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**Principal
Elementary School**
70 East 112th Street
New York, NY 10035
Tel 212.360.3236

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

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

AGENDA

Harlem Children's Zone (HCZ) Promise Academy II
Board of Trustees Meeting
Tuesday, January 30th, 2024
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*)

**Harlem Children's Zone (HCZ) Promise Academy II Charter School
Board Meeting
Thursday, December 14, 2023
245 West 129th Street**

Attendees: Geoffrey Canada, Kwame Owusu-Kesse, Mitch Kurz, Fatime Cadoo, Ellanor (Bodie) Brizendine, Stan Druckenmiller, Willie Mae Lewis, Keith Meister, Alfonso Wyatt, Candice Ashby, Saskia Brown, Ari Browne, Ryan Carroll, Kaitlynn Conwright, Connor Fournier, LaKiesha George, Madelaine German-Schultz, Irais Jones, Jenn Klein, Jazmine Lewis, 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 the meeting minutes from November 16, 2023, was unanimously approved.

CEO Report (Kwame Owusu-Kesse)

Chief Executive Officer Kwame Owusu-Kesse introduced Irais Jones, Harlem Children's Zone's new Chief Human Resources Officer. Ms. Jones joins HCZ with over 20 years of experience. Most recently, she worked as Vice President for Human Resources at Vindex, a technology company, and as the Chief People Officer for C Space, a market research organization.

Mr. Owusu-Kesse also announced that a team of volunteers began reviewing 250 HCZ Scholarship applications submitted from across the Zone.

Mr. Owusu-Kesse returned to his alma mater, Harvard University, to teach a case on his leadership at HCZ to 1000-plus students from Harvard Business School and Harvard Kennedy School.

Superintendent's Update (Dr. Achil Petit)

Superintendent Dr. Achil Petit reported that enrollment is 1,174 for HCZ Promise Academy I and 1,037 for HCZ Promise Academy II.

Dr. Petit reported that HCZ Promise Academy I and II are in the second phase of their charter renewal periods. As part of this process, the Charter School Authorization team from the New York City Department of Education (DOE) will visit HCZ Promise Academy I on December 18 and HCZ Promise Academy II on December 19, and each school's Board of Trustees will visit on December 20. A public hearing will take place in January.

Dr. Petit thanked school leaders for their hard work in managing this process.

HCZ Promise Academy II Elementary School (Amanda Neal)

Principal Amanda Neal reported the Elementary School's attendance was 91% for November.

Third-grade scholars visited the New York Transit Museum, where they learned about the history of transportation in New York City.

The Elementary School held Friendsgiving for scholars and awarded them “Kind Scholar” awards. Award recipients invited four of their friends to the event.

The Elementary School invited a consultant from 92nd Street Y cultural and community center to teach dance and music to second through fifth-grade scholars.

The Elementary School distributed turkeys to families for Thanksgiving.

HCZ Promise Academy II Middle School (Ryan Carroll)

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

On November 11, 30 high-performing scholars attended a pizza party and saw *Back to the Future: The Musical* on Broadway.

The Middle School closed the marking period and issued benchmark exams to scholars. Teaching staff and key stakeholders reviewed scholar data to plan the next steps for closing identified learning gaps.

The Middle School celebrated top-performing scholars for academic growth and proficiency, best attendance, citizenship, and other achievements.

The Middle School distributed turkeys to families for Thanksgiving.

Sixth-grade scholars participated in a town hall meeting with the Positive Behaviors and Interventions and Social Emotional Learning teams.

HCZ Promise Academy II High School (Kaitlynn Conwright)

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

The High School hosted an honor roll ceremony for bronze-, silver-, and gold-achieving scholars.

HCZ Promise Academy I and II High School hosted their Summer Exposure Opportunity Kickoff for all 11th-grade parents, where school leaders spoke about opportunities for scholars to work and live on college campuses.

The High School ended the first marking period with a check-in event for freshmen to learn about the requirements and pathways to college. Upperclassmen also spoke to freshmen to help guide them in this process.

To focus on parent-community building, the High School hosted Taco-Making Night in partnership with Success in Motion.

The High School hosted Monroe College, which accepted 26 college applications from HCZ Promise Academy seniors.

Financial Update (Connor Fournier)

CFO Connor Fournier reported that HCZ Promise Academy II's enrollment is 1,037, which is 18 unfavorable versus the budget. The school's revenue is \$0.2M unfavorable at \$9.4M. Expenses are \$1.2M favorable, at \$8.4M. HCZ has not made a contribution through five months of FY24.

HCZ Promise Academy Waitlist Applicants' Weighted Preference (Candice Ashby)

A motion was called to approve a revision to the HCZ Promise Academy II Charter, which would implement weighted preferences for waitlisted applicants who have siblings enrolled in HCZ Promise Academy II Charter School. The motion was approved, and the revision was submitted to the School's authorizer to obtain approval from the New York State Education Department.

HCZ Promise Academy II

December 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
12/1	38	564	93%	16	261	94%	19	211	91%
12/4	37	562	93%	14	261	95%	12	211	94%
12/5	27	562	95%	21	261	92%	15	211	93%
12/6	160	562	72%	58	261	78%	38	211	82%
12/7	41	562	93%	12	261	95%	16	211	92%
12/8	53	562	91%	22	261	92%	19	211	91%
12/11	63	561	89%	17	261	93%	20	210	90%
12/12	38	561	93%	14	261	95%	17	210	92%
12/13	41	561	93%	16	261	94%	19	210	91%
12/14	47	561	92%	13	261	95%	24	210	89%
12/15	65	561	88%	16	261	94%	24	210	89%
12/18	104	561	81%	26	261	90%	30	210	86%
12/19	40	560	93%	14	261	95%	20	210	90%
12/20	34	560	94%	19	261	93%	21	210	90%
12/21	43	560	92%	23	261	91%	32	210	85%
12/22	133	560	76%	44	261	83%	47	210	78%
Average	60	561	89%	22	261	92%	23	210	89%



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

		<u>Budget</u>	<u>Actual</u>	<u>Fav/(Unfav)</u>	<u>Full Year Budget</u>
Enrollment		1,055	1,030	(25)	1,055
DOE and other gov't funding	(a)	\$ 11.5	\$ 11.2	\$ (0.3)	\$ 23.1
Expenses:					
Salaries		7.4	6.6	0.8	14.7
Benefits		2.2	1.6	0.6	4.5
OTPS		1.9	1.6	0.3	3.9
Total Expenses	(b)	11.5	9.8	1.7	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.