

Harlem Children's Zone
Promise
Academy II®

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Achil Petit

Superintendent

Shondell James

Principal

Elementary School

2005 Madison Avenue

New York, NY 10035

Tel 212.360.3236

Ryan Carroll

Principal

Middle School

35 East 125th Street

New York, NY 10035

Tel 212.360.3237

Kaitlynn Conley

Principal

High School

35 East 125th Street

New York, NY 10035

Tel 212.360.3238

AGENDA

Promise Academy II Board of Trustees Meeting
Tuesday, October 19th, 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 II Updates
 - i. Elementary School (*Shondell James*)
 - ii. Middle School (*Ryan Carroll*)
 - iii. High School (*Kaitlynn Conley*)
- V. Financial Report (*Connor Fournier*)

The Harlem Children's Zone Promise Academy II Charter School

Annual Board Meeting

Tuesday, September 15, 2021

Video Conference

Attendees: Geoffrey Canada, Mitchell Kurz, Kwame Owusu-Kesse, Kenneth Langone, Ellanor (Bodie) Brizendine, Fatime Cadoo, Stan Druckenmiller, Keith Meister, Alfonso Wyatt, Sara Alvarado, Nana Annan, Candice Ashby, Ari Browne, Ryan Carroll, Joseph Cordero, Kaitlynn Conley, Amy Deal, Connor Fournier, Shondell James, Jennifer Klein, Jessica Lake, Jazmine Lewis, Stephanie Lilavois, Justin Maker, Liam McCarthy, Achil Petit, Hayling Price, Susan Rydz, Troy Smith, Alyssa Solomon, and Toya Stilley

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 June 15, 2021 was unanimously approved.

CEO Report (Kwame Owusu-Kesse)

Harlem Children's Zone Chief Executive Officer Kwame Owusu-Kesse reported that a staff mandate for the COVID-19 vaccine was announced in August. Beginning August 23, staff members will have effectively resigned without receiving at least one shot of the vaccine, and all staff members must be fully vaccinated by September 27. Scholars begin remote learning on September 13, and they are scheduled to begin in-person learning on October 4. To enter HCZ sites, all scholars and staff will have to complete a daily touchless registration health questionnaire, get their temperature checked, and wear masks. Mr. Owusu-Kesse emphasized the importance of in-person learning to the mission of HCZ and stressed the need for a staff vaccine mandate to ensure the safety of scholars. "Since a large majority of scholars are ineligible for vaccination, mandating vaccination for staff is necessary," he said. "Essentially, our decision came down to our ethics and values as an organization, and our duty to care for our young people."

Mr. Owusu-Kesse has been meeting weekly with the Board chair and Promise Academy leaders to address staff vacancies and any other issues arising from COVID-19 and the staff vaccine mandate. Additionally, HCZ leaders are working to educate families about the COVID-19 vaccine and encourage eligible scholars to get vaccinated.

Repair teams and engineers fixed leaks caused by Hurricane Ida and assessed Promise Academy locations at 245 West 129th Street and 35 East 125th Street to ensure that affected spaces were structurally sound. All repairs will be completed before students return for in-person learning on October 4. Mr. Owusu-Kesse thanked Managing Director of Operations, Greg Forbes and Safety Director Jasmine Tumma for their dedication in resolving these issues. He also thanked Managing Director Troy Smith and his team for their leadership of the Promise Academy After School and Athletics programs and Managing Director Jessica Lake and her team for their support of social and emotional learning and wellness programs at HCZ.

Superintendent's Update (Dr. Achil Petit)

Dr. Achil Petit, Superintendent of Harlem Children's Zone Promise Academy Charter Schools and Early Childhood Programs, reported that the enrollment period for Promise Academy is ongoing and that numbers will be provided at the next Board meeting.

A virtual orientation was held to welcome back staff members on August 23. Staff members also engaged in professional development during the week.

This week, Mr. Owusu-Kesse and Dr. Petit met with teachers to administer evaluations. Dr. Petit thanked them for their hard work throughout the pandemic.

Dr. Petit reported that Kashif Hameed has transitioned out of the principal role of Promise Academy II High School. Kaitlynn Conley, formerly the education director at the school, has been promoted to principal. Ms. Conley earned her bachelor's degree in chemistry at University of Notre Dame. After transitioning to education, she joined Teach for America and became a high school chemistry teacher; later, she became a STEM education director at Promise Academy. For the past three years, she designed science and math content, coached teachers, and learned about the HCZ community. Ms. Conley said that she is excited and grateful for the opportunity.

Dr. Petit thanked teachers who worked with Promise Academy scholars over the summer to help them meet academic benchmarks.

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

Principal Dr. Shondell James reported the Elementary School's attendance was 90% for June and 76% for the summer.

Elementary School leaders communicated over the summer with the New York City Department of Education to discuss renovations made to 2005 Madison Avenue, as the Elementary School transitions back to the co-located DOE space. Elementary School leaders also communicated with parents over the summer about the move back to 2005 Madison Avenue, renovations and repairs that were completed at the DOE building and plans to transition to the Sendero Verde space in September 2022.

The Elementary School collaborated with Promise Academy I Elementary School over the summer to provide professional development to teachers in both schools. Teachers worked with the Director of Social-Emotional Learning Deirdre Schwiring, and her team, to create project-based learning opportunities for scholars.

Scholars were assessed for their Independent Reading Levels, academic strengths, phonemic awareness, and social-emotional development.

Dr. James thanked the Promise Academy II After School Program and its director, Christina Baidoe, for the support and communication she received during summer enrichment.

HCZ Promise Academy II Middle School (Ryan Carroll)

Principal Ryan Carroll reported that the Middle School's attendance was 94% for June and 90% for July.

The Middle School welcomed staff members back on August 23 for three weeks of professional development focusing on team building and collaboration. In partnership with Promise Academy I Middle School, staff members were given opportunities to work with their content departments,

and practice using remote learning tools, social-emotional learning, and relationship building. The team at Success in Motion, an HCZ partner organization, led an Escape the Room challenge, in which staff learned about and reflected on personal biases.

Last week, Middle School leaders hosted a virtual parent orientation to answer questions on reopening and safety protocols and provided details regarding the remote learning period from September 13 to October 1. More than 100 families attended the virtual event and enjoyed a raffle.

Middle School students were excited to attend in-person academic summer sessions.

Teachers will be assessing students in English language arts and math in the beginning of the school year. Middle School staff will host Academic Intervention Services classes, and they are tracking exit tickets daily to ensure that academic gaps are quickly identified.

HCZ Promise Academy II High School (Kaitlynn Conley)

Principal Kaitlynn Conley reported that the High School's attendance was 91% for June and 70% for July.

On Monday, September 13, the High School held a virtual town hall meeting for each grade.

Over the past three weeks, professional development was held in collaboration with Promise Academy I High School, which focused on setting goals, social-emotional learning, and the academic curriculum. Teachers also reviewed scaffolding and modeled best practices daily.

Two weeks ago, the High School held the first parent meeting of the school year, Convos with Conley. Staff and parents discussed returning to in-person learning and safety protocols with 75% of parents attending.

The High School held a college boot camp for senior scholars, who filled out common applications and received guidance on refining personal statements, reviewing scholarships, and other post-secondary plans.

During the summer, High School staff reviewed end of year assessments, analyzed data to determine any gaps in learning and adjusted the pacing calendar appropriately. School leaders will continue to monitor progress.

Financial Update (Connor Fournier)

CFO Connor Fournier reported that Promise Academy II's revenue is on budget at an enrollment of 1,028. Expenses are \$0.2M favorable at \$3.0M. HCZ has not made a contribution through two months of FY22.

21-22 Family Handbook (Candice Ashby)

A motion was called to approve the Family Handbook updated for the 2021-2022 academic year. The motion was approved. The updated handbook can be found on the Promise Academy website.

<https://hczpromise.org/for-parents/>

21-22 District-wide and Building-level Safety Plans (Candice Ashby)

A motion was called to approve the Promise Academy District-wide and Building-level Safety Plans for the 2021-2022 academic year. The motion was approved. The District-wide Safety Plan can be found on the Promise Academy website

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

HCZ Promise Academy II

September 2021 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
9/13	92	625	85%	14	268	95%	8	226	96%
9/14	48	606	92%	9	265	97%	12	226	95%
9/15	50	605	92%	8	263	97%	11	226	95%
9/17	53	601	91%	7	263	97%	13	226	94%
9/20	53	599	91%	9	263	97%	11	226	95%
9/21	53	599	91%	5	262	98%	10	226	96%
9/22	43	599	93%	7	262	97%	7	226	97%
9/23	46	599	92%	7	262	97%	15	226	93%
9/24	48	599	92%	6	262	98%	14	226	94%
9/27	50	599	92%	8	262	97%	6	226	97%
9/28	49	599	92%	6	262	98%	13	226	94%
9/29	50	599	92%	7	262	97%	16	226	93%
9/30	61	599	90%	10	262	96%	12	226	95%
Average	54	602	91%	8	263	97%	11	226	95%



Promise Academy II
FY 2022 September YTD Budget vs. Actual
 \$ millions

		<u>Budget</u>	<u>Actual</u>	<u>Fav/(Unfav)</u>	<u>Full Year Budget</u>
Enrollment		1,028	1,050	22	1,028
DOE and other gov't funding	(a)	\$ 5.2	\$ 5.2	\$ -	\$ 20.6
Expenses:					
Salaries		3.0	3.2	(0.2)	12.9
Benefits		0.9	0.9	-	4.0
OTPS		0.8	0.7	0.1	3.3
Total Expenses	(b)	4.7	4.8	(0.1)	20.2
Expenses in excess of public funding		-	-	-	-
Contribution Components:					
HCZ Contribution		-	-	-	-
per student (whole \$)		\$ -	\$ -	\$ -	\$ -

(a) Excludes funding from Federal ESSER and Robertson Foundation.

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