



Promise Academy II Charter School

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Principal
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AGENDA

Promise Academy II Board of Trustees Meeting
Wednesday, November 4th, 2020

at

The Harlem Children's Zone
Video Conference

- I. Acceptance of the Minutes
- II. CEO Report (*Kwame Owusu-Kesse*)
- 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 (*Jim Hutter*)

The Harlem Children's Zone Promise Academy II Charter School

Board Meeting

Wednesday, October 14, 2020

Video Conference

Attendees: Geoffrey Canada, Mitch Kurz, Ken Langone, Kwame Owusu-Kesse, Fatime Cadoo, Stan Druckenmiller, Willie Mae Lewis, Keith Meister, Nana Annan, Candice Ashby, Ari Browne, Joseph Cordero, Amy Deal, Tiffany Fountain, Kashif Hameed, Jim Hutter, Shondell James, Jennifer Klein, Jazmine Lewis, Justin Maker, Liam McCarthy, Bridget O'Neill, Achil Petit, Wesner Pierre, Hayling Price, Susan Rydz, Madelaine Schultz, and Toya Stilley

Acceptance of Minutes (Geoffrey Canada)

The meeting was called to order at 7:00 a.m., and a motion to approve the meeting minutes from September 15, 2020, was unanimously approved.

CEO Report (Kwame Owusu-Kesse)

Chief Executive Officer (CEO) Kwame Owusu-Kesse reported that this week marked his 100th day as CEO of HCZ and the 100th day of Keith Meister as Chairman of the HCZ Board of Trustees.

Related to a key pillar of HCZ's COVID-19 Emergency Relief and Recovery effort to protect the most vulnerable in the Harlem community, there was a local distribution of essential supplies—including 35,000 masks, 4,205 non-perishable goods, and 28,000 pounds of produce.

HCZ launched a public health campaign in Harlem called #StayCoveredHarlem, which has generated six million online traffic hits since its launch. As part of the campaign, HCZ distributed over 2,000 thermometers.

Promise Academy has begun hybrid learning, with scholars receiving in-person instruction on a staggered schedule two days a week. The plan is designed for scholars and staff to stay in designated “pods” to further social distancing efforts.

HCZ continues to provide mental health services and staff training, which aligns with one of the pillars in HCZ's approach to the pandemic: mitigating the mental health crisis. Wellness practices and access to teletherapy have been provided to families and staff.

HCZ has partnered with Mobile Health to provide rapid testing for COVID-19. Testing is available for all staff and students at the HCZ Armory. To date, 1,900 individuals have been tested. The organization has also hired a contact tracer in the event that there is a positive case of COVID-19 within the organization.

Besides the work on the ground in Harlem, HCZ has been making a significant impact nationally by serving as a best-practice model of place-based work. HCZ is replicating its efforts in six cities: Oakland, Minneapolis, Chicago, Detroit, Newark, and Atlanta.

To help offset additional transportation costs caused by the COVID-19 pandemic, HCZ has given a one-time gift of \$50 to all employees.

Superintendent's Update (Dr. Achil Petit)

Dr. Achil Petit reported that enrollment is currently 1,155 for Promise Academy I and 1,065 for Promise Academy II.

Dr. Petit also reported that enrollment has been favorable due to strong outreach efforts by Promise Academy principals, school administrators, and Central Office staff.

The transition to hybrid learning began on September 29th. Dr. Petit thanked the schools, after-school, IT department, and others who provided support.

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

The elementary school's attendance was 88% for September.

School leaders have continued the practice of meeting with staff for ten minutes on remote learning mornings, engaging in breakout sessions, and focusing on the quote of the month.

Every morning for 30 minutes, scholars begin with a social-emotional learning community huddle, where teachers check on students and allow them to express themselves.

The elementary school's first in-person day was October 1st, with support from Promise Academy I Elementary and collaboration across all schools.

The school held several parent webinars in preparation for hybrid instruction. Parents had the opportunity to ask questions and voice any concerns.

Staff members have been using the Bloomz app to communicate effectively with parents and answer questions in real-time. Staff leaders have also used the tool to create audio messages, which can then be translated into different languages. The tool has been very useful for families who speak a language other than English at home.

Back-to-school night was held using the Zoom video conference platform.

The school has been celebrating Hispanic Heritage Month by highlighting staff members from different countries and encouraging them to share their stories with the students.

HCZ Promise Academy II Middle School (Amy Deal)

The middle school's attendance was 97% for September.

School leaders have been meeting regularly with teachers one-on-one to offer support.

The principal sends out a weekly newsletter to parents to foster communication. "Get Real with Deal" sessions have also recommenced this school year, with the principal giving a virtual video tour to ease parents' safety concerns.

The principal thanked the after-school staff for their consistent support, particularly with morning drop-offs and afternoon dismissals on in-person learning days.

"Academic Hour" began this month at the middle school. Saturday Academy will commence in two weeks.

The principal thanked Development for arranging a partnership with NASA. Middle school scholars had the opportunity to engage in NASA activities.

In celebration of Hispanic Heritage Month, a virtual school assembly is scheduled for October 14th, and scholars will have a Latin-inspired lunch on October 15th. Additionally, Afro-Latino facts are recited during the regular morning announcements.

HCZ Promise Academy II High School (Kashif Hameed)

The PAII high school's attendance was 93% for September.

School leaders have been focusing on creating a schedule that supports the hybrid learning environment for high school students.

For Hispanic Heritage month, students created self-portraits based on Frida Kahlo's work.

The school is partnering with Big Star, a creative studio program that teaches students movie animation and trailer design.

The school will hold their third FAFSA night on October 14th, with virtual college tours and a host of schools presenting during college week.

The school has scheduled parent/teacher conferences for October 14th. Team building activities will be held during the day to nurture relationships between teachers and students.

Explorations in African-American studies have begun, with broad student participation and engagement.

The principal is planning to present to college students majoring in Education at Marist College.

Financial Update (Jim Hutter)

PAII's enrollment is at 1,065, which is 37 favorable versus the budget. PAII revenue is on target with the budget. PAII is \$300,000 favorable, with expenses at \$4.1M. There is no HCZ contribution through three months of FY21.

Grant Thornton is currently performing the audit of FY20 for PAII. Once the audit is complete, the audited financial statements and report on internal control will be filed with the New York State Education Department by the November 2nd deadline.

Promise Academy II (Grades K-5) Community School District Relocation (Candice Ashby)

A motion was called to approve the relocation of Promise Academy II Elementary School (Grades K-5) to Community School District 4. The motion was approved.

Promise Academy II Kindergarten Lottery Preferences (Candice Ashby)

A motion was called to approve a revision to the kindergarten lottery preferences to Community School District 4 for applicants eligible for free and reduced-price lunch, who are English language learners, and from low-income families. The motion was approved.

HCZ Promise Academy II

October 2020 Attendance Report

Date	HCZ PAII Elementary School			HCZ PAII Middle School			HCZ PAII 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
10/1	60	595	90%	6	264	98%	16	216	93%
10/2	64	595	89%	5	264	98%	14	216	94%
10/5	56	595	91%	5	264	98%	9	216	96%
10/6	46	591	92%	4	264	98%	11	216	95%
10/7	38	591	94%	5	265	98%	18	216	92%
10/8	43	590	93%	3	265	99%	9	216	96%
10/9	52	590	91%	3	265	99%	7	216	97%
10/13	41	590	93%	6	265	98%	12	216	94%
10/14	38	590	94%	9	265	97%	27	216	88%
10/15	36	590	94%	2	265	99%	14	216	94%
10/16	47	590	92%	3	265	99%	11	216	95%
10/19	48	589	92%	6	266	98%	14	216	94%
10/20	48	589	92%	10	266	96%	8	216	96%
10/21	42	589	93%	3	266	99%	14	216	94%
10/22	37	589	94%	4	266	98%	12	215	94%
10/23	49	589	92%	5	266	98%	13	215	94%
10/26	54	589	91%	7	266	97%	13	215	94%
10/27	41	589	93%	4	266	98%	20	215	91%
10/28	41	589	93%	6	266	98%	16	215	93%
10/29	46	589	92%	10	266	96%	13	215	94%
10/30	44	589	93%	2	266	99%	9	215	96%
Average	46	590	92%	5	265	98%	13	216	94%



Promise Academy II
FY 2021 October YTD Budget vs. Actual
 \$ millions

	<u>Budget</u>	<u>Actual</u>	<u>Fav/(Unfav)</u>	<u>Full Year Budget</u>
Enrollment	1,028	1,064	36	1,028
DOE and other gov't funding (a)	\$ 6.8	\$ 6.8	\$ -	\$ 20.3
Expenses:				
Salaries	4.3	4.1	0.2	12.8
Benefits	1.3	1.2	0.1	4.1
OTPS	1.0	0.9	0.1	3.2
Total Expenses (b)	6.6	6.2	0.4	20.1
Expenses in excess of public funding	-	-	-	-
Contribution Components:				
HCZ Contribution	-	-	-	-
per student (whole \$)	\$ -	\$ -	\$ -	\$ -

*(a) Excludes Government Funding (SBA loan forgiveness).
 Awaiting determination of NYS one-time funding - historically about \$0.2M.*

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