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Principal

Elementary School

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New York, NY 10027

Tel 212.360.3232

Madelaine German-Schultz

Principal

Middle School

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New York, NY 10027

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Amy Deal

Principal

High School

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AGENDA

Promise Academy I Board of Trustees Meeting

Wednesday, January 18th, 2023

at

The Harlem Children's Zone

245 West 129th Street

New York, NY

- 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*)

Harlem Children's Zone (HCZ) Promise Academy I Charter School

Board Meeting

Tuesday, December 13, 2022

245 West 129th Street

Attendees: Geoffrey Canada, Kwame Owusu-Kesse, Mitch Kurz, Ellanor (Bodie) Brizendine, Fatime Cadoo, Stan Druckenmiller, Willie Mae Lewis, Keith Meister, Aisha Tomlinson, Alfonso Wyatt, Candice Ashby, Saskia Brown, Ari Browne, Ryan Carroll, Kaitlynn Conwright, Joseph Cordero, Amy Deal, Connor Fournier, Jenn Klein, Jazmine Lewis, Stephanie Lilavois, Justin Maker, Katherine Martinez, Liam McCarthy, Amanda Neal, Anna Owusu, Achil Petit, Madelaine Schultz, Toya Stilley, and Jenny Zhou.

Acceptance of Minutes (Geoffrey Canada)

The meeting was called to order at 7:30 AM, and a motion to approve the meeting minutes from November 16, 2022, was unanimously approved.

CEO Report (Kwame Owusu-Kesse)

Chief Executive Officer Kwame Owusu-Kesse reported that HCZ hosted “The Life and Legacy of Mr. Troy Smith,” who passed away unexpectedly in late October 2022. Hundreds of colleagues, mentees, graduates, and families throughout the Zone gathered at the HCZ Armory for the event. Mr. Smith, who served as Senior Managing Director of Programs, began his career with HCZ in 2010. During his 12 years with the organization, Mr. Smith served in various capacities and mentored many young scholars in programs across HCZ. Mr. Owusu-Kesse thanked everyone who participated in the event – “a moving testament” to Mr. Smith’s many connections and contributions to the HCZ community.

Mr. Owusu-Kesse also reported that HCZ Promise Academy II Elementary School plans to move into the newly constructed property at 70 East 112th Street on January 4, 2023.

Superintendent's Update (Dr. Achil Petit)

Superintendent Dr. Achil Petit reported that enrollment is 1,131 for Promise Academy I and 1,003 for Promise Academy II.

Dr. Petit also reported that he and Deputy Superintendent Dr. Saskia Brown plan to celebrate staff members who have perfect attendance.

The HCZ Promise Academy II girls' basketball team was crowned junior varsity champions by the New York City Charter School Athletic Association.

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

Principal Dr. Joseph Cordero reported the Elementary School's attendance was 92% for November. Some scholars contracted the flu and similar illnesses, which led to a drop in attendance.

Dr. Cordero thanked the HCZ Promise Academy Board of Trustees, HCZ's Development Team, and Chief of Staff Jazmine Lewis for providing scholars tickets to the Broadway show *Wicked* on November 12.

HCZ Promise Academy I Parent Association (PAPA I) held informative meetings for parents.

The Elementary School celebrated Spirit Day just before Thanksgiving break.

The Elementary School held its Top Performers Honors Dinner with 316 guests and 159 scholars. Dr. Cordero thanked Chef Andrew Benson and the Food Services team for providing food for the event. He also thanked the HCZ Promise Academy High School Student Council for their support.

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

Principal Madelaine German-Schultz reported that the Middle School's attendance was 93% for November. Some scholars contracted the flu and similar illnesses, which led to a drop in attendance.

The Middle School held an Honor Roll ceremony, celebrating scholars who showed academic improvement. More than 150 HCZ Promise Academy family members attended the event.

The Middle School had a field trip to Dave & Buster's to celebrate scholars who showed excellent behavior and attendance for the first marking period.

The Middle School launched a teacher mentorship program in which veteran teachers support and guide less experienced teachers.

Many middle school scholars received extra help in Academic Hour and Saturday Academy.

Principal Schultz thanked Director of Positive Behaviors Naeemah Cranston, who launched a mentoring program for girls. Several female staff members across HCZ joined the program to mentor middle school girls.

HCZ Promise Academy I High School (Amy Deal)

Principal Amy Deal reported that the High School's attendance was 92% for November. Some scholars contracted the flu and similar illnesses, which led to a drop in attendance.

The High School gave 80 turkeys to scholars and their families for Thanksgiving.

The High School held a professional development event for grade-level staff to ensure continuity and alignment in instruction across grades.

High School leaders organized a potluck for staff members to celebrate the holiday season.

High School counselors attended the New York State School Counselor Association Annual Conference in Albany. Counselors continue to incorporate what they learned at the conference in their work at HCZ Promise Academy.

Noel Wallace, Chief Executive Officer of Colgate-Palmolive, and members of his executive team visited the High School on November 29 to connect with 40 scholars. Scholars asked thoughtful questions about mental health and other relevant questions on navigating business. Board member Alfonso Wyatt emceed the event.

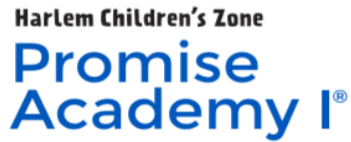
The High School's Student Council and National Honors Society scholars supported HCZ Promise Academy I Elementary School with their holiday activities.

Financial Update (Connor Fournier)

CFO, Connor Fournier, reported that Promise Academy I's enrollment is 1,131, which is one unfavorable versus the budget. The school's revenue is \$0.1M unfavorable at \$9.4M. Expenses are \$0.4M favorable at \$8.5M. HCZ has not made a contribution through five months of FY23.

HCZ Promise Academy I December 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 |
| 12/1 | 42 | 618 | 93% | 14 | 266 | 95% | 20 | 247 | 92% |
| 12/2 | 53 | 618 | 91% | 23 | 266 | 91% | 23 | 247 | 91% |
| 12/5 | 61 | 618 | 90% | 19 | 266 | 93% | 26 | 247 | 89% |
| 12/6 | 48 | 618 | 92% | 16 | 265 | 94% | 25 | 247 | 90% |
| 12/7 | 39 | 618 | 94% | 15 | 265 | 94% | 30 | 247 | 88% |
| 12/8 | 40 | 618 | 94% | 10 | 265 | 96% | 26 | 247 | 89% |
| 12/9 | 56 | 618 | 91% | 14 | 265 | 95% | 26 | 247 | 89% |
| 12/12 | 52 | 618 | 92% | 15 | 265 | 94% | 16 | 247 | 94% |
| 12/13 | 42 | 618 | 93% | 23 | 265 | 91% | 24 | 247 | 90% |
| 12/14 | 49 | 618 | 92% | 13 | 264 | 95% | 16 | 247 | 94% |
| 12/15 | 43 | 618 | 93% | 23 | 264 | 91% | 16 | 247 | 94% |
| 12/16 | 210 | 618 | 66% | 71 | 264 | 73% | 37 | 247 | 85% |
| 12/19 | 42 | 618 | 93% | 13 | 264 | 95% | 13 | 247 | 95% |
| 12/20 | 40 | 618 | 94% | 7 | 264 | 97% | 17 | 247 | 93% |
| 12/21 | 43 | 618 | 93% | 14 | 264 | 95% | 23 | 247 | 91% |
| 12/22 | 57 | 618 | 91% | 19 | 264 | 93% | 17 | 247 | 93% |
| 12/23 | 120 | 618 | 81% | 31 | 264 | 88% | 47 | 247 | 81% |
| Average | 61 | 618 | 90% | 20 | 265 | 92% | 24 | 247 | 90% |



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

| | | <u>Budget</u> | <u>Actual</u> | <u>Fav/(Unfav)</u> | <u>Full Year Budget</u> |
|--------------------------------------|------------|---------------|---------------|--------------------|-----------------------------|
| Enrollment | | 1,132 | 1,128 | (4) | 1,132 |
| DOE and other gov't funding | (a) | \$ 11.5 | \$ 11.4 | \$ (0.0) | \$ 22.9 |
| Expenses: | | | | | |
| Salaries | | 6.7 | 6.5 | 0.2 | 13.3 |
| Benefits | | 2.3 | 2.0 | 0.3 | 4.6 |
| OTPS | | 1.8 | 1.7 | 0.1 | 3.6 |
| Total Expenses | (b) | <u>10.7</u> | <u>10.1</u> | <u>0.6</u> | <u>21.5</u> |
| Expenses in excess of public funding | | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Contribution Components: | | | | | |
| HCZ Contribution | | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| 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.