



Promise Academy I Charter School

A partner of



Harlem Children's
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BOARD OF TRUSTEES

Geoffrey Canada
Chairman

Anne Williams-Isom
President/CEO

Mitch Kurz
Secretary & Treasurer

Kenneth Langone
Chairman Emeritus

Ellanor (Bodie) Brizendine
Stanley Druckenmiller
Denise Fuller
Willie Mae Lewis
Keith Meister
Aisha Tomlinson
Alfonso Wyatt

Achil Petit
Superintendent

Joseph Cordero
Principal
Elementary School
245 West 129th Street
New York, NY 10027
Tel 212.360.3232

Madelaine German-Schultz
Principal
Middle School
245 West 129th Street
New York, NY 10027
Tel 212.360.3233

Bridget O'Neill
Principal
High School
245 West 129th Street
New York, NY 10027
Tel 212.360.3234

AGENDA

Promise Academy I Annual Board of Trustees Meeting
Tuesday, June 9th, 2020

at
The Harlem Children's Zone
Conference Call

- I. Acceptance of the Minutes
- II. CEO Report (*Anne Williams-Isom*)
- III. Superintendent's Updates (*Achil Petit*)
- IV. Promise Academy I Updates
 - i. Elementary School (*Joseph Cordero*)
 - ii. Middle School (*Madelaine German-Schultz*)
 - iii. High School (*Bridget O'Neill*)
- V. Financial Report (*Jim Hutter*)
- VI. Resolutions
 - i. FY21 Budget (*Jim Hutter*)
 - ii. Board Elections (*Candice Ashby*)

The Harlem Children's Zone Promise Academy I Charter School

Board Meeting

Wednesday, May 13, 2020

Conference Call

Attendees: Geoffrey Canada, Mitch Kurz, Anne Williams-Isom, Ellanor (Bodie) Brizendine, Fatime Cadoo, Stan Druckenmiller, Willie Mae Lewis, Keith Meister, Alfonso Wyatt, Esther Addo, Sara Alvarado, Nana Annan, Candice Ashby, Victor Boadum, Rowland Boateng, Ari Browne, Joseph Cordero, Amy Deal, Madelaine German-Schultz, Kashif Hameed, Jennifer Klein, Jim Hutter, Shondell James, Jazmine Lewis, Jessica Lake, Justin Maker, Liam McCarthy, Bridget O'Neill, Kwame Owusu-Kesse, Achil Petit, Wesner Pierre, Hayling Price, Susan Rydz, Troy Smith, Toya Stilley, and Bessie Wilkerson

Acceptance of Minutes (Geoffrey Canada)

The meeting was called to order at 7:30 a.m., and a motion to approve the meeting minutes from April 7, 2020, was unanimously approved.

CEO Report (Anne Williams-Isom)

CEO-elect Kwame Owusu-Kesse introduced a new senior executive hired to fill the role of Managing Director of Internal Engagement and Public Policy - Hayling Price. Mr. Price joined the team in January 2020. He earned his bachelor's degree from the University of Pennsylvania, his master's degree in Public Policy from Harvard Kennedy School, and an MBA from Harvard Business School. Most recently, Mr. Price worked as a consultant for FSG; a firm focused on social impact.

Superintendent's Update (Dr. Achil Petit)

Dr. Achil Petit reported that enrollment is currently 1,116 for Promise Academy I and 1,011 for Promise Academy II.

Dr. Petit also reported that enrollment for the new school year is underway, with systems put in place to help parents fill out and submit documents remotely.

Attendance continues to be high for remote learning.

Additionally, Dr. Petit reported that schools had found innovative ways to celebrate their staff members for Teacher Appreciation Week.

HCZ Promise Academy I Elementary School (Dr. Joseph Cordero)

The elementary school's attendance was 95% for April.

The school has been holding weekly pep rallies on Friday mornings for second graders.

Families and staff have been volunteering to read the book of the month to children virtually. The book for April focused on the character trait "persistence."

Students have been attending virtual field trips to zoos, caves, and other exciting places.

Specials teachers have been creating virtual galleries to display students' works in art, Spanish, dance, and physical education.

The boys' group, Young Kings, continues to meet with the principal remotely for guidance and mentorship.

The school engaged in an organization-wide effort to survey Promise families who may have been affected by the Coronavirus pandemic. The elementary school completed 500 surveys in less than three days.

The school holds a virtual jam session with parents on Tuesdays and Thursdays. Parents discuss a wide range of topics and recently shared recipes from their cultures.

Director of Social-Emotional Learning, Deirdre Schwiring, spoke to parents remotely about mental and emotional wellness for kids and families. Additionally, social workers have been checking in with families to support them. The principal also consistently checks on staff members to offer them support.

A team-building event was held for all staff members.

The school held a virtual honor roll ceremony. High school senior Mariama Barry and HCZ CEO Anne Williams-Isom were keynote speakers.

In celebration of Teacher Appreciation Week, students created collages to thank teachers. Staff members and teachers also received thank-you letters from families and the principal. Staff leaders purchased shirts for the staff as well and led some games remotely for the team as part of the celebration.

HCZ Promise Academy I Middle School (Madelaine Schultz)

The middle school's attendance was 99% for April. The high attendance was due to intense efforts by the staff to check in with families.

In technology, scholars are taking ownership of their learning by creating instructional videos and using them to teach their peers. Their final works were viewed in a virtual gallery walk.

Deirdre Schwiring spoke to scholars about emotional wellness and practicing self-care. School leaders have been working closely with the social work team to ensure that the school is connected with all families and scholars regularly.

Staff members were celebrated during Teacher Appreciation Week. Parents wrote thank-you notes for teachers and staff members. Staff received customized sweaters and other gifts. Teachers even wrote thank-you notes to each other.

HCZ Promise Academy I High School (Bridget O'Neill)

The high school's attendance was 95% for April.

On April 7th, virtual pep rallies were held for each grade. Pep rallies are held weekly, exploring different themes, such as "Demonstrating Resilience in the Virtual Setting." Raffles and prizes are awarded during these events.

The school held a virtual town hall for parents on April 8th, where staff leaders conducted an open forum for parents to speak about additional supports needed.

On April 22nd, a virtual party for eighth-grade parents gave families a chance to ask questions about high school.

Care packages were sent to college-bound seniors in celebration of National Decision Day. A pep rally was held on May 1st to celebrate the college decisions.

The school partnered with Success in Motion to allow teachers to take online daily physical fitness classes.

Scholars watched plays remotely and took virtual museum tours for visual and theater arts. They also learned about Frank Lloyd Wright with a virtual tour sponsored by the MOMA.

Teachers were given customized sweatshirts and other gifts for Teacher Appreciation Week.

School leaders are meeting with families and scholars to help with financial aid packages and to monitor important college deadlines for enrollment and deposits.

Financial Report (Jim Hutter)

PAI's enrollment is at 1,116, which is 12 unfavorable versus the budget. PAI revenue is \$400,000 unfavorable versus the budget. PAI is \$400,000 favorable, with expenses at \$16.4M. There is no HCZ contribution through ten months of FY20.

The Tax Form 990 prepared by Grant Thornton was filed with the Internal Revenue Service.

Appointment of Independent Accountants (Jim Hutter)

A motion was called to appoint independent accountants Grant Thornton for the fiscal year 2020 audit for Harlem Children's Zone Promise Academy I Charter School. The Board unanimously approved the resolution. A detailed version of the resolution can be found within the May 13, 2020 board packet on the Promise Academy website.

<https://hczpromise.org/community/board-meeting-documents/>

HCZ Promise Academy I May 2020 Attendance Report

Date	HCZ PAI Elementary School			HCZ PAI Middle School			HCZ PAI High School		
	Number of Students Absent	Enrollment	% of Students Present	Number of Students Absent	Enrollment	% of Students Present	Number of Students Absent	Enrollment	% of Students Present
5/1	31	644	95%	2	236	99%	12	236	95%
5/11	43	644	93%	8	236	97%	16	236	93%
5/12	38	644	94%	7	236	97%	11	236	95%
5/13	26	644	96%	4	236	98%	15	236	94%
5/14	31	644	95%	4	236	98%	12	236	95%
5/15	26	644	96%	6	236	97%	14	236	94%
5/18	27	644	96%	3	236	99%	11	236	95%
5/19	22	644	97%	4	236	98%	12	236	95%
5/20	23	644	96%	4	236	98%	13	236	94%
5/21	26	644	96%	5	236	98%	10	236	96%
5/22	36	644	94%	7	236	97%	16	236	93%
5/26	33	644	95%	7	236	97%	14	236	94%
5/27	29	644	95%	5	236	98%	18	236	92%
5/28	23	644	96%	4	236	98%	12	236	95%
5/29	29	644	95%	4	236	98%	11	236	95%
Average	30	644	95%	5	236	98%	13	236	94%

Promise Academy I

FY20 Budget vs FY20 Projection & FY21 Budget



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(\$ millions)	<u>FY'20 Full Year Budget</u>	<u>FY'20 Full Year Projection</u>	<u>Fav/(Unfav)</u>	<u>FY'21 Budget</u>	<u>FY21 B vs FY20 B Fav/(Unfav)</u>
Enrollment	1,128	1,116 (a)	(12)	1,119	(9)
DOE and other gov't funding	\$ 21.4	\$ 20.9 (b)	\$ (0.5)	\$ 21.3 (c)	\$ (0.1)
Expenses:					
Salaries	12.7	12.6	0.1	13.2	(0.5)
Benefits	4.0	4.0	-	4.1	(0.1)
OTPS	3.8	3.4	0.4	3.7	0.1
Total Expenses (d)	\$ 20.5	\$ 20.0	\$ 0.5	\$ 21.0	\$ (0.5)
Expenses in excess of public funding	-	-	-	-	-
Contribution Components:					
Private Funding	1.3	1.3	-	-	-
HCZ Contribution	-	-	-	-	-
per student (whole \$)	\$ -	\$ -	\$ -	\$ -	\$ -

(a) Average enrollment for FY20 is 1127.

(b) Excludes Government Funding (SBA loan forgiveness).

(c) Awaiting determination of NYS one-time funding - historically about \$0.2M.

(d) Excludes bonus, growth fund, PA Blueprint & HCZ allocations.

RESOLUTION OF THE BOARD OF TRUSTEES
OF HARLEM CHILDREN'S ZONE PROMISE ACADEMY CHARTER SCHOOL
TO APPROVE FY 2021 BUDGET

THE BOARD OF TRUSTEES (the "Board") of HARLEM CHILDREN'S ZONE PROMISE ACADEMY 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, the Board has reviewed the FY 2021 revenue and expense budget, which includes an expense budget of \$21,000,000 (the "FY 2021 Budget");

WHEREAS, after due deliberation and consideration, the Board has determined that adoption of the FY 2021 Budget is in the best interests of the Corporation, and

NOW, THEREFORE, BE IT RESOLVED, that the FY 2021 Budget as presented is hereby approved.

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**HCZ Promise Academy I Annual Board Meeting
June 9, 2020**

Board of Trustees

Election of Trustees

Kwame Owusu-Kesse, *CEO/President*

Officers and Trustees for Re-Election

Geoffrey Canada, *Chairman*

Stanley Druckenmiller, *Trustee*

Kenneth Langone, *Chairman Emeritus*

Aisha Tomlinson, *Parent Representative*

Alfonso Wyatt, *Trustee*

Voting Trustees (7)

Geoffrey Canada

Stanley Druckenmiller

Mitchell Kurz

Kenneth Langone

Willie Mae Lewis

Kwame Owusu-Kesse

Alfonso Wyatt

Advisory Trustees (4)

Ellanor Brizendine

Denise Fuller

Keith Meister

Aisha Tomlinson