



Promise Academy II Charter School

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**Harlem Children's
ZONE**

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Achil Petit
Superintendent

Shondell James
Principal
Elementary School
2005 Madison Avenue
New York, NY 10035
Tel 212.360.3236

Amy Deal
Principal
Middle School
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Kashif Hameed
Principal
High School
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AGENDA

Promise Academy II Board of Trustees Meeting
Wednesday, October 30th, 2019

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. Promise Academy II Updates
 - i. Elementary School (*Shondell James*)
 - ii. Middle School (*Amy Deal*)
 - iii. High School (*Kashif Hameed*)
- V. Financial Report (*Sara Alvarado*)
- VI. English Language Learner Preference Resolution (*Candice Ashby*)
- VII. Teacher Presentation (*Achil Petit*)

The Harlem Children's Zone Promise Academy II Charter School

Board Meeting

Wednesday, September 11, 2019

245 West 129th Street

Attendees: Geoffrey Canada, Mitch Kurz, Kenneth Langone, Anne Williams-Isom, Bodie Brizendine (by phone), Fatime Cadoo, Stan Druckenmiller, Willie Mae Lewis, Keith Meister, Alfonso Wyatt (by phone), Esther Addo, Sara Alvarado, Candice Ashby, Victor Boadum, Rowland Boateng, Ari Browne, Yvonne Canada, Joseph Cordero, Amy Deal, Jeremy Friedman, Kashif Hameed, Jim Hutter, Shondell James, Justin Maker, Bridget O'Neill, Kwame Owusu-Kesse, Achil Petit, Jessica Rawlins, Susan Rydz, Madelaine Schultz, Troy Smith, Toya Stilley and Bessie Wilkerson.

Acceptance of Minutes (Geoffrey Canada)

The meeting was called to order at 7:00 a.m. and a motion was called to approve the meeting minutes from June 19, 2019. The motion was unanimously approved.

CEO Report (Anne Williams-Isom)

Anne Williams-Isom thanked everyone who joined in the 25th Annual Children's March for Peace, which was renamed the Rasuli Lewis Children's March for Peace to honor the HCZ director who passed away this summer and who was one of the original organizers of the Peace March.

Ms. Williams-Isom reported that more than 3,000 children were part of the annual HCZ Summer Games held in July at the Fort Washington Avenue Armory.

The Promise Academy High School graduation was held on June 26th. The keynote speaker, performer and entrepreneur Pharrell Williams, offered summer 2020 internships to the entire graduating class.

September 5, 2019 was the first day of school for all Promise Academy I and II scholars. Principals and senior staff members stood in front of the schools in the mornings of the first two days to greet scholars and their families.

Ms. Williams-Isom and Dr. Achil Petit sat down with teachers to do evaluations after the test scores were released.

Cindy Baah, the founder of Determined to Educate, provided the Promise Academy I Middle School with R&B artist Michael Bivins as a keynote speaker for the eighth-grade graduation in June. Determined to Educate is an organization devoted to supporting New York City's most vulnerable young student populations through group mentoring.

Superintendent's Update (Dr. Achil Petit)

Dr. Petit reported that enrollment is at 1,201 for Promise Academy I and at 1,056 for Promise Academy II.

Dr. Petit also reported PAII High School principal Katherine Hurtado resigned her position. Kashif Hameed, the former PAI Middle School principal, will take her place and Madelaine German-Schultz, who was the Education Director under Mr. Hameed, has accepted the role of principal for PAI Middle School. Ms. German-Schultz thanked the superintendent for the opportunity. The board welcomed Ms. German Schultz and Mr. Hameed to their new roles.

State Test Scores (Dr. Bessie Wilkerson / Dr. Achil Petit)

Dr. Bessie Wilkerson spoke about State test results, comparing the results of Promise Academy I and II to the results of students in the district, City, State and New York City black and white students.

In ELA, PAI and PAII performed better than all above mentioned comparison groups except for NYC white students. Dr. Wilkerson discussed both schools' growth percentage from 2013 to 2019. In addition, the pass rates for students with disabilities for Promise Academy exceeded New York City rates.

Dr. Petit discussed the ELA goals and initiatives during the 2018-2019 school year that contributed to an increase in proficiency rates for PAI and steady proficiency rates for PAII. The goals included small group instruction based on assessment data, improved levels of questioning during observations, improved pacing of instruction, Go-Live coaching, modified curriculum based on data, use of Academic Intervention Services (AIS) to address deficiencies, Saturday School, updated exit tickets and benchmark exams and increased academic hour during test preparation.

In math, PAI and PAII outperformed all above mentioned comparison groups including NYC white students. Dr. Wilkerson discussed both schools' growth percentage from 2013 to 2019. Both Promise Academies have demonstrated much greater growth over that time period than the standard comparison groups. Additionally, the passing rates for students with disabilities for Promise Academy exceeded New York City rates.

Dr. Petit discussed the math goals and initiatives during the 2018-2019 school year that contributed to an increase in proficiency rates for PAI and PAII, which included providing actionable feedback during teacher observations, modifying the curriculum based on 2018 State test data, an increased focus on test preparation, weekly grade team meetings, weekly Go-Live sessions with new teachers, data meetings, incentivized academic hour, targeted aggressive monitoring and increased use of technology.

Dr. Wilkerson reported on Regents exam results for PAI and PAII high school students, comparing Promise scores to the 2018 results for black and white New York State students and all New York State students as a whole. PAI and PAII high school senior cohorts outperformed all New York State comparison groups in all five of the required Regents exams. Even prior to their senior year of high school, Promise Academy cohorts were already passing Regents exams in most subjects at rates higher than NYS's students as a whole. This is true for the 2018-2019

junior cohort in all five subjects, true of sophomores in some subjects, and true for freshmen in math.

HCZ Promise Academy II Elementary School (Dr. Shondell James)

The elementary school's attendance was at 76% for July.

During the summer, PAII Elementary had several orientation sessions for the parents of incoming kindergarten scholars to help them acclimate to the school culture and give them an opportunity to ask any questions. Before the first day of school, sessions were held for all parents to meet staff members, who clarified expectations, and addressed any concerns and parent suggestions.

Back-to-school night is scheduled for the end of the month.

School staff members are excited about the technology updates that occurred over the summer, which include interactive panels in all classrooms and extra Chromebooks so that all students have access to additional instructional resources.

Students have been asked to focus on the quote of the week by Nelson Mandela: "Education is the most powerful weapon which you can use to change the world."

HCZ Promise Academy II Middle School (Amy Deal)

The middle school's attendance was at 85% for July.

The middle school held an ice cream social for parents of incoming sixth graders. Staff leaders spoke to the new parents about expectations and answered their questions.

School leaders spent a week preparing staff members with professional development, including restorative practice training.

Today, the students have planned a moment of silence in honor of the September 11th anniversary and school counselors will have group discussions and answer questions about the tragedy.

Students are looking forward to receiving a book vending machine, which will be installed on the third floor.

HCZ Promise Academy II High School (Kashif Hameed)

The high school's attendance was at 78% for July. School administrative staff are making efforts to ensure that attendance improves.

As the new leader of the school, the principal has been connecting with the students and families to build relationships.

Staff members have engaged in training in restorative practices.

The principal met with freshmen students during the first two days of school to express overall expectations and to give students a chance to voice their own expectations and concerns.

School leaders are scheduling time with seniors to go through individual transcripts and to ensure that scholars have what they need to graduate.

Back-to-school night is scheduled for September 12, 2019.

The principal thanked the superintendent, the Central Office and other staff members for their support during his transition period.

Financial Report (Jim Hutter)

PAII's enrollment is at 1,056, which is 28 students favorable. PAII revenue is on track with the budget. PAII is \$200,000 favorable with expenses at \$3.1M. There is no HCZ contribution through the first two months of FY20.

HCZ Promise Academy II

September 2019 Attendance Report

HCZ PAII Elementary School				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	Number of Students Absent	Enrollment	% of Students Present		
9/5	54	591	91%	7	253	97%	24	222	89%		
9/6	42	572	93%	8	252	97%	10	215	95%		
9/9	28	569	95%	7	252	97%	7	215	97%		
9/10	23	570	96%	8	252	97%	10	215	95%		
9/11	38	571	93%	4	252	98%	12	215	94%		
9/12	29	572	95%	7	251	97%	10	215	95%		
9/13	32	569	94%	1	251	100%	16	215	93%		
9/16	40	570	93%	13	251	95%	10	215	95%		
9/17	27	568	95%	12	251	95%	11	215	95%		
9/18	24	570	96%	8	251	97%	11	215	95%		
9/19	25	569	96%	7	251	97%	8	215	96%		
9/20	29	569	95%	13	251	95%	13	215	94%		
9/23	31	574	95%	11	251	96%	10	213	95%		
9/24	21	573	96%	9	251	96%	12	213	94%		
9/25	27	572	95%	5	251	98%	10	213	95%		
9/26	27	571	95%	7	251	97%	13	213	94%		
9/27	27	570	95%	11	251	96%	13	213	94%		
Average	31	572	95%	8	251	97%	12	215	95%		

Promise Academy II

FY 2020 September YTD Budget vs. Actual

\$ millions

	Budget	Actual ⁽¹⁾	Fav/(Unfav)	Full Year Budget
Enrollment	1,028	1,044	16.0	1,028
DOE and other gov't funding	\$ 5.0	\$ 5.0	-	\$ 20.2
Expenses:				
Salaries	3.0	2.9	0.1	12.6
Benefits	1.0	0.9	0.1	4.0
OTPS	0.8	0.9	(0.1)	3.1
Total Expenses	4.8	4.7	0.1	19.7
Expenses in excess of public funding	-	-	-	-
Contribution Components:				
Private Funding	0.3	0.3	-	1.2
HCZ Contribution	-	-	-	-
per student (whole \$)	\$ -	\$ -	-	\$ -

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

FY20 Operating Budget does not include PA Blueprint project

Promise Academy II

FY 19 Draft Financial Statements

- **Audit of Financial Statements for the year ended June 30, 2019**
- **Grant Thornton is our auditor**
- **Fieldwork is in progress**
- **Draft Financial Statements included in Board package**
- **Financial statements include:**
 - **Auditor's Opinion**
 - **Financial Position**
 - **Revenues & Expenses**
 - **Government grant revenue**
 - **"In-kind" support from HCZ**
 - **Supplemental schedule of Functional Expenses**
 - **Related Party accounting and disclosure**
- **Report on Internal Control:**
 - **Over Financial Reporting**
 - **Compliance with Government Auditing Standards**
- **Audited financial statements and Report on Internal Control are required to be filed with the DOE by November 1, 2019**
- **We are currently on target**

Changes to Promise Academy II Charter (Lottery Preferences)

HCZ Promise Academy is committed to helping students get a “head start” in established Pre-K programs. Therefore, the school accepts applications for kindergarteners two school years before those children can matriculate at HCZ Promise Academy. In admitting students by lottery two years prior to kindergarten, the school helps families find placements for their children in established Pre-K programs so that students are even better prepared. Conducting a lottery two years prior to the start of the kindergarten year ensures that all applicants have an equal chance at enrollment.

Enrollment Lottery: In the event that HCZ Promise Academy II receives more applications than allotted spaces, the school holds a lottery. This random and publicly held lottery is audited by a disinterested and independent individual to be determined. All applicants are notified of the time and the place of the lottery and are invited to attend. The lottery is held each year for children who are three years old. Families who earn a place for future kindergarten enrollment, may be offered an opportunity to attend HCZ Early Childhood programs. Attendance in HCZ Early Childhood programs is voluntary and not a condition of enrollment in Promise Academy. Given HCZ Promise Academy II’s commitment to serve students at risk of academic failure, the following criteria are used in the lottery when space is made available:

- If applicable, first preference is given to students who attended the school the previous year and are returning to the school;
- Second preference is given to younger siblings of students enrolled in the school; siblings are given preference only to enroll in kindergarten.
- Third preference is given to students living in New York City School District 5 in Central Harlem¹ who qualify for the federal free and reduced-price school lunch programs and to any of such students’ siblings also applying for admission to HCZ Promise Academy II;
- Fourth preference is given to English Language Learners who reside in New York City School District 5 in Central Harlem;
- Fourth-Fifth preference is given to other students living in Central Harlem who are low-income and who are zoned to attend a low-performing² public school if not admitted to HCZ Promise Academy II;
- Fifth-Sixth preference is given to other students living in New York City School District 5 in Central Harlem who do not qualify for the federal free and reduced-price school lunch programs and to any of such students’ siblings also applying for admission to HCZ Promise Academy II; and
- If space remains, students from outside the New York City School District 5 in Central Harlem are admitted with preference given to students who qualify for the federal free and reduced-price school lunch programs and to any of such students’ siblings also applying for admission to HCZ Promise Academy II.

Once the available spaces are filled by students whose names are drawn and/or by students whose siblings are selected for enrollment, the remaining applicants are placed on a waiting list in the order in which their names are drawn (students with siblings enrolled in the school receive preference over waiting list candidates who do not have siblings enrolled).

Vacancies: To fill any vacancies, however, separate waiting lists are maintained for each grade level. The random lottery used for student admission also serves to place students in preferential order on these waiting lists. If the school chooses to fill a vacancy, the school contacts the parent or guardian of the student next on the appropriate waiting list. Reasonable attempts are made to contact the family of the first student on the waiting list to determine whether the student remains interested in enrolling at the school before proceeding to the next name on the list. If attempts to contact the student’s parents/guardians are unsuccessful, the school may remove that student from the waiting list. Documentation of attempts made to contact the parents/guardians of any student removed from the waiting list are maintained by the school.

¹ The boundaries of Central Harlem are 5th Avenue to the east, Manhattan/ St. Nicholas Avenue to the west, 110th Street to the South and Harlem River Drive to the north

² Test scores below the city’s overall performance level.