

APPROVED



## Pharos Academy Charter School

### Minutes

#### BLCS October 2017 Board Meeting

---

##### **Date and Time**

Thursday October 19, 2017 at 6:30 PM

##### **Location**

Bronx Lighthouse Charter School

---

##### **Trustees Present**

B. Thompson (remote), J. Lopez-Molina, N. Jones, R. Granado, V. Caba

##### **Trustees Absent**

E. DeGonzalez

##### **Guests Present**

A. Duggins, David Kaplan, J. Finney, John Phan, M. Dorsey, M. Rousseau (remote), T. Brown

---

#### **I. Opening Items**

##### **A. Record Attendance and Guests**

###### Additional Visitors:

1. Kimberly Harper - Parent Association
2. Socrates Lember - Parent Association
3. Chrissandra Mosby - LA Dean
4. Brittany Edwards - LA Teacher
5. Elaine Dinkins, School Nurse
6. Jackie Pisanti- Parent

7. Lisa Santini - Parent
8. Anthony Santini - Parent
9. Frances Valle - Parent
10. Minuse Thelusma - LA Teacher

## **B. Call the Meeting to Order**

J. Lopez-Molina called a meeting of the board of trustees of Pharos Academy Charter School to order on Thursday Oct 19, 2017 at 6:56 PM.

## **II. Public Comments**

### **A. Public Comments**

- Parent requests crossing guard for school. Principals will start the process to establish the crossing guard service.
- Parents expressed concerns with Lower Academy activities, which will be addressed with the Principal.
- Opportunities to provide scholar data monthly/weekly.
- Communication concerns mentioned on how to and who to contact regarding various questions and concerns.
- Tutoring services requested from parents.
- Lower Academy: Homework Assignments- Can they be provided to the parents?

## **III. Board Governance**

### **A. Board Governance**

Goal #1: Timely meetings starting on time and ending by 8:30 PM

Suggested Ideas:

1. Academic Committee mentioned to establish a committee and meeting time
2. Add 10 minute break in our agenda

Goal #2: Reactive versus Proactive (25% Reactive / 75% Proactive)

Suggested Ideas:

1. Dedicate time in the agenda to discuss proactive activities
2. Time to discuss how Board sees itself in the future

Goal #3: Get to Board size of 8 or 9 by December 2017 (9 being the ultimate goal)

1. Need more people to think more strategically about the school; Establish committees
2. Paid Postings, HireBridge Postings
3. Applicant documents to Courtney first, then to Board and Principals for further filtering activities.

4. Prevent Board Member burn out by first reducing Board Meeting time.
5. Networking with Teaching Staff regarding the search for potential Board Members.
6. Place a little more effort and accountability on the process of Board recruitment
7. Suggestion to update the agenda to include Board Recruitment .

Goal #4 Partner with Met on Data Analysis

#### **IV. Executive Director Comments/Report**

##### **A. LHA Executive Director Report**

- Teacher Recruitment Partnership Discussed - NYU
- Local Summit - November 8 & November 9, 2017 (Jerry Ballard & Khori Whitaker attending)
- Political Consultant Proposal presented by Marisol Rodriguez for a 6 month engagement to get school involved with Political officials. Approximately \$30K
- K-12 Class Training activities in November 2017
- Charter Renewal discussion presented by Courtney Russell to be discussed with Principals
- Strategies discussed related to preparing for the Charter Renewal process

#### **V. Principal's Report**

##### **A. BLCS K-8 Principal's Report**

- Video Presentation: Upper Academy scholars working with Lower Academy scholars
- Enrollment: Under by 2, current number 419. 5 new scholars added to Lower Academy as of this week.
- 8th grade under budget due to student relocation.
- Special Education Update: Special Educator hired this week and 6th Grade Teacher hired this week as well. (LA- Fully Staffed)
- Summer Slide discussed in detail.
- After School Program/ Grades 5-8 : 80 student count in comparison to 30 student count last year.

##### **B. BLCS 9-12 Principal's Report**

- Enrollment: Over enrolled in 10th Grade

- Attendance; Positive movements anticipated. Plans and strategies discussed to maintain and increase attendance numbers.
- Discipline: No out of school suspensions. Restorative practices helps along with having a Dean on staff.
- Staffing: Algebra and Special Education Coordinator recently hired. Vacancy remaining for Special Education Teacher.
- Academic: Too early in the school year to discuss
- Parents informed and thanked for participating in the School Survey.

## **VI. Facility**

### **A. Facility Updates**

Facility Report reviewed , no questions .

## **VII. Finance**

### **A. Building Financing**

Urban Futures, Inc. : John Phan

Hand Out Discussed - Refinancing of 2011 Loan 11

Discussed various financial options related to the BLCS Financial Loan

Positive feedback from the Board related to the presentation.

Decision to be made by November 2017

### **B. Finance Report**

Robb discussed the following highlights from:

Finance Call

LIIF Meeting

- Enrollment under budget having a direct affect on school revenue
- Enrollment impact on Charter Renewal
- Discuss in November Board Meeting methods to increase and maintain enrollment
- Financial numbers on track
- As a creditor, LIIF had a few questions based on the annual review report - Overall a good call.

R. Granado made a motion to Accept the September Financials.

J. Lopez-Molina seconded the motion.

The board **VOTED** to approve the motion.

## **VIII. School Operations**

### **A. Approve Minutes**

J. Lopez-Molina made a motion to approve minutes from the BLCS September 2017 Board Meeting on 09-21-17 BLCS September 2017 Board Meeting on 09-21-17.

N. Jones seconded the motion.

The board **VOTED** to approve the motion.

### **B. Board of Trustees Updates**

Board member google surveys to be presented in the future.

## **IX. Closing Items**

### **A. Adjourn Meeting**

Executive Session Completed at 9:42 PM

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:30 PM.

Respectfully Submitted,  
M. Dorsey

## **X. Board Member Interviews**

### **A. New Trustee Interview**

- Potential Candidate presents his interest to the Board.
- Questions presented to the candidate based on time commitment, board financials, board turn over and other board concerns.
- Board approves of the new candidate and discussed in executive session.
- An official request to vote will be sent to each board member in the near future.
- Academic and Finance committees would be a great start for the new candidate.