

Harlem Children's Zone

# Promise Academy II®

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Elementary School**  
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New York, NY 10029  
Tel 212.360.3236

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Middle School**  
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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, March 20<sup>th</sup>, 2024  
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 (*Ralph Stefano*)

**Harlem Children's Zone (HCZ) Promise Academy II Charter School  
Board Meeting  
Tuesday, February 13, 2024  
245 West 129th Street**

*Attendees: Geoffrey Canada, Kwame Owusu-Kesse, Mitch Kurz, Fatime Cadoo, Stan Druckenmiller, Keith Meister, Alfonso Wyatt, Candice Ashby, Saskia Brown, Ari Browne, Ryan Carroll, Kaitlynn Conwright, Amy Deal, LaKiesha George, Madelaine German-Schultz, Iraisia Jones, Jenn Klein, Jazmine Lewis, Stephanie Lilavois, Katherine Martinez, Liam McCarthy, Amanda Neal, Michelle Paige, Achil Petit, Ralph Stefano, Toya Stille, 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 January 30 was unanimously approved.

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

Chief Executive Officer Kwame Owusu-Kesse reported that on Tuesday, February 13, HCZ Promise Academy Charter Schools pivoted to remote instruction due to inclement weather. Mayor Eric Adams and Chancellor David Banks also transitioned New York City Department of Education public schools to remote instruction for the day. Mr. Owusu-Kesse reported that select employees will be supporting at each School's location to redirect parents who may have missed the communication.

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

Superintendent Dr. Achil Petit reported that enrollment is 1,165 for HCZ Promise Academy I and 1,023 for HCZ Promise Academy II.

Dr. Petit reported that attendance improved in January and thanked Deputy Superintendent Dr. Saskia Brown for leading the effort to ensure that scholars come to school every day on time.

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

Principal Amanda Neal reported the Elementary School's attendance was 92% for January.

The Elementary School hosted two open house sessions for parents with scholars who plan to enroll in the school. Additionally, administrators attended two enrollment fairs to share information with parents interested in enrolling their scholars at the school.

The majority of scholars in kindergarten through second grades achieved 80% mastery on benchmark assessments.

Scholars completed an i-Ready diagnostic and showed academic growth.

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

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

On January 2, the Middle School hosted a full day of professional development for staff members. School leaders met with teachers to plan upcoming lessons and to set expectations for school practices.

Scholars completed second marking period benchmark exams in all subject areas. Teachers met with leadership teams to analyze data, identify strengths and weaknesses, and plan interventions to target learning gaps.

The Middle School ran computer-based testing simulations for eighth-grade math and ELA in preparation for upcoming state tests.

The Middle School hosted a monthly town hall meeting, where it celebrated the scholars and staff members of the month elected by the scholars. The School's dance scholars also performed.

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

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

On January 2, the High School hosted a full day of professional development for teachers.

The National Honor Society hosted an induction ceremony for participating high school scholars.

High school scholars participated in i-Ready testing, giving teachers an opportunity to identify and address learning gaps.

The High School hosted a FAFSA night in partnership with the College Success Office.

### **Financial Update (Ralph Stefano)**

CFO Ralph Stefano reported that HCZ Promise Academy II's December enrollment is 1,030, which is 25 unfavorable versus the budget. The school's revenue is \$0.3M unfavorable at \$11.2M. Expenses are \$1.7M favorable, at \$9.8M. HCZ has not made a contribution through seven months of FY24.

### **HCZ Promise Academy's Literacy Program (Dr. Saskia Brown)**

Deputy Superintendent Dr. Saskia Brown reported on the structure of the HCZ Promise Academy literacy program. The Schools' literacy instruction is grounded in the science of reading and is built on five instructional pillars: phonics, phonemic awareness, fluency, vocabulary, and comprehension.

Using a balanced literacy approach, scholars participate in 90 minutes of literacy and writing instruction. Scholars in kindergarten through second grade receive an additional 30 minutes of foundational skills practice. The instructional block is built on direct instruction, time-guided practice, and independent practice. Within the instructional block, scholars are provided with tiered intervention for more targeted instruction.

## HCZ Promise Academy II February 2024 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
2/1	37	553	93%	16	261	94%	11	207	95%
2/2	44	553	92%	26	261	90%	21	207	90%
2/5	36	553	93%	7	261	97%	12	207	94%
2/6	39	553	93%	11	261	96%	17	207	92%
2/7	55	553	90%	20	261	92%	11	207	95%
2/8	183	552	67%	39	261	85%	34	207	84%
2/9	61	552	89%	22	261	92%	14	207	93%
2/12	45	552	92%	17	261	93%	15	207	93%
2/13	15	552	97%	0	261	100%	7	207	97%
2/14	33	552	94%	14	261	95%	11	207	95%
2/15	48	552	91%	18	261	93%	13	207	94%
2/16	58	552	89%	12	261	95%	27	207	87%
2/26	61	552	89%	21	260	92%	12	207	94%
2/27	33	551	94%	16	260	94%	11	207	95%
2/28	28	551	95%	19	260	93%	10	207	95%
2/29	37	551	93%	22	260	92%	19	207	91%
<b>Average</b>	<b>51</b>	<b>552</b>	<b>91%</b>	<b>18</b>	<b>261</b>	<b>93%</b>	<b>15</b>	<b>207</b>	<b>93%</b>

NYC DOE Public School Attendance Data
District 4 (full 2022-2023 school year): 89%
District 5 (full 2022-2023 school year): 87%
NYC DOE Schools (full 2022-2023 school year): 90%



## Promise Academy II

### FY 2024 January YTD Budget vs. Actual

		Budget	Actual	Fav/(Unfav)	Full Year Budget
Enrollment @ Jan 31	(a)	1,055	1,021	(34)	1,055
DOE and other gov't funding	(b)	\$ 13.4	\$ 13.1	\$ (0.3)	\$ 23.1
<b>Expenses:</b>					
Salaries		8.6	7.5	1.0	14.7
Benefits		2.6	2.1	0.5	4.5
OTPS		2.2	2.0	0.3	3.9
<b>Total Expenses</b>	<b>(c)</b>	<b>13.4</b>	<b>11.6</b>	<b>1.8</b>	<b>23.0</b>
Expenses in excess of public funding		-	-	-	-
<b>Contribution Components:</b>					
HCZ Contribution		-	-	-	-
per student (whole \$)		\$ -	\$ -	\$ -	\$ -

*(a) Enrollment as of Feb 29: 1,018*

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

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