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Ryan Carroll
**Principal
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Kaitlynn Conwright
**Principal
High School**
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AGENDA

Harlem Children's Zone (HCZ) Promise Academy II
Annual Board of Trustees Meeting
Thursday, November 16th, 2023
at
245 West 129th Street
New York, NY

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

**Harlem Children's Zone (HCZ) Promise Academy II Charter School
Board Meeting
Wednesday, October 4, 2023
245 West 129th Street**

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

CEO Report (Kwame Owusu-Kesse)

Chief Executive Officer Kwame Owusu-Kesse reported that he joined Superintendent Dr. Achil Petit and Deputy Superintendent Dr. Saskia Brown in over 200 meetings with bonus-eligible employees to set expectations for the new school year, build culture and discuss resources staff members need to be successful.

Mr. Owusu-Kesse also reported that HCZ's William Julius Wilson Institute will host Power of Place: Heart and Science of Cradle-to-Career October 18-20 in New Orleans, Louisiana. The second annual event will bring together hundreds of cross-sector leaders, practitioners, and policymakers in the place-based field to share best practices and build community.

School leaders presented new uniforms to the Board.

Superintendent's Update (Dr. Achil Petit)

Superintendent Dr. Achil Petit reported that enrollment is 1,182 for HCZ Promise Academy I and 1,050 for HCZ Promise Academy II.

Dr. Petit and Dr. Brown launched a leadership development program to support employees in advancing to senior positions. The program, which lasts from September to June, provides instruction on HCZ Core Beliefs and Values, systems of learning, resource management, and innovation. Four candidates are participating in the program during the current school year.

HCZ Promise Academy II Elementary School (Amanda Neal)

Principal Amanda Neal reported the Elementary School's attendance was 93% for September.

The Elementary School hosted a back-to-school night, with over 250 family members attending, which included members of the HCZ Promise Academy II Parent Association (PAPA II) and HCZ staff members. Parents had the opportunity to meet their scholars' teachers and see their classrooms.

The Elementary School celebrated 258 scholars in September for perfect attendance.

Principal Neal will lead a virtual town hall on October 4 to allow families to ask questions or share concerns.

HCZ Promise Academy II Middle School (Ryan Carroll)

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

The Middle School hosted a back-to-school night. Parents met with their scholars' teachers and learned about their scholars' courses.

PAPA II hosted its first meeting of the school year. Parents interested in joining the PAPA II Board introduced themselves to families and staff.

Middle School scholars took their pre-screener assessments on i-Ready in math and reading. School leadership analyzed the results to identify those scholars who need additional academic support.

HCZ Promise Academy II High School (Kaitlynn Conwright)

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

The High School held Student Government elections, the winners of which will be announced during the October 4 lunch period.

In conjunction with the Central Office, High School leaders conducted three instructional rounds for school teams to provide support to new and returning teachers and ensure that all instructional staff are using the same approach to assess scholar work. School leaders are planning professional development based on their findings.

The High School hosted Senior Night for 12th graders, with scholars and families learning about the college application process. College Success Office staff introduced themselves to senior scholars at the event. Seniors also met with college representatives from CUNY, Yale, University of Rochester, Syracuse, SUNY Albany, Columbia University, and more. Junior and senior scholars are also attending a college fair at the Jacob Javits Convention Center on Thursday, October 5, and Friday, October 6.

Throughout the school year, High School leadership will focus on building staff culture. During morning meetings, school leaders incorporate fun activities emotional reflection times, and focus on uniforming best practices to resolve scholar issues.

Financial Update (Connor Fournier)

CFO Connor Fournier reported that HCZ Promise Academy I's enrollment is 1,050, which is five unfavorable versus the budget. The school's revenue is \$0.2M unfavorable at \$5.6M. Expenses are \$0.6M favorable, at \$5.1M. HCZ has not made a contribution through three months of FY24.

HCZ Promise Academy II October 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
10/2	27	575	95%	10	260	96%	9	217	96%
10/3	29	575	95%	7	260	97%	9	216	96%
10/4	25	575	96%	10	261	96%	12	216	94%
10/5	24	574	96%	8	261	97%	13	216	94%
10/6	48	574	92%	16	261	94%	21	216	90%
10/10	30	575	95%	16	261	94%	10	215	95%
10/11	32	575	94%	15	261	94%	11	215	95%
10/12	28	575	95%	14	261	95%	20	215	91%
10/13	44	575	92%	14	261	95%	13	215	94%
10/16	50	574	91%	17	261	93%	10	215	95%
10/17	30	575	95%	15	260	94%	11	215	95%
10/18	164	575	71%	51	260	80%	27	214	87%
10/19	25	575	96%	11	260	96%	13	214	94%
10/20	41	575	93%	17	260	93%	18	213	92%
10/23	32	575	94%	5	260	98%	15	213	93%
10/24	25	575	96%	12	260	95%	7	213	97%
10/25	37	575	94%	18	260	93%	17	213	92%
10/26	36	574	94%	11	260	96%	19	213	91%
10/27	59	574	90%	15	260	94%	19	213	91%
10/30	46	572	92%	21	261	92%	7	213	97%
10/31	57	572	90%	25	261	90%	26	213	88%
Average	42	574	93%	16	260	94%	15	214	93%



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

		<u>Budget</u>	<u>Actual</u>	<u>Fav/(Unfav)</u>	<u>Full Year Budget</u>
Enrollment		1,055	1,044	(11)	1,055
DOE and other gov't funding	(a)	\$ 7.7	\$ 7.5	\$ (0.2)	\$ 23.1
Expenses:					
Salaries		4.9	4.7	0.2	14.7
Benefits		1.5	1.5	(0.0)	4.5
OTPS		1.3	1.0	0.3	3.9
Total Expenses	(b)	7.7	7.3	0.4	23.0
Expenses in excess of public funding		-	-	-	-
Contribution Components:					
HCZ Contribution		-	-	-	-
per student (whole \$)		\$ -	\$ -	\$ -	\$ -

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

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