

BOARD OF TRUSTEES

Geoffrey Canada
Chairman
Kwame Owusu-Kesse
President/CEO
Mitch Kurz
Secretary & Treasurer
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Ellanor (Bodie) Brizendine
Stanley Druckenmiller
Denise Fuller
Willie Mae Lewis
Keith Meister
Aisha Tomlinson
Alfonso Wyatt

Achil Petit
Superintendent

Saskia Brown
Deputy Superintendent

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

Madelaine German-Schultz
**Principal
Middle School**
245 West 129th Street
New York, NY 10027
Tel 212.360.3233

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

AGENDA

Harlem Children's Zone (HCZ) Promise Academy I
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. 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*)
- 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 I 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 I Elementary School (Dr. Joseph Cordero)

Principal Dr. Joseph Cordero reported the Elementary School's attendance was 94% for April.

The Elementary School held a Spring Fling for scholars whose behavior improved. Scholars played games and created artwork.

Scholars took class pictures for the school year.

Second-grade scholars took a trip to the HCZ Armory, where they engaged in fun activities.

School leaders attended the HCZ Promise Academy Leadership Retreat and discussed their OKRs for the upcoming school year.

The Elementary School held a pep rally to promote positive engagement for the state math exams.

The Elementary School celebrated Teacher Appreciation Week with daily raffles, breakfast, lunch, and a snack cart for teachers and staff.

The enrollment period was successful, with more than 90% of all kindergarten scholars fully enrolled for the new school year. School administrators continue to work on enrolling scholars from the waitlists of the remaining elementary grades.

The principal continues to hold Just A Moment sessions to give parents the opportunity to ask questions.

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

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

With the support of the Social Work Team, the Middle School has partnered with Educational Alliance to create community-based prevention programs to teach scholars about substance abuse. Educational Alliance offers services to diverse communities to enhance well-being and socioeconomic opportunities.

The Middle School partnered with the Social Emotional Learning team to create a platform that teaches parents different ways to help their scholars navigate social issues, such as the appropriate use of social media.

The Middle School initiated bi-weekly Fun Fridays to reward scholars for their hard work on the state exams.

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

Deputy Superintendent Dr. Saskia Brown reported that the High School's attendance was 93% for April.

For Teacher's Appreciation Week, the High School held several events to honor teachers and administrators, including the Warm and Fuzzy Notes wall, where scholars left appreciative notes for the staff. School leaders also provided breakfast, lunch, and snacks during celebrations.

On May 11, seniors attended HCZ's College Signing Day, hosted by the Center for Higher Education and Career Support at the HCZ Armory.

Financial Update (Connor Fournier)

CFO, Connor Fournier, reported that Promise Academy I's enrollment is 1,108, which is 24 unfavorable versus the budget. The school's revenue is \$0.2M unfavorable, at \$18.9M. Expenses are \$0.9M favorable, at \$17M. HCZ has not made a contribution through ten months of FY23.

HCZ Promise Academy I May 2023 Attendance Report

Date	HCZ PAI Elementary School			HCZ PAI Middle School			HCZ PAI 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	33	603	95%	10	261	96%	19	245	92%
5/2	35	603	94%	5	261	98%	24	245	90%
5/3	25	603	96%	6	261	98%	25	245	90%
5/4	37	603	94%	9	261	97%	12	245	95%
5/5	38	603	94%	15	261	94%	14	245	94%
5/8	37	603	94%	15	261	94%	10	245	96%
5/9	35	603	94%	14	260	95%	20	245	92%
5/10	35	603	94%	10	260	96%	16	245	93%
5/11	31	603	95%	13	260	95%	19	245	92%
5/12	41	603	93%	20	260	92%	28	245	89%
5/15	65	603	89%	9	260	97%	21	245	91%
5/16	45	603	93%	6	260	98%	12	245	95%
5/17	29	603	95%	9	260	97%	14	245	94%
5/18	32	603	95%	9	260	97%	35	245	86%
5/19	127	603	79%	45	260	83%	56	245	77%
5/22	31	602	95%	21	260	92%	69	245	72%
5/23	22	602	96%	9	260	97%	16	245	93%
5/24	24	602	96%	10	260	96%	19	245	92%
5/25	35	602	94%	8	260	97%	16	245	93%
5/26	66	602	89%	15	260	94%	17	245	93%
5/30	37	602	94%	13	260	95%	14	245	94%
5/31	27	602	96%	11	260	96%	23	245	91%
Average	40	603	93%	13	260	95%	23	245	91%

Promise Academy I 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	1,132	1,119	(13)	1,155	23
DOE and other gov't funding	(a) \$ 22.9	\$ 22.7	\$ (0.2)	\$ 24.4	1.5
Expenses:					
Salaries	13.3	13.0	0.3	15.0	(1.7)
Benefits	4.6	4.1	0.5	4.6	(0.0)
OTPS	3.6	3.4	0.3	4.2	(0.6)
Total Expenses	(b) <u>21.5</u>	<u>20.5</u>	<u>1.1</u>	<u>23.8</u>	<u>(2.3)</u>
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, & other HCZ allocations.

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

THE BOARD OF TRUSTEES (the "Board") **OF HARLEM CHILDREN'S ZONE PROMISE ACADEMY 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 \$23,800,000 (the "FY 2024 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 I Annual Board Meeting
June 6, 2023**

Board of Trustees

Officers and Trustees for Re-Election

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

Voting Trustees (7)

Geoffrey Canada
Stanley Druckenmiller
Mitchell Kurz
Kenneth Langone
Willie Mae Lewis
Kwame Owusu-Kesse
Alfonso Wyatt

Advisory Trustees (4)

Ellanor Brizendine
Denise Fuller
Keith Meister
Aisha Tomlinson