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**Superintendent**

Shondell James

**Principal**

**Elementary School**

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Ryan Carroll

**Principal**

**Middle School**

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Kaitlynn Conley

**Principal**

**High School**

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AGENDA

Promise Academy II Board of Trustees Meeting

Tuesday, February 15<sup>th</sup>, 2022

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*)

## **Harlem Children's Zone Promise Academy II Charter School**

### **Board Meeting**

**Wednesday, January 19, 2022**

### **Video Conference**

*Attendees: Geoffrey Canada, Mitch Kurz, Kwame Owusu-Kesse, Fatime Cadoo, Stan Druckenmiller, Willie Mae Lewis, Keith Meister, Nana Annan, Candice Ashby, Saskia Brown, Ari Browne, Ryan Carroll, Kaitlynn Conley, Joseph Cordero, Amy Deal, Connor Fournier, Shondell James, Jennifer Klein, Jessica Lake, Jazmine Lewis, Stephanie Lilavois, Justin Maker, Liam McCarthy, Achil Petit, Hayling Price, Madelaine Schultz, Troy Smith, Toya Stilley, and Peter Weiss.*

#### **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 December 15, 2021, was unanimously approved.

#### **CEO Report (Kwame Owusu-Kesse)**

Chief Executive Officer Kwame Owusu-Kesse reported that classes were remote for the first week following the holiday break to ensure that all staff members and scholars could receive a COVID test at the Armory. Staff members and scholars who tested positive for COVID-19 quarantined and attended class remotely until cleared by Liaison Contact Tracer Alyssa Eisenberg. There was an overall positivity rate of 27 percent as a result of COVID-19 testing during the week of January 3. The following week, the rate significantly dropped to 5.7 percent.

“I’m grateful that we are on the right side of history,” Mr. Owusu-Kesse said, adding that he and his team would continue to use data and science to make necessary “tough decisions.”

#### **Superintendent's Update (Dr. Achil Petit)**

Superintendent Dr. Achil Petit reported that enrollment is currently 1,138 for Promise Academy I and 1,035 for Promise Academy II.

Dr. Petit thanked the Executive Team, senior managers, and directors who created a plan to address staff shortages. He also thanked those who volunteered to support classroom transitions and mentor our scholars. He gave special thanks to Managing Director of Development Liam McCarthy for teaching an ELA course at Promise Academy High School. Dr. Petit also thanked Deputy Superintendent Saskia Brown and Senior Managing Director of Human Resources Justin Maker for coming up with plans to address the vacancies in HCZ Promise Academy Charter Schools.

The Training and Development team has worked with schools to provide professional development for staff members. Staff members have communicated their appreciation for the extra support.

Dr. Petit lauded the principals for providing support for the families of Promise Academy scholars. He also thanked the support services teams, including Information Technology, Food Services, Facilities, and Safety, for their continued support.

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

Principal Dr. Shondell James reported the Elementary School's attendance was 87% for December. An increase in COVID-19 positive cases impacted attendance.

Elementary School leaders focused on social-emotional health for scholars, staff, and families.

The Elementary School conducted impromptu raffle days for staff in celebration of the holidays, giving out Starbucks, Uber Eats, and Nike gift cards. Teachers and the administrative team appreciated the four additional days off they received for the holiday break. Additionally, staff distributed toys to scholars.

Dr. James and Assistant Principal Amanda Neal led individual meetings with staff members to check in with and get feedback from them.

### **HCZ Promise Academy II Middle School (Ryan Carroll)**

Principal Ryan Carroll reported that the Middle School's attendance was 95% for December.

The Middle School held virtual parent-teacher conferences, with a high turnout from families. Parents received information on their scholars' progress.

Ryan lauded the Middle School teachers for pivoting to hybrid and remote learning due to high COVID-19 positivity rates among scholars and staff.

Middle School leaders changed Academic Hour and Saturday Academy to a hybrid model due to increased COVID-19 positive cases.

Middle School leaders held a weekly town hall meeting for parents and allowed them to voice concerns.

The Middle School held Spirit Week before the holiday break.

Mr. Carroll thanked the Middle School's administrative team for their hard work during the COVID-19 crisis.

### **HCZ Promise Academy II High School (Kaitlynn Conley)**

Principal Kaitlynn Conley reported that the High School's attendance was 88% for December. The lower attendance was due to COVID-related absences and remote learning days.

At the beginning of December, 13 scholars were inducted as new members of the National Honor Society. Scholars attended a ceremony in person and teachers and families attended on Zoom. Current members presented on leadership, service, and scholarship. Scholars practiced social distancing during the event.

December marked the height of the High School's college application season for seniors who refined their college list. The principal thanked all departments, programs, and staff members who support the scholars, including teachers, counselors, administrative staff, Central Office, and Center for Higher Education and Career Support.

The principal thanked the Central Office and the Executive teams for supporting the High School, while they work towards filling vacant positions. She also thanked Mr. McCarthy for teaching an ELA class at the high school.

**Financial Update (Connor Fournier)**

CFO Connor Fournier reported that Promise Academy II's revenue is on budget at an enrollment of 1,035. Expenses are on target at \$10.1M. HCZ has not made a contribution through six months of FY22.

# HCZ Promise Academy II

## January 2022 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 |
| 1/3            | 130                        | 582        | 78%                   | 15                        | 252        | 94%                   | 48                        | 220        | 78%                   |
| 1/4            | 100                        | 581        | 83%                   | 12                        | 252        | 95%                   | 38                        | 220        | 83%                   |
| 1/5            | 100                        | 581        | 83%                   | 14                        | 252        | 94%                   | 24                        | 220        | 89%                   |
| 1/6            | 91                         | 581        | 84%                   | 6                         | 252        | 98%                   | 36                        | 220        | 84%                   |
| 1/7            | 102                        | 581        | 82%                   | 20                        | 252        | 92%                   | 32                        | 220        | 85%                   |
| 1/10           | 104                        | 581        | 82%                   | 10                        | 252        | 96%                   | 34                        | 220        | 85%                   |
| 1/11           | 102                        | 581        | 82%                   | 10                        | 252        | 96%                   | 33                        | 220        | 85%                   |
| 1/12           | 94                         | 573        | 84%                   | 4                         | 252        | 98%                   | 22                        | 220        | 90%                   |
| 1/13           | 82                         | 573        | 86%                   | 8                         | 252        | 97%                   | 28                        | 220        | 87%                   |
| 1/14           | 105                        | 573        | 82%                   | 2                         | 252        | 99%                   | 22                        | 220        | 90%                   |
| 1/18           | 88                         | 573        | 85%                   | 10                        | 252        | 96%                   | 10                        | 220        | 95%                   |
| 1/19           | 77                         | 573        | 87%                   | 10                        | 252        | 96%                   | 12                        | 220        | 95%                   |
| 1/20           | 81                         | 573        | 86%                   | 11                        | 252        | 96%                   | 14                        | 219        | 94%                   |
| 1/21           | 98                         | 573        | 83%                   | 10                        | 252        | 96%                   | 17                        | 219        | 92%                   |
| 1/24           | 89                         | 573        | 84%                   | 22                        | 252        | 91%                   | 14                        | 219        | 94%                   |
| 1/25           | 84                         | 572        | 85%                   | 15                        | 252        | 94%                   | 16                        | 219        | 93%                   |
| 1/26           | 82                         | 572        | 86%                   | 20                        | 252        | 92%                   | 14                        | 219        | 94%                   |
| 1/27           | 114                        | 572        | 80%                   | 12                        | 252        | 95%                   | 22                        | 219        | 90%                   |
| 1/28           | 96                         | 572        | 83%                   | 21                        | 252        | 92%                   | 6                         | 219        | 97%                   |
| 1/31           | 102                        | 572        | 82%                   | 28                        | 252        | 89%                   | 12                        | 219        | 95%                   |
| <b>Average</b> | <b>96</b>                  | <b>576</b> | <b>83%</b>            | <b>13</b>                 | <b>252</b> | <b>95%</b>            | <b>23</b>                 | <b>220</b> | <b>90%</b>            |



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

|   | <u>Budget</u>  | <u>Actual</u>  | <u>Fav/(Unfav)</u> | <u>Full Year Budget</u> |
|---|----------------|----------------|--------------------|-------------------------|
| <b>Enrollment</b>                           | <b>1,028</b>   | <b>1,033</b>   | <b>5</b>           | <b>1,028</b>            |
| <b>DOE and other gov't funding (a)</b>      | <b>\$ 12.0</b> | <b>\$ 12.1</b> | <b>\$ 0.1</b>      | <b>\$ 20.6</b>          |
| <b>Expenses:</b>                            |                |                |                    |                         |
| <b>Salaries</b>                             | <b>7.5</b>     | <b>7.5</b>     | <b>-</b>           | <b>12.9</b>             |
| <b>Benefits</b>                             | <b>2.3</b>     | <b>2.2</b>     | <b>0.1</b>         | <b>4.0</b>              |
| <b>OTPS</b>                                 | <b>1.9</b>     | <b>1.8</b>     | <b>0.1</b>         | <b>3.3</b>              |
| <b>Total Expenses (b)</b>                   | <b>11.7</b>    | <b>11.5</b>    | <b>0.2</b>         | <b>20.2</b>             |
| <b>Expenses in excess of public funding</b> | <b>-</b>       | <b>-</b>       | <b>-</b>           | <b>-</b>                |
| <b>Contribution Components:</b>             |                |                |                    |                         |
| <b>HCZ Contribution</b>                     | <b>-</b>       | <b>-</b>       | <b>-</b>           | <b>-</b>                |
| <b>per student (whole \$)</b>               | <b>\$ -</b>    | <b>\$ -</b>    | <b>\$ -</b>        | <b>\$ -</b>             |

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

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