



# Promise Academy II Charter School

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ZONE**

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O'Donna-Hue Osbourne

Sheryl Ragland

**Lower Elementary School**

**Principal**

2005 Madison Avenue

New York, NY 10035

Tel 646.556.6285

Kathleen Fernald

**Upper Elementary School**

**Principal**

2005 Madison Avenue

New York, NY 10035

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Kevin Dougherty

**Junior High School**

**Principal**

35 East 125<sup>th</sup> Street

New York, NY 10035

Tel 646.437.1481

## AGENDA

### Promise Academy II Board of Trustees Meeting

Tuesday, April 29<sup>th</sup>, 2014

at

The Harlem Children's Zone

245 West 129<sup>th</sup> Street

New York, NY 10027

- I. Acceptance of the Minutes
- II. Overall Updates
  - i. Pre-Kindergarten (*Kate Shoemaker/Geoff Canada*)
  - ii. Board Resolution Safety Plan (*Sharleen Morris*)
- III. Promise Academy II Updates
  - i. Lower Elementary School (*Sheryl Ragland*)
  - ii. Upper Elementary School (*Kathleen Fernald*)
  - iii. Junior High School (*Kevin Dougherty*)
- IV. Financial Report (*Alpha Conteh*)

**The Harlem Children's Zone Promise Academy II Charter School**

**Board Meeting**

**Wednesday, March 19<sup>th</sup>, 2014**

**245 West 129th Street**

*Attendees: Geoffrey Canada, Stan Druckenmiller, Arlene Gibson (via phone), Mitch Kurz, Willie Mae Lewis, Alfonso Wyatt (via phone), Candice Ashby, Shana Brodnax, Alpha Conteh, Tracey Costello, Kevin Dougherty, Kathleen Fernald, Tiffany Fountain, Marlene Fox, Michelle Germaine, Debbie Gonzalez, Marilyn Joseph, George Khaldun, Debbie Kim, Mindy Miller, Sharleen Morris, Steve Nisbett, Kwame Owusu-Kesse, Asif Padela, Achil Petit, Shakira Petit, Conrad Pinnock, Sheryl Ragland, Susan Rydz, Lauren Scopaz, Marquitta Speller, Tonya White, Bessie Wilkerson and Anne Williams-Isom*

**Acceptance of Minutes (Stan Druckenmiller)**

The meeting was called to order at 7:00 am and a motion was called to approve the meeting minutes from February 12, 2014. The motion was unanimously approved.

**PAII High School (Asif Padela)**

Geoffrey Canada and Anne Williams-Isom made the announcement to parents about the transition of the ninth-grade from PAII Junior High School into the new PAII High School. The high school's new Principal Asif Padela has been working with Principal Kevin Dougherty of the PAII Junior High School to answer questions from the parents and provide feedback so that children and families will be prepared for the change.

The Bard Early College Program was also announced, which is being rolled out in July, to let eighth-grade students know that they will not have to go to a specialized school in order to get into a strong program that will prepare students for college, and to inform the ninth-grade students that they will be able to participate in the program and get an associate's degree prior to graduating.

Mr. Padela has been working with the PAI High School to recruit staff since both of the schools have similar hiring needs. The two high schools plan to collaborate by sharing language teachers and other resources.

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

Attendance for the month of February was at 87% due to inclement weather. The school is working hard at keeping the attendance steady.

Lower elementary had a very successful Black History month program. Parents had the opportunity to see their students perform. Students also converted the school into a museum.

Second graders went to the Morgan Library/Museum. The children wrote thank you cards to the Development team and others who sponsored the trip.

Lower elementary continues to focus on small groups and is using i-Ready to prepare students for exams. The school is also collaborating with the after school program to join them during the day to give students extra time for instruction.

The school is working with Healthy Harlem in the after school program to increase awareness of student health.

### **HCZ Promise Academy II Upper Elementary PAIUE (Kathleen Fernald)**

Attendance was at 90% for the month of February due to inclement weather.

The school had an honor roll breakfast featuring 40 scholars in grades five and six. Students received bowties in different colors to mark student achievement.

March 19<sup>th</sup> is PAIUE's third and final parent meeting, with grades three and four focusing on how parents can help prepare their children for state tests.

On March 28<sup>th</sup>, the school is re-establishing their relationship with Cornell Center for Material Research, who were involved with upper elementary a couple of years ago. Cornell Center will send nine graduate students to conduct lab experiments with fifth- and sixth-grade students.

In academics, the school is preparing for the Common Core State Standards by working with the students in small groups using methods that focus on intensity and timing.

There are 12 staff members working with upper elementary students as achievement mentors. They are helping to guide students through challenges to prepare them for the upcoming state exams. Additionally, a test prep rally will be held on March 21<sup>st</sup>.

### **HCZ Promise Academy II Junior High School PAIJH (Kevin Dougherty)**

Attendance was at 92% in February due to inclement weather.

The junior high school held a music concert last month, where the jazz band and the orchestra performed. Staff members attended in support of the event.

The school's chess team went to a statewide competition in Saratoga, and received third place honors as a team. One of the school's top students, Jaden Reeves, tied for the top score at the tournament.

Both junior high basketball teams won the championship.

To celebrate Black History month, the school put on a show that was student-organized and student-run.

The junior high school's honor roll luncheon was held to reward students who made the honor roll during the last marking period.

Students are installing an aquaponic garden on the second floor, which is taking place next week in collaboration with PAII Upper Elementary and Chef Andrew. Vegetables will be grown and served in the cafeteria.

A lunch time book club has been formed to inspire a stronger interest in reading for young male students.

The Parent Café Night was held early in March, which focused on getting ready for the state exam by targeting the mental and physical aspects. Parents were instructed on the importance of making sure their children are well rested and practicing good nutritional habits.

A PAPA meeting was held with representatives promoting ways for parents to be involved in the school on a regular basis.

The school has adopted March Madness in the advisory program. Children are researching colleges, speaking to college graduates, and Skyping with professionals who went to universities that they're interested in to find out what is required to get into a college of their choosing.

The school is in deep preparation for the ELA test, which occurs in nine days. The junior high school is also preparing for the math test coming up in a few weeks.

### **Girls Athletic Team Highlights (Shakira Petit/Kevin Dougherty/Marquitta Speller)**

The girls athletic teams from PAI Middle School, PAI High School and PAII Junior High School introduced themselves to the Board as well as the position they play in their respective sports team.

### **Financial Report (Alpha Conteh)**

Finance has completed both the financial audit and the A133 audits and is in the process of finalizing the 990 information returns, which are due by May 15<sup>th</sup>. As soon as returns are completed, they will be circulated to the Board for review.

At the last HCZ Board meeting, a consolidated projection was presented for the final outcome of the fiscal year. It was projected that the agency will come under budget by \$500,000. After the meeting, Finance met with directors and principals to review the first seven months of activities and to obtain a detailed line item projection. Most of the projections have been submitted and Finance is in the process of consolidating the information and revising the projections accordingly. By next month's Board meeting, Finance hopes to have respective projections for the schools.

Promise Academy II's enrollment has declined slightly from last month by four students. Currently, enrollment is at 679 but still above the budgeted amount by three students. The total revenue is above budget by \$200,000 and current expenses are below budget by \$200,000, which is a \$400,000 improvement on the school's bottom line.

**WRITTEN CONSENT OF THE BOARD OF TRUSTEES  
OF  
HARLEM CHILDREN'S ZONE PROMISE ACADEMY II 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 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 resolutions by written consent to action:

**WHEREAS**, Harlem Children's Zone Promise Academy II Charter School has implemented a School Emergency Response Plan for the school site and facilities located at 35 East 125<sup>th</sup> Street, New York, New York. The objectives of the plan are to: 1) protect the safety and welfare of students, employees, and staff, 2) provide a safe and coordinated response to emergencies, 3) protect the school's facilities and property, and 4) enable the school to restore normal conditions with minimal confusion in the shortest time possible.

**WHEREAS**, In an effort to fully implement the School Emergency Response Plan, Harlem Children's Zone Promise Academy II Charter School, supports planning, training, and exercising the plan at the school site level.

**WHEREAS**, Harlem Children's Zone Promise Academy II Charter School participates with all responding agencies within the State of New York and in the National Incident Management System (NIMS).

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Harlem Children's Zone Promise Academy II Charter School does hereby support the School Emergency Response Plan.

*[Remainder of page intentionally blank.]*

# HCZ Promise Academy II

## March 2014 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	
3/3	24	242	90%	20	285	93%	
3/4	22	242	91%	14	285	95%	
3/5	3	242	99%	7	285	98%	
3/6	8	242	97%	7	285	98%	
3/7	17	242	93%	6	285	98%	
3/10	15	242	94%	18	285	94%	
3/11	13	242	95%	12	285	96%	
3/12	13	242	95%	13	285	95%	
3/13	13	242	95%	15	285	95%	
3/18	9	242	96%	17	283	94%	
3/19	5	242	98%	14	283	95%	
3/20	5	242	98%	12	283	96%	
3/21	18	242	93%	15	283	95%	
3/24	19	242	92%	20	283	93%	
3/25	16	242	93%	18	283	94%	
3/26	22	242	91%	13	283	95%	
3/27	11	242	95%	13	283	95%	
3/28	15	242	94%	15	283	95%	
3/31	16	242	93%	8	283	97%	
<b>Average</b>	<b>14</b>	<b>242</b>	<b>94%</b>	<b>14</b>	<b>284</b>	<b>95%</b>	

# HCZ Promise Academy II

## March 2014 Attendance Report

HCZ PAII Junior High School			
Date	Number of Students Absent	Enrollment	% of Students Present
3/3	7	152	95%
3/4	2	152	99%
3/5	4	152	97%
3/6	8	152	95%
3/7	5	152	97%
3/10	6	152	96%
3/11	7	152	95%
3/12	6	152	96%
3/13	7	152	95%
3/18	7	152	95%
3/19	6	152	96%
3/20	6	152	96%
3/21	6	152	96%
3/24	3	152	98%
3/25	5	152	97%
3/26	13	152	91%
3/27	5	152	97%
3/28	6	152	96%
3/31	6	152	96%
<b>Average</b>	<b>6</b>	<b>152</b>	<b>96%</b>



## Budget Promise Academy II

FY14 March YTD Budget Report

\$ millions

	Actual	Budget	Inc/(Dec)	Full Year Budget	Full Year Projection	Inc/(Dec)
<b>Enrollment</b>	680	676	4	676	680	4
<b>Grades</b>	K - 9	K - 9		K - 9	K - 9	
<b>DOE and other gov't funding</b>	\$ 7.5	\$ 7.4	0.2	\$ 9.8	\$ 10.0	0.2
<b>Expenditures:</b>						
Salaries	5.5	5.6	(0.1)	7.7	7.7	0.0
Benefits	1.5	1.6	(0.1)	2.2	2.1	(0.1)
OTPS	1.4	1.4	0.1	1.8	2.1	0.3
<b>Total Expenditure</b>	<b>8.4</b>	<b>8.5</b>	<b>(0.1)</b>	<b>11.6</b>	<b>11.9</b>	<b>0.2</b>
<b>HCZ Contribution</b>	<b>\$ 0.9</b>	<b>\$ 1.2</b>	<b>\$ (0.3)</b>	<b>\$ 1.8</b>	<b>\$ 1.8</b>	<b>\$ (0.0)</b>
<b>per student (whole \$)</b>	<b>\$ 1,288</b>	<b>\$ 1,768</b>		<b>\$ 2,731</b>	<b>\$ 2,712</b>	