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Amanda Neal
**Principal
Elementary School**
70 East 112th Street
New York, NY 10029
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, May 14th, 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 (*Ralph Stefano*)

**Harlem Children's Zone (HCZ) Promise Academy II Charter School
Board Meeting
Tuesday, April 30, 2024
245 West 129th Street**

Attendees: Kwame Owusu-Kesse, Mitch Kurz, Ellanor (Bodie) Brizendine, Willie Mae Lewis, Keith Meister, Aisha Tomlinson, Alfonso Wyatt, Candice Ashby, Saskia Brown, Ari Browne, Ryan Carroll, Kaitlynn Conwright, Amy Deal, LaKiesha George, Madelaine German-Schultz, Irais Jones, Jenn Klein, Jazmine Lewis, Stephanie Lilavois, Katherine Martinez, Liam McCarthy, Amanda Neal, Michelle Paige, Achil Petit, Ralph Stefano, Toya Stillely, 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 March 20 was unanimously approved.

CEO Report (Kwame Owusu-Kesse)

Chief Executive Officer Kwame Owusu-Kesse reported that the Harlem Children's Zone Friend of the Children Award Dinner was held on April 24. It honored Aneel Bhusri, co-founder and executive chair of Workday and Eat.Learn.Play. HCZ Promise Academy Board Members shared highlights of the event.

Mr. Owusu-Kesse also reported that HCZ high school seniors will be honored on National College Signing Day, which will be held May 1 at The HCZ Armory.

Superintendent's Update (Dr. Achil Petit)

Superintendent Dr. Achil Petit reported that enrollment is 1,162 for HCZ Promise Academy I and 1,018 for HCZ Promise Academy II.

Dr. Petit also reported that currently, approximately 210 scholars have been registered for enrollment for the new school year. He thanked the Central Office for working with the schools to enroll scholars.

The New York State Education Department conducted an Education Stimulus Fund Monitoring review, focusing on programmatic and fiscal compliance. As a result of the review, both HCZ Promise Academy Charter Schools received confirmation from the state that they are in compliance.

HCZ Promise Academy II Elementary School (Amanda Neal)

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

Elementary School third- and fourth-grade scholars took ELA State exams. Fifth-grade scholars will take the ELA State exam on April 30 and May 1.

On Saturday, May 4, the Elementary School will host an open house for prospective families. Families will tour the school building and receive registration and enrollment support.

The Elementary School hosted an honor roll ceremony and breakfast for 177 scholars who received top honors.

HCZ Promise Academy II Middle School (Ryan Carroll)

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

The Middle School hosted parent-teacher conferences for the third marking period.

In March, the Middle School prepared scholars for the New York State exams by conducting mock exams in math and ELA and using academic data to optimize instruction. Staff members also provided strong support during Academic Hour and Saturday Academy to help scholars meet benchmarks.

Seventh-grade scholars visited the Museum of Modern Art. In partnership with the Positive Behaviors and Intervention Supports team, select scholars were rewarded with a bowling trip for good behavior.

Middle School scholars took the ELA state exams. Principal Carroll thanked HCZ and Promise Central Office staff for supporting the School on exam days.

HCZ Promise Academy II High School (Kaitlynn Conwright)

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

The High School held restorative practice training for teachers and administrators to ensure that staff members are using consistent practices when interacting with scholars.

The High School hosted professional development sessions for staff to focus on vertical alignment with their content teams and to prepare for Advanced Placement and Regents exam season.

In mid-March, seven high school scholars attended a full-day career trek at Memorial Sloan Kettering Hospital. They toured the hospital and spoke with doctors about careers in the medical field. Principal Conwright thanked Director of Career Readiness Services Jenny Zhou for arranging the event.

Wealth Builds hosted College Night for Zone Programs high school scholars, and their families. The panel included former HCZ Promise Academy II High School graduates, who talked about their experiences transitioning to college.

Financial Update (Ralph Stefano)

Chief Financial Officer Ralph Stefano reported that HCZ Promise Academy II's February 29 enrollment is 1,018, which is 37 unfavorable versus the budget. The school's revenue is \$0.4M unfavorable at \$14.9M. Expenses are \$2.1M favorable, at \$13.3M. HCZ has not made a contribution through nine months of FY24.

HCZ Promise Academy II April 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
4/1	94	548	83%	41	260	84%	28	206	86%
4/2	38	548	93%	17	260	93%	10	206	95%
4/3	44	547	92%	15	260	94%	15	206	93%
4/4	30	546	95%	13	260	95%	13	206	94%
4/5	43	546	92%	12	260	95%	23	206	89%
4/8	67	545	88%	32	260	88%	32	206	84%
4/9	31	545	94%	12	260	95%	16	206	92%
4/11	30	545	94%	10	260	96%	8	206	96%
4/12	25	545	95%	12	260	95%	17	205	92%
4/15	39	545	93%	9	260	97%	15	205	93%
4/16	34	545	94%	12	260	95%	7	205	97%
4/17	37	545	93%	15	260	94%	5	205	98%
4/18	48	545	91%	17	260	93%	25	205	88%
4/19	65	545	88%	23	260	91%	31	205	85%
4/29	73	545	87%	31	260	88%	18	205	91%
4/30	43	545	92%	13	260	95%	14	205	93%
Average	46	546	92%	18	260	93%	17	206	92%



Promise Academy II

FY 2024 March YTD Budget vs. Actual

		Budget	Actual	Fav/(Unfav)	Full Year Budget
Enrollment @ Mar 31	(a)	1,055	1,014	(41)	1,055
DOE and other gov't funding	(b)	\$ 17.3	\$ 16.9	\$ (0.4)	\$ 23.1
Expenses:					
Salaries		11.3	10.0	1.3	14.7
Benefits		3.4	2.8	0.6	4.5
OTPS		2.9	2.6	0.3	3.9
Total Expenses	(c)	17.6	15.3	2.3	23.0
Expenses in excess of public funding		-	-	-	-
Contribution Components:					
HCZ Contribution		-	-	-	-
per student (whole \$)		\$ -	\$ -	\$ -	\$ -

(a) Enrollment as of Apr 30: 1,010

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

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