



Promise Academy II Charter School

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Harlem Children's
ZONE

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AGENDA

Promise Academy II Board of Trustees Meeting
Wednesday, March 14th, 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 K-2 Literacy Efforts (*KiKi Walton / Sheryl Ragland*)
- V. 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*)
- VI. Financial Report (*Jim Hutter*)

The Harlem Children's Zone Promise Academy II Charter School

Board Meeting

Wednesday, January 17, 2018

245 West 129th Street

Attendees: Geoffrey Canada, Mitch Kurz (via phone), Anne Williams-Isom, 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, Debbie Gonzalez, Kashif Hameed, Jim Hutter, Katherine Hurtado, Katrina James, Shondell James, Betina Jean-Louis, Tracey Jenkins, Leslie-Bernard Joseph, Marilyn Joseph, Justin Maker, Mindy Miller, Kwame Owusu-Kesse, Judy Palacios, Achil Petit, Sheryl Ragland, Jessica Rawlins, Susan Rydz, Lauren Scopaz, 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 December 13, 2017. The motion was unanimously approved.

Superintendent's Update (Achil Petit)

Dr. Achil Petit reported that enrollment is at 1,150 for Promise Academy I and at 1,008 for Promise Academy II.

Dr. Petit also reported that the team is working on a plan to further support teachers and make them feel even more appreciated.

HCZ Promise Academy II Lower Elementary School (Sheryl Ragland)

The lower elementary school's attendance was at 94% for December. It was reported that some low attendance days were due to students ill with the cold and flu.

The school celebrated the holidays over the month of December and staff members showed appreciation for their colleagues by exchanging positive notes. At the end of the month, a large celebration was held, featuring an art performance by scholars in all grades.

The school also held its monthly assembly, which highlights students who made the Dean's List for exemplary behavior.

The school is in the process of completing assessments to gauge which scholars are not meeting benchmarks. School leaders are providing those scholars with after-school intervention services.

Training for teaching fellows and teaching assistants continues to ensure that new hires are fully trained. Trainings are led by the principal, the assistant principal and the special education coordinator.

HCZ Promise Academy II Upper Elementary School (Shondell James)

The upper elementary school's attendance was at 96% for December. There was a low attendance day just before the holiday break.

ELA academic coaches and literacy specialists held a professional development workshop for teaching fellows and teaching assistants.

Scholars performed a winter show called "Jumanji," based on the movie of the same name. The dance and art teachers collaborated on the event. Performances were offered in the evening and daytime so that all parents could attend.

PAII upper elementary collaborated with the PAII after-school program for a parent event. Parents worked with their scholars to create aqua-terrariums in mason jars.

Nine of our students competed in a chess tournament along with PAII middle school students and placed third in the competition.

PAII upper elementary earned first place in the HCZ Flag Rugby tournament.

Academic leaders are desegregating data to determine how to modify the curriculum and the method of delivery in addition to performing regular assessments. Students also took a mock ELA exam. In addition, school leaders are reviewing completed math assessments.

Every week, teachers and scholars discuss the school's quote of the week. The current week's quote by Dr. Martin Luther King, Jr. is, "Injustice anywhere is a threat to justice everywhere."

HCZ Promise Academy II Middle School (Judy Palacios)

The middle school's attendance was at 96% for December. The school continues to meet with families and students to improve attendance.

In ELA, instructors used the text *A Long Walk to Water* by Linda Sue Park to teach sixth-grade students about child labor laws. Seventh-grade students explored the power of voice in the Frederick Douglass narrative. Eighth-graders closely examined and discussed themes around empathy and taking a stand by studying the text *To Kill a Mockingbird* by Harper Lee. At the end of the unit, scholars wrote argumentative essays on their subjects.

Sixth-graders visited the Museum of Natural History where they explored the museum in small groups. Students made observations and had the opportunity to explore the planetarium.

Shelly Bauer hosted a winter music concert with the middle school students in band, jazz and orchestra. Scholars had the opportunity to perform the pieces they had been working on for an audience of their families.

We had about 15 eighth-grade students participate in a Meals on Wheels community service event. Though only high school students typically engage in this activity, the middle school piloted a program with a small group of students, who delivered meals to the elderly in Manhattan. The school received a letter from one of the recipients of Meals on Wheels, who expressed that the children lifted his spirits at a time when he really needed some company. Eighth-grade students who were not in the pilot program are eager to be involved and will have the opportunity to participate.

HCZ Promise Academy II High School (Katherine Hurtado)

The high school's attendance was at 94% for December. School leaders will continue to meet with parents and promote the incentives that have been put in place to improve attendance rates.

During the month of December, the high school participated in the Acts of Kindness initiative, where every day had a designated act of kindness. The acts ranged from keeping areas clean, holding doors for others, and thanking the custodians for all of the hard work they do every day.

On December 13th, both PAI and PAII high school students visited the IBM headquarters. Students were able to learn about the history and background of IBM, particularly around the research projects they've engaged in across the world. Students also learned about the core academic disciplines IBM focuses on and what IBM believes is the future of technology. The principal thanked Mindy Miller and the Development team for arranging the visit.

Students engaged in a cultural celebration, where they were able to visit different food and activity stations representing cultures from around the world.

PAII high school students visited the Schomburg Center for Research in Black Culture to attend the Black Comic Book Festival and hear a lecture on representation in popular culture, which relates to their current reading of *Kindred* by Octavia Butler.

Financial Report (Jim Hutter)

PAII's enrollment is at 1,008, which is 25 unfavorable versus the budget. PAII revenue is \$200,000 unfavorable versus the budget. PAII is \$500,000 favorable with expenses at \$9.2M. The HCZ contribution through six months of FY18 is \$300,000 favorable.

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

HCZ Promise Academy II

January 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	
1/2	51	306	83%	37	256	86%	
1/3	18	306	94%	15	256	94%	
1/5	123	306	60%	95	256	63%	
1/8	19	306	94%	13	256	95%	
1/9	17	305	94%	13	256	95%	
1/10	18	305	94%	8	256	97%	
1/11	17	305	94%	10	256	96%	
1/12	18	305	94%	10	255	96%	
1/16	12	304	96%	12	255	95%	
1/17	25	304	92%	9	255	96%	
1/18	8	304	97%	4	254	98%	
1/19	11	304	96%	6	254	98%	
1/22	17	303	94%	10	254	96%	
1/23	16	303	95%	9	254	96%	
1/24	15	303	95%	12	254	95%	
1/25	14	303	95%	10	253	96%	
1/26	28	303	91%	9	253	96%	
1/29	41	303	86%	10	253	96%	
1/30	32	303	89%	12	253	95%	
1/31	28	303	91%	19	253	92%	
Average	26	304	91%	16	255	94%	

HCZ Promise Academy II

January 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	
1/2	35	228	85%	26	215	88%	
1/3	16	228	93%	8	215	96%	
1/5	71	227	69%	84	215	61%	
1/8	9	227	96%	8	215	96%	
1/9	10	226	96%	7	215	97%	
1/10	10	226	96%	10	215	95%	
1/11	7	226	97%	7	215	97%	
1/12	8	225	96%	14	215	93%	
1/16	5	225	98%	10	215	95%	
1/17	9	225	96%	5	215	98%	
1/18	9	225	96%	10	215	95%	
1/19	6	224	97%	5	215	98%	
1/22	9	224	96%	Regents Exams & Chancellor's Conference Day			
1/23	7	224	97%				
1/24	4	224	98%				
1/25	3	224	99%				
1/26	5	224	98%				
1/29	13	224	94%				
1/30	6	224	97%	9	214	96%	
1/31	8	224	96%	8	214	96%	
Average	13	225	94%	15	215	93%	

HCZ Promise Academy II

February 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	
2/1	25	303	92%	7	253	97%	
2/2	25	302	92%	7	253	97%	
2/5	25	302	92%	14	253	94%	
2/6	16	302	95%	9	253	96%	
2/7	56	302	81%	15	253	94%	
2/8	12	302	96%	15	253	94%	
2/9	14	302	95%	17	253	93%	
2/12	15	302	95%	11	253	96%	
2/13	19	302	94%	15	253	94%	
2/14	14	302	95%	8	253	97%	
2/15	18	302	94%	6	253	98%	
2/26	17	302	94%	13	253	95%	
2/27	8	301	97%	11	253	96%	
2/28	17	301	94%	7	253	97%	
Average	20	302	93%	11	253	96%	

HCZ Promise Academy II February 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	
2/1	7	224	97%	5	214	98%	
2/2	11	224	95%	9	214	96%	
2/5	17	224	92%	9	214	96%	
2/6	6	224	97%	8	214	96%	
2/7	9	224	96%	19	214	91%	
2/8	7	224	97%	13	214	94%	
2/9	8	224	96%	12	214	94%	
2/12	10	224	96%	11	214	95%	
2/13	6	224	97%	16	214	93%	
2/14	2	224	99%	29	215	87%	
2/15	10	224	96%	Staff Professional Development - No Classes for HS			
2/26	8	224	96%	12	215	94%	
2/27	10	224	96%	9	215	96%	
2/28	5	224	98%	14	215	93%	
Average	8	224	96%	13	214	94%	



Promise Academy II

FY 2018 Feb YTD Budget vs. Actual

\$ millions

	Budget	Actual ⁽¹⁾	Fav/(Unfav)	Full Year Budget
Enrollment	1,033	993	(40)	1,033
DOE and other gov't funding	\$ 12.1	\$ 11.8	\$ (0.3)	\$ 18.1
Expenses:				
Salaries	7.9	7.6	0.3	12.1
Benefits	2.5	2.4	0.1	3.9
OTPS	2.5	2.5	-	3.5
Total Expenses	12.9	12.5	0.4	19.5
HCZ Contribution	\$ 0.8	\$ 0.7	\$ 0.1	\$ 1.4
per student (whole \$)	\$ 807	\$ 705	\$ 102	\$ 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.