare, performing scenes from "A Midsummer Night's Dream," "Othello," "MacBeth" and "Romeo and Juliet."

HCZ Promise Academy II Upper Elementary School (Shondell James)

Attendance for the month of April was at 97%. The school will continue efforts to reach out to families and communicate the importance of getting to school every day.

Staff leaders are focusing on student development and challenging teachers to be creative and bring real-world lessons into the classroom.

In third-grade math, students are studying data analysis, looking at the differences between categorical data and measurement data. One of our third-grade teachers incorporated a career day where students surveyed the class about different careers, then graphed the data. Parents then came in and talked about their careers, including a cab driver, usher and a neurologist.

Fourth-graders are completing studies on decimal fractions. In fifth-grade, students are learning about coordinate graphing, and are making box cars so they can study factors that impact speed and distance. They are also being taught appropriate ways to conduct research on the internet.

In literacy, third-graders are reading book series and informational writing. Fourth-graders are engaging in book clubs, thinking critically about what they are reading. Fifth-graders are reading fantasy, which calls for deep analysis and thinking about setting, characters and techniques that the authors are using.

In Science Technology Engineering Arts and Music (STEAM), students are gearing up for the Science State tests. This year, students are working with teachers to analyze their areas of need and then thinking about how they can make improvements and choosing to review activities that best suit them.

The school is holding an art show in June. Students continue to study music from across cultures such as India, Celtic music and jazz music.

Parents and students attended the Yankees game and enjoyed it. There is also a slam poetry event coming up.

The school is working on having parents involved by inviting them to come into the classroom and support the kids one week.

HCZ Promise Academy II Middle School PAIIMS (Judy Palacios)

Attendance for April was at 97%. We continue to work on improving our attendance.

Teachers were encouraged to share what they are passionate about with the students and to incorporate it in a post-exam unit. The decision was made to do a Harry Potter theme, where children picked from a hat to determine which house they would be placed in. During the assembly, each house competed in a contest.

In math, students are being prepared for the next grade. Sixth-graders proposed ideas, mimicking the show "Shark Tank," which students enjoyed.

The seventh-grade students are taking care of a baby chick hatchery. The chicks hatched recently and the students have been enjoying them. Eventually, the chicks will be taken to a farm.

A cohort of seventh-graders are preparing for the eighth-grade exam on an accelerated track. There are 24 students taking the Living Environment and the Algebra Regents exams.

Over the April break, 24 of the school's sixth- and seventh-grade male students from the lacrosse team visited Duke University on a four-day trip. The students had the opportunity to meet with professors, student athletes, and coaches. Additionally, students attended a Duke University baseball game and met with well-known lacrosse player Myles Jones. The overall theme of the trip was the importance of having good character and striving hard to get better in the classroom and out on the field.

The school celebrated Teacher Appreciation Week with a luncheon, a staff scavenger hunt and free movie tickets for the teachers. Staff also went to the event at Chelsea Piers in addition to a paintball event.

HCZ Promise Academy II High School PAIHS (Asif Padela)

Attendance for the month of April was at 96%. The staff continues to find ways to improve overall attendance on a regular basis.

Marilyn Joseph from Parent and Community Engagement has been working with staff for the past six months on the College Journey Fair. Staff leaders spoke to parents to help guide them in supporting students as they transition from high school to college. Discussions with parents of juniors have also started taking place with a look at summer programs and discussions about where children can go for the best college exposure.

On May 7th, both PAI and PAII high school students took the Scholastic Aptitude Test (SAT). It was hosted at the PAI location at 245 West 129th Street to give students a familiar environment.

The school is three weeks away from Regents exams and has been focusing on getting more students to the advanced Regents diploma status. Tutors have been brought in from A-list to assist students who need additional help.

Staff leaders had an internal data meeting with our teachers to see student growth and have met with parents to ensure that they understand the requirements and what resources are available.

A-list has been brought in for one-on-one instruction.

Kenneth Langone mentioned that "O Great One!: A Little Story About the Awesome Power of Recognition," by David Novak and Christa Bourg, is a book about recognition and respect, and suggested that it should be mandatory reading across the agency.

Financial Report (Jim Hutter)

Jim Hutter covered Promise Academy II's financial report through ten months. PAII is seven students above the budget from an enrollment standpoint. PAII is on target from a revenue standpoint. Expenses are \$100,000 unfavorable versus the budget. The HCZ contribution is at \$1.4M, which is slightly unfavorable versus the budget.

HCZ Promise Academy II

May 2016 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	
5/2	19	266	93%	14	237	94%	
5/3	20	266	92%	20	237	92%	
5/4	13	266	95%	13	237	95%	
5/5	10	266	96%	16	237	93%	
5/6	24	266	91%	12	237	95%	
5/9	17	266	94%	8	237	97%	
5/10	17	266	94%	16	237	93%	
5/11	9	266	97%	13	236	94%	
5/12	10	266	96%	13	236	94%	
5/13	20	266	92%	12	236	95%	
5/16	18	266	93%	16	236	93%	
5/17	14	266	95%	16	236	93%	
5/18	16	266	94%	7	236	97%	
5/19	19	266	93%	11	236	95%	
5/20	23	266	91%	9	236	96%	
5/23	13	266	95%	11	236	95%	
5/24	20	266	92%	16	236	93%	
5/25	8	266	97%	16	236	93%	
5/26	10	266	96%	4	236	98%	
5/27	11	266	96%	18	236	92%	
5/31	22	266	92%	17	236	93%	
Average	16	266	94%	13	236	94%	

HCZ Promise Academy II May 2016 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
5/2	18	239	92%	9	133	93%
5/3	20	239	92%	6	133	95%
5/4	7	239	97%	3	133	98%
5/5	5	239	98%	1	133	99%
5/6	11	239	95%	7	133	95%
5/9	9	239	96%	6	133	95%
5/10	8	239	97%	4	133	97%
5/11	3	239	99%	4	133	97%
5/12	11	239	95%	2	133	98%
5/13	13	239	95%	13	133	90%
5/16	8	239	97%	4	133	97%
5/17	3	239	99%	4	133	97%
5/18	7	239	97%	1	133	99%
5/19	10	239	96%	7	133	95%
5/20	6	239	97%	11	133	92%
5/23	13	239	95%	4	133	97%
5/24	11	238	95%	4	133	97%
5/25	9	238	96%	4	133	97%
5/26	6	238	97%	5	133	96%
5/27	8	238	97%	12	133	91%
5/31	14	238	94%	6	133	95%
Average	10	239	96%	6	133	96%

RESOLUTION OF THE BOARD OF TRUSTEES
OF HARLEM CHILDREN'S ZONE PROMISE ACADEMY II CHARTER SCHOOL
TO APPROVE AMENDMENT OF THE BY-LAWS OF
HARLEM CHILDREN'S ZONE PROMISE ACADEMY CHARTER SCHOOL

THE UNDERSIGNED, being members of 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 action and adopting the resolutions set forth below do hereby waive any notice requirement, take the following action and adopt the following resolution by written consent to action:

WHEREAS, pursuant to the By-Laws, the By-Laws may be amended by a majority vote of the Voting Trustees (as defined in the By Laws);

WHEREAS, amendments to the By-Laws of the Corporation, as set forth on Exhibit A hereto, have been proposed (the "Proposed Amended By-Laws");

WHEREAS, the Board has reviewed and considered the Proposed Amended By-Laws, together with the amended and restated by-laws incorporating the Proposed Amended By-Laws (the "Amended and Restated By-Laws");

WHEREAS, the Board has determined that the adoption of the Proposed Amended By-Laws is in the best interests of the Corporation; and

NOW, THEREFORE, BE IT RESOLVED, that the Board hereby approves and adopts the Proposed Amended By-Laws in their entirety, and declares that (subject to further duly authorized amendment), the By-Laws of the Corporation shall be the Amended and Restated By-Laws.

Exhibit A
[Amended and Restated By-Laws]

**HCZ Promise Academy II Annual Board Meeting
June 13, 2016**

Board of Trustees

Trustees for Election

Fatime Ba-Cadoo, *Parent Representative*

Trustees for Re-Election

Kenneth Langone, *Chairman Emeritus*

Geoffrey Canada, *Chairman*

Stanley Druckenmiller, *Trustee*

Arlene Gibson, *Trustee*

Alfonso Wyatt, *Trustee*

Voting Trustees (8)

Geoffrey Canada

Mitch Kurz

Kenneth Langone

Anne Williams-Isom

Stan Druckenmiller

Arlene Gibson

Willie Mae Lewis

Alfonso Wyatt

Advisory Trustees (2)

Denise Fuller

Fatime Ba-Cadoo

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 2016 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 2016 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 2016 audit, compliance and related work for Harlem Children's Zone Promise Academy II Charter School is hereby approved.

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Promise Academy II

FY16 Budget Vs Projection and FY17 Budget



	FY'16 Budget	FY'16 Projection	Fav / (Unfav)	FY'17 Budget	FY'17 Budget vs. FY'16 Projection Fav / (Unfav)
<i>(\$ millions)</i>					
Enrollment	<u>867</u>	<u>873</u>	<u>6</u>	<u>978</u>	<u>105</u>
Grades	<i>K - 11</i>	<i>K - 11</i>		<i>K - 12</i>	
DOE and other gov't funding	\$ 14.4	\$ 14.4	\$ -	\$ 16.5	\$ 2.1 (a)
Expenditures:					
Personnel Services	<u>13.3</u>	<u>13.4</u>	<u>(0.1)</u>	<u>15.3</u>	<u>(1.9)</u>
OTPS	<u>3.0</u>	<u>3.1</u>	<u>(0.1)</u>	<u>3.0</u>	<u>0.1</u>
Total Expenditure	<u>16.3</u>	<u>16.5</u>	<u>(0.2)</u>	<u>18.3</u>	<u>(1.8)</u>
HCZ Contribution Inc/(Dec)	<u>\$ 1.9</u>	<u>\$ 2.1</u>	<u>\$ (0.2)</u>	<u>\$ 1.8</u>	<u>\$ 0.3</u>
HCZ contribution/student (whole \$)	<u>\$ 2,191</u>	<u>\$ 2,405</u>		<u>\$ 1,840</u>	

(a) The \$2.1m revenue increase reflects higher funding rates (\$0.3m impact) and higher enrollment (\$1.8m impact).

Excludes bonus, growth fund and "in-kind" contributions.