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Principal

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Kaitlynn Conley

Principal

High School

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AGENDA

Promise Academy II Board of Trustees Meeting

Tuesday, March 22nd, 2022

at

The Harlem Children's Zone

Video Conference

- I. Acceptance of the Minutes
- II. CEO Report (*Geoffrey Canada*)
- 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

Tuesday, February 15, 2022

Video Conference

Attendees: Geoffrey Canada, Mitch Kurz, Kwame Owusu-Kesse, Fatime Cadoo, Ellanor Brizendine, Stan Druckenmiller, Willie Mae Lewis, Keith Meister, Alfonso Wyatt, 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 Stille, 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 January 19, 2022, was unanimously approved.

CEO Report (Kwame Owusu-Kesse)

Chief Executive Officer Kwame Owusu-Kesse reported a significant drop in the rate of COVID-19 positive cases to 1.28%. The downward trend in positive cases at Harlem Children's Zone is consistent with the positivity rate across New York City.

Board Chairman Geoffrey Canada and Senior Managing Director Troy Smith joined Mr. Owusu-Kesse yesterday to tour the new Sendero Verde building, the future site of Promise Academy II Elementary School. Building contractors for Sendero Verde report that they are on schedule to complete construction by August 2022. Mr. Owusu-Kesse and other senior leaders will attend a meeting of the Community Board of the Education Sub-Committee on February 15, 2022, at 7:00 PM to present information to the community surrounding Sendero Verde about HCZ services and the organization's partnership with the community.

HCZ continued to cultivate a culture of appreciation, focusing on supporting and rewarding staff members for their contributions during the pandemic. Mr. Owusu-Kesse held focus groups with teachers to better understand how best to support them. This will be an ongoing conversation, Mr. Owusu-Kesse said.

Superintendent's Update (Dr. Achil Petit)

Superintendent Dr. Achil Petit reported that enrollment is currently 1,137 for Promise Academy I and 1,033 for Promise Academy II.

Dr. Petit thanked HCZ senior staff members for providing support to Promise Academy as the Schools work to fill vacant staff positions. In addition, the principals expressed appreciation to their teams for their hard work.

Promise Academy Elementary and Middle Schools scholars are preparing for the State ELA exam in March. The Schools are continuing to provide Academic Hour and Saturday Academy to help scholars meet benchmarks.

Dr. Petit thanked Senior Managing Director Jazmine Lewis and The Crew for providing all staff members with custom-made lunch bags.

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

Principal Dr. Shondell James reported the Elementary School's attendance was 83% for January. The drop in attendance was due to the transition to remote learning following the holiday break as well as the wait for COVID-19 test results and subsequent clearance to enter the building among scholars.

The Elementary School held parent-teacher conferences at the beginning of January, with high parent attendance.

The Elementary School also held Dean's List and Honor Roll Assemblies, where scholars received accolades for academic progress. Families were also acknowledged for supporting their scholars.

The Elementary School held a Barista Day for the staff, offering a variety of teas and coffees.

The Elementary School continues to monitor scholar progress, reading and learning specialists are supporting teachers in instruction.

School leadership toured the new Sendero Verde building.

HCZ Promise Academy II Middle School (Ryan Carroll)

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

Led by Director of Training and Development Peter Weiss, the School held a workshop that targeted mindsets around behavior management.

The School will provide opportunities for scholars who missed class as they waited to be tested for COVID-19 and cleared for in-person learning after the holiday break to make up work at the end of the semester.

The principal thanked Liaison Contact Tracer Alyssa Eisenberg, Director of Information Systems Ari Browne, and Administrative Assistant Gisella Cazar for promptly clearing scholars who tested negative for COVID-19. The principal also thanked Senior Managing Director Justin Maker and the Recovery and Reopening Committee for their support in managing COVID testing protocols.

The Middle School continued to hold parent town hall sessions to answer any questions families have about school academics or operations.

HCZ Promise Academy II High School (Kaitlynn Conley)

Principal Kaitlynn Conley reported that the High School's attendance was 90% for January. The low attendance was due to the transition to remote learning following the holiday break as well as the wait for COVID-19 test results and subsequent clearance to enter the building among scholars.

The High School held virtual parent-teacher conferences to discuss scholar progress.

The High School held an end-of-term event to celebrate scholar accomplishments.

High School leaders held a post-holiday celebration, where teachers received lunch and gifts.

The principal thanked the Central Office team and HCZ senior leadership for supporting the High School as they worked towards filling vacant staff positions. Ms. Conley also thanked Vice President of Development Jenn Klein for working one-on-one with high school scholars on their scholarship applications.

Financial Update (Connor Fournier)

CFO Connor Fournier reported that Promise Academy II's enrollment is 1,033, which is five favorable versus the budget. The School's revenue is \$0.1M favorable versus the budget. Expenses are \$0.2M favorable at \$11.5M. HCZ has not made a contribution through seven months of FY22.

HCZ Promise Academy II

February 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
2/2	43	570	92%	11	252	96%	12	219	95%
2/3	61	570	89%	17	252	93%	14	219	94%
2/4	91	570	84%	24	252	90%	21	219	90%
2/7	55	570	90%	8	252	97%	9	219	96%
2/8	43	570	92%	11	252	96%	7	219	97%
2/9	57	570	90%	10	252	96%	8	219	96%
2/10	51	570	91%	8	252	97%	11	219	95%
2/11	176	570	69%	19	252	92%	10	219	95%
2/14	52	570	91%	13	252	95%	7	219	97%
2/15	64	570	89%	4	252	98%	9	219	96%
2/16	54	570	91%	9	252	96%	7	219	97%
2/17	39	570	93%	13	252	95%	5	219	98%
2/18	74	570	87%	18	252	93%	15	219	93%
2/28	59	570	90%	21	252	92%	10	219	95%
Average	66	570	88%	13	252	95%	10	219	95%



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

	<u>Budget</u>	<u>Actual</u>	<u>Fav/(Unfav)</u>	<u>Full Year Budget</u>
Enrollment	1,028	1,031	3	1,028
DOE and other gov't funding (a)	\$ 13.7	\$ 13.8	\$ 0.1	\$ 20.6
Expenses:				
Salaries	8.5	8.5	-	12.9
Benefits	2.6	2.5	0.1	4.0
OTPS	2.2	1.9	0.3	3.3
Total Expenses (b)	13.3	12.9	0.4	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.