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**Superintendent**

Saskia Brown  
**Deputy Superintendent**

Amanda Neal  
**Principal  
Elementary School**  
70 East 112<sup>th</sup> Street  
New York, NY 10035  
Tel 212.360.3236

Ryan Carroll  
**Principal  
Middle School**  
35 East 125<sup>th</sup> Street  
New York, NY 10035  
Tel 212.360.3237

Kaitlynn Conwright  
**Principal  
High School**  
35 East 125<sup>th</sup> Street  
New York, NY 10035  
Tel 212.360.3238

**AGENDA**

Harlem Children's Zone (HCZ) Promise Academy II  
Board of Trustees Meeting  
Wednesday, September 13<sup>th</sup>, 2023  
at  
245 West 129<sup>th</sup> Street  
New York, NY

- I. Acceptance of the Minutes
- II. CEO Report (*Kwame Owusu-Kesse*)
- III. Superintendent's Updates (*Achil Petit*)
- IV. HCZ Promise Academy II Updates
  - i. Elementary School (*Amanda Neal*)
  - ii. Middle School (*Ryan Carroll*)
  - iii. High School (*Kaitlynn Conwright*)
- V. Financial Report (*Connor Fournier*)
- VI. Resolution
  - i. HCZ Promise Academy Family Handbook (*Candice Ashby*)

**Harlem Children's Zone (HCZ) Promise Academy II Charter School**  
**Annual Board Meeting**  
**Tuesday, June 6, 2023**  
**70 East 112th Street**

*Attendees: Geoffrey Canada, Kwame Owusu-Kesse, Mitch Kurz, Fatime Cadoo, Stan Druckenmiller, Willie Mae Lewis, Aisha Tomlinson, Candice Ashby, Saskia Brown, Ari Browne, Ryan Carroll, Kaitlynn Conwright, Joseph Cordero, Connor Fournier, Madelaine German-Schultz, Amanda Neal, Achil Petit, and Toya Stilley.*

**Acceptance of Minutes (Geoffrey Canada)**

The annual board meeting was called to order at 7:30 AM, and a motion to approve the meeting minutes from May 16, 2023, was unanimously approved.

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

Chief Executive Officer Kwame Owusu-Kesse reported that the HCZ Annual Leadership Retreat was held on May 18 and 19 in Hamburg, NJ, for 160 employees. Staff members engaged in activities around leadership development, core competencies, and team building.

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

Superintendent Dr. Achil Petit reported that enrollment is 1,106 for HCZ Promise Academy I and 974 for HCZ Promise Academy II.

Dr. Petit also reported that LaKiesha George will be the new principal of HCZ Promise Academy I Elementary School. Ms. George has 18 years of experience in education, including eight years as a principal. Ms. George will attend the next board meeting.

Dr. Petit and Deputy Superintendent Dr. Brown created a staff development program aimed at career advancement.

The HCZ Promise Academy I and II High School graduation will be held at the HCZ Armory on Friday, June 23, at 10 AM.

Dr. Petit and Dr. Brown thanked the Principals and HCZ Promise Leadership for their hard work during the school year.

**HCZ Promise Academy II Elementary School (Amanda Neal)**

Principal Amanda Neal reported that the Elementary School's attendance was 90% for May.

The Elementary School celebrated Teacher Appreciation Week, with teachers enjoying two days of raffles, snack and coffee bars, and wellness services. They also received "thank you" messages from parents and scholars.

HCZ Promise Academy Afterschool fifth-grade scholars enjoyed a private viewing of the film "Spider-Man: Across the Spider-Verse." Principal Neal thanked the Jordan Brand for providing tickets to the film.

Third-grade scholars visited the New York City Ballet at Lincoln Center.

### **HCZ Promise Academy II Middle School (Ryan Carroll)**

Principal Ryan Carroll reported that the Middle School's attendance was 93% for May.

The Middle School celebrated Teacher Appreciation Week, providing breakfast, lunch, a snack cart, a dessert truck, survival bags, and hoodies to teachers.

All scholars attended a Bronx Zoo field trip.

The New York State Science performance exam was held in May.

The Middle School held a parent session for families whose scholars are transitioning to sixth grade, answering their questions about the upcoming school year.

Staff attended professional development sessions on May 19. Principal Carroll thanked the SEL department for facilitating the session.

Eighth-grade scholars will take ninth-grade level Living Environment and Algebra Regents Exams in June.

The Middle School will host prom, a class trip, and the eighth-grade graduation.

### **HCZ Promise Academy II High School (Kaitlynn Conwright)**

Principal Kaitlynn Conwright reported that the High School's attendance was 91% for May.

The High School held its annual Senior Trip in June at Split Rock Resort in the Poconos. Scholars enjoyed a bowling alley, ping pong tables, basketball and tennis courts, karaoke, a movie theater, and a dance party.

Twenty professionals from various industries spoke at the High School's Career Fair. Principal Conwright thanked the Communications team for their work on the event.

Eleventh grade High School scholars took a U.S. History Regents exam this month. Freshmen and sophomore scholars took a trip to the Brooklyn Museum and the Brooklyn Botanical Gardens. Senior scholars worked on their FAFSA applications, decorated their caps, and completed final assignments. Junior and senior scholars also participated in a passing of the torch ceremony.

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

CFO Connor Fournier reported that HCZ Promise Academy I's enrollment is 974, which is 60 unfavorable versus the budget. As a result, the School's revenue is anticipated to be \$0.8M unfavorable, at \$20.9M. Expenses are anticipated to be \$1.3M favorable, at \$19.8M. HCZ has not made a contribution through 11 months of FY23.

### **FY24 Budget (Connor Fournier)**

A motion was called to approve the HCZ Promise Academy II Charter School budget for the fiscal year 2024. The Board unanimously approved the resolution. A detailed

version of the resolution can be found in the June 6, 2023, Board packet on the HCZ Promise Academy website.

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

### **PAII Board Elections (Candice Ashby)**

A motion was called to re-elect HCZ Promise Academy II Board of Trustee members Ellanor (Bodie) Brizendine, Denise Fuller, Mitchell Kurz, Willie Mae Lewis, Keith Meister, and Aisha Tomlinson. The Board unanimously approved the resolution. A detailed list of the approved re-elected Board members can be found in the June 6, 2023, Board packet on the HCZ Promise Academy website.

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

### **HCZ Promise Academy District-wide and PAII Building-level Safety Plans (Candice Ashby)**

A motion was called to approve the HCZ Promise Academy District-wide and HCZ Promise Academy II Building-level Safety Plans for the 2023-2024 academic year. The motion was approved. The District-wide Safety Plan can be found on the HCZ Promise Academy website.

<https://hczpromise.org/community/>

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

A motion was called to approve the 2023-2024 HCZ Promise Academy Family Handbook. The motion was approved. The updated handbook can be found on the HCZ Promise Academy website.

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

## HCZ Promise Academy II

### Summer 2023 Attendance Report

Date	HCZ PAII Elementary School			HCZ PAII Middle School			HCZ PAII High School		
	Number of Students		% of Students	Number of Students		% of Students	Number of Students		% of Students
	Absent	Enrollment	Present	Absent	Enrollment	Present	Absent	Enrollment	Present
7/5	32	119	73%	21	63	67%	20	69	71%
7/6	22	119	82%	13	63	79%	14	69	80%
7/7	26	119	78%	17	63	73%	13	69	81%
7/10	18	119	85%	9	63	86%	18	69	74%
7/11	15	119	87%	8	63	87%	10	69	86%
7/12	23	119	81%	8	63	87%	17	69	75%
7/13	21	119	82%	11	63	83%	15	69	78%
7/14	24	119	80%	8	63	87%	17	69	75%
7/17	27	119	77%	11	63	83%	9	69	87%
7/18	24	119	80%	9	63	86%	13	69	81%
7/19	20	119	83%	11	63	83%	7	69	90%
7/20	19	119	84%	19	63	70%	16	69	77%
7/21	48	119	60%	20	63	68%	22	69	68%
7/24	28	119	76%	9	63	86%	17	69	75%
7/25	21	119	82%	13	63	79%	25	69	64%
7/26	32	119	73%	11	63	83%	14	69	80%
7/27	26	119	78%	9	63	86%	11	69	84%
7/28	45	119	62%	17	63	73%	22	69	68%
7/31	40	119	66%	20	63	68%	20	69	71%
8/1	24	119	80%	11	63	83%	18	69	74%
8/2	38	119	68%	22	63	65%	15	69	78%
<b>Average</b>	<b>27</b>	<b>119</b>	<b>77%</b>	<b>13</b>	<b>63</b>	<b>79%</b>	<b>16</b>	<b>69</b>	<b>77%</b>



**Promise Academy II**  
**FY 2024 August YTD Budget vs. Actual**  
 \$ millions

		<u>Budget</u>	<u>Actual</u>	<u>Fav/(Unfav)</u>	<u>Full Year Budget</u>
Enrollment		1,055	1,034	(21)	1,055
DOE and other gov't funding	(a)	\$ 3.8	\$ 3.7	\$ (0.2)	\$ 23.1
<b>Expenses:</b>					
Salaries		2.5	1.7	0.8	14.7
Benefits		0.7	0.7	0.0	4.5
OTPS		0.6	0.3	0.4	3.9
<b>Total Expenses</b>	<b>(b)</b>	<u>3.8</u>	<u>2.7</u>	<u>1.2</u>	<u>23.0</u>
Expenses in excess of public funding		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Contribution Components:</b>					
HCZ Contribution		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
per student (whole \$)		\$ -	\$ -	\$ -	\$ -

*(a) Excludes funding from Federal ESSER and Robertson Foundation.*

*(b) Excludes PA Initiatives, bonus, growth fund, COVID/Emergency relief & other HCZ allocations.*