



Entry 1 School Information and Cover Page

Created: 06/26/2018 • Last updated: 11/01/2018

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your authorizer are visible on your task page. While completing this task, please ensure that you select the correct authorizer (**as of June 30, 2018**) or you may not be assigned the correct tasks.

a. SCHOOL NAME HARLEM CHILDREN'S ZONE PROMISE ACAD II CS (NYC CHANCELLOR)
(Select name from the drop down menu)

b. CHARTER AUTHORIZER (As of June 30th, 2018) NYCDOE-Authorized Charter School

(For technical reasons, please re-select authorizer name from the drop down menu).

c. DISTRICT / CSD OF LOCATION NYC CSD 5

d1. SCHOOL INFORMATION

	PRIMARY ADDRESS	PHONE NUMBER	FAX NUMBER	EMAIL ADDRESS
	35 East 125th Street New York, NY 10035	646-556-6283	212-534-0700	principalpa2@hczpromise.org

d2. PHONE CONTACT NUMBER FOR AFTER HOURS EMERGENCIES

Contact Name	Dr. Achil Petit
Title	Superintendent
Emergency Phone Number (###-###-####)	

e. SCHOOL WEB ADDRESS (URL) www.hczpromise.org

f. DATE OF INITIAL CHARTER 04/2005

g. DATE FIRST OPENED FOR INSTRUCTION 09/2005

h1. APPROVED SCHOOL MISSION (Regents, NYCDOE, and Buffalo BOE authorized schools only)

MISSION STATEMENT

The mission of the Harlem Children’s Zone Promise Academy II Charter School (HCZ Promise Academy II) is to provide high quality, standards-based academic programs for students, grades K-12, from underserved communities and underperforming school districts, and to provide students with the skills they need to be accepted by and succeed in college. HCZ Promise Academy II promotes high achievement in all subjects through a demanding curriculum, extensive supportive services and the use of data-driven teaching methods. HCZ Promise Academy is committed to promoting academic accomplishment, positive character development, healthy lifestyles and leadership skills. In partnership with the Harlem Children’s Zone, HCZ Promise Academy addresses the educational and developmental needs of each student.

h2. KEY DESIGN ELEMENTS (Regents, NYCDOE, and Buffalo BOE authorized schools only)

KEY DESIGN ELEMENTS (Brief heading followed by a description of each Key Design Elements (KDE). KDEs are those general aspects of the school that are innovative or unique to the school’s mission and goals, are core to the school’s overall design, and are critical to its success. The design elements may include a specific content area focus; unique student populations to be served; specific educational programs or pedagogical approaches; unique calendar, schedule, or configurations of students and staff; and/or innovative organizational structures and systems.

Variable 1	Data-Driven Instruction: The Promise Academy teaching philosophy is that all students have different instructional needs, and it is our job to find ways to identify and address those needs. Small-group targeted instruction is an integral design element in achieving high academic outcomes. Promise Academy uses periodic benchmark assessments including standards based unit tests, running records and student writing pieces for assessing reading levels and identifying individual areas for student growth.
Variable 2	Professional Development: PAI has always focused on building a core of highly qualified, driven teachers serving as beacons of experience to younger staff with great potential. Academic ELA and math coaches provide targeted feedback based on each teachers pedagogical strengths and areas for growth. Bi-weekly pds are provided to all ELA and math teachers based on the school's instructional priorities. New teachers are offered an intense three-week pd series that introduces them Promise Academy's school culture and curriculum and instruction.
Variable 3	College Readiness: To ensure that Promise Academy students get in and succeed in college, the school consistently aligns

	<p>itself with collaborative programs. The Bard Early College program has been a useful tool in helping our high school students become college ready while earning college credits. Promise Academy high schools also offers advanced placement classes and HCZ's College Success Office works with our high school students all the way through to college, providing support with college applications, financial advice and academic counseling.</p>
Variable 4	<p>Parent Engagement: PAII has a parent association called Promise Academy Parents Association II (PAPA II) in which members are instrumental in supporting PAII schools with parent engagement and parent events. The PAII board of trustees also has a parent representative that works with the Senior Manager of Parent Engagement to ensure that PAII parents have a voice. Parents are also provided with unique opportunities, such as workshops and events that is punctuated by a Parent Appreciation Banquet at the end of the school year.</p>
Variable 5	<p>Continuous Alignment: Over the past few years, Promise Academy has had a strong focus on alignment, not only with its sister school, PAII but across all grades within PAI. PAI continues to improve in this practice in the areas of professional development, Common Core, school culture, administration, partnerships and external opportunities for students and staff.</p>
Variable 6	<p>Recruitment: In order to find the best quality teachers, our Recruitment Manager works with the leadership team using the following strategies: attending and hosting teacher recruitment fairs and events at colleges/universities, internet job postings, advertisements, employee referrals and partnering with programs such as Teach for America. There is also a strong focus on training our teaching assistants and teaching fellows to become lead teachers through strong professional development and external programs such as Relay/GSE.</p>
Variable 7	<p>Wraparound Services: To effectively support Promise students and families at every stage of development, HCZ offers a pipeline of educational and social services to provide scholars with needed support to ensure that they begin on the same playing field as children from more affluent communities. Promise Academy has a full operational health center in addition to partnerships with proven organizations and HCZ programs so that scholars receive services they need to develop as healthy students.</p>
Variable 8	(No response)
Variable 9	(No response)
Variable 10	(No response)

i. TOTAL ENROLLMENT ON JUNE 30, 2018 983

j. GRADES SERVED IN SCHOOL YEAR 2017-18

Check all that apply

Grades Served	K, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12
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k1. DOES THE SCHOOL CONTRACT WITH A CHARTER OR EDUCATIONAL MANAGEMENT ORGANIZATION? No

11. FACILITIES

Does the school maintain or operate multiple sites?

	Yes, 2 sites
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12. SCHOOL SITES

Please list the sites where the school will operate for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades Served at Site (K-5, 6-9, etc.)	Receives Rental Assistance	Rental Assistance for Which Grades (write N/A if applicable)
Site 1 (same as primary site)	35 East 125th Street, New York, NY 10035	212-360-3237	NYC CSD 5	6-12	Yes	10-12
Site 2	2005 Madison Avenue, New York, NY 10035	212-360-3236	NYC CSD 5	K-5	No	
Site 3						

I2a. Please provide the contact information for Site 1.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Dr. Achil Petit	646-582-1200	212-360-3230	achil.petit@hczpromise.org
Operational Leader	Ari Browne	212-360-3230		
Compliance Contact	Candice Ashby	212-360-3230		
Complaint Contact	Candice Ashby	212-360-3230		
DASA Coordinator	Ameenah Marshall	212-360-3230		

I3. Please provide the contact information for Site 2.

	Name	Work Phone	Alternate Phone	Email Address
School Leader	Dr. Achil Petit	646-582-1200	212-360-3230	
Operational Leader	Ari Browne	212-360-3230		
Compliance Contact	Candice Ashby	212-360-3230		
Complaint Contact	Candice Ashby	212-360-3230		
DASA Coordinator	Ameenah Marshall	212-360-3230		

m1. Are any sites in co-located space? If yes, please proceed to the next question. Yes

m2. Please list the terms of your current co-location.

	Date school will leave current co-location	Is school working with NYCDOE to expand into current space?	If so, list year expansion will occur.	Is school working with NYCDOE to move to separate space?	If so, list the proposed space and year planned for move	School at Full Capacity at Site
Site 1 (primary site)	N/A	No		No		Yes
Site 2	N/A	No		No		Yes
Site 3						

n1. Were there any revisions to the school’s charter during the 2017-18 school year? (Please include approved or pending material and non-material charter revisions).

No

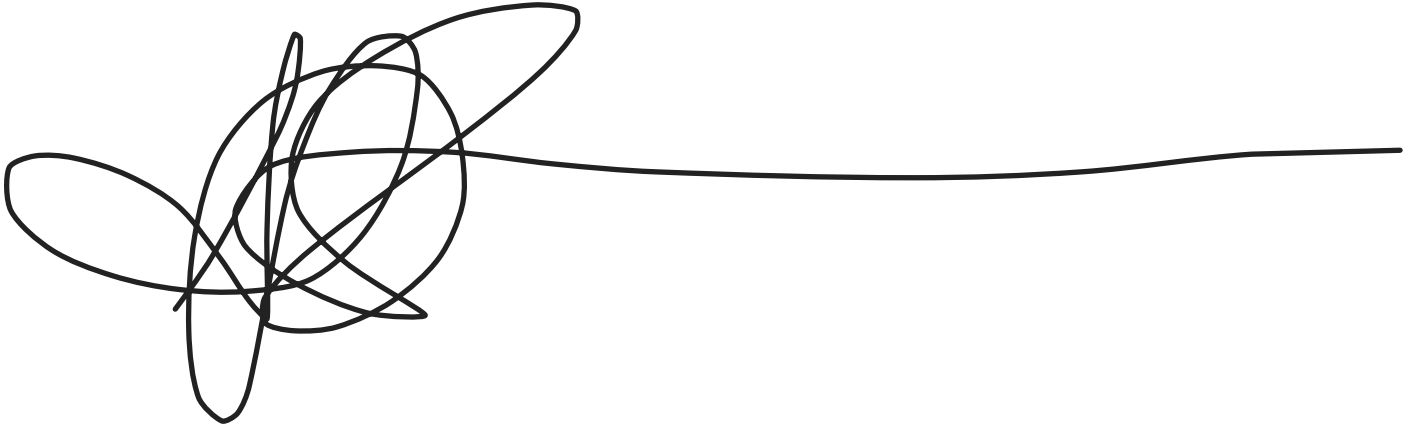
o. Name and Position of Individual(s) Who Completed this Annual Report.

Dr. Achil Petit (Superintendent), Candice Ashby (Director of Compliance and Reporting), Ari Browne (Director of Information Systems)

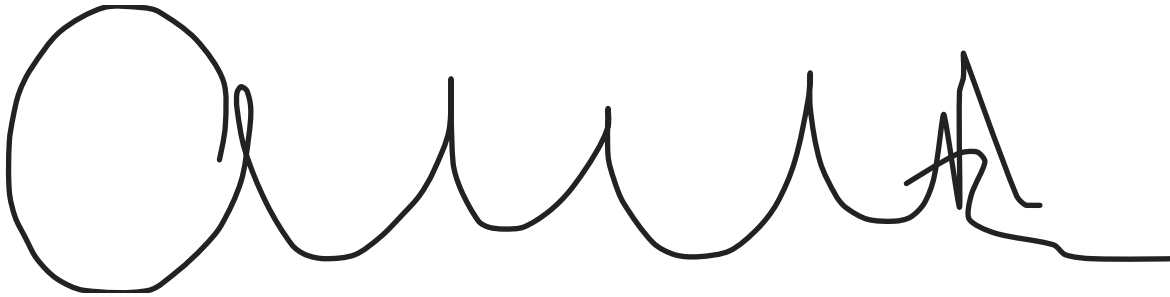
p. Our signatures (Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. Check **YES if you agree and then use the mouse on your PC or the stylist on your mobile device to sign your name).**

Yes

Signature, Head of Charter School

A handwritten signature consisting of a complex, scribbled initial followed by a long, horizontal, slightly wavy line.

Signature, President of the Board of Trustees

A handwritten signature starting with a large, oval 'O', followed by a series of connected, rounded loops, and ending with a sharp, upward-pointing stroke.

Date

2018/07/30

Thank you.



Entry 2 NYS School Report Card Link

Last updated: 07/27/2018

HARLEM CHILDREN'S ZONE PROMISE ACAD II CS (NYC CHANCELLOR)

1. CHARTER AUTHORIZER (As of June 30th, 2018) NYCDOE-Authorized Charter School

(For technical reasons, please re-select authorizer name from the drop down menu).

2. NEW YORK STATE REPORT CARD

Provide a direct URL or web link to the most recent New York State School Report Card for the charter school (See <https://reportcards.nysed.gov/>).

(Charter schools completing year one will not yet have a School Report Card or link to one. Please type "URL is not available" in the space provided).

<https://data.nysed.gov/reportcard.php?instid=800000058981&year=2017&createreport=1&enrollment=1&avgclasssize=1&freelunch=1&attendance=1&suspensions=1&teacherqual=1&teacherturnover=1&staffcounts=1&hscocompleters=1&postgradcompleters=1&38ELA=1&38MATH=1&48SCI=1&naep=1&cohort=1®ents=1&nyseslat=1&elemELA=1&elemMATH=1&elemSci=1&secondELA=1&secondMATH=1&unweighted=1>



Entry 3 Progress Toward Goals

Created: 07/30/2018 • Last updated: 11/01/2018

PROGRESS TOWARD CHARTER GOALS

Board of Regents-authorized and NYCDOE-authorized charter schools only. Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals by November 1st.

1. ACADEMIC STUDENT PERFORMANCE GOALS

If performance data is not available by August 1st, please state this in the last column and update by November 1st.

2017-18 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met or Not Met	Indicate if data is not available. If/when available, Describe Efforts School Will Take If Goal Is Not Met
Academic Goal 1	For each year of the school's next charter term, the school will show academic performance with a percent of students proficient at or above Level 3 that meets or exceeds the percent proficient of the Community School District (CSD) of location and also meets or exceeds the citywide percent proficient on the New York State ELA examination.	New York State ELA Exam	Met	Promise Academy II students had a 54% pass rate in ELA which was a higher pass rate than CSD 5 (29%) and NYC (47%).
Academ	For each year of the school's next charter term, the school will show academic performance with a percent of students proficient at or above Level 3 that meets or exceeds the percent	New York State Math		Promise Academy II students had a 70% pass rate in math

ic Goal 2	proficient of the Community School District (CSD) of location and also meets or exceeds the citywide percent proficient on the New York State math examination.	Exam	Met	which was a higher pass rate than CSD 5 (22%) and NYC (43%).
Academic Goal 3	Each year, at least 75 percent of students in the high school accountability cohort passing an English Regents exam will have a score of 75 or above by the end of their fourth year.	English Regents Exam	Not Met	73% of cohort T students have scored at least a 75 on the ELA Regents exam.
Academic Goal 4	Each year, at least 75 percent of students in the high school accountability cohort passing a math Regents exam will have a score of 75 or above by the end of their fourth year.	Math Regents Exams	Not Met	42% of cohort T students have scored at least a 75 on the ELA Regents exam.
	For each year of the school's next charter term, each grade-level cohort will demonstrate growth with a reduction by a half the gap between the percent at or above Level 3 on the previous year's NYS ELA exam (baseline) and the CSD or			<p>Goal partially met: 3 of 5 returning cohorts met the growth goal.</p> <p>2017-18 4th graders As 3rd graders: 51%; 2016-17 NYC: 43% Exceeded NYC</p> <p>As 4th graders: 55% CSD 5 growth: 6 percentage points Growth not exceeded</p> <p>2017-18 5th graders As 4th graders: 57% 2016-17 NYC: 42% Exceeded NYC</p> <p>As 5th graders: 35% CSD 5 growth: -2</p>

Academic Goal 5	citywide percent (whichever is higher) of students proficient at or above Level 3 on the current year's State ELA exam. For schools in which the number of students scoring above proficiency in a grade-level cohort exceeded the CSD or citywide percent proficient (whichever is higher) on the previous year's ELA exam, the school is expected to demonstrate growth comparable to the CSD in the current year	New York State ELA Exam	Not Met	<p>percentage points Growth not exceeded</p> <p>2017-18 6th graders As 5th graders: 35% 2016-17 NYC: 36% Did not exceed NYC</p> <p>As 6th graders: 58% 2017-18 NYC: 49% Growth exceeded</p> <p>2017-18 7th graders As 6th graders: 38% 2016-17 NYC: 32% Exceeded NYC</p> <p>As 7th graders: 55% CSD 5 growth: 7 percentage points Growth exceeded</p> <p>2017-18 8th graders As 7th graders: 55% 2016-17 NYC: 43% Exceeded NYC</p> <p>As 8th graders: 67% CSD 5 growth: 8 percentage points Growth exceeded</p>
	For each year of the school's next charter term, each grade-level cohort will demonstrate growth with a reduction by a half the gap between the percent at or above Level 3 on the previous year's NYS math exam			<p>Goal partially met: 3 of 5 returning cohorts met the growth goal.</p> <p>2017-18 4th graders As 3rd graders: 77%; 2016-17 NYC: 46% Exceeded NYC</p> <p>As 4th graders: 71% CSD 5 growth: -3 percentage points Growth not exceeded</p> <p>2017-18 5th graders As 4th graders: 69% 2016-17 NYC: 40% Exceeded NYC</p> <p>As 5th graders: 60%</p>

Academic Goal 6	(baseline) and the CSD or citywide percent (whichever is higher) of students proficient at or above Level 3 on the current year's State math exam. For schools in which the number of students scoring above proficiency in a grade-level cohort exceeded the CSD or citywide percent proficient (whichever is higher) on the previous year's math exam, the school is expected to demonstrate growth comparable to the CSD in the current year	New York State Math Exam	Not Met	<p>CSD 5 growth: 5 percentage pts Growth not exceeded</p> <p>2017-18 6th graders As 5th graders: 52% 2016-17 NYC: 41% Exceeded NYC</p> <p>As 6th graders: 67% CSD 5 growth: 0 percentage pts Growth exceeded</p> <p>2017-18 7th graders As 6th graders: 58% 2016-17 NYC: 36% Exceeded NYC</p> <p>As 7th graders: 83% CSD 5 growth: 2 percentage pts Growth exceeded</p> <p>2017-18 8th graders As 7th graders: 68% 2016-17 NYC: 36% Exceeded NYC</p> <p>As 8th graders: 68% CSD 5 growth: -4 percentage pts Growth exceeded</p>
Academic Goal 7	For each year of the next charter term, the school will perform at the 60th percentile or above compared with citywide averages for its 4-year graduation rate and in the 60th percentile or above compared with citywide averages for its 6-year graduation rate.	4-year and 6-year graduation rates		Not yet available: 4-year city-wide graduation rates for cohort T and 6-year city-wide graduation rates for cohort R have not been released.
	For each year of the next charter term, the school will show progress towards having 75% of			

Academic Goal 8	students enrolled in each grade 9-11 accumulate 10 or more credits towards graduation. The school will be accountable for all credits accumulated by students who were continuously enrolled in the school including students who have dropped out or enrolled in an accredited GED program, however, excluding the credits accumulated by students who have transferred from or to another school, were incarcerated, left the country, or died during the school year. The school will report this each September by submitting a report of student credit accumulation from the previous school year for purposes of the NYC DOE School Quality Reports.	Credit accumulation		N/A: The NYC DOE progress report is not yet available.
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2. Do have more academic goals to add? Yes

2017-18 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
				Goal met: Promise Academy students had higher pass rates than Black and Latino students in 6 of 6 tested grades.

Academic Goal 9	Each year, the percent of students performing at or above Level 3 on the State ELA exam in each tested grade will, in the majority of grades, exceed the performance of Black and Latino students in New York City.	New York State ELA Exam	Met	<p>The pass rates for each tested grade are as follows:</p> <p>3rd grade: PA, 53.3%; Black, 38.7%; Latino, 40.0%</p> <p>4th grade: PA, 54.8%; Black, 37.5%; Latino, 38.4%</p> <p>5th grade: PA, 34.9%; Black, 25.3%; Latino, 27.1%</p> <p>6th grade: PA, 58.0%; Black, 35.0%; Latino, 38.4%</p> <p>7th grade: PA, 55.2%; Black, 29.2%; Latino, 31.1%</p> <p>8th grade: PA, 66.7%; Black, 38.6%; Latino, 41.0%</p>
Academic Goal 10	Each year, the percent of students performing at or above Level 3 on the State Math exam in each tested grade will, in the majority of grades, exceed the performance of Black and Latino students in New York City.	New York State Math Exam	Met	<p>Goal met: Promise Academy students had higher pass rates than Black and Latino students in 6 of 6 tested grades. The pass rates for each tested grade are as follows:</p> <p>3rd grade: PA, 73.0%; Black, 36.5%; Latino, 40.7%</p> <p>4th grade: PA, 70.6%; Black, 29.7%; Latino, 33.6%</p> <p>5th grade: PA, 59.8%; Black, 23.7%; Latino, 28.9%</p> <p>6th grade: PA, 66.7%; Black, 21.5%; Latino, 26.9%</p>

				<p>7th grade: PA, 83.3%; Black, 21.2%; Latino, 26.5%</p> <p>8th grade: PA, 68.0%; Black, 19.3%; Latino, 22.9%</p>
Academic Goal 11	80% of students enrolled in classes designed toward college accreditation will earn the minimum amount of college credits	College credit accumulation	Not Met	Goal not met: Students enrolled in classes designed towards college accreditation earned at least the minimum amount of college credits in 71% of classes taken.
Academic Goal 12				
Academic Goal 13				
Academic Goal 14				
Academic Goal 15				
Academic Goal 16				

3. Do have more academic goals to add? No

4. ORGANIZATIONAL GOALS

2017-18 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
	Each year, the school will have an			

Org Goal 1	average daily student attendance rate of at least 95 percent.	Attendance rate in ATS	Not Met	Goal Not Met: average attendance was 94 %.
Org Goal 2	Each year, 95 percent of all students enrolled on the last day of the school year will return the following school year.	Student enrollment and discharge information from ATS	Met	95.8% of students returned in the fall of 2018, who did not move out of the district.
Org Goal 3	Each year, 90 percent of all instructional staff employed during the prior school year will return and/or be asked to return the following school year.	Human Resources Internal Systems and Records	Not Met	<p>88% of instructional staff employed during the 17-18 school year returned and/or were asked to return the following school year. In order to increase that percentage, the following efforts are currently being made:</p> <ul style="list-style-type: none"> - breakfast sessions with teaching staff, the superintendent and the CEO to get consistent feedback about staff needs - strategic priorities have been implemented that include standardizing pds to improve vertical alignment. - staff appreciation celebrations are held throughout the year - HCZ Values has been rolled out to all staff in order to strengthen school culture.

Org Goal 4	In each year of the charter term, parents will express satisfaction with the school's program, based on the NYC DOE School Survey. On key questions as identified in the NYC DOE Charter Schools Accountability Handbook, the school will have a percentage of parents that agree or strongly agree that meets or exceeds citywide averages. The school will only have met this goal if 50% or more parents participate in the survey.	2017-18 NYC DOE School Survey Report	Met	Promise Academy II met or exceeded citywide averages on 2 of 2 key questions identified by NYC DOE: How satisfied are you with the education your child has received this year? (PAII: 96%; City: 95%); The principal promotes family and community involvement in the school: (PAII: 95%; City: 93%).
Org Goal 5	n each year of the Charter term, staff will express satisfaction with the school's program, based on the NYC DOE School Survey. On key questions as identified in the NYC DOE Charter Schools Accountability Handbook, the school will have a percentage of staff that agree or strongly agree that meets or exceeds citywide averages. The school will only have met this goal	2017-18 NYC DOE School Survey Report	Not Met	Promise Academy II met or exceeded citywide averages on 0 of 3 key questions identified by NYC DOE: I would recommend my school to parents seeking a place for their child; Teachers work closely with families to meet students' needs; The professional staff believes that all students can learn, including ELL and SWD.

	if 50% or more staff participate in the survey.			
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5. Do you have more Yes

organizational goals to add?

2017-18 Progress Toward Attainment of Organizational Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Org Goal 6	In each year of the charter term, students will express satisfaction with the school's program, based on the NYC DOE School Survey. On key questions as identified in the NYC DOE Charter Schools Accountability Handbook, the school will have a percentage of students that agree or strongly agree that meets or exceeds citywide averages. The school will only have met this goal if 50% or more students participate in the survey. (For grades 6-12 only.)	2017-18 NYC DOE School Survey Report	Met	Promise Academy II met or exceeded citywide averages on 1 of 1 key questions identified by NYCDOE: It's clear what I need to do to get a good grade (PAII: 87%; City: 84%).
Org Goal 7				
Org Goal 8				
Org Goal 9				
Org Goal 10				
Org Goal 11				
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				

6. FINANCIAL GOALS

2017-18 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met or Not Met	If Not Met, Describe Efforts School Will Take
Financial Goal 1	Each year, the school will operate on a balanced budget and maintain a stable cash flow.		Met	
Financial Goal 2				
Financial Goal 3				
Financial Goal 4				
Financial Goal 5				



Entry 4 Expenditures per Child

Last updated: 07/31/2018

HARLEM CHILDREN'S ZONE PROMISE ACAD II CS (NYC CHANCELLOR)Section Heading

Financial Information

This information is required of ALL charter schools. Provide the following measures of fiscal performance of the charter school in Appendix B (Total Expenditures and Administrative Expenditures Per Child):

1. Total Expenditures Per Child

To calculate **'Total Expenditures per Child'** take total expenditures (from the unaudited 2017-18 Schedule of Functional Expenses) and divide by the year end FTE student enrollment. (Integers Only. No dollar signs or commas).

Note: *The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations:* <http://www.p12.nysed.gov/psc/AuditGuide.html>

Line 1: Total Expenditures	18463437
Line 2: Year End FTE student enrollment	1065
Line 3: Divide Line 1 by Line 2	17337

2. Administrative Expenditures per Child

To calculate **'Administrative Expenditures per Child'** To calculate "Administrative Expenditures per Child" first *add* together the following:

1. Take the relevant portion from the 'personnel services cost' row and the 'management and general' column (from the unaudited 2017-18 Schedule of Functional Expenses)
2. Any contracted administrative/management fee paid to other organizations or corporations
3. Take the total from above and divide it by the year-end FTE enrollment. The relevant portion that must be included in this calculation is defined as follows:

Administrative Expenditures: Administration and management of the charter school includes the activities and personnel of the offices of the chief school officer, the finance or business offices, school operations personnel, data management and reporting, human resources, technology, etc. It also includes those administrative and management services provided by other organizations or corporations on behalf of the charter school for which the charter school pays a fee or other compensation. Do not include the FTE of personnel whose role is to directly support the instructional program.

Notes:

The information on the Schedule of Functional Expenses on pages 41-43 of the Audit Guide can help schools locate the amounts to use in the two per pupil calculations:

<http://www.p12.nysed.gov/psc/AuditGuide.html>.

Employee benefit costs or expenditures should not be reported in the above calculations.

Line 1: Relevant Personnel Services Cost (Row)	17764963
Line 2: Management and General Cost (Column)	95409
Line 3: Sum of Line 1 and Line 2	17860372
Line 5: Divide Line 3 by the Year End FTE student enrollment	16770

Thank you.

Financial Statements and Supplementary
Schedule Together with
Reports of Independent Certified Public Accountants

**HARLEM CHILDREN'S ZONE
PROMISE ACADEMY II CHARTER SCHOOL**

For the years ended June 30, 2018 and 2017

HARLEM CHILDREN'S ZONE PROMISE ACADEMY II CHARTER SCHOOL

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REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS

To the Board of Trustees of

Harlem Children's Zone Promise Academy II Charter School:

Report on the financial statements

We have audited the accompanying financial statements of the Harlem Children's Zone Promise Academy II Charter School (the "School"), which comprise the statements of financial position as of June 30, 2018 and 2017, and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements.

Management's responsibility for the financial statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the School's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the School as of June 30, 2018 and 2017, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Supplementary information

Our audits were conducted for the purpose of forming an opinion on the financial statements as a whole. The Schedules of Functional Expenses for the years ended June 30, 2018 and 2017 are presented for purposes of additional analysis and are not a required part of the financial statements. Such supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audits of the financial statements and certain additional procedures. These additional procedures included comparing and reconciling the information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other reporting required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report, dated October 30, 2018, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control over financial reporting and compliance.

The image shows a handwritten signature in cursive script that reads "Grant Thornton LLP". The signature is written in dark ink and is positioned above the printed name and date.

New York, New York

October 30, 2018

**HARLEM CHILDREN'S ZONE
PROMISE ACADEMY II CHARTER SCHOOL**
Statements of Financial Position
As of June 30, 2018 and 2017

ASSETS	2018	2017
Cash and cash equivalents	\$ 135,107	\$ 225,907
Restricted cash	70,774	70,739
Contributions receivable	625,000	-
Government grants and contracts receivable	918,332	782,866
Due from related parties	93,676	-
Due from <i>Harlem Children's Zone</i> - 457(f) plan	3,767,870	3,616,446
Property and equipment, net	5,166	16,362
Other assets	61,270	97,101
	<u>61,270</u>	<u>97,101</u>
Total assets	<u>\$ 5,677,195</u>	<u>\$ 4,809,421</u>
LIABILITIES AND NET ASSETS		
LIABILITIES		
Accounts payable and accrued expenses	\$ 1,629,111	\$ 1,438,216
Due to related parties	-	23,138
457(f) plan liability	2,967,079	2,632,732
	<u>2,967,079</u>	<u>2,632,732</u>
Total liabilities	<u>4,596,190</u>	<u>4,094,086</u>
CONTINGENCIES		
NET ASSETS - unrestricted	<u>1,081,005</u>	<u>715,335</u>
Total liabilities and net assets	<u>\$ 5,677,195</u>	<u>\$ 4,809,421</u>

The accompanying notes are an integral part of these financial statements.

**HARLEM CHILDREN'S ZONE
PROMISE ACADEMY II CHARTER SCHOOL**
Statements of Activities
For the years ended June 30, 2018 and 2017

	<u>2018</u>	<u>2017</u>
REVENUE AND SUPPORT		
Revenue:		
Government grants and contracts	\$ 17,720,651	\$ 16,409,783
Other income	<u>3,045</u>	<u>51,857</u>
Total revenue	<u>17,723,696</u>	<u>16,461,640</u>
Support:		
Contributions:		
Related parties	4,047,684	5,641,773
Others	1,264,511	66,174
Contributed space and services:		
Related parties	491,635	371,858
Others	<u>1,774,764</u>	<u>1,790,154</u>
Total support	<u>7,578,594</u>	<u>7,869,959</u>
Total revenue and support	<u>25,302,290</u>	<u>24,331,599</u>
EXPENSES		
Program services:		
Regular education	20,779,062	20,482,635
Special education	<u>3,116,716</u>	<u>2,670,038</u>
Total program services	<u>23,895,778</u>	<u>23,152,673</u>
Management and general	<u>1,040,842</u>	<u>1,073,043</u>
Total expenses	<u>24,936,620</u>	<u>24,225,716</u>
Change in net assets	<u>365,670</u>	<u>105,883</u>
Net assets, beginning of year	<u>715,335</u>	<u>609,452</u>
Net assets, end of year	<u><u>\$ 1,081,005</u></u>	<u><u>\$ 715,335</u></u>

The accompanying notes are an integral part of these financial statements.

**HARLEM CHILDREN'S ZONE
PROMISE ACADEMY II CHARTER SCHOOL**
Statements of Cash Flows
For the years ended June 30, 2018 and 2017

	<u>2018</u>	<u>2017</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ 365,670	\$ 105,883
Adjustments to reconcile change in net assets to net cash used in operating activities:		
Depreciation	11,196	41,816
Changes in assets and liabilities:		
Increase in contributions receivable	(625,000)	-
Increase in government grants and contracts receivable	(135,466)	(301,668)
Increase in due from related party	(93,676)	-
(Increase) decrease in due from <i>Harlem Children's Zone</i> - 457(f) plan	(151,424)	387,659
Decrease in other assets	35,831	2,199
Increase (decrease) in accounts payable and accrued expenses	190,895	(126,292)
Decrease in due to related party	(23,138)	(1,069,512)
Increase (decrease) in 457(f) plan liability	<u>334,347</u>	<u>(665,214)</u>
Net cash used in operating activities	<u>(90,765)</u>	<u>(1,625,129)</u>
CASH FLOWS FROM FINANCING ACTIVITIES		
Change in restricted cash	<u>(35)</u>	<u>(35)</u>
Net cash used in investing activities	<u>(35)</u>	<u>(35)</u>
Net decrease in cash and cash equivalents	(90,800)	(1,625,164)
Cash and cash equivalents, beginning of year	<u>225,907</u>	<u>1,851,071</u>
Cash and cash equivalents, end of year	<u>\$ 135,107</u>	<u>\$ 225,907</u>

The accompanying notes are an integral part of these financial statements.

HARLEM CHILDREN'S ZONE PROMISE ACADEMY II CHARTER SCHOOL

Notes to Financial Statements

June 30, 2018 and 2017

1. NATURE OF OPERATIONS

Harlem Children's Zone Promise Academy II Charter School (the "School") is a public charter school that is open to all New York City public school children via a lottery. Opened in 2005, the School features small class sizes, an extended day and year, high expectations, and access to an extended support system through its Institutional Partner, Harlem Children's Zone, Inc. ("HCZ").

HCZ is a not-for-profit organization that offers a wide array of education and social programs to the children and families of Harlem. Created in 1970 as a truancy prevention agency (then called "Rheedlen Centers for Children and Families"), HCZ has expanded its services to address the needs of children from birth through college, and as part of that mission, it also works to strengthen families and the surrounding community.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

The accompanying financial statements have been prepared on the accrual basis of accounting in accordance with accounting principles generally accepted in the United States of America ("US GAAP").

The financial statement presentation conforms with US GAAP for non-profit organizations, which requires that the School report information regarding its financial position and changes in net assets according to three classes of net assets, as follows:

Unrestricted net assets

Net assets that are not subject to donor-imposed stipulations and are, therefore, available for the general operations of the School.

Temporarily restricted net assets

Net assets which include resources that have been limited by donor-imposed stipulations that either expire with the passage of time and/or can be fulfilled by the actions of the School pursuant to those stipulations. At June 30, 2018 and 2017, the School did not possess any temporarily restricted net assets.

Permanently restricted net assets

Net assets which include funds whereby the donors have stipulated that the principal contributed be invested and maintained in perpetuity. Income earned from these investments is available for expenditures according to restrictions, if any, imposed by donors. At June 30, 2018 and 2017, the School did not possess any permanently restricted net assets.

Cash and Cash Equivalents

The School considers money market fund investments and all highly liquid debt instruments with a maturity of three months or less on the date of acquisition to be cash equivalents.

**HARLEM CHILDREN'S ZONE
PROMISE ACADEMY II CHARTER SCHOOL**
Notes to Financial Statements
June 30, 2018 and 2017

Property and Equipment

Property and equipment purchased for a value greater than \$5,000 and with depreciable lives greater than one year are carried at cost, net of depreciation. Significant additions or improvements extending asset lives are capitalized; normal maintenance and repair costs are expensed as incurred. Leasehold improvements are amortized based on the lesser of the estimated useful life or remaining lease term.

Property and equipment used in operations are depreciated over their estimated useful lives using the straight-line method, as follows:

	<u>Useful Life (Years)</u>
Furniture, fixtures, and equipment	5
Leasehold improvements	5 - 31.5

Revenue

The School derives its revenue principally from the New York State and New York City governments, through the New York City Department of Education ("DOE") Office of Charter Schools, based on pupil enrollment for regular and special education. The balance of the revenue and support is derived from contributions and other government grants and contracts.

Revenues are reported as increases in unrestricted net assets unless use of the related assets is limited by explicit donor-imposed restrictions. Revenues based on pupil enrollment are recognized over the period earned. Revenue from grants and contracts is recognized as the related expenses are incurred, or services performed, in accordance with the terms of the respective grant or contract agreement. Amounts received in advance are reported as deferred revenue.

The School records contributions of cash and other assets when an unconditional promise to give such assets is received from a donor. Contributions are recorded at the fair market value of the assets received and are classified as either unrestricted, temporarily restricted or permanently restricted support, depending on whether the donor has imposed a restriction on the use of such assets. When a donor restriction expires (i.e., when a stipulated time restriction ends and/or a purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

Receivables

Receivables contain some level of uncertainty surrounding timing and amount of collection. Therefore, management provides an allowance for doubtful accounts based on the consideration of the type of receivable, responsible party, the known financial condition of the respective party, historical collection patterns and comparative aging. These allowances are maintained at a level management considers adequate to provide for subsequent adjustments and potential uncollectible accounts. These estimates are reviewed periodically and, if the financial condition of a party changes significantly, management will evaluate the recoverability of any receivables from that organization and write off any amounts that are no longer considered to be recoverable. Any payments subsequently collected on such written-off receivables are recorded as income in the period received. As of June 30, 2018 and 2017, no allowance for doubtful accounts was required.

**HARLEM CHILDREN'S ZONE
PROMISE ACADEMY II CHARTER SCHOOL**
Notes to Financial Statements
June 30, 2018 and 2017

Accounting for Income Taxes

The School recognizes the tax effects from an uncertain tax position in the financial statements only if the position is “more-likely-than-not” to be sustained if the position were to be challenged by a taxing authority. The assessment of the tax position is based solely on the technical merits of the position, without regard to the likelihood that the tax position may be challenged.

The School is exempt from federal income tax under Internal Revenue Code (“IRC”) section 501(c)(3), though it is subject to tax on income unrelated to its exempt purpose, unless that income is otherwise excluded by the IRC. The School has processes presently in place to ensure the maintenance of its tax-exempt status; to identify and report unrelated income; to determine its filing and tax obligations in jurisdictions for which it was nexus; and to identify and evaluate other matters that may be considered tax positions. The School has determined that there are no material uncertain tax positions that require recognition or disclosure in the financial statements for the years ending June 30, 2018 or 2017.

Estimates

The preparation of financial statements in conformity with US GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, disclosures of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Reclassifications

Certain items in the 2017 financial statements have been reclassified to conform to the current year presentation. These reclassifications did not have any effect on total assets, liabilities, net assets, revenues or expenses.

3. CASH AND CASH EQUIVALENTS

The School maintains cash and cash equivalent balances in financial institutions, which generally exceed the amount insured by the Federal Depository Insurance Corporation (“FDIC”) and subject the School to credit risk. The School monitors this risk on a regular basis and has not experienced, nor does it anticipate, nonperformance by any of these financial institutions.

4. RESTRICTED CASH

Pursuant to an addendum to the Charter Agreement dated February 3, 2015, with the New York City Department of Education, the School is required to set up an escrow of at least \$70,000. In the event of termination of the Charter, whether prematurely or otherwise, the School shall establish and follow procedures consistent with those required by Section 2851(2)(t) of the New York State Education Law in its use of the escrow.

5. PUPIL ENROLLMENT AND OTHER REVENUES FROM GOVERNMENT AGENCIES

Under the School’s Charter agreement and the Charter Schools Act, the School is entitled to receive funding from state and federal sources that are available to public schools. These funds include New York City pupil enrollment funds, federal food subsidies, and Title I and Title II funds. The calculation of the

**HARLEM CHILDREN'S ZONE
PROMISE ACADEMY II CHARTER SCHOOL**
Notes to Financial Statements
June 30, 2018 and 2017

amounts to be paid to the School under these programs is determined by the State and is based on complex laws and regulations, enrollment levels, and economic information related to the home school districts of the children enrolled in the School. If these regulations, some of which are relatively new in the State of New York, were to change, or other factors included in the calculations were to change, the level of funding that the School receives could vary significantly.

The amounts received and receivable from government agencies and included as revenue in the financial statements consisted of the following as of and for the years ended June 30, 2018 and 2017:

	2018		2017	
	Revenues	Receivable	Revenues	Receivable
City of New York (Pupil enrollment)	\$ 15,695,574	\$ 354,840	\$ 14,976,895	\$ 430,067
City of New York (Other)	668,624	-	348,520	-
Outside the City of New York (Pupil enrollment)	17,794	17,794	-	-
Title I	444,440	293,000	337,565	163,976
Title II	150,448	110,595	12,713	7,334
E-Rate	97,191	25,387	102,587	55,480
Food service - Federal and State of New York	<u>646,580</u>	<u>116,716</u>	<u>631,503</u>	<u>126,009</u>
Total grants and contracts from government sources	<u>\$ 17,720,651</u>	<u>\$ 918,332</u>	<u>\$ 16,409,783</u>	<u>\$ 782,866</u>

6. PROPERTY AND EQUIPMENT

At June 30, 2018 and 2017, property and equipment consisted of the following:

	2018	2017
Equipment	\$ 227,022	\$ 227,022
Leasehold improvements	34,634	34,634
Furniture and fixtures	<u>41,997</u>	<u>41,997</u>
	303,653	303,653
Less: Accumulated depreciation	<u>(298,487)</u>	<u>(287,291)</u>
Total	<u>\$ 5,166</u>	<u>\$ 16,362</u>

Depreciation expense for the years ended June 30, 2018 and 2017 amounted to \$11,196 and \$41,816, respectively.

**HARLEM CHILDREN'S ZONE
PROMISE ACADEMY II CHARTER SCHOOL**
Notes to Financial Statements
June 30, 2018 and 2017

7. RETIREMENT PLAN

The School maintains the Alerus Tax Deferred Annuity Plan (the "Plan") with Alerus Retirement Solutions for all eligible employees. The Plan is non-contributory and employees become eligible once they have reached age 21 and have completed one year of service. Employees participating in the Plan will be fully vested after completing six years of service. Employer contributions made to the Plan are discretionary. For the years ended June 30, 2018 and 2017, contributions made to the Plan amounted to \$307,183 and \$118,499, respectively.

8. RELATED-PARTY TRANSACTIONS

Contributions

457(f) Plan

HCZ maintains a discretionary 457(f) plan for certain eligible employees of the School. Employees become eligible to participate in this plan based solely at the discretion of the School's Board of Trustees. Prior to the fiscal year ended June 30, 2017, amounts contributed to the plan became vested five years after the date of the initial contribution for all eligible employees. Beginning July 1, 2016, the vesting periods became bifurcated between teachers and administrative staff, such that amounts contributed to the plan now vest three and five years after the date of the initial contribution for eligible teachers and administrative staff, respectively. Amounts contributed to the plan are paid to eligible employees when vested. Terminated employees become vested immediately at the date of their termination. HCZ provides the School with an annual subsidy to cover this cost by contributing to a HCZ investment account. During fiscal 2018 and 2017, HCZ provided a net subsidy of \$876,940 and \$827,910, respectively, for contributions to the 457(f) plan. These amounts are recorded as contributions – related parties and a corresponding expense on the accompanying statements of activities. The cumulative amount due from HCZ relating to the 457(f) plan totaled \$3,767,870 and \$3,616,446 at June 30, 2018 and 2017, respectively. The cumulative amount due to eligible employees totaled \$2,967,079 and \$2,632,732 at June 30, 2018 and 2017, respectively. Amounts due from HCZ in excess of amounts due to eligible employees represents reimbursements of amounts already paid by the School in advance of receiving the funds from HCZ.

Other

Certain expenses are shared amongst the School, HCZ and Harlem Children's Zone Promise Academy Charter School ("PA I"). Shared expenses primarily relate to prorated salaries and other expenses that are allocated amongst the School, HCZ and PA I. Amounts may also be received by the School on behalf of HCZ or PA I, and amounts may also be granted to the School from HCZ. At June 30, 2018, due from related parties totaled \$93,676, while, at June 30, 2017, due to related parties totaled \$23,138, pertaining to these related party transactions.

HCZ also provided the School with grants in the amounts of \$3,170,219 and \$4,813,863 in fiscal 2018 and 2017, respectively, which are included in contributions – related parties on the accompanying statements of activities.

**HARLEM CHILDREN'S ZONE
PROMISE ACADEMY II CHARTER SCHOOL**
Notes to Financial Statements
June 30, 2018 and 2017

Contributed Space and Services

HCZ provides the School with certain services at no cost. For the years ended June 30, 2018 and 2017, the School recognized revenues and corresponding expenses for services of \$491,635 and \$371,858, respectively.

The School also recognized revenues and corresponding expenses for contributed space and utilities from the DOE for the years ended June 30, 2018 and 2017 of \$1,774,764 and \$1,790,154, respectively.

Rent

During fiscal 2016, the School entered into a five year lease agreement with HCZ for the School's use of the space located at 35 East 125th St, New York, NY, a property owned by HCZ. Pursuant to the terms of this lease, the School incurred approximately \$1,786,000 in rent expense during both fiscal 2018 and 2017.

As of June 30, 2018, the minimum future annual rental obligation under the terms of this lease is \$1,937,200 for fiscal year 2019.

9. CONCENTRATION OF RISK

The School is dependent on various government agencies for funding and is responsible for meeting the requirements of such agencies. If the School were to lose students or the related government funding, it could have a substantial effect on the School's ability to continue operations.

As discussed in Note 8, HCZ makes a contribution to the School and donates services. If this relationship were to change or cease, such change could have a substantial effect on the School's ability to continue operations.

10. CONTINGENCIES

Government Agency Audits

The School participates in a number of federal and state programs. These programs require that the School comply with certain requirements of laws, regulations, contracts, and agreements applicable to the programs in which it participates. All funds expended in connection with government grants and contracts are subject to audit by government agencies. While the ultimate liability, if any, from any such audits of government contracts by government agencies is presently not determinable, it should not, in the opinion of management, have a material effect on the School's financial position or change in net assets. Accordingly, no provision for any such liability that may result has been made in the accompanying financial statements.

Litigation

The School, in the normal course of its operations, is a party to various legal proceedings and claims. While it is not feasible to predict the ultimate outcomes of such matters, management of the School is not aware of any claims or contingencies that would have a material adverse effect on the School's financial position or change in net assets.

**HARLEM CHILDREN'S ZONE
PROMISE ACADEMY II CHARTER SCHOOL**
Notes to Financial Statements
June 30, 2018 and 2017

11. SUBSEQUENT EVENTS

The School evaluated its June 30, 2018 financial statements for subsequent events through October 30, 2018, the date the financial statements were available to be issued. The School is not aware of any subsequent events which would require recognition or disclosure in the financial statements.

SUPPLEMENTARY INFORMATION

**HARLEM CHILDREN'S ZONE
PROMISE ACADEMY II CHARTER SCHOOL**
Schedule of Functional Expenses
For the year ended June 30, 2018

	Regular Education	Special Education	Management and General	Total
Salaries	\$ 11,401,909	\$ 1,710,207	\$ 617,848	\$ 13,729,964
Payroll taxes	970,398	145,553	52,584	1,168,535
Employee benefits	1,814,457	272,156	98,322	2,184,935
Retirement plan contribution	<u>255,097</u>	<u>38,263</u>	<u>13,823</u>	<u>307,183</u>
Total personnel services	<u>14,441,861</u>	<u>2,166,179</u>	<u>782,577</u>	<u>17,390,617</u>
Admissions	59,580	8,937	3,229	71,746
Classroom supplies	112,190	16,828	-	129,018
Contracted services	409,382	61,404	22,184	492,970
Depreciation	9,156	1,499	541	11,196
Equipment rental and maintenance	119,509	17,925	6,476	143,910
Food	812,958	121,938	-	934,896
Hardware/software/software maintenance	112,034	16,804	6,071	134,909
Insurance	84,875	12,731	4,599	102,205
Occupancy	3,404,777	510,693	184,499	4,099,969
Office supplies and furniture	223,972	33,594	12,137	269,703
Printing, publications, and memberships	43,925	6,588	2,380	52,893
Special services/incentives	381,134	57,167	-	438,301
Staff travel	22,080	3,312	1,196	26,588
Student travel	199,156	29,872	-	229,028
Telephone and internet	80,169	12,025	4,344	96,538
Training	130,151	19,522	7,053	156,726
Uniforms	65,700	9,855	-	75,555
Miscellaneous	<u>66,453</u>	<u>9,843</u>	<u>3,556</u>	<u>79,852</u>
Total other than personnel services	<u>6,337,201</u>	<u>950,537</u>	<u>258,265</u>	<u>7,546,003</u>
Total expenses	<u>\$ 20,779,062</u>	<u>\$ 3,116,716</u>	<u>\$ 1,040,842</u>	<u>\$ 24,936,620</u>

This schedule should be read in conjunction with the accompanying financial statements and notes thereto.

**HARLEM CHILDREN'S ZONE
PROMISE ACADEMY II CHARTER SCHOOL**
Schedule of Functional Expenses
For the year ended June 30, 2017

	Regular Education	Special Education	Management and General	Total
Salaries	\$ 11,366,467	\$ 1,481,688	\$ 647,806	\$ 13,495,961
Payroll taxes	933,028	121,626	53,176	1,107,830
Employee benefits	1,863,295	242,892	106,194	2,212,381
Retirement plan contribution	<u>99,801</u>	<u>13,010</u>	<u>5,688</u>	<u>118,499</u>
Total personnel services	<u>14,262,591</u>	<u>1,859,216</u>	<u>812,864</u>	<u>16,934,671</u>
Admissions	59,326	7,733	3,381	70,440
Classroom supplies	180,019	23,467	-	203,486
Contracted services	347,463	45,294	19,803	412,560
Depreciation	35,218	4,591	2,007	41,816
Equipment rental and maintenance	114,806	14,966	6,543	136,315
Food	865,396	112,810	-	978,206
Hardware/software/software maintenance	92,971	12,119	5,299	110,389
Insurance	55,958	7,295	3,189	66,442
Occupancy	3,386,097	441,398	192,983	4,020,478
Office supplies and furniture	77,235	10,068	4,402	91,705
Printing, publications, and memberships	46,923	6,117	2,674	55,714
Special services/incentives	323,732	42,200	-	365,932
Staff travel	9,529	1,242	543	11,314
Student travel	191,927	25,019	-	216,946
Telephone and internet	185,128	24,133	10,551	219,812
Training	121,801	15,878	6,942	144,621
Uniforms	93,846	12,233	-	106,079
Miscellaneous	<u>32,669</u>	<u>4,259</u>	<u>1,862</u>	<u>38,790</u>
Total other than personnel services	<u>6,220,044</u>	<u>810,822</u>	<u>260,179</u>	<u>7,291,045</u>
Total expenses	<u>\$ 20,482,635</u>	<u>\$ 2,670,038</u>	<u>\$ 1,073,043</u>	<u>\$ 24,225,716</u>

This schedule should be read in conjunction with the accompanying financial statements and notes thereto.

**REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS
ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON
COMPLIANCE AND OTHER MATTERS REQUIRED BY
GOVERNMENT AUDITING STANDARDS**

To the Board of Trustees of
Harlem Children’s Zone Promise Academy II Charter School:

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Harlem Children’s Zone Promise Academy II Charter School (the “School”), which comprise the statement of financial position as of June 30, 2018, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated October 30, 2018.

Internal control over financial reporting

In planning and performing our audit of the financial statements, we considered the School’s internal control over financial reporting (“internal control”) to design audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of internal control. Accordingly, we do not express an opinion on the effectiveness of the School’s internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the School’s financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in the School’s internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and other matters

As part of obtaining reasonable assurance about whether the School's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Intended purpose

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School's internal control and compliance. Accordingly, this report is not suitable for any other purpose.

The image shows a handwritten signature in black ink that reads "Grant Thornton LLP". The signature is written in a cursive, flowing style.

New York, New York
October 30, 2018

**HARLEM CHILDREN'S ZONE
PROMISE ACADEMY II CHARTER SCHOOL**
Schedule of Findings and Questioned Costs
For the year ended June 30, 2018

None noted.



Entry 5c Additional Financial Docs

Last updated: 11/01/2018

The additional items listed below should be uploaded if applicable. Please explain the reason(s) if the items are not included. Examples might include: a written management letter was not issued; the school did not expend federal funds in excess of the Single Audit Threshold of \$750,000; the corrective action plan will be submitted by the following date (should be no later than 30 days from the submission of the report); etc.

Section Heading

1. Management Letter

(No response)

Explanation for not uploading the Management Letter.

Not applicable due to no internal control matters that meet the reporting requirement.

2. Form 990

(No response)

Explanation for not uploading the Form 990.

Six-month extension has been granted.

3. Federal Single Audit

Note: A copy of the Federal Single Audit must be filed with the Federal Audit Clearinghouse. Please refer to OMB Uniform Guidelines for the federal filing requirements.

(No response)

Explanation for not uploading the Federal Single Audit.

We will file within 9-months after the end of our fiscal year.

4. CSP Agreed Upon Procedure Report

(No response)

Explanation for not uploading the procedure report.

Not applicable.

5. Evidence of Required Escrow Account

<https://nysed-cso-reports.fluidreview.com/resp/20285836/pN6H0Nalce/>

Explanation for not uploading the Escrow evidence. (No response)

6. Corrective Action Plan

A **Corrective Action Plan** for Audit Findings and Management Letter Recommendations, which must include:

- a. The person responsible
- b. The date action was taken, or will be taken
- c. Description of the action taken
- d. Evidence of implementation (if available)

(No response)

Explanation for not uploading the Corrective Action Plan. Not applicable due to no internal control matters that meet the reporting requirement.



JPMorgan Chase Bank, N.A.
P O Box 182051
Columbus, OH 43218 - 2051

July 20, 2018 through August 17, 2018

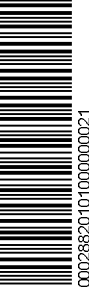
Account Number: **000002922761214**

CUSTOMER SERVICE INFORMATION

Web site: **Chase.com**
Service Center: **1-800-242-7338**
Deaf and Hard of Hearing: **1-800-242-7383**
Para Espanol: **1-888-622-4273**
International Calls: **1-713-262-1679**

00002882 DRE 802 141 23018 NNNNNNNNNN T 1 000000000 13 0000

HCZ PROMISE ACADEMY II
CHARTER SCHOOL-ESCROW A/C
35 E 125TH ST
NEW YORK NY 10035-1816



00028820101000000021

SAVINGS SUMMARY

Chase Business Select High Yield Savings

	INSTANCES	AMOUNT
Beginning Balance		\$70,777.24
Deposits and Additions	1	2.79
Ending Balance	1	\$70,780.03
Annual Percentage Yield Earned This Period		0.05%
Interest Paid This Period		\$2.79
Interest Paid Year-to-Date		\$23.20

You could earn an even higher interest rate on your Chase Business Select High Yield Savings account if you link it to a qualifying checking account. Visit any of our branches for details or call us at the telephone number on your statement.

Your monthly service fee was waived because you maintained an average savings balance of \$10,000 or more during the statement period.

TRANSACTION DETAIL

DATE	DESCRIPTION	AMOUNT	BALANCE
	Beginning Balance		\$70,777.24
08/17	Interest Payment	2.79	70,780.03
	Ending Balance		\$70,780.03

30 deposited items are provided with your account each month. There is a \$0.20 fee for each additional deposited item.



July 20, 2018 through August 17, 2018
Account Number: **000002922761214**

IN CASE OF ERRORS OR QUESTIONS ABOUT YOUR ELECTRONIC FUNDS TRANSFERS: Call us at 1-866-564-2262 or write us at the address on the front of this statement (non-personal accounts contact Customer Service) immediately if you think your statement or receipt is incorrect or if you need more information about a transfer listed on the statement or receipt.

For personal accounts only: We must hear from you no later than 60 days after we sent you the FIRST statement on which the problem or error appeared. Be prepared to give us the following information:

- Your name and account number
- The dollar amount of the suspected error
- A description of the error or transfer you are unsure of, why you believe it is an error, or why you need more information.

We will investigate your complaint and will correct any error promptly. If we take more than 10 business days (or 20 business days for new accounts) to do this, we will credit your account for the amount you think is in error so that you will have use of the money during the time it takes us to complete our investigation.

IN CASE OF ERRORS OR QUESTIONS ABOUT NON-ELECTRONIC TRANSACTIONS: Contact the bank immediately if your statement is incorrect or if you need more information about any non-electronic transactions (checks or deposits) on this statement. If any such error appears, you must notify the bank in writing no later than 30 days after the statement was made available to you. For more complete details, see the Account Rules and Regulations or other applicable account agreement that governs your account. Deposit products and services are offered by JPMorgan Chase Bank, N.A. Member FDIC



JPMorgan Chase Bank, N.A. Member FDIC



Entry 5d Financial Services Contact Information

Last updated: 11/01/2018

Regents, NYCDOE and Buffalo BOE authorized schools should enter the financial contact information requested and upload the independent auditor's report and internal controls reports as one combined file.

HARLEM CHILDREN'S ZONE PROMISE ACAD II CS (NYC CHANCELLOR)Section Heading

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Jim Hutter		212-360-3255

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	Grant Thornton - Brian Hopkins	brian.hopkins@us.gt.com	212-542-9536	9

3. If applicable, please provide contact information for the school's outsourced financial services firm.

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years with Firm

New York State Education Department

Request for Proposals to Establish Charter Schools Authorized by the Board of Regents

2018-19 Budget & Cash Flow Template

General Instructions and Notes for New Application Budgets and Cash Flows Templates

1	Complete ALL SIX columns in BLUE
2	Enter information into the GRAY cells
3	Cells containing RED triangles in the upper right corner in columns B through G contain guidance on that particular item
4	School district per-pupil tuition information is located on the State Aid website at https://stateaid.nysed.gov/charter/ . Rows may be inserted in the worksheet to accomodate additional districts if necessary.
5	The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, please reference the page number or section in the application narrative that indicates the assumption being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

Promise Academy Charter School II

PROJECTED BUDGET FOR 2018-2019

July 1, 2018 to June 30, 2019

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	16,977,367	787,596	-	-	-	17,764,963
Total Expenses	18,415,546	1,180,702	-	-	911,603	20,507,851
Net Income	(1,438,179)	(393,106)	-	-	(911,603)	(2,742,888)
Actual Student Enrollment	996	70				-
Total Paid Student Enrollment	-	-				-

PROGRAM SERVICES

SUPPORT SERVICES

REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
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REVENUE

REVENUES FROM STATE SOURCES

Per Pupil Revenue

CY Per Pupil Rate

New York, NY

\$14,527.00

School District 2 (Enter Name)

School District 3 (Enter Name)

School District 4 (Enter Name)

School District 5 (Enter Name)

14,447,102	-	-	-	-	14,447,102
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
14,447,102	-	-	-	-	14,447,102

Special Education Revenue

-	787,596	-	-	-	787,596
---	---------	---	---	---	---------

Grants

Stimulus

Other

Other State Revenue

-	-	-	-	-	-
-	-	-	-	-	-
17,794	-	-	-	-	17,794

TOTAL REVENUE FROM STATE SOURCES

14,464,896	787,596	-	-	-	15,252,492
------------	---------	---	---	---	------------

REVENUE FROM FEDERAL FUNDING

IDEA Special Needs

Title I

Title Funding - Other

School Food Service (Free Lunch)

Grants

Charter School Program (CSP) Planning & Implementation

Other

Other Federal Revenue

85,439	-	-	-	-	85,439
473,173	-	-	-	-	473,173
159,107	-	-	-	-	159,107
665,465	-	-	-	-	665,465
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-

TOTAL REVENUE FROM FEDERAL SOURCES

1,383,184	-	-	-	-	1,383,184
-----------	---	---	---	---	-----------

LOCAL and OTHER REVENUE

Contributions and Donations, Fundraising

Erate Reimbursement

Interest Income, Earnings on Investments,

NYC-DYCD (Department of Youth and Community Developmt.)

Food Service (Income from meals)

Text Book

Other Local Revenue

-	-	-	-	-	-
114,073	-	-	-	-	114,073
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
1,015,214	-	-	-	-	1,015,214

TOTAL REVENUE FROM LOCAL and OTHER SOURCES

1,129,287	-	-	-	-	1,129,287
-----------	---	---	---	---	-----------

TOTAL REVENUE

16,977,367	787,596	-	-	-	17,764,963
------------	---------	---	---	---	------------

EXPENSES

ADMINISTRATIVE STAFF PERSONNEL COSTS

No. of Positions

Executive Management

Instructional Management

Deans, Directors & Coordinators

CFO / Director of Finance

1.00
9.00
14.00
-

89,498	6,253	-	-	4,828	100,579
878,816	61,400	-	-	47,406	987,622
592,738	41,413	-	-	31,974	666,125
-	-	-	-	-	-

Promise Academy Charter School II

PROJECTED BUDGET FOR 2018-2019

July 1, 2018 to June 30, 2019

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
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Net Income	(1,438,179)	(393,106)	-	-	(911,603)	(2,742,888)
Actual Student Enrollment	996	70				-
Total Paid Student Enrollment	-	-				-

PROGRAM SERVICES

SUPPORT SERVICES

		REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Operation / Business Manager	2.00	62,729	4,383	-	-	3,384	70,496
Administrative Staff	14.00	520,776	36,385	-	-	28,092	585,253
TOTAL ADMINISTRATIVE STAFF	40	2,144,557	149,834	-	-	115,684	2,410,075
INSTRUCTIONAL PERSONNEL COSTS							
Teachers - Regular	93.03	5,157,977	360,369	-	-	278,236	5,796,582
Teachers - SPED	15.04	870,239	60,800	-	-	46,943	977,982
Substitute Teachers	2.00	41,694	2,913	-	-	2,249	46,856
Teaching Assistants	23.07	752,635	52,584	-	-	40,599	845,818
Specialty Teachers	16.88	917,264	64,086	-	-	49,480	1,030,830
Aides	1.48	37,360	2,610	-	-	2,015	41,985
Therapists & Counselors	14.00	707,940	49,461	-	-	38,188	795,589
Other	18.79	803,890	56,165	-	-	43,364	903,419
TOTAL INSTRUCTIONAL	184	9,288,999	648,988	-	-	501,074	10,439,061
NON-INSTRUCTIONAL PERSONNEL COSTS							
Nurse	-	-	-	-	-	-	-
Librarian	-	-	-	-	-	-	-
Custodian	-	-	-	-	-	-	-
Security	0.04	661	46	-	-	36	743
Other	2.10	42,973	3,002	-	-	2,318	48,293
TOTAL NON-INSTRUCTIONAL	2	43,634	3,048	-	-	2,354	49,036
SUBTOTAL PERSONNEL SERVICE COSTS	226	11,477,190	801,870	-	-	619,112	12,898,172
PAYROLL TAXES AND BENEFITS							
Payroll Taxes		1,392,638	97,299	-	-	75,123	1,565,060
Fringe / Employee Benefits		2,260,887	157,960	-	-	121,959	2,540,806
Retirement / Pension		-	-	-	-	-	-
TOTAL PAYROLL TAXES AND BENEFITS		3,653,525	255,259	-	-	197,082	4,105,866
TOTAL PERSONNEL SERVICE COSTS		15,130,715	1,057,129	-	-	816,194	17,004,038
CONTRACTED SERVICES							
Accounting / Audit		61,841	4,321	-	-	3,336	69,498
Legal		-	-	-	-	-	-
Management Company Fee		-	-	-	-	-	-
Nurse Services		-	-	-	-	-	-
Food Service / School Lunch		-	-	-	-	-	-
Payroll Services		29,380	2,053	-	-	1,585	33,018
Special Ed Services		-	-	-	-	-	-
Titement Services (i.e. Title I)		-	-	-	-	-	-
Other Purchased / Professional / Consulting		286,426	20,012	-	-	15,451	321,889
TOTAL CONTRACTED SERVICES		377,647	26,386	-	-	20,372	424,405
SCHOOL OPERATIONS							
Board Expenses		-	-	-	-	-	-
Classroom / Teaching Supplies & Materials		210,855	-	-	-	-	210,855

Promise Academy Charter School II

PROJECTED BUDGET FOR 2018-2019

July 1, 2018 to June 30, 2019

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
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Net Income	(1,438,179)	(393,106)	-	-	(911,603)	(2,742,888)
Actual Student Enrollment	996	70				-
Total Paid Student Enrollment	-	-				-

PROGRAM SERVICES

SUPPORT SERVICES

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Special Ed Supplies & Materials	-	-	-	-	-	-
Textbooks / Workbooks	-	-	-	-	-	-
Supplies & Materials other	238,241	16,645	-	-	12,851	267,737
Equipment / Furniture	-	-	-	-	-	-
Telephone	77,558	5,419	-	-	4,184	87,161
Technology	117,257	8,192	-	-	6,325	131,774
Student Testing & Assessment	-	-	-	-	-	-
Field Trips	-	-	-	-	-	-
Transportation (student)	265,705	-	-	-	-	265,705
Student Services - other	95,876	-	-	-	-	95,876
Office Expense	59,802	4,178	-	-	3,226	67,206
Staff Development	165,153	11,539	-	-	8,909	185,601
Staff Recruitment	-	-	-	-	-	-
Student Recruitment / Marketing	68,979	4,819	-	-	3,721	77,519
School Meals / Lunch	943,703	-	-	-	-	943,703
Travel (Staff)	18,197	1,271	-	-	982	20,450
Fundraising	-	-	-	-	-	-
Other	414,188	28,938	-	-	22,342	465,468
TOTAL SCHOOL OPERATIONS	2,675,514	81,001	-	-	62,540	2,819,055

FACILITY OPERATION & MAINTENANCE

Insurance	71,817	5,018	-	-	3,874	80,709
Janitorial	-	-	-	-	-	-
Building and Land Rent / Lease	54,365	3,798	-	-	2,933	61,096
Repairs & Maintenance	105,488	7,370	-	-	5,690	118,548
Equipment / Furniture	-	-	-	-	-	-
Security	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
TOTAL FACILITY OPERATION & MAINTENANCE	231,670	16,186	-	-	12,497	260,353

DEPRECIATION & AMORTIZATION

	-	-	-	-	-	-
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DISSOLUTION ESCROW & RESERVES / CONTINGENCY

	-	-	-	-	-	-
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TOTAL EXPENSES	18,415,546	1,180,702	-	-	911,603	20,507,851
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NET INCOME	(1,438,179)	(393,106)	-	-	(911,603)	(2,742,888)
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ENROLLMENT - *School Districts Are Linked To Above Entries*

	REGULAR EDUCATION	SPECIAL EDUCATION	TOTAL ENROLLED
New York, NY	996	70	1,065
School District 2 (Enter Name)			-
School District 3 (Enter Name)			-
School District 4 (Enter Name)			-
School District 5 (Enter Name)			-
TOTAL ENROLLMENT	996	70	1,065
REVENUE PER PUPIL	17,054	11,324	-

Promise Academy Charter School II

PROJECTED BUDGET FOR 2018-2019

July 1, 2018 to June 30, 2019

Please Note: The student enrollment data is entered below in the Enrollment Section beginning in row 155. This will populate the data in row 10.

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
Total Revenue	16,977,367	787,596	-	-	-	17,764,963
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Net Income	(1,438,179)	(393,106)	-	-	(911,603)	(2,742,888)
Actual Student Enrollment	996	70				-
Total Paid Student Enrollment	-	-				-

PROGRAM SERVICES

SUPPORT SERVICES

	REGULAR EDUCATION	SPECIAL EDUCATION	OTHER	FUNDRAISING	MANAGEMENT & GENERAL	TOTAL
EXPENSES PER PUPIL	18,499	16,976	-			

[illegible]

[illegible]

[illegible]

[illegible]

<p align="center">Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</p>

Trustee Name:

Anne Williams-Isom

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Harlem Children's Zone Promise Academy II Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). **President/Chief Executive Officer**

2. Is the trustee an employee of any school operated by the Education Corporation?
☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
☒ Yes ☐ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

CEO of the Harlem Children's Zone, non-profit institutional partner. Salary \$290,000. Started: 7/1/2014.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
None			

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None				

Signature



7.24.2018

Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: 212-360-3255

Business Address: HCZ, 35 East 125th Street, New York, NY 10035

E-mail Address:



Home Telephone: N/A

Home Address:



Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

Ellanor (Bodie) Brizendine

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Harlem Children's Zone Promise Academy II Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). **Advisory Trustee**
2. Is the trustee an employee of any school operated by the Education Corporation?
___ **Yes** ___ **X** **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
___ **Yes** ___ **X** **No**

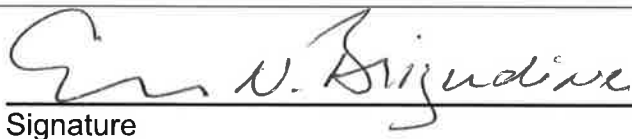
If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
None			

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None				



Signature

7/31/18

Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone:

Business Address: The Spence School

E-mail Address:

Home Telephone: N/A

Home Address:

<p align="center">Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</p>

Trustee Name:

Denise Fuller

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Harlem Children's Zone Promise Academy II Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). **Advisory Trustee**

2. Is the trustee an employee of any school operated by the Education Corporation?
 ___ Yes **X No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
 ___ Yes **X No**

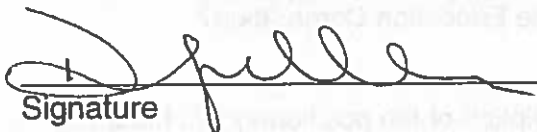
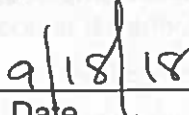
If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
None			

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None				

 
Signature Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone

Business Address

E-mail Address

Home Telephone

Home Address

<p align="center">Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</p>

Trustee Name:

Willie Mae Lewis

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Harlem Children's Zone Promise Academy II Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). **Voting Trustee**

2. Is the trustee an employee of any school operated by the Education Corporation?
 ___ Yes **X No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
 ___ Yes **X No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
None			

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None				

Willie M. Lewis
Signature

9/18/2018
Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: N/A

Business Address: N/A

E-mail Address:

Home Telephone:

Home Address:

Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee

Trustee Name:

Alfonso Wyatt

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Harlem Children's Zone Promise Academy II Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). **Voting Trustee**

2. Is the trustee an employee of any school operated by the Education Corporation?
 ___ Yes **X** No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
 ___ Yes **X** No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
None			

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None				

Signature

Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Tele

Business Add

E-mail Address

Home Telepho

Home Address

<p align="center">Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</p>

Trustee Name:

Mitch Kurz

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Harlem Children's Zone Promise Academy II Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). **Treasurer**

2. Is the trustee an employee of any school operated by the Education Corporation?
☐ **Yes** ☒ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
☐ **Yes** ☒ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.


Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
---------	--	--	---

None

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business

or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None				


Signature

8/24/18
Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone:



Address: Bronx Center for Science and Mathematics,

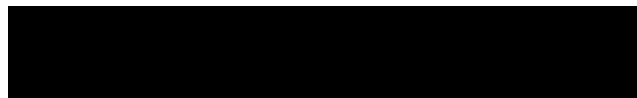


E-mail Address:



Home Telephone: N/A

Home Address:



<p align="center">Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</p>

Trustee Name:

Geoffrey Canada

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Harlem Children's Zone Promise Academy II Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). **Chairman**

2. Is the trustee an employee of any school operated by the Education Corporation?
☐ Yes ☒ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
☒ Yes ☐ No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

President of the Harlem Children's Zone, non-profit institutional partner. Salary \$125,000. Started: 7/1/2014.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
None			

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None				

Signature

Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: 212-360-3255

Business Address: HCZ, 35 East 125th Street, New York, NY 10035

E-mail Address

Home Telephone: N/A

Home Address

<p align="center">Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</p>

Trustee Name:

Stanley Druckenmiller

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Harlem Children's Zone Promise Academy II Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). **Voting Trustee**

2. Is the trustee an employee of any school operated by the Education Corporation?
☐ **Yes** ☒ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
☐ **Yes** ☒ **No**

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.


4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
None			

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business

or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None				


Signature

8-6-2018
Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone

Business Address

E-mail Address:

Home Telephone: N/A

Home Address

**Disclosure of Financial Interest by a Current or Proposed Charter School
Education Corporation Trustee**

Trustee Name:

Kenneth Langone

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Harlem Children's Zone Promise Academy II Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). Chairman Emeritus

2. Is the trustee an employee of any school operated by the Education Corporation?
___ Yes ___X___ No

If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
___ Yes ___X___ No

If Yes, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write None. Please note that if you answered Yes to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
<i>None</i>			

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business

or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None				


Signature

8.1.2018
Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

Business Telephone: 

Business Address: Invermed Associates Inc. 

E-mail Address: 

Home Telephone: N/A

Home Address: 

<p align="center">Disclosure of Financial Interest by a Current or Proposed Charter School Education Corporation Trustee</p>

Trustee Name:

Fatime Cadoo

Name of Charter School Education Corporation (for an unmerged school, this is the Charter School Name):

Harlem Children's Zone Promise Academy II Charter School

1. List all positions held on the education corporation board (e.g., president, treasurer, parent representative). **Parent Representative**

2. Is the trustee an employee of any school operated by the Education Corporation?
 ___ Yes ___ **X** No

If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

3. Is the trustee an employee or agent of the management company or institutional partner of the charter school(s) governed by the Education Corporation?
 ___ Yes ___ **X** No

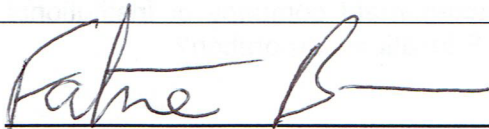
If **Yes**, for each school, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

4. Identify each interest/transaction (and provide the requested information) that you or any of your immediate family members or any persons who live with you in your house have held or engaged in with the charter school(s) governed by the Education Corporation during the time you have served on the board, and in the six-month period prior to such service. If there has been no such financial interest or transaction, write **None**. Please note that if you answered **Yes** to Questions 2-4 above, you need not disclose again your employment status, salary, etc.

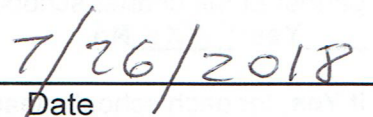
Date(s)	Nature of Financial Interest/Transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to yourself
None			

5. Identify each individual, business, corporation, union association, firm, partnership, committee proprietorship, franchise holding company, joint stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) governed by the Education Corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) living in your house had a financial interest or other relationship. If you are a member, director, officer or employee of an organization formally partnered with the school(s) that is/are doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, write **None**.

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps Taken to Avoid Conflict of Interest
None				



Signature



Date

Please note that this document is considered a public record and as such, may be made available to members of the public upon request under the Freedom of Information Law. Personal contact information provided below will be redacted.

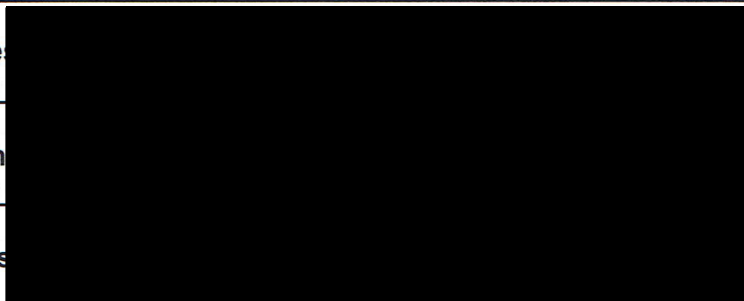
Business Telephone: N/A

Business Address: N/A

E-mail Address:

Home Telephone:

Home Address:





Entry 8 BOT Table

Last updated: 07/27/2018

1. Current Board Member Information (Enter info for each BOT member)

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2017-18
1	Geoffrey Canada	Chair	Audit Committee	Yes	7	06/12/2018	06/01/2020	7
2	Anne Williams-Isom	Vice Chair	Audit Committee	Yes	2	6/21/2017	06/01/2019	8
3	Mitch Kurz	Secretary	Audit Committee	Yes	7	06/21/2017	06/01/2019	8
4	Kenneth Langone	Trustee/Member	None	Yes	7	06/12/2018	06/01/2020	5 or less
5	Stanley Druckenmiller	Trustee/Member	None	Yes	7	06/12/2018	06/01/2020	8
6	Denise Fuller	Trustee/Member	None	Yes	4	06/21/2017	06/01/2019	5 or less
7	Dr. Alfonso Wyatt	Trustee/Member	None	Yes	2	06/12/2018	06/01/2020	7
8	Ellanor (Bodie) Brizendine	Trustee/Member	None	No		04/19/2017	06/01/2019	6
9	Fatime Cadoo	Parent Rep	None	No	2	06/12/2018	06/01/2019	6

1a. Are there more than 9 members of the Board of Trustees?

Yes

1b. Current Board Member Information

	Trustee Name and Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2017-18
10	Willie Mae Lewis	Trustee/Member	None	Yes	3	06/21/2017	06/01/2019	7
11								
12								
13								
14								
15								

1c. Are there more than 15 members of the Board of Trustees? No

2. Total number of members on June 30, 2018 10

3. Total number of members joining the Board during the 2017-18 school year 0

4. Total number of members departing the Board during the 2017-18 school year 0

5. Number of voting members in 2017-18, as set by the by-laws, resolution or minutes 7

6. Number of Board meetings conducted during the 2017-18 School Year 8

7. Number of Board meetings scheduled for the coming 2018-19 school year 12

Thank you.



Entry 9 - Board Meeting Minutes

Last updated: 07/27/2018

[Instructions for submitting minutes of the BOT monthly meetings](#)

Regents, NYCDOE, and Buffalo BOE authorized schools must either provide a link to a complete set of minutes that are posted on the charter school website, or upload a complete set of board meeting minutes from July 2017--June 2018, which should match the number of meetings held during the 2017-18 school year.

HARLEM CHILDREN'S ZONE PROMISE ACAD II CS (NYC CHANCELLOR)

Are all monthly BOT meeting minutes posted, which should match the number of meetings held during 2017-18 school year, on the charter school's website?

the charter school's website.

A. Provide if posted on the charter school's website a URL link to the Monthly Board Meeting Minutes, which should match the number of meetings held during the 2017-18 school year.

Yes

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



Entry 10 Enrollment and Retention of Special Populations

Last updated: 07/26/2018

Instructions for Reporting Enrollment and Retention Strategies

Describe the efforts the charter school has made in 2017-18 toward meeting targets to attract and retain enrollment of students with disabilities, English language learners, and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2018-19.

HARLEM CHILDREN'S ZONE PROMISE ACAD II CS (NYC CHANCELLOR)Section Heading

Recruitment/Attraction Efforts Toward Meeting Targets

	Describe Recruitment Efforts in 2017-18	Describe Recruitment Plans in 2018-19)
Economically Disadvantaged	For the 2017-2018 school year, Promise Academy I sent out 13,000 postcards to zip codes within Harlem and the Bronx. Our lottery took place on 8/2/17, which included preferences targeting low income families.	In preparation for the 2018-2019 school year, we increased the amount of residents in underserved areas of Harlem and surrounding underserved areas that received our postcards sent to more than 22,000 residents, which is almost double the amount distributed to last year. We also held our lottery earlier in the summer, 7/26/18, to ensure participation from residents who typically take August off for vacation, the only month that our scholars do not attend school.
	The portion of students who are officially designated as English Language Learners (ELLs) has been consistently lower than that of the district as a whole. While we do target recruitment and enrollment efforts at families for who English is not the primary language (see below for details), we also intervene early beginning work with our students when they are three years old. We believe this early intervention helps our young people develop the necessary English skills to pass the NYSITELL assessment at Kindergarten entry, preventing them from ever being officially labeled as English Language Learners. Strategies for ELL Recruitment for the Harlem Children's Zone	

(HCZ) and Promise Academy starts when parents are expecting or have a child under the age of four. The Baby College, one of the HCZ programs, blankets the neighborhood with teams of outreach workers who encourage participation of all families with a child in the appropriate age range (up to age three, including pregnant mothers who have not yet given birth). These outreach workers talk to people on the street, go door-to-door in apartment buildings, and advertise at local businesses and non-profits. The outreach teams include workers who speak Spanish and French, as well as some of the more common West African dialects spoken by many recent immigrants in the neighborhood. Recruitment materials are offered in Spanish and French, and the Baby College application is also available in Spanish and French. Baby College has approximately five 9-week cycles each year and each cycle has a French class and a Spanish class available. After participation in Baby College, HCZ staff remains in contact with parents. They are encouraged to participate in special events and receive check-in phone calls. In the summer of the year their child turns three, Baby College graduates are encouraged to enter the Promise Academy lottery. The lottery is also advertised through all of the HCZ programs in the neighborhood, more than 30 distinct program sites. Families selected in the lottery are offered the chance to participate in Three Year Old Journey, a 12-week program of Saturday classes for parents while their children receive enrichment in pre-school classrooms. When the children are four, they are offered a spot in Harlem Gems, an enrichment pre- kindergarten program with a focus on early literacy development which provides instruction in Spanish and French to all students. While not all Promise Academy kindergarteners have participated in the HCZ early childhood programs, the majority of them have. Consequently, we believe that our results on the NYSITELL underestimate the number of students who are learning English primarily at school. While there is no equivalent exam for pre-kindergarten students, we think that if we were able to assess our students when entering Gems, we would find a higher ELL

In order to attract additional families, efforts will be made in:

- (1) Distributing and maintaining information/documents in a variety of languages on hand at each site, so that interested parents who walk in for information can readily have access to it;
- (2) Orientation explaining the process for ESL identification to our early childhood parents prior to their children transitioning to kindergarten at Promise Academy;
- (3) Having a translator sit down with parents to complete the Home Language Survey; and
- (4) Administering an interview in English and the student's home language.

	rate.	
Student s with Disabilit ies	For the 17-18 school, we took more opportunities to inform parents of the special education services at Promise Academy by joining HCZ Early Childhood events and providing information to the parents of 3 and 4 year olds. We worked closely with the Committee on Special Education to make sure that families are informed about the range of services that we offer.	As we move into the 2018-2019 school year, we plan to incorporate an information session at our lottery, so that lottery winners and wait listed children are informed earlier of the special education services that we provide. There will also be a special education workshop provided for parent association meetings with the intention of making them ambassadors to better inform other parents in the community about our special education services.

Retention Efforts Toward Meeting Targets

	Describe Retention Efforts in 2017-18	Describe Retention Plans in 2018-19)
Economically Disadvantaged	To ensure that our applicants, which are from primarily low income families suffer no hardships associated with their scholars receiving a high quality education, we provide free breakfast and lunch everyday, free uniforms and wraparound services to take the burden off of economically disadvantaged families.	In the 2017-18 school year, we increased the amount of external exposures, giving our economically disadvantaged scholars opportunities to experience trips, programs, performances and other experiences that they may not have been able to afford otherwise. In the 2018-2019 school year, we intend to increase these opportunities. We also continue to offer free breakfast, lunch, uniforms and wraparound services to relieve financial burden on families.
English Language Learners	In order to retain our current families, Promise Academy I offers the following: (1) family orientation in the beginning of the year to welcome parents who speak a variety of languages, with translators on hand. It is an opportunity to share the ELL identification process and answer any questions that may arise; (2) Free meals; (3) ELL support, including intervention; (4) professional development for ESL teachers on best practices; and (5) disaggregating data by student groups and looking for positive gains and reductions in classification, hiring staff with appropriate certification, having an inclusive school culture	In order to retain our current families, Promise Academy will: (1) increase the number of parent workshops; (2) continue to ensure that all relevant documents are translated in the most predominant languages found in the schools; and (3) ensure that a translator is available at all parent meetings.
Students with Disabilities	For the 17-18 school, we took more opportunities to inform parents of the special education services at Promise Academy by joining HCZ Early Childhood events and providing information to the parents of 3 and 4 year olds. We worked closely with the Committee on Special Education to make sure that families are informed about the range of services that we offer. We also hosted parent events at each school, including content targeted at each respective group of parents.	In an effort to align best practices across our schools, we have assigned special education coordinators to new roles as special education managers so that they can further align best practices across both PAI and PAII charter schools. Since this is primarily an administrative role, these individuals will be dedicated to providing workshops not only for staff members but for families as well. We believe that this will help retention and dispel the stigma that is sometimes associated with special education services. Although we do not provide 12:1:1, we use our SETSS services to provide comparable support to students with more restrictive programs on their IEPs.



Entry 11 Classroom Teacher and Administrator Attrition

Created: 07/23/2018 • Last updated: 08/01/2018

Report changes in teacher and administrator staffing.

Instructions for completing the Classroom Teacher and Administrator Attrition Tables

Charter schools must complete the tables titled 2017-2018 Classroom Teacher and Administrator Attrition to report changes in teacher and administrator staffing during the 2017-2018 school year. Please provide the full time equivalent (FTE) of staff on June 30, 2017; the FTE for any departed staff from July 1, 2017 through June 30, 2018; the FTE for added staff from July 1, 2017 through June 30, 2018; and the FTE of staff added in newly created positions from July 1, 2017 through June 30, 2018 using the tables provided.

1. Classroom Teacher Attrition Table

	FTE Classroom Teachers on 6/30/17	FTE Classroom Teachers Departed 7/1/17 - 6/30/18	FTE Classroom Teachers Filling Vacant Positions 7/1/17 - 6/30/18	FTE Classroom Teachers Added in New Positions 7/1/17 - 6/30/18	FTE of Classroom Teachers on 6/30/18
	95	24	26	2	110

2. Administrator Position Attrition Table

	FTE Administrative Positions on 6/30/17	FTE Administrators Departed 7/1/17 - 6/30/18	FTE Administrators Filling Vacant Positions 7/1/17 - 6/30/18	FTE Administrators Added in New Positions 7/1/17 - 6/30/18	FTE Administrative Positions on 6/30/18
	16	0	0	0	16

3. Tell your school's story

Charter schools may provide additional information in this section of the Annual Report about their respective teacher and administrator attrition rates as some teacher or administrator departures do not reflect advancement or movement within the charter school networks. Schools may provide additional detail to reflect a teacher’s advancement up the ladder to a leadership position within the network or an administrator’s movement to lead a new network charter school.

We typically promote from within. For example, all of our principals are former teachers or administrators from Promise Academy. We've also moved staff across sister schools when needed (to and from PAII). This year, there was a big focus on teacher retention. We launched initiatives such as teachers regularly meeting with the CEO in a series of breakfast meetings to share insights on their experiences at Promise. This is also the second year we have administered a third-party confidential survey to get feedback from staff. As a result of some of these initiatives, we have seen our attrition rate drop.

4. Charter schools must ensure that all prospective employees receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

Have all employees have been cleared through the NYSED TEACH system?

Yes

5. For perspective or current employees whose clearance has been denied, have you terminated their employment and removed them from the TEACH system?

	Yes
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Thank you



Entry 12 Uncertified Teachers

Last updated: 07/23/2018

FTE Count of All Teachers 75
(Certified and Uncertified) as of
6/30/18

FTE Count of All Certified 61
Teachers as of 6/30/18

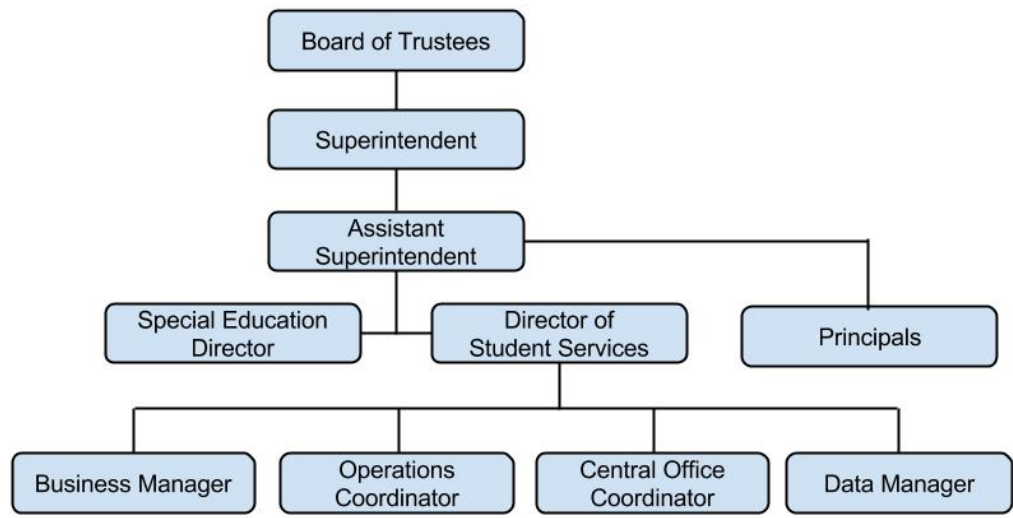
Instructions for Reporting Percent of Uncertified Teachers

The table below is reflective of the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Enter the relevant full time equivalent (FTE) count of teachers in each column. For example, a school with 20 full time teachers and 5 half time teachers would have an FTE count of 22.5. If more than one column applies to a particular teacher, please select one column for the FTE count. Please do not include paraprofessionals, such as teacher assistants.

FTE count of uncertified teachers on 6/30/18, and each uncertified teacher should be counted only once.

	FTE Count
1. Total FTE count of uncertified teachers (6-30-18)	14
2. FTE count of uncertified teachers with at least three years of elementary, middle or secondary classroom teaching experience (6-30-18)	10
3. FTE count of uncertified teachers who are tenured or tenure track college faculty (6-30-18)	0
4. FTE count of uncertified teachers with two years of Teach for America experience (6-30-18)	1
5. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (6-30-18)	1
6. FTE count of uncertified teachers who do not fit into any of the prior four categories (6-30-18)	2

Thank you.





2018-2019

K-8 Promise Academy Calendar

Sep 2018						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Oct 2018						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Nov 2018						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Dec 2018						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Jan 2019						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Feb 2019						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Mar 2019						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Apr 2019						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2019						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Jun 2019						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Please note that dates for Summer 2019 will be scheduled later in the school year

School dosed for students, teachers & staff		
✗	Sep 3	Labor Day
✗	Oct 8	Columbus Day Observed
✗	Nov 22-23	Thanksgiving Holiday
✗	Dec 25	Christmas Day
✗	Jan 1	New Year's Day
✗	Jan 21	Dr. Martin Luther King, Jr. Day
✗	Feb 18	President's Day
✗	May 27	Memorial Day
✗	Jul 4	Independence Day

School dosed for students and teachers only*		
✗	Sep 10 - 11	Rosh Hashanah
✗	Sep 19	Yom Kippur
✗	Nov 12	Veteran's Day
✗	Dec 24 - Jan 1	Winter Recess
✗	Feb 5	Lunar New Year
✗	Feb. 18 - 22	Midwinter Recess
✗	Apr 19	Good Friday
✗	Apr 19 - 26	Spring Recess
✗	Jun 4	Eid al-Fitr
✗	Jun 27 - Jul 5	Summer 2019 Intermission

School dosed for students only*		
✗	Sep 4	Staff Orientation
✗	Nov 6	Election Day
✗	Jun 6	Chancellor's Conference Day
✗	Jun 11	June Clerical Day (No school for K-8 only)

Important date (school is open)		
—	Sep 5	18-19 School Year begins
—	Feb 14	100th day of school
—	Apr 2 - 3	NYS3-8 ELA Exam
—	May 1 - 2	NYS3-8 Math Exam
—	May 7	Teacher Appreciation Day
—	May 22 - 31	Grades 4 & 8 Science Performance Test
—	Jun 3	Grades 4 & 8 Science Written Exam
—	Jun 26	Last day of spring session

Notes

First day of instruction is Sep 5.

June Chancellor's Conference and June Clerical Day are Jun 6 and Jun 11 respectively.



2018-2019

High School Promise Academy Calendar

Sep 2018						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Oct 2018						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Nov 2018						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Dec 2018						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Jan 2019						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Feb 2019						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Mar 2019						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Apr 2019						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2019						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Jun 2019						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Please note that dates for Summer 2019 will be scheduled later in the school year.

School dosed for students, teachers & staff		
✗	Sep 3	Labor Day
✗	Oct 8	Columbus Day Observed
✗	Nov 22-23	Thanksgiving Holiday
✗	Dec 25	Christmas Day
✗	Jan 1	New Year's Day
✗	Jan 21	Dr. Martin Luther King, Jr. Day
✗	Feb 18	President's Day
✗	May 27	Memorial Day
✗	Jul 4	Independence Day

School dosed for students and teachers only*		
✗	Sep 10 - 11	Rosh Hashanah
✗	Sep 19	Yom Kippur
✗	Nov 12	Veteran's Day
✗	Dec 24 - Jan 1	Winter Recess
✗	Feb 5	Lunar New Year
✗	Feb. 18 - 22	Midwinter Recess
✗	Apr 19	Good Friday
✗	Apr 19 - 26	Spring Recess
✗	Jun 4	Eid al-Fitr
✗	Jun 27 - Jul 5	Summer 2019 Intermission

School dosed for students only*		
✗	Sep 4	Staff Orientation
✗	Nov 6	Election Day
✗	Jan 28	Chancellor's Conf Day (dosed for HOnly)
✗	Jun 6	Chancellor's Conf Day (dosed for all grades)
✗	Jun 26	Ratings Day (dosed for HOnly)

Important dates (school is open)		
—	Sep 5	18-19 School Year begins
—	Jan 22- 25	Regents Exams
—	Feb 15	100th day of school
—	May 7	Teacher Appreciation Day
—	Jun 3, 18 - 25	Regents Exams
—	Jun 26	Last day of spring session
—	Aug 13 - 14	August Regents Exams

Notes

First day of instruction is Sep 5.

Jan 28 and Jun 26 are dosed for HStudents Only