



BOARD OF TRUSTEES

Geoffrey Canada

Chairman

Kwame Owusu-Kesse

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

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 15th, 2021

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 (*Amy Deal*)
- V. Financial Report (*Connor Fournier*)
- VI. Resolutions
 - i. FY 22 Budget (*Connor Fournier*)
 - ii. Board Elections (*Candice Ashby*)

The Harlem Children's Zone Promise Academy I Charter School

Board Meeting

Wednesday, May 19, 2021

Video Conference

Attendees: Geoffrey Canada, Mitch Kurz, Ken Langone, Kwame Owusu-Kesse, Stan Druckenmiller, Willie Mae Lewis, Keith Meister, Alfonso Wyatt, Nana Annan, Candice Ashby, Ari Browne, Joseph Cordero, Amy Deal, Connor Fournier, Kashif Hameed, Shondell James, Jennifer Klein, Jessica Lake, Jazmine Lewis, Stephanie Lilavois, Justin Maker, Liam McCarthy, Achil Petit, Hayling Price, Susan Rydz, Madelaine Schultz, Troy Smith, and Toya Stille

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 April 21, 2021 was unanimously approved.

CEO Report (Kwame Owusu-Kesse)

Chief Executive Officer Kwame Owusu-Kesse reported that the COVID-19 infection rate at HCZ's Mobile Health on-site testing unit was 1.2% last week, which is one of the lowest rates reported so far. Close to 11,000 tests were conducted at the HCZ Armory to date. Human Resources Senior Managing Director Justin Maker and his team continue to disaggregate this data to ensure that the community's COVID-19 positivity rate is being monitored effectively.

Mr. Owusu-Kesse also reported that the effort to educate the community about and provide access to the COVID-19 vaccine continues. He shared that HCZ has a formal partnership with New York-Presbyterian with plans to offer the Pfizer vaccine to all HCZ staff, students, and members of the Harlem community 12 and older. In preparation, HCZ sent surveys to parents asking if they were interested in getting their children vaccinated. Additionally, Mr. Owusu-Kesse plans to host a second town hall meeting to educate HCZ staff on the COVID-19 vaccine.

Mr. Owusu-Kesse reported that HCZ is leading a national conversation on how best to leverage funds from the American Rescue Plan (ARP) to accelerate learning. On May 5, HCZ held the first of a two-part virtual webinar convening hundreds of education leaders from across the nation to share best practices on applying ARP funding. Part two of the webinar is scheduled for Tuesday, May 25, with American Federation of Teachers President Randi Weingarten.

Superintendent's Update (Dr. Achil Petit)

Dr. Achil Petit reported that enrollment is currently 1,139 for Promise Academy I and 1,049 for Promise Academy II.

Dr. Petit also reported that plans for summer learning are underway, with 82 staff members scheduled to teach and give academic support to 930 students. Students who have an average of 73 or lower are mandated to attend the summer academic program. In addition, an end-of-the-year assessment has been designed to determine areas of improvement for students.

The Schools have marked Teacher Appreciation Week by sending gifts to staff and holding celebrations.

The Superintendent thanked COO Nana Annan for her continued support in finding temporary space for PAII Elementary School scholars for the 2021-2022 school year.

Construction on the core of the Sendero Verde property, the future home of PAII Elementary, has been completed. The fit-out stage will likely begin in June, and the space is slated to be completed by August 2022.

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

Principal Dr. Joseph Cordero reported the Elementary School's attendance was 93% for April.

The Elementary School continues to provide scholars with intervention services, including Academic Hour, Saturday Academy, and Response to Intervention.

School leaders continue to reach out to parents with weekly virtual jam sessions to keep them informed.

The book of the month was “Your Name is a Song” by Jamilah Thompkins-Bigelow. Scholars made songs using their names.

For Women’s History Month, scholars created a video project celebrating “black girl magic” and “girl power.”

The Elementary School held a top performer and honor roll ceremony with 166 parents attending.

Staff members engaged in positive education core training and an i-Ready and disaggregating data professional development workshop.

Over the past month, Dr. Cordero and the other Promise Academy principals engaged in workshops at universities and colleges to recruit student teachers.

Dr. Cordero thanked the Promise Academy Board members for their support during Teacher Appreciation Week. Teachers enjoyed a variety of gifts and activities, including breakfast, lunch, and a snack cart. Teachers also received appreciation notes from scholars.

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

Principal Madelaine German-Schultz reported that the Middle School's attendance was 97% for April.

Middle School teachers were very grateful for the gifts they received during Teacher Appreciation Week.

Middle School leaders met with families of fifth-grade scholars who are transitioning to the school in the fall. Parents were informed of expectations and given the opportunity to ask questions.

Scholars were given lessons on several skills, including how to study. They were also given study kits, highlighters, flashcards, and calculators to support them on their upcoming exams.

The Middle School held a ceremony that celebrated achievement in student growth.

Ms. Schultz and other principals presented workshops to university students studying education.

HCZ Promise Academy I High School (Susan Rydz)

Deputy of Special Projects Susan Rydz reported that the High School's attendance was 88% for April.

A meeting was held in April for seniors and their families to discuss expectations for the final months of school. Seniors and their families also met with school staff members to determine best-fit schools as they prepare to matriculate to college.

Graduating scholars are also being supported by the Center for Higher Education and Career Support (CHECS) team to ensure a smooth transition to college. In addition to regular sessions with seniors, CHECS counselors have also been joining 12th-grade social-emotional learning classes to build relationships with those students.

In May, the High School conducted mock exams for scholars taking advanced placement courses to prepare them for their exams in June.

The High Schools are holding a virtual graduation for seniors, including a “Rip the Runway” event and gift giveaway. Seniors will walk a red carpet and receive their diplomas (social distancing practices will be in place). The Promise Academy After School program also has gifted diploma cases to graduating scholars. In addition, the valedictorians and salutatorians for Promise Academy I and II will receive a unique package of gifts for their achievements.

The School gave staff members gifts for Teacher Appreciation, including restaurant certificates, AirPods, custom-printed duffel bags, water bottles, and tracksuits.

Financial Update (Connor Fournier)

CFO Connor Fournier reported that Promise Academy I's enrollment is 1,139, which is 20 favorable versus the budget. The School's revenue is on target with the budget. It is \$900,000 favorable, with expenses at \$16.7M. There is no HCZ contribution through ten months of FY21.

AMY LEIGH DEAL

580 St. Nicholas Avenue, New York, NY 10030 · (212) 220-6125

Amy.Deal59@gmail.com

CERTIFICATIONS

SCHOOL BUILDING LEADERS, SCHOOL DISTRICT LEADER, PHYSICAL EDUCATION TEACHER

EDUCATION

2020 - CURRENT

ED.D IN EDUCATION ADMINISTRATION, LEADERSHIP & POLICY, FORDHAM UNIVERSITY

2015 - 2017

MASTERS OF SCIENCE IN EDUCATION (ADMINISTRATION & SCHOOL LEADERSHIP), COLLEGE OF SAINT ROSE

2012 - 2013

MASTERS OF SCIENCE IN PHYSICAL EDUCATION, CANISIUS COLLEGE

1999 - 2003

BACHELOR OF SCIENCE IN EDUCATION, BOWLING GREEN STATE UNIVERSITY

EXPERIENCE

2018 - CURRENT

PRINCIPAL, HCZ PROMISE ACADEMY II MIDDLE SCHOOL

- Analyzes data to create tier 1, tier 2 and tier 3 interventions.
- Develops, influences and maintains a positive school culture.
- Manages school budget.
- Presents monthly reports at Promise Academy II board meetings.
- Creates master schedules as well as coordinates day to day logistics.
- Organizes and leads grade level and faculty/staff meetings.
- Conducts attendance and afterschool meetings.
- Observes, develops and coaches/mentors teachers, teaching fellows & teaching assistants.
- Develops and coaches/mentors school administrators.
- Developed/executed charter-wide training/launching of remote learning to 300 staff and 1800+ students.

2016 - 2018

ASSISTANT PRINCIPAL, HCZ PROMISE ACADEMY I ELEMENTARY SCHOOL

Assistant Principal

- Analyzed data to create tier 1, tier 2 and tier 3 interventions.
- Developed, influence and maintain a positive school culture.
- Created master schedules as well as coordinated day-to-day logistics.
- Organized and led grade level and faculty/staff meetings.
- Led attendance and afterschool meetings.
- Developed and coached/mentored teaching fellows.
- Led meetings to create plans for success with parents and students concerning both behavior and academic issues.

2010 - 2016

TEACHER, HCZ PROMISE ACADEMY I ELEMENTARY SCHOOL

Physical Education / Health Teacher / Physical Education Curriculum Director for HCZ Promise Academy

HCZ Promise Academy I

May 2021 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
5/3	33	647	95%	6	257	98%	27	235	89%
5/4	27	647	96%	5	257	98%	21	235	91%
5/5	43	647	93%	11	257	96%	23	235	90%
5/6	42	647	94%	9	257	96%	31	235	87%
5/7	56	647	91%	7	257	97%	25	235	89%
5/10	45	647	93%	6	257	98%	27	235	89%
5/11	36	647	94%	9	257	96%	26	235	89%
5/12	47	647	93%	4	257	98%	36	235	85%
5/14	69	647	89%	14	257	95%	36	235	85%
5/17	42	647	94%	4	257	98%	24	235	90%
5/18	21	647	97%	7	257	97%	30	235	87%
5/19	42	647	94%	3	257	99%	29	235	88%
5/20	39	647	94%	1	257	100%	26	235	89%
5/21	47	647	93%	11	257	96%	18	235	92%
5/24	38	647	94%	2	257	99%	28	235	88%
5/25	24	647	96%	8	257	97%	30	235	87%
5/26	34	647	95%	2	257	99%	26	235	89%
5/27	38	647	94%	2	257	99%	16	235	93%
5/28	42	647	94%	15	257	94%	12	235	95%
Average	40	647	94%	7	257	97%	26	235	89%

Promise Academy I FY21 Budget vs Projection & FY22 Budget



(\$ millions)		FY'21 Full Year Budget	FY'21 Full Year Projection	Fav/(Unfav)	FY'22 Budget	FY22 B vs FY21 B Fav/(Unfav)
Enrollment (average)		1,119	1,139	20	1,128	9
DOE and other gov't funding	(a)	\$ 21.3	\$ 21.3	\$ -	\$ 21.8	\$ 0.5
Expenses:						
Salaries		13.2	13.0	0.2	13.6	(0.4)
Benefits		4.1	4.1	-	4.2	(0.1)
OTPS		3.7	3.3	0.4	3.8	(0.1)
Total Expenses	(b)	\$ 21.0	\$ 20.4	\$ 0.6	\$ 21.6	\$ (0.6)
Expenses in excess of public funding		-	-	-	-	-
Contribution Components:						
HCZ Contribution		-	-	-	-	-
per student (whole \$)		\$ -	\$ -	\$ -	\$ -	\$ -

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

(b) Excludes bonus, growth fund, PA COVID/Emergency relief & HCZ allocations.

**RESOLUTION OF THE BOARD OF TRUSTEES OF HARLEM CHILDREN'S ZONE PROMISE
ACADEMY CHARTER SCHOOL TO APPROVE FY 2022 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") for the purpose of taking the following action relating to the adoption of the resolution set forth below, states that:

WHEREAS, the Board has reviewed the FY 2022 revenue and expense budget, which includes an operating expense budget of \$21,600,000 (the "FY 2022 Budget"), and an initiatives budget of \$2,650,000, dependent upon fundraising.

WHEREAS, after due deliberation and consideration, the Board has determined that adoption of the FY 2022 Budget is in the best interests of the Corporation; and

NOW, THEREFORE, IT HEREBY IS:

RESOLVED, that the FY 2022 Budget as presented is hereby approved.

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**HCZ Promise Academy I Annual Board Meeting
June 15, 2021**

Board of Trustees

Officers and Trustees for Re-Election

Ellanor (Bodie) Brizendine, *Trustee*
Denise Fuller, *Trustee*
Mitchell Kurz, *Secretary & Treasurer*
Willie Mae Lewis, *Trustee*
Keith Meister, *Trustee*
Aisha Tomlinson, *Parent Representative*

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