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**Superintendent**

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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  
Thursday, December 14<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. Waitlisted Applicants' Weighted Preference (*Candice Ashby*)

**Harlem Children's Zone (HCZ) Promise Academy II Charter School  
Board Meeting  
Thursday, November 16, 2023  
245 West 129th Street**

*Attendees: Geoffrey Canada, Kwame Owusu-Kesse, Mitch Kurz, Fatime Cadoo, Stan Druckenmiller, Willie Mae Lewis, Aisha Tomlinson, Alfonso Wyatt, Candice Ashby, Sabrica Barnett, Saskia Brown, Ari Browne, Ryan Carroll, Kaitlynn Conwright, Amy Deal, Connor Fournier, LaKiesha George, Jenn Klein, Stephanie Lilavois, Katherine Martinez, Liam McCarthy, Amanda Neal, Michelle Paige, Achil Petit, Toya Stilley, and Ryan Warren.*

**Acceptance of Minutes (Geoffrey Canada)**

The meeting was called to order at 7:30 AM, and a motion to approve previous meeting minutes was unanimously approved.

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

Chief Executive Officer Kwame Owusu-Kesse reported that on November 14 and 15, he attended and was a guest speaker at the Concrete Rose Capital Annual Summit. The Summit brings together tech and social impact leaders committed to expanding access to technology and entrepreneurship by closing wealth gaps for underserved communities.

Mr. Owusu-Kesse introduced two new HCZ colleagues: Harvard Business School Fellow Ryan Warren and Chief Program Officer Michelle Paige.

In November, HCZ honored Mr. Canada for his 40 years at the organization with a celebration at the Geoffrey Canada Community Center. Hundreds of Mr. Canada's family, friends, HCZ alumni, and staff, including Grammy Award-winning musician and entrepreneur Pharell Williams, attended the event.

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

Superintendent Dr. Achil Petit reported that enrollment is 1,179 for HCZ Promise Academy I and 1,044 for HCZ Promise Academy II.

Dr. Petit presented the New York State test results for third through eighth-grade scholars.

HCZ Promise Academy I and II increased ELA proficiency rates by 7% and 2%, respectively, from 2022. Both schools outperformed their peers in New York City (NYC) Community School District 5 (CSD05) and citywide in ELA. HCZ Promise Academy I and II outperformed their NYC peers in every grade. Additionally, HCZ Promise Academy scholars with disabilities outperformed students with disabilities in NYC in every grade.

HCZ Promise Academy I and II increased math proficiency rates by 23% and 17%, respectively, from 2022. HCZ Promise Academy I and II outperformed students in

CSD05, NYC, and NYC Blacks, and HCZ Promise Academy I outperformed their NYC white peers. Four out of six HCZ Promise Academy grade levels outperformed their NYC peers by 15% or more. HCZ Promise Academy scholars with disabilities' math proficiency increased by 18% from the previous year, and they outperformed NYC students with disabilities by 13%.

Dr. Petit attributed both schools' academic success to the HCZ Promise Academy leadership team, staff, and HCZ's pipeline of comprehensive services. He also thanked Deputy Superintendent Dr. Saskia Brown for her support.

Mr. Owusu-Kesse thanked Managing Director of Research and Evaluation Dr. Sabrica Barnett and her team for analyzing and presenting the New York State testing data.

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

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

HCZ Promise Academy Elementary After School hosted Fall Fest at the end of October. Scholars in kindergarten through second grade participated in the annual Book-a-ween contest, while scholars in grades three through five enjoyed a silent disco.

On November 16, the Elementary School will celebrate 175 top-performing scholars at the end of the marking period.

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

Principal Ryan Carroll reported that the Middle School's attendance was 94% for October.

The Middle School hosted its first parent-teacher conference of the school year. Principal Carroll thanked Central Office leadership for supporting the school during the conferences.

The Middle School partnered with Helen Keller International to provide vision screening and free glasses to seventh-grade scholars.

The Middle School recognized Breast Cancer Awareness Month by encouraging scholars and staff to dress in pink for a day.

Staff attended a professional development session on October 18. The Literacy Team facilitated a session on discourse and questioning and STEM teachers participated in content-specific professional development using data to inform the instructional materials they will develop.

The Middle School launched its extended learning program that provides scholars with additional academic support for two hours after school and four hours on Saturdays.

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

Principal Kaitlynn Conwright reported that the High School's attendance was 93% for October.

Staff attended a professional development session on October 18. Instructional staff reviewed marking period data to plan academic support to help scholars meet benchmarks.

The High School celebrated scholars who have perfect attendance and good behavior and staff who have perfect attendance. Principal Conwright thanked the Positive Behaviors and Interventions Team for providing incentives for scholars who maintained good behavior.

Staff members are working with seniors to submit college applications. The High School celebrated the first senior to get accepted to college.

Seniors went on the High School's annual college tour, visiting schools such as Syracuse University, the University at Albany (SUNY), SUNY Oswego, and the University at Buffalo (SUNY). Scholars who visited SUNY Buffalo also visited Niagara Falls.

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

CFO Connor Fournier reported that HCZ Promise Academy II's enrollment is 1,044, which is 11 unfavorable versus the budget. The school's revenue is \$0.2M unfavorable at \$7.5M. Expenses are \$0.4M favorable, at \$7.3M. HCZ has not made a contribution through four months of FY24.

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

A motion was called to approve an update to the grading criteria in the HCZ Promise Academy Family Handbook. The motion was approved. The updated handbook can be found on the [HCZ Promise Academy website](#).

## HCZ Promise Academy II November 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
11/1	39	572	93%	15	261	94%	13	212	94%
11/2	48	571	92%	12	261	95%	17	212	92%
11/3	63	570	89%	12	261	95%	17	212	92%
11/6	28	570	95%	11	261	96%	8	212	96%
11/7	199	570	65%	39	261	85%	49	212	77%
11/8	29	570	95%	11	261	96%	8	212	96%
11/9	29	569	95%	14	261	95%	8	211	96%
11/10	58	569	90%	19	261	93%	21	211	90%
11/13	36	569	94%	17	261	93%	21	211	90%
11/14	28	569	95%	12	261	95%	9	211	96%
11/15	27	569	95%	10	261	96%	14	211	93%
11/16	26	569	95%	13	261	95%	17	211	92%
11/17	34	569	94%	10	261	96%	19	211	91%
11/20	49	569	91%	11	261	96%	12	211	94%
11/21	43	569	92%	20	261	92%	15	211	93%
11/22	138	569	76%	60	261	77%	51	211	76%
11/27	40	568	93%	16	261	94%	15	211	93%
11/28	30	567	95%	15	261	94%	20	211	91%
11/29	49	567	91%	17	261	93%	24	211	89%
11/30	40	567	93%	11	261	96%	9	211	96%
<b>Average</b>	<b>52</b>	<b>569</b>	<b>91%</b>	<b>17</b>	<b>261</b>	<b>93%</b>	<b>18</b>	<b>211</b>	<b>91%</b>



## Promise Academy II

### FY 2024 November YTD Budget vs. Actual

\$ millions

		Budget	Actual	Fav/(Unfav)	Full Year Budget
Enrollment		1,055	1,037	(18)	1,055
DOE and other gov't funding	(a)	\$ 9.6	\$ 9.4	\$ (0.2)	\$ 23.1
<b>Expenses:</b>					
Salaries		6.1	5.4	0.7	14.7
Benefits		1.9	1.7	0.2	4.5
OTPS		1.6	1.3	0.3	3.9
Total Expenses	(b)	9.6	8.4	1.2	23.0
Expenses in excess of public funding		-	-	-	-
<b>Contribution Components:</b>					
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.*

Academy II's commitment to serve students at risk of academic failure, the following criteria are used in the lottery when space is made available:

- If applicable, first preference is given to students who attended the school the previous year and are returning to the school;
- Second preference is given to younger siblings of students enrolled in the school; siblings are given preference only to enroll in kindergarten.
- Third preference is given to students living in New York City School District 5 in Central Harlem<sup>2</sup> who qualify for the federal free and reduced-price school lunch programs and to any of such students' siblings also applying for admission to HCZ Promise Academy II;
- Fourth preference is given to English Language Learners who reside in New York City School District 5 in Central Harlem;
- Fifth preference is given to other students living in Central Harlem who are low-income and who are zoned to attend a low-performing<sup>3</sup> public school if not admitted to HCZ Promise Academy II;
- Sixth preference is given to other students living in New York City School District 5 in Central Harlem who do not qualify for the federal free and reduced-price school lunch programs and to any of such students' siblings also applying for admission to HCZ Promise Academy II;
- Sixth preference is given to other students living in New York City School District 5 in Central Harlem who do not qualify for the federal free and reduced-price school lunch programs and to any of such students' siblings also applying for admission to HCZ Promise Academy II; and
- **Seventh Preference:** If space remains, students from outside the New York City School District 5 in Central Harlem are admitted, with preference given to students who qualify for the federal free and reduced-price school lunch programs and to any of such students' siblings also applying for admission to HCZ Promise Academy II.

Once the available spaces are filled by students whose names **were randomly drawn**, the remaining applicants are placed on a waiting list in the **same order**. **After the lottery drawing, applicants will be added to the waitlist by date of application in the following order:**

- **First preference is given to scholars who have a sibling enrolled in the school;**
- **Second preference is given to all other scholars in the order of the date of application.**

**When HCZ Promise Academy fills any vacancies, it makes reasonable attempts to contact the parent or guardian of the next student on the waiting list to determine whether the student remains interested in enrolling at the school. If attempts to contact the student's parents/guardians are unsuccessful, the school may remove that student from the waiting list and proceed to contact the next person on the list.** Documentation of attempts made to contact the parents/guardians of any student removed from the waiting list are maintained by **Superintendent's office**.

<sup>2</sup> The boundaries of Central Harlem are 5<sup>th</sup> Avenue to the east, Manhattan/ St. Nicholas Avenue to the west, 110<sup>th</sup> Street to the South and Harlem River Drive to the north.

<sup>3</sup> Test scores below the city's overall performance level.

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