



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, November 18th, 2015

at

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

- I. Acceptance of the Minutes
- II. CEO Report (*Anne Williams-Isom*)
- III. Superintendent's Updates (*Achil Petit*)
- IV. Quality Snapshot Reports (*Bessie Wilkerson*)
- V. Promise Academy II Updates
 - i. Lower Elementary School (*Sheryl Ragland*)
 - ii. Upper Elementary School (*Shondell James*)
 - iii. Middle School (*Sharleen Bernard*)
 - iv. High School (*Asif Padela*)
- VI. Financial Report (*Jim Hutter*)
- VII. Relay Residency Overview (*Norman Atkins/Lauren Bassi*)

The Harlem Children's Zone Promise Academy II Charter School

Board Meeting

Wednesday, October 21st, 2015

245 West 129th Street

Attendees: Geoffrey Canada, Mitch Kurz, Anne Williams-Isom, Parris Brown, Stan Druckenmiller, Willie Mae Lewis, Aisha Tomlinson, Alfonso Wyatt (via phone), Candice Ashby, Sharleen Bernard, Ari Browne, Alpha Conteh, Joseph Cordero, Marlene Fox, Tiffany Fountain, 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, Achil Petit, Conrad Pinnock, Sheryl Ragland, Susan Rydz, Lauren Scopaz, Marquitta Speller, KiKi Walton, Tonya White, and Bessie Wilkerson.

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 September 30, 2015. The motion was unanimously approved.

CEO's Report (Anne Williams-Isom)

Anne Williams-Isom invited Tonya White, the Executive Director of Early Childhood, to speak about Read To Me Wednesday, an initiative across HCZ programs to improve literacy. Ms. White explained that the effort began on October 7th across all sites and encourages staff members to read to young people.

Ms. Williams-Isom also talked about Priscilla Chan's two-hour visit to Promise in October. Ms. Chan, who is the wife of Facebook CEO Mark Zuckerberg, is launching a school and came to learn about our programs.

An HCZ Talks is scheduled for October 22nd with speaker Woodrow "Woody" McCutchen, Vice President of the Edna McConnell Clark Foundation. Mr. McCutchen attended HCZ's Summer Games and wanted to speak about his experiences with HCZ and his work.

Ms. Williams-Isom talked about her meeting with the new Chancellor of the City University of New York, J.B. Milliken, explaining that the Chancellor is focusing on service learning projects for CUNY students and hopes to have more students working with Promise Academy schools. Mr. Milliken also has a Sophie Davis program in place, which is a five-year medical program for high school seniors. He has also invited senior leaders to visit the new advanced science research center, which focuses on nano-technology and brain development. Mr. Milliken will be working with the Executive Director for Secondary and Collegiate Programs, Dr. Marquitta Speller, to connect his accelerated program with children in HCZ who do not currently have access to accelerated programs. The Chancellor will also explore the possibility of connecting teachers from Hunter and Brooklyn Colleges to start a relationship with Promise Academy schools.

Superintendent's Updates (Achil Petit)

Superintendent Achil Petit reported that current enrollment was 1,125 for PAI (21 above what was budgeted) and 882 for PAII (15 above what was budgeted). Dr. Petit will continue to monitor the enrollment numbers as we progress through the school year.

Dr. Petit and other senior leaders will visit one of the Uncommon charter schools, which performed well on state tests.

Arlene Gibson initiated a discussion of Harvard's "Best Foot Forward" project. The presenter shared the technology tool for teacher observations, which videotapes teachers randomly in order to give a more objective view of progress. Senior leaders are examining the project to see if it could be a benefit.

Dr. Petit talked about the near completion of the contract with Northside Center for Child Development to get master-level reading specialists to come work one-on-one with Promise Academy II fifth-graders to help improve literacy.

In order to improve staff morale, Dr. Petit met with principals to brainstorm ways to help teachers and staff feel supported and appreciated. Plans to celebrate Teacher Appreciation week are already in place, including an outing to Chelsea Piers, which was a big hit with teachers and staff last year.

Dr. Petit welcomed Parris Brown to the board as the new PAII Parents as Partners Association board president and the new PAII Board of Trustees parent representative.

Attendance/Parent Engagement (Betina Jean-Louis/Marilyn Joseph)

Dr. Betina Jean-Louis talked about her work to see what kind of efforts have been made to improve attendance in schools across the nation. Dr. Jean-Louis revealed that some of the best work has been done locally. The Department of Education under Mayor Bloomberg had created an attendance initiative that showed that by using attendance success mentors (individuals focused on attendance for individual children) to create a relationship with children and their families, attendance could dramatically improve. Dr. Jean-Louis explained that Promise Academy has adopted Bloomberg's model and found it to be effective and that results show it would be beneficial to continue this approach. Dr. Jean-Louis also found that there has been more success when families are recognized for their accomplishments and when classes worked together as a team. Parent engagement plays an important part in this initiative.

Marilyn Joseph explained that she and her team are working with Promise Academy parent coordinators and family workers to develop them, share best practices and focus on improving attendance. Ms. Joseph is also doing transitional work with PAPA boards and facilitating parent events. November is dedicated to celebrating parents using the theme of Intentional Acts of Kindness. Ms. Joseph will be having deeper discussions with parents whose children are chronically late or absent. Professional development for the PAPA board members has also begun.

Health Center (Lauren Scopaz)

Lauren Scopaz talked about the opening of both health centers, though the details are still being finalized. Minor modifications are being completed at the PAII center at 35 East 125th Street, and there is hope that the center will be up and running by November 2015. The construction of the new health center at 245 West 125th Street is set to go through to the end of March.

Marlene Fox explained that the Institute for Family Health will be running the centers. HCZ developed a relationship with the institute years ago with a Get Fit program. Senior leaders visited other school-based health centers run by the Institute for Family health to get a better idea of what to expect.

Ms. Scopaz told the board that although the centers will support Promise schools, HCZ is also allowed to serve any student zoned for District 5 and will particularly target HCZ's Peacemaker public elementary schools.

For the health center at PAI, an attempt will be made to hire some St. Nicholas residents to give them an opportunity to be part of the development in their own community.

HCZ Promise Academy II Lower Elementary School PAIILE (Sheryl Ragland)

Attendance was at 95% for the month of September. The school is continuing efforts to improve attendance. Incentives are often used to encourage good attendance such as dress down days, which the students enjoy.

To implement the superintendent's initiative of boosting morale, the principal wrote encouraging notes to each of the staff members.

Back-to-school night was a great success at lower elementary with many parents attending.

The school has started intervention efforts and is currently into the second unit of the lesson plan, which focusing on helping students build good reading habits. Student/teachers trained to teach second-graders are helping first-graders who are reading with fluency, reach the next level.

Lower elementary will be benefitting for the second session of the Spence School partnership.

Students and staff are preparing for its Anti-Bullying campaign, Breast Cancer Awareness and Spanish Heritage Month.

A professor from Syracuse University has come to observe the school's student-teachers as they work with PAII students.

HCZ Promise Academy II Upper Elementary School PAIIUE (Shondell James)

Attendance was at 94% for the month of September. The school will continue to focus on strengthening its attendance by staying in touch with parents and providing support when necessary.

This year, the school launched the STEAM project, where the science, technology, art and music teachers collaborated on a Native American drum project. In science, a variety of materials were used to create the drums and to determine which materials created certain sounds. Students

learned techniques in art that were inspired by the Native American culture and then they listened to the nuances of the music in music class.

The upper elementary received a 1,200 book donation from Book Fairies, a not-for-profit organization in Long Island.

The school sent ten of their advanced art students to Mt. Kisco, N.Y., to view the personal art gallery of William Louis-Dreyfus.

HCZ Promise Academy II Middle School PAIIMS (Sharleen Bernard)

Attendance was at 96% for the month of September. The school continues efforts to make sure parents are clear about our expectations.

The middle school continues its collaboration with parents through the PAPA II board. The next meeting is scheduled for November 4th, when the school will make sure that conversations with parents on behavior, academics and school events are consistent.

Some of the middle school students visited the Flowers Gallery in downtown NYC.

The PAII middle school lacrosse team had a visit with a professional lacrosse star, Kyle Harrison, who ran practice with them. Harrison spoke to the students about his career and how lacrosse has impacted his life.

The school has continued its partnership with Urban Advantage and Cornell University as they provide professional development for the teachers.

The school also had a grad student from Cornell and Columbia Universities visit and run a STEM lab, where students had the opportunity to study hard water and use a filtering system to soften the water.

The school is starting an in-class lecture series. A professor in Long Island University, Ramiro Cordetta, who is a video game designer, will be coming in to talk to students about coding.

HCZ Promise Academy II High School PAIHS (Asif Padela)

Attendance was 97% for the month of September. The school has continued its initiative with Betina Jean-Louis and her team to ensure that all of our students are attending. We've been tracking students that have been late or absent 3 times or more to ensure that they are getting the services that they need.

High school juniors attended a college fair held at Hostos Community College. The school has also crafted very specific college exposure events for female students interested in STEM by taking them to Stony Brook University. Additional initiatives for male students are being set up with mentors at Stony Brook.

Today also marks the day that we are sending our sophomores out to a three-day college tour in the Philadelphia area. They will stay overnight and also visit the Franklin Science Museum.

Students were also exposed to college through the Development department and had an opportunity for students to visit Wasserman Media Group. One of the presenters hailed from Harlem, and he spoke about his own career path in media. The students asked a lot of questions

about different professions associated in media and many of the students asked if more professionals could come and speak and be mentors.

Since the PSAT format has changed this year, the high school used A-List for those students who took the PSAT to help them become familiar with the new approach. We have also started a partnership for our juniors with CollegeSpring, an organization that helps students from low-income backgrounds confidently pursue college degrees. In the fall semester, the school will focus on boosting SAT scores and helping students navigate college admissions and financial aid. In the spring semester last year, students began working with mentors who help them think about their college exposure as well as their SAT preparation.

The high school has been focusing on community development by encouraging the idea of “One Promise” among the students.

Financial Report (Jim Hutter)

Jim Hutter covered Promise Academy II’s financial report: PAII is 15 students favorable from an enrollment standpoint, which gives us enough extra students to be comfortable from a budgetary position. Expenses are on target through three months. HCZ’s contribution, so far, is \$100,000. The contribution for the full year is \$1.2m.

HCZ Promise Academy II

October 2015 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	
10/1	14	263	95%	7	232	97%	
10/2	14	262	95%	13	232	94%	
10/5	10	262	96%	11	232	95%	
10/6	12	262	95%	9	232	96%	
10/7	8	264	97%	10	232	96%	
10/8	11	265	96%	9	232	96%	
10/9	15	263	94%	9	232	96%	
10/13	7	265	97%	3	232	99%	
10/14	8	266	97%	9	232	96%	
10/15	15	267	94%	4	232	98%	
10/16	18	267	93%	8	232	97%	
10/19	14	269	95%	9	232	96%	
10/20	19	269	93%	6	232	97%	
10/21	16	269	94%	9	232	96%	
10/22	16	269	94%	12	232	95%	
10/23	18	269	93%	16	232	93%	
10/26	16	270	94%	15	237	94%	
10/27	7	272	97%	4	239	98%	
10/28	12	272	96%	8	240	97%	
10/29	17	272	94%	8	240	97%	
10/30	14	272	95%	13	240	95%	
Average	13	267	95%	9	234	96%	

HCZ Promise Academy II

October 2015 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
10/1	9	243	96%	8	136	94%
10/2	10	243	96%	7	135	95%
10/5	7	241	97%	3	135	98%
10/6	8	241	97%	0	136	100%
10/7	4	241	98%	4	136	97%
10/8	6	241	98%	1	136	99%
10/9	9	240	96%	6	136	96%
10/13	4	240	98%	5	137	96%
10/14	5	240	98%	11	137	92%
10/15	11	240	95%	10	137	93%
10/16	15	240	94%	6	137	96%
10/19	9	241	96%	8	137	94%
10/20	5	242	98%	2	137	99%
10/21	5	242	98%	1	137	99%
10/22	5	242	98%	6	137	96%
10/23	7	242	97%	5	137	96%
10/26	9	242	96%	6	137	96%
10/27	6	242	98%	3	136	98%
10/28	3	242	99%	4	136	97%
10/29	11	242	95%	3	136	98%
10/30	8	242	97%	11	136	92%
Average	7	241	97%	5	136	96%



Promise Academy II

FY 2016 October YTD Budget vs. Actual

\$ millions

	Budget	Actual ⁽¹⁾	Fav/(Unfav)	Full Year Budget
Enrollment	867	893	26	867
Grades	K - 11	K - 11		K - 11
DOE and other gov't funding	\$ 4.8	\$ 4.8	-	\$ 14.4
Expenses:				
Salaries	3.0	3.1	(0.1)	9.7
Benefits	1.1	1.0	0.1	3.3
OTPS	0.9	0.9	-	2.6
Total Expenses	<u>5.0</u>	<u>5.0</u>	<u>-</u>	<u>15.6</u>
HCZ Contribution	<u>\$ 0.2</u>	<u>\$ 0.2</u>	<u>\$ -</u>	<u>\$ 1.2</u>
per student (whole \$)	<u>\$ 231</u>	<u>\$ 224</u>	<u>\$ 7</u>	<u>\$ 1,399</u>

DOE reimbursement up to 1040 students.

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