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Achil Petit  
**Superintendent**

Joseph Cordero  
**Principal  
Elementary School**  
245 West 129<sup>th</sup> Street  
New York, NY 10027  
Tel 212.360.3232

Madelaine German-Schultz  
**Principal  
Middle School**  
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New York, NY 10027  
Tel 212.360.3233

Amy Deal  
**Principal  
High School**  
245 West 129<sup>th</sup> Street  
New York, NY 10027  
Tel 212.360.3234

AGENDA

Promise Academy I Board of Trustees Meeting  
Wednesday, October 19<sup>th</sup>, 2022  
at  
The Harlem Children's Zone  
245 West 129<sup>th</sup> Street  
New York, NY

- I. Acceptance of the Minutes
- II. CEO Report (*Kwame Owusu-Kesse*)
- III. Superintendent's Updates (*Achil Petit*)
- IV. State Test Scores (*Achil Petit*)
- V. Promise Academy I Updates
  - i. Elementary School (*Joseph Cordero*)
  - ii. Middle School (*Madelaine German-Schultz*)
  - iii. High School (*Amy Deal*)
- VI. Financial Report (*Connor Fournier*)

# Harlem Children's Zone Promise Academy I Charter School

## Board Meeting

Tuesday, September 13, 2022

245 West 129th Street

*Attendees: Geoffrey Canada, Kwame Owusu-Kesse, Mitch Kurz, Ellanor (Bodie) Brizendine, Fatime Cadoo, Willie Mae Lewis, Keith Meister, Aisha Tomlinson, Nana Annan, Candice Ashby, Saskia Brown, Ari Browne, Ryan Carroll, Kaitlynn Conley, Joseph Cordero, Amy Deal, Connor Fournier, Linda Ibuzor, Jenn Klein, Jazmine Lewis, Stephanie Lilavois, Justin Maker, Katherine Martinez, Liam McCarthy, Amanda Neal, Anna Owusu, Achil Petit, Hayling Price, Madelaine Schultz, Troy Smith, Toya Stillely, and Jenny Zhou.*

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

Chief Executive Officer Kwame Owusu-Kesse reported that safety protocols were changed beginning on the first day of school, September 6, 2022. The School eliminated surveillance testing and daily COVID-19 questionnaires from the arrival process. However, COVID-19 testing is still available at the HCZ Armory. If a scholar exhibits COVID-like symptoms, they will be redirected to one of the exclusion rooms, and they will be sent home to take a rapid test. Their parent(s) will also be contacted. Additionally, the Return and Recovery Committee (RRC) will continue to monitor any spikes in COVID-19 symptoms or positive cases.

Mr. Owusu-Kesse also reported that the construction of the Sendero Verde building is complete. Promise Academy II Elementary School (PAIIES) will move to the new location once all permits are approved by the city.

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

Superintendent Dr. Achil Petit reported that enrollment is 1,154 for Promise Academy I and 1,002 for Promise Academy II.

Dr. Petit announced that former Assistant Principal Amanda Neal had accepted the Principal role at PAIIES and introduced Ms. Neal to the Board. The following is a transcript of the remarks, edited for clarity:

“Amanda Neal started working at Promise Academy 13 years ago as a third-grade teacher. She’s held several positions within the organization, including math coach, education director, and, most recently, assistant principal. Ms. Neal shared that she appreciates the opportunity and is excited to continue her great work in her capacity as principal.”

Dr. Petit reported that the HCZ Promise Academy High School Graduation was held on June 24, 2022, at the HCZ Armory. Parents appreciated the opportunity to honor their scholars for their accomplishments.

Deputy Superintendent Dr. Saskia Brown reported that staff orientation began on August 22, with 50 new Promise Academy staff members attending the first week and over 310 staff members attending the second week. The theme of the orientation was “Back to Basics,” and the sessions included team-building exercises focusing on leadership development and setting expectations. Mr. Owusu-Kesse interviewed Board Chairman Geoffrey Canada at the closing ceremony on Friday, September 1.

Dr. Brown thanked HCZ teams, including Maintenance, Safety, IT, and senior leaders, for their support during the first week of instruction.

Dr. Brown introduced the new Director of Curriculum and Instruction, Katherine Martinez, to the Board. The following is a transcript of the remarks, edited for clarity:

“Katherine Martinez’s career journey evolved around New Jersey urban school districts. Her many achievements include designing and implementing the overhaul of Language Arts and Literacy programs

and coordinating the professional development of over 600 teachers. Ms. Martinez said she is grateful for the opportunity to work at HCZ Promise Academy.”

Dr. Brown reported that this summer, approximately 460 HCZ Promise Academy scholars rising to grades one through nine participated in the Bloomberg Philanthropies Summer Boost NYC program. As part of the 20-day summer program, scholars studied English language arts and mathematics at public charter schools in New York City.

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

Principal Dr. Joseph Cordero reported the Elementary School's attendance was 87% for June and 79% for the summer.

During the summer, the Elementary School held a virtual orientation for all new scholars.

Elementary School teachers responded positively to the staff orientation held in August. The meetings also gave the Elementary School's leadership the opportunity to discuss best practices.

Dr. Cordero attended the graduation ceremony of several of his staff members in the Relay Graduate School of Education program. The graduates have transitioned to lead teachers in Promise Academy Elementary School classrooms for the 2022-2023 school year.

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

Principal Madelaine German-Schultz reported that the Middle School's attendance was 94% for June and 75% for the summer.

Middle School leaders held a catered gathering for the families of incoming sixth graders to meet staff and ask questions.

Principal Schultz thanked the Central Office team for providing professional development and team-building opportunities for new teachers in August.

### **HCZ Promise Academy I High School (Amy Deal)**

Principal Amy Deal reported that the High School's attendance was 89% for June and 77% for the summer.

High School scholars participated in Summer Exposure Opportunities at higher learning institutions, including Adelphi University, Brown University, Columbia University, Emory University, the Fashion Institute of Technology, Georgetown University, Harvard University, Howard University, Johns Hopkins University, Syracuse University, Tufts University, UCLA, and Williamson College of the Trades.

The High School held a ninth-grade orientation for scholars and gave them backpacks. Parents received snapback hats. High School staff were also welcomed back to school with team-building activities, breakfast, snacks, lunch, and school gear.

### **Financial Update (Connor Fournier)**

CFO Connor Fournier reported that Promise Academy I's revenue is on budget at an enrollment of 1,132. Expenses are \$0.4M favorable at \$3.2M. HCZ has not made a contribution through two months of FY22.

### **Promise Academy Family Handbook (Candice Ashby)**

The Board unanimously approved the 2022-2023 Promise Academy Family Handbook by written resolution on October 19, 2022. The updated handbook can be found on the Promise Academy website.

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

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

### **Annual Board Meeting**

**Wednesday, June 15, 2022**

### **Video Conference**

*Attendees: Geoffrey Canada, Kwame Owusu-Kesse, Mitch Kurz, Ellanor (Bodie) Brizendine, Fatime Cadoo, Stan Druckenmiller, Willie Mae Lewis, Keith Meister, Aisha Tomlinson, Alfonso Wyatt, Nana Annan, Candice Ashby, Saskia Brown, Ari Browne, Ryan Carroll, Kaitlynn Conley, Joseph Cordero, Amy Deal, Connor Fournier, Shondell James, Jenn 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 May 17, 2022, was unanimously approved.

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

Chief Executive Officer Kwame Owusu-Kesse reported that there was a slight dip in COVID-19 positivity rates across Harlem Children's Zone (HCZ). The rate was 1.84%, down from 3.7% the prior week. The Recovery and Reopening Committee (RRC) continues to track data and stay abreast of masking guidelines from local health authorities.

Mr. Owusu-Kesse also reported the additional measures he announced to all staff during a town hall meeting with a focus on building a culture of appreciation at HCZ. The organization launched a loan forgiveness program for Promise Academy employees whose position requires licensure, who have been employed at the organization for at least one year, and who have loans in good standing. Eligible employees receive loan forgiveness of up to \$30,000 over five years and include principals, assistant principals, education directors, ELA and math academic coaches, and social workers. Additional Promise Academy employees may be eligible for loan forgiveness of up to \$10,000. Also, the organization has implemented signing relocation bonuses for newly hired teachers and continues to offer referral bonuses for employees.

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

Superintendent Dr. Achil Petit reported that enrollment is 1,124 for Promise Academy I and 1,021 for Promise Academy II.

Dr. Petit thanked Deputy Superintendent Dr. Saskia Brown for introducing the team to the Dean of Education at Felician University, who is discussing with leadership the possibility of connecting talented graduates with Promise Academy.

Dr. Petit and Dr. Brown hosted Chancellor's Day, a private boat party for all HCZ Promise Academy and Early Childhood employees. Over 200 employees enjoyed a cruise around the Hudson River, lunch, music, and dancing.

On June 17, Dr. Petit is hosting a tenth-anniversary celebration for the HCZ Promise Academy class of 2012, the school's first graduating class. The event will take place at a Harlem restaurant and will include food, music, and dancing.

The Promise Academy I and II High School graduation is scheduled for June 24 at 10 AM at the HCZ Armory. All Board members are invited to attend.

Dr. Petit announced that Dr. Shondell James is transitioning from Promise Academy after 18 years of service. He thanked Dr. James for her deep commitment to our scholars.

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

Principal Dr. Joseph Cordero reported the Elementary School's attendance was 90% for May.

The Elementary School completed grading for scholars' Independent Reading Levels (IRLs) and administrative duties for the New York State Science Exams.

The Elementary School celebrated Teacher Appreciation Week, providing teachers and staff with breakfast, lunch, snack carts, massages from wellness partner Success in Motion, daily raffles, and Promise Academy custom-printed gear. The staff also gave thanks for the boat party held on June 9.

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

Principal Madelaine German-Schultz reported that the Middle School's attendance was 95% for May.

Middle School teachers and staff members also enjoyed the boat party and Teacher Appreciation Week events.

The Middle School held a spring concert that showcased scholars in music classes.

After reading the *Harry Potter* book series, sixth and seventh graders were taken by school leaders to see *Harry Potter and the Cursed Child* on Broadway. Eighth-grade scholars attended the "Jean-Michel Basquiat: King Pleasure" exhibition in lower Manhattan and were provided lunch.

The Middle School continues to use restorative practice to educate scholars and families.

### **HCZ Promise Academy I High School (Amy Deal)**

Principal Amy Deal reported that the High School's attendance was 92% for May.

In partnership with PAI Middle School, High School leadership conducted meetings with scholars transitioning to high school for the 2022-2023 school year. Leaders shared information on earning credits, Regents exams, seat time, and more. Deans also held a culture day where scholars learned about behavioral expectations, and all scholars received prizes such as High School-branded backpacks and sweaters.

Regents exam preparation begins on June 15.

The High School held its Senior Prom and a Senior Banquet, where scholars received awards and parents were in attendance. Principal Deal thanked her administrative team for transforming the Promise Academy spaces to accommodate the High School events.

School leaders are meeting with upcoming junior and senior families about their summer exposures.

### **Financial Update (Connor Fournier)**

CFO Connor Fournier reported that Promise Academy I's enrollment is 1,124, which is four unfavorable versus the budget. The School's revenue is \$0.4M favorable versus the budget. Expenses are \$1.0M favorable at \$20.6M. HCZ has not made a contribution through 11 months of FY22.

### **FY23 Budget (Connor Fournier)**

A motion was called to approve the HCZ Promise Academy I Charter School budget for the fiscal year 2023. The Board unanimously approved the resolution. A detailed version of the resolution can be found within the June 15, 2022, Board packet at the Promise Academy website.

<https://hczpromise.org/community/board-meeting-documents/>

**PAI Board Elections (Candice Ashby)**

A motion was called to re-elect HCZ Promise Academy I Board of Trustee members Geoffrey Canada, Stanley Druckenmiller, Kenneth Langone, Kwame Owusu-Kesse, Aisha Tomlinson, and Alfonso Wyatt. The Board unanimously approved the resolution. A detailed list of the approved re-elected Board members can be found within the June 15, 2022, Board packet at the Promise Academy website.

<https://hczpromise.org/community/board-meeting-documents/>

**Promise Academy District-wide and PAI Building-level Safety Plans (Candice Ashby)**

A motion was called to approve the Promise Academy District-wide and Building-level Safety Plans for the 2022-2023 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 I September 2022 Attendance Report

Date	HCZ PAI Elementary School			HCZ PAI Middle School			HCZ PAI High School		
	Students	Enrollment	Present	Students	Enrollment	Present	Students	Enrollment	Present
9/6	64	626	90%	20	272	93%	22	252	91%
9/7	39	627	94%	12	271	96%	10	249	96%
9/8	33	627	95%	10	271	96%	15	249	94%
9/9	31	627	95%	12	271	96%	15	249	94%
9/12	32	627	95%	8	271	97%	15	249	94%
9/13	28	627	96%	9	271	97%	17	249	93%
9/14	21	627	97%	14	268	95%	18	249	93%
9/15	31	628	95%	8	268	97%	14	249	94%
9/16	38	627	94%	16	268	94%	13	249	95%
9/19	50	628	92%	20	268	93%	20	249	92%
9/20	36	628	94%	13	268	95%	11	249	96%
9/21	32	628	95%	11	268	96%	15	249	94%
9/22	40	629	94%	13	268	95%	12	247	95%
9/23	38	629	94%	14	268	95%	17	247	93%
9/28	26	629	96%	10	268	96%	11	247	96%
9/29	31	629	95%	13	268	95%	9	247	96%
9/30	49	629	92%	19	268	93%	13	247	95%
<b>Average</b>	<b>36</b>	<b>628</b>	<b>94%</b>	<b>13</b>	<b>269</b>	<b>95%</b>	<b>15</b>	<b>249</b>	<b>94%</b>



**Promise Academy I**  
**FY 2023 Q1 YTD Budget vs. Actual**  
 \$ millions

	Budget	Actual	Fav/(Unfav)	Full Year Budget
<b>Enrollment</b>	<b>1,132</b>	<b>1,142</b>	<b>10</b>	<b>1,132</b>
<b>DOE and other gov't funding (a)</b>	\$ <b>5.7</b>	\$ <b>5.7</b>	\$ <b>-</b>	\$ <b>22.9</b>
<b>Expenses:</b>				
<b>Salaries</b>	<b>3.3</b>	<b>3.3</b>	<b>-</b>	<b>13.3</b>
<b>Benefits</b>	<b>1.2</b>	<b>1.2</b>	<b>-</b>	<b>4.6</b>
<b>OTPS</b>	<b>0.9</b>	<b>1.0</b>	<b>(0.1)</b>	<b>3.6</b>
<b>Total Expenses (b)</b>	<b>5.4</b>	<b>5.5</b>	<b>(0.1)</b>	<b>21.5</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.*