



Promise Academy I Charter School

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Superintendent

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Bridget O'Neill
**Principal
High School**
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AGENDA

Promise Academy I Board of Trustees Meeting
Wednesday, October 14th, 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 I Updates
 - i. Elementary School (*Joseph Cordero*)
 - ii. Middle School (*Madelaine German-Schultz*)
 - iii. High School (*Bridget O'Neill*)
- V. Financial Report (*Jim Hutter*)

The Harlem Children's Zone Promise Academy I Charter School

Board Meeting

Wednesday, September 15, 2020

Conference Call

Attendees: Geoffrey Canada, Mitch Kurz, Ken Langone, Kwame Owusu-Kesse, Fatime Cadoo, Stan Druckenmiller, Willie Mae Lewis, Keith Meister, Alfonso Wyatt, Sara Alvarado, 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, Toya Stilley, and Troy Smith

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 July 22, 2020 was unanimously approved.

CEO Report (Kwame Owusu-Kesse)

Chief Executive Officer Kwame Owusu-Kesse lauded the 2020 Harlem Children's Zone Annual Gala as a moving tribute to Stan Druckenmiller, this year's award recipient. Mr. Owusu-Kesse thanked Stan for his contributions to HCZ.

Mr. Owusu-Kesse also reported that HCZ continues reopening strategies for the fall. There has been a strong focus on protecting the most vulnerable scholars and staff members from COVID-19, as well as on the implementation of safety protocols for everyone. Spaces are being carefully prepared for re-entry, including checking air quality, posting signage and floor stickers, organizing room furniture, and providing safety training to ensure social distancing. In addition to regular cleaning by HCZ's facilities team, professional cleaners have also been hired for deeper cleaning and sanitization of all HCZ buildings. Executive leaders consistently stay informed by experts in the field to ensure a safe reopening.

HCZ is also preparing for different scenarios for the fall, including hybrid and full-remote learning scenarios, in case the percentage rate of COVID-19 increases in "the Zone."

The current plan is a hybrid learning environment for Promise Academy, with each student attending school two days a week and learning remotely for three days a week. On Wednesdays, all scholars will be remote to allow for professional deep cleaning in all buildings. HCZ programming, including afterschool for Promise Academy, will also employ a similar model. Executives have been in-person on a staggered schedule since July, and the following layer of leadership started in August.

The Recovery and Reopening Committee (RRC) is exploring ways in which the community can provide access to rapid COVID-19 testing and have been in communication with experts across the field to this end.

Superintendent's Update (Dr. Achil Petit)

Dr. Achil Petit reported that enrollment is currently 1,198 for Promise Academy I and 1,121 for Promise Academy II.

Dr. Petit also reported that the fall session for Promise Academy began on September 8, 2020, with full remote instruction. Dr. Petit thanked Central Office and IT staff members for ordering and distributing new computers to all students who needed them. Hybrid instruction begins on September 29, 2020.

For the 2020-2021 school year, Promise Academy II Elementary School has been relocated to 245 West 129th Street.

The summer session was held virtually and was successful. Dr. Petit thanked Troy Smith and Wesner Pierce for the afterschool program over the summer.

Procedures have been updated to include remote learning protocols for attendance, and behavior and discipline. New methods for behavior and discipline include a private, virtual chat with scholars and their families as an intervention.

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

The elementary school's attendance was 82% for the summer. The lower attendance was due to families wanting to give their children a break from online learning.

The school provided a summer learning project where scholars learned about African-American music, city planning in the naming of famous streets in Harlem, city parks, and voter registration.

Students in grades 2-5 worked on projects throughout the summer while kindergarten and first-grade students engaged in read-alouds.

School leaders held summer orientations to answer parents' questions.

Weekly parent forums were held via Zoom, with an average of 100 parents attending per week. Parents engaged in activities, including creating a recipe book.

School leaders have been reimagining fall sessions, working on spacing for social distancing, and planning curriculum and engagement activities.

At the beginning of September, staff members came to the building for a one-day emergency preparedness and safety training.

School leaders have also been working on developing the elementary school's African-American culture and history curriculum.

HCZ Promise Academy I Middle School (Madelaine German-Schultz)

The middle school's attendance was 96% for the summer.

Staff members have been preparing to transition back to school in the fall by implementing safety measures.

School leaders have planned and implemented professional development for staff to deepen their "toolboxes" for teaching.

Ninety percent of middle school scholars participated in social activism projects during summer enrichment with the afterschool program.

Parent meetings were held virtually to provide information about the 2020-2021 school year.

HCZ Promise Academy I High School (Bridget O’Neill / Kashif Hameed)

The PAI and PAII high school’s combined attendance was 94% for the summer.

Promise Academy I High School offered combined lessons for the summer with their sister school, Promise Academy II High School, including a range of core classes and electives for summer credit recovery.

The high schools led an enrichment program called “Our One Book Summer Project.”

Scholars in grades 9-11 participated in weekly Zoom sessions to engage in a reading of the novel, *The Other Wes Moore: One Name, Two Fates* by Wes Moore. For each Zoom session, there were over 225 student participants who completed the summer reading project together online. Scholars held live readings and book chats and explored relevant research topics. They also chose from four options of project extensions to complete over the summer. These projects would be turned in during the first week of school. Scholars had meaningful conversations about the common themes of the book, including racial injustice in the country. The principals continue to build out the African-American studies curriculum, which is offered to all high school grades.

Staff members returned in August and had meaningful discussions about different ways to engage with students remotely. Teachers received professional development that explored topics like welcoming students virtually and incentive-based interventions.

The schools launched GoGuardian software, which fosters a safer learning environment by allowing teachers to manage and direct online classroom activities.

Mr. Hameed is continuing to lead the high school boys group to further efforts around social-emotional learning.

Financial Update (Jim Hutter)

PAI’s enrollment is at 1,198, which is 79 favorable versus the budget. PAI revenue is on target with the budget. PAI is \$300,000 favorable, with expenses at \$2.9M. There is no HCZ contribution through two months of FY21.

Promise Academy Safety Plan (Candice Ashby)

A motion was called to approve the Promise Academy Safety Plan for the 2020-2021 academic year. The motion was approved. The safety plan can be found on the Promise Academy website.

<https://hczpromise.org/community/>

HCZ Promise Academy I

September 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
9/8	143	659	78%	14	267	95%	12	237	95%
9/9	87	659	87%	6	265	98%	10	236	96%
9/10	55	659	92%	7	264	97%	12	236	95%
9/11	62	660	91%	3	264	99%	9	236	96%
9/14	46	660	93%	7	262	97%	9	236	96%
9/15	44	660	93%	3	261	99%	12	236	95%
9/16	45	660	93%	2	261	99%	10	236	96%
9/17	34	660	95%	6	260	98%	7	236	97%
9/18	44	660	93%	4	260	98%	7	236	97%
9/21	31	661	95%	3	260	99%	9	236	96%
9/22	52	662	92%	3	260	99%	6	236	97%
9/23	38	662	94%	6	260	98%	4	236	98%
9/24	41	662	94%	3	260	99%	4	236	98%
9/25	53	662	92%	7	260	97%	Clerical Day		
9/29	60	663	91%	6	260	98%	7	236	97%
9/30	41	663	94%	2	260	99%	1	236	100%
Average	55	661	92%	5	262	98%	8	236	97%



Promise Academy I

FY 2021 September YTD Budget vs. Actual

\$ millions

	Budget	Actual	Fav/(Unfav)	Full Year Budget
Enrollment	1,119	1,155	36	1,119
DOE and other gov't funding (a)	\$ 5.3	\$ 5.3	\$ -	\$ 21.3
Expenses:				
Salaries	2.8	2.8	-	13.2
Benefits	0.9	0.9	-	4.1
OTPS	0.8	0.6	0.2	3.7
Total Expenses (b)	4.5	4.3	0.2	21.0
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, COVID-related expenses & HCZ allocations.



Promise Academy I FY 20 Draft Financial Statements

- * **Audit of Financial Statements for the year ended June 30, 2020**
- * **Grant Thornton is our auditor**
- * **Field work is in progress**
- * **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 October 30, 2020**
- * **We are currently on target**