

BOARD OF TRUSTEES

Geoffrey Canada
Chairman

Kwame Owusu-Kesse
President/CEO

Mitch Kurz
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Chairman Emeritus

Ellanor (Bodie) Brizendine
Fatime Cadoo
Stanley Druckenmiller
Denise Fuller
Willie Mae Lewis
Keith Meister
Alfonso Wyatt

Achil Petit
Superintendent

Saskia Brown
Deputy Superintendent

Amanda Neal
**Principal
Elementary School**
70 East 112th Street
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 Conwright
**Principal
High School**
35 East 125th Street
New York, NY 10035
Tel 212.360.3238

AGENDA

Harlem Children's Zone (HCZ) Promise Academy II
Annual Board of Trustees Meeting
Tuesday, June 6th, 2023
at
70 East 112th Street
New York, NY

- I. Acceptance of the Minutes
- II. CEO Report (*Kwame Owusu-Kesse*)
- III. Superintendent's Updates (*Achil Petit*)
- IV. HCZ Promise Academy II Updates
 - i. Elementary School (*Amanda Neal*)
 - ii. Middle School (*Ryan Carroll*)
 - iii. High School (*Kaitlynn Conwright*)
- V. Financial Report (*Connor Fournier*)
- VI. Resolutions
 - i. FY 24 Budget (*Connor Fournier*)
 - ii. Board Elections (*Candice Ashby*)
 - iii. District-wide & Building-level Safety Plans (*Candice Ashby*)
 - iv. HCZ Promise Academy Family Handbook (*Candice Ashby*)

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

Board Meeting

Tuesday, May 16, 2023

245 West 129th Street

Attendees: Geoffrey Canada, Kwame Owusu-Kesse, Mitch Kurz, Stan Druckenmiller, Willie Mae Lewis, Keith Meister, Aisha Tomlinson, Nana Annan, Candice Ashby, Saskia Brown, Ari Browne, Ryan Carroll, Joseph Cordero, Connor Fournier, Madelaine German-Schultz, Jazmine Lewis, Stephanie Lilavois, Justin Maker, Katherine Martinez, Liam McCarthy, Amanda Neal, Anna Owusu, Achil Petit, 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 April 18, 2023, was unanimously approved.

CEO Report (Kwame Owusu-Kesse)

Chief Executive Officer Kwame Owusu-Kesse attended Harlem Children's Zone's College Signing Day event at the HCZ Armory, which hosted nearly 200 scholars. The families and scholars expressed gratitude and excitement.

Mr. Owusu-Kesse also reported that on May 15, he attended Robin Hood's Annual Benefit. The Robin Hood Foundation, New York City's largest poverty-fighting organization, partners with over 250 nonprofits to support food, housing, education, and more across all five boroughs.

Superintendent's Update (Dr. Achil Petit)

Superintendent Dr. Achil Petit reported that enrollment is 1,108 for HCZ Promise Academy I and 978 for HCZ Promise Academy II.

Dr. Petit also reported that both HCZ Promise Academy Charter Schools are beginning their charter renewal process. Senior Director Dr. Raisa Schwanbeck, from the New York City Department of Education's Charter School Office, visited in May with her team. The charter renewal applications for both Schools are due on September 1, 2023.

Scholars took the state math exams in the first week of May. Dr. Petit thanked the HCZ Promise Academy Central Office for supporting schools during the exams.

HCZ Promise Academy held a Spring Leadership Retreat, allowing School leaders to work on Objectives and Key Results (OKRs) and align with the organization's strategic plans.

HCZ Promise Academy celebrated staff during Teacher Appreciation Week. Board Chair Geoffrey Canada, Dr. Petit, and Deputy Superintendent Dr. Saskia Brown made a video thanking everyone for their hard work and announced a special treat for all staff. The video will be released on May 22.

At the end of June, Dr. Joseph Cordero will leave his role as Principal of HCZ Promise Academy I Elementary School. Dr. Petit thanked Dr. Cordero for his 12 years of service. Dr. Cordero expressed his love for the scholars and the community.

HCZ Promise Academy II Elementary School (Amanda Neal)

Principal Amanda Neal reported the Elementary School's attendance was 91% for April.

The Elementary School welcomed the HCZ Promise Academy Parent Association (PAPA) Board members to 70 East 112th Street for a tour of the new building.

Scholars in grades three through eight took the state math exams in April.

Kindergarten scholars visited the Hostos Center for the Arts & Culture Shadow Box Theater to see *The Earth & Me*, a show about protecting the Earth through harmony, tolerance, and peace. First-grade scholars attended a performance at Hunter College by The Paper Bag Players. Second-grade scholars visited the FDNY Fire Zone at Rockefeller Center.

The School's science lab acquired dart frogs and quail after scholars wrote essays on the animals they wanted in the lab.

HCZ Promise Academy II Middle School (Ryan Carroll)

Principal Ryan Carroll reported that the Middle School's attendance was 94% for April.

In April, the Middle School closed its third marking period with ceremonies to highlight subject award winners, perfect attendance, citizenship, and the most improved scholar.

The Middle School celebrated all staff members during Teacher Appreciation Week. Administrators received lunch, Edible Arrangements, gift cards and a customized clipboard, and cards signed by staff members.

Scholars completed their math state exams in early May. Principal Carroll expressed thanks to the HCZ Promise Academy Central Office team for their support during the exams.

HCZ Promise Academy II High School (Dr. Saskia Brown)

Deputy Superintendent Dr. Saskia Brown reported that the High School's attendance was 91% for April.

High School scholars completed Advanced Placement testing in May. Principal Conwright thanked all staff members who supported scholars in Saturday Academy and Academic Hour.

During Teacher Appreciation Week, staff members focused on self-care and were provided breakfast, lunch, and customized swag. Principal Conwright thanked Dr. Petit and Dr. Brown for their support.

High School seniors attended HCZ's College Signing Day, where they received prizes and giveaways. Graduating seniors will attend colleges and universities in the fall, such as Morgan State University and Hampton University.

Last month, scholars received financial awards during the Jordan Wings Scholars Program award ceremony. Principal Conwright thanked the Communications and Development teams, the Center for Higher Education and Career Support, and Wealth Builds for their efforts and support.

100% of the School's seniors were accepted to college.

Financial Update (Connor Fournier)

CFO, Connor Fournier, reported that Promise Academy II's enrollment is 978, which is 56 unfavorable versus the budget. The school's revenue is \$0.6M unfavorable, at \$17.4M. Expenses are \$1.1M favorable, at \$16.3M. HCZ has not made a contribution through ten months of FY23.

HCZ Promise Academy II

May 2023 Attendance Report

Date	HCZ PAII Elementary School			HCZ PAII Middle School			HCZ PAII High School		
	Number of Students		% of Students	Number of Students		% of Students	Number of Students		% of Students
	Absent	Enrollment	Present	Absent	Enrollment	Present	Absent	Enrollment	Present
5/1	42	506	92%	10	255	96%	21	217	90%
5/2	23	506	95%	8	255	97%	16	217	93%
5/3	27	506	95%	4	255	98%	16	217	93%
5/4	44	506	91%	12	255	95%	16	217	93%
5/5	58	504	88%	23	255	91%	18	218	92%
5/8	50	504	90%	19	255	93%	14	218	94%
5/9	49	504	90%	16	255	94%	15	218	93%
5/10	37	504	93%	14	255	95%	15	218	93%
5/11	45	504	91%	18	255	93%	17	218	92%
5/12	63	504	88%	18	255	93%	22	217	90%
5/15	59	504	88%	23	254	91%	19	217	91%
5/16	50	504	90%	20	254	92%	24	217	89%
5/17	46	504	91%	22	254	91%	20	217	91%
5/18	53	504	89%	25	254	90%	26	217	88%
5/19	206	504	59%	50	254	80%	44	217	80%
5/22	32	504	94%	13	253	95%	29	217	87%
5/23	28	503	94%	8	253	97%	18	217	92%
5/24	34	503	93%	10	253	96%	24	217	89%
5/25	39	503	92%	16	253	94%	18	217	92%
5/26	72	503	86%	22	253	91%	30	217	86%
5/30	64	503	87%	20	253	92%	16	217	93%
5/31	28	503	94%	17	253	93%	18	217	92%
Average	52	504	90%	18	254	93%	21	217	90%

Promise Academy II

FY23 Budget vs Projection & FY24 Budget



(\$ millions)	FY23 Full Year Budget	FY23 Full Year Projection	Fav/(Unfav)	FY24 Budget	FY24 vs. FY23 Budget Fav/(unfav)
Enrollment	1,034	991	(43)	1,055	21
DOE and other gov't funding	(a) \$ 21.7	\$ 20.9	\$ (0.8)	\$ 23.1	1.4
Expenses:					
Salaries	13.2	12.7	0.5	14.7	(1.5)
Benefits	4.5	4.0	0.5	4.5	(0.0)
OTPS	3.3	3.1	0.2	3.9	(0.6)
Total Expenses	(b) <u>21.0</u>	<u>19.8</u>	<u>1.3</u>	<u>23.0</u>	<u>(2.0)</u>
Expenses in excess of public funding	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Contribution Components:			-		
HCZ Contribution	<u>-</u> #	<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, & other HCZ allocations.

**RESOLUTION OF THE BOARD OF TRUSTEES OF HARLEM CHILDREN'S ZONE
PROMISE ACADEMY II CHARTER SCHOOL TO APPROVE FY 2024 BUDGET**

THE BOARD OF TRUSTEES (the "Board") **OF HARLEM CHILDREN'S ZONE PROMISE ACADEMY II CHARTER SCHOOL**, a New York not-for-profit corporation (the "Corporation"), acting pursuant to the By-Laws of the Corporation (the "By-Laws") for the purpose of taking the following action relating to the adoption of the resolution set forth below, states that:

WHEREAS, the Board has reviewed the FY 2024 revenue and expense budget, which includes an operating expense budget of \$23,000,000 (the "FY 2023 Budget"), and an initiatives budget of \$3,600,000, dependent upon fundraising.

WHEREAS, after due deliberation and consideration, the Board has determined that adoption of the FY 2024 Budget is in the best interests of the Corporation; and

NOW, THEREFORE, IT HEREBY IS:

RESOLVED, that the FY 2024 Budget as presented is hereby approved.

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**HCZ Promise Academy II Annual Board Meeting
June 6, 2023**

Board of Trustees

Officers and Trustees for Re-Election

Ellanor (Bodie) Brizendine, *Trustee*
Fatime Cadoo, *Parent Representative*
Denise Fuller, *Trustee*
Mitchell Kurz, *Treasurer/Secretary*
Willie Mae Lewis, *Trustee*
Keith Meister, *Trustee*

Voting Trustees (7)

Geoffrey Canada
Stan Druckenmiller
Mitch Kurz
Kenneth Langone
Willie Mae Lewis
Kwame Owusu-Kesse
Alfonso Wyatt

Advisory Trustees (4)

Ellanor Brizendine
Fatime Cadoo
Denise Fuller
Keith Meister