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**Superintendent**

Saskia Brown  
**Deputy Superintendent**

LaKiesha George  
**Principal  
Elementary School**  
245 West 129<sup>th</sup> Street  
New York, NY 10027  
Tel 212.360.3232

Madelaine German-Schultz  
**Principal  
Middle School**  
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New York, NY 10027  
Tel 212.360.3233

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

AGENDA

Harlem Children's Zone (HCZ) Promise Academy I  
Annual Board of Trustees Meeting  
Thursday, November 16<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. Promise Academy I Updates
  - i. Elementary School (*LaKiesha George*)
  - ii. Middle School (*Saskia Brown*)
  - iii. High School (*Amy Deal*)
- V. Financial Report (*Connor Fournier*)
- VI. Resolutions
  - i. HCZ Promise Academy Family Handbook (*Candice Ashby*)

**Harlem Children's Zone (HCZ) Promise Academy I 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 I Elementary School (LaKiesha George)**

Principal LaKiesha George reported the Elementary School's attendance was 94% for September.

The Elementary School held its first HCZ Promise Academy Parent Association meeting of the school year to welcome new school representatives.

The Elementary School held a movie night in September for families and scholars.

Principal George thanked the Training and Development team for beginning coaching cycles with new teachers. The Elementary School will collaborate with the team to launch formal observations and coaching opportunities for returning teachers.

The Elementary School completed benchmark i-Ready testing for grades three to five in ELA and math. School leaders are analyzing the data to identify scholars in

need of additional academic support and provide them with tiered instructional blocks, Saturday Academy, and Academic Hour.

The Elementary School is working with the Training & Development and Literacy teams to create professional development around data analysis and best practices in creating small groups of internal instructors.

### **HCZ Promise Academy I Middle School (Dr. Saskia Brown)**

Dr. Saskia Brown reported that the Middle School's attendance was 94% for September.

The Middle School hosted a back-to-school night with 150 parents attending.

Student government launched this month, and scholars are campaigning for election.

The Middle School leadership team is looking at data and working with the Positive Behaviors and Support team to identify and support scholars who are at risk by creating social groups promoting self-esteem, self-efficacy, and social-emotional competencies.

### **HCZ Promise Academy I High School (Dr. Amy Deal)**

Principal Dr. Amy Deal reported that the High School's attendance was 95% for September.

In conjunction with the Central Office, High School leaders have conducted walkthroughs and informal observations of teachers and provided them with feedback.

The High School hosted a senior night for 12th-grade scholars, with almost 90% of their families attending. Scholars and families reviewed the college application process and completed paperwork for applications. Seniors also met with the City University of New York, University of Rochester, Syracuse, SUNY Albany, and Columbia University representatives to learn about the benefits of each school. Junior and senior scholars are also attending a college fair at the Jacob Javits Convention Center on Thursday, October 5, and Friday, October 6.

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

CFO Connor Fournier reported that HCZ Promise Academy I's enrollment is 1,182, which is 27 favorable versus the budget. The school's revenue is on budget at \$6.1M. Expenses are \$0.4M favorable, at \$5.5M. HCZ has not made a contribution through three months of FY24.

## HCZ Promise Academy I October 2023 Attendance Report

Date	HCZ PAI Elementary School			HCZ PAI Middle School			HCZ PAI High School		
	Number of Students Absent	Enrollment	% of Students Present	Number of Students Absent	Enrollment	% of Students Present	Number of Students Absent	Enrollment	% of Students Present
10/2	33	655	95%	7	265	97%	13	260	95%
10/3	25	655	96%	5	265	98%	9	260	97%
10/4	23	655	96%	6	265	98%	9	260	97%
10/5	24	655	96%	6	265	98%	6	260	98%
10/6	41	655	94%	12	265	95%	16	259	94%
10/10	41	655	94%	7	265	97%	13	259	95%
10/11	30	656	95%	11	265	96%	19	259	93%
10/12	34	656	95%	10	265	96%	15	259	94%
10/13	51	656	92%	14	265	95%	31	259	88%
10/16	33	656	95%	11	265	96%	10	259	96%
10/17	32	656	95%	9	265	97%	12	259	95%
10/18	138	656	79%	35	265	87%	25	259	90%
10/19	23	656	96%	1	265	100%	13	259	95%
10/20	52	656	92%	8	265	97%	18	259	93%
10/23	25	656	96%	7	265	97%	19	258	93%
10/24	34	656	95%	7	265	97%	9	258	97%
10/25	24	656	96%	6	265	98%	13	258	95%
10/26	27	656	96%	6	265	98%	19	258	93%
10/27	40	656	94%	8	265	97%	16	258	94%
10/30	60	656	91%	11	264	96%	13	258	95%
10/31	62	656	91%	16	264	94%	16	258	94%
<b>Average</b>	<b>41</b>	<b>656</b>	<b>94%</b>	<b>10</b>	<b>265</b>	<b>96%</b>	<b>15</b>	<b>259</b>	<b>94%</b>



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

		<u>Budget</u>	<u>Actual</u>	<u>Fav/(Unfav)</u>	<u>Full Year Budget</u>
Enrollment		1,155	1,179	24	1,155
DOE and other gov't funding	(a)	\$ 8.1	\$ 8.2	\$ 0.1	\$ 24.4
<b>Expenses:</b>					
Salaries		5.0	4.8	0.2	15.0
Benefits		1.5	1.7	(0.2)	4.6
OTPS		1.4	1.2	0.2	4.2
<b>Total Expenses</b>	<b>(b)</b>	<u>7.9</u>	<u>7.8</u>	<u>0.1</u>	<u>23.8</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.*