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**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**  
245 West 129<sup>th</sup> Street  
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  
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 I Updates
  - i. Elementary School (*LaKiesha George*)
  - ii. Middle School (*Madelaine German-Schultz*)
  - iii. High School (*Amy Deal*)
- V. Financial Report (*Ralph Stefano*)

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

Principal LaKiesha George reported the Elementary School's attendance was 93% for January.

Principal George thanked Dr. Petit for supporting Go Lives, an initiative in which coaches develop teachers through observation during classes with scholars and by providing instructional feedback. She also thanked Managing Director of Curriculum & Instruction Katherine Martinez, Director of Educational Training and Development Dr. Veroniqua Delva, and the Literacy Team, who supported educators in rehearsing lessons and reviewing data during common planning meetings.

Scholars took i-Ready assessment tests, which will provide School leaders with the data to make appropriate instructional changes to support scholars.

Principal George thanked Ms. Martinez, HCZ Promise Academy II Elementary School Principal Amanda Neal, and HCZ Promise Academy II Elementary School Science teacher Tyler Sanders for providing workshops in Amplify Science for HCZ Promise Academy I Elementary School kindergarten through second-grade science teachers.

At the end of the second marking period, families received report cards, and staff identified 190 top performers, a slight increase from the previous marking period.

### **HCZ Promise Academy I Middle School (Madelaine German-Schultz)**

Principal Madelaine German-Schultz reported that the Middle School's attendance was 95% for January.

During finals week, Middle School scholars completed assessments in all four major academic classes. The Middle school launched a Positive Behaviors and Interventions System school store where scholars could redeem Scholar Bucks for good behavior.

The Middle School celebrated its top performers, with 76% of scholars on the honor roll.

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

Principal Dr. Amy Deal reported that the High School's attendance was 94% for January.

The High School, in partnership with Wealth Builds, hosted FAFSA night for families. During the event, laptops were set up for parents to fill out applications.

The High School partnered with College Success Office to host a college panel. Alumni participated on the panel and spoke to juniors and seniors about their college experiences.

The High School worked with HCZ Promise Academy II High School, administering Advanced Placement mock exams to scholars during Regents and finals week.

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

CFO Ralph Stefano reported that HCZ Promise Academy I's December enrollment is 1,169, which is 14 favorable versus the budget. The school's revenue is \$0.2M favorable at \$12.4M. Expenses are \$0.4M favorable, at \$11.5M. 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.

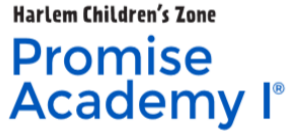
Using a balanced literacy approach, scholars participate in 90 minutes of literacy and writing instruction. Scholars in kindergarten through second grade receive an

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 I February 2024 Attendance Report

Date	HCZ PAI Elementary School			HCZ PAI Middle School			HCZ PAI 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	647	94%	9	262	97%	11	256	96%
2/2	48	647	93%	15	262	94%	11	255	96%
2/5	53	647	92%	9	262	97%	10	255	96%
2/6	41	647	94%	8	262	97%	13	255	95%
2/7	37	647	94%	10	262	96%	12	255	95%
2/8	147	646	77%	28	262	89%	32	255	87%
2/9	46	646	93%	16	262	94%	17	255	93%
2/12	45	646	93%	17	262	94%	12	255	95%
2/13	42	646	93%	19	262	93%	2	255	99%
2/14	42	646	93%	15	262	94%	10	255	96%
2/15	46	646	93%	13	262	95%	14	255	95%
2/16	44	646	93%	21	262	92%	26	255	90%
2/26	65	646	90%	16	262	94%	13	255	95%
2/27	33	646	95%	8	262	97%	11	255	96%
2/28	30	645	95%	6	262	98%	15	255	94%
2/29	41	645	94%	9	262	97%	17	255	93%
<b>Average</b>	<b>50</b>	<b>646</b>	<b>92%</b>	<b>14</b>	<b>262</b>	<b>95%</b>	<b>14</b>	<b>255</b>	<b>94%</b>

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



## Promise Academy I

### FY 2024 January YTD Budget vs. Actual

		Budget	Actual	Fav/(Unfav)	Full Year Budget
Enrollment @ Jan 31	(a)	1,155	1,165	10	1,155
DOE and other gov't funding	(b)	\$ 14.3	\$ 14.4	\$ 0.2	\$ 24.4
<b>Expenses:</b>					
Salaries		8.8	8.3	0.5	15.0
Benefits		2.7	3.0	(0.3)	4.6
OTPS		2.5	2.2	0.3	4.2
<b>Total Expenses</b>	<b>(c)</b>	<b>13.9</b>	<b>13.4</b>	<b>0.4</b>	<b>23.8</b>
Expenses in excess of public funding		-	-	-	-
<b>Contribution Components:</b>					
HCZ Contribution		-	-	-	-
per student (whole \$)		\$ -	\$ -	\$ -	\$ -

(a) Enrollment as of Feb 29: 1,162

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

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