

APPROVED



## Pharos Academy Charter School

### Minutes

#### BLCS June 2018 Board Meeting

---

**Date and Time**

Thursday June 21, 2018 at 6:30 PM

**Location**

Bronx Lighthouse Charter School

---

**Trustees Present**

D. Kaplan, E. DeGonzalez, E. Kinsey, F. Merine, J. Lopez-Molina, N. Jones, R. Granado, V. Caba

**Trustees Absent**

B. Thompson, S. Sutherland

**Guests Present**

A. Duggins (remote), C. Ginty, C. Russell (remote), M. Dorsey, M. Rousseau (remote), M. Saulo (remote), T. Brown

---

**I. Opening Items****A. Record Attendance and Guests****B. Call the Meeting to Order**

C. Ginty called a meeting of the board of trustees of Pharos Academy Charter School to order on Thursday Jun 21, 2018 at 6:53 PM.

## II. Public Comments

### A. Public Comments

Alicia Heffner- Juana Medrano (Budget amendment to keep Juana Medrano)

Thomasina - Juana Medrano

Dawn Duran - Daughter not allowed to walk in Graduation 2018

Dana Johnson - New President of PA announced - Kimberly Harper

Kimberly M. Harper - Parent Association updates

Shakisha Patterson - Attendance/Tardy question

## III. Board Governance

### A. Board Governance

Summer Board Strategy Session: Date Option July 22, 3-5 PM @ Columbia  
Members requested to complete the Board Survey in preparation for the Board  
Retreat/Board Strategy

Board Fund: Javier

Board Members to contribute \$202.00 each as a fundraiser activity.

Board Recruitment Strategy: Javier

Board Member count at 10, with the goal of 11

2 Candidates to be interviewed. Sara P. Madavo & Joe Bennett

Board By Laws : Eric

2012 By Laws reviewed by Eric and Courtney

Suggestion to seek legal guidance with the ByLaw review process

Academic Committee update

5 Key Practices/Strategies for K-12

Executive Director Feedback - Pushed to next Board Meeting

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

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

Director of Data Specialist - Start Date July 9, 2018  
10 NYU Residents Starting 2018-19  
Director of Talent Director - Update working well on Talent Sourcing  
Teacher compensation/ Salary scale updates to come  
Interim Assessments - Activities & Updates discussed

#### **V. LHA NY 18 - 19 Personnel Handbook**

##### **A. 18 - 19 Personnel Handbook Approval**

Courtney Russell - Discussed & Reviewed  
Discussed changes in PTO, FMLA Updates.

Javier motioned to approve handbook  
Evelyn second motion  
All present approved

#### **VI. Principal's Report**

##### **A. Principal's Report**

Principal Update: Alix Duggins  
39 Students Confirmed to Graduate  
11 Students for August 2018  
8 Students for January 2019

2016-17 School Year numbers compared:  
26 out of 68 in doubt of graduating in 2017  
Graduating Students Count ?  
Data will be researched, reviewed and discussed

To be discussed further in Executive Session

Principal Update: Travis Brown

Enrollment & Retention data discussed  
CPA Summer support programs discussed

## VII. Finance

### A. Building Financing

Build NYC approval discussed  
Meeting and Progress Updates

### B. Finance Report

May Financials discussed  
Focus on a better return on cash

R. Granado made a motion to Approve May 2018 Financials.

F. Merine seconded the motion.

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

### C. FY 2019 Budget

Budget Process discussed - Mary Beth  
Enrollment/WaitList activities and responsibilities transferred to Courtney Russell  
Amending ByLaws to transfer responsibilities to LHA  
LHA to manage the process moving forward

Budget Review discussed - Travis Brown

Clarity on the budget process discussed.

Staffing changes discussed

Compensation decisions discussed - How are changes made without Board knowledge  
Evaluation process to be reviewed and presented to Board by Travis Brown to establish  
accountability

Lack of consistency for LA & CPA - Staff Development implementation

Academic budget review discussed in detail

J. Lopez-Molina made a motion to Approve the 2018-2019 Budget.

E. DeGonzalez seconded the motion.

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

## **VIII. Closing Items**

### **A. Adjourn Meeting**

Meeting Adjourned at 10:42 PM

Executive Session started at 10:45 PM

Executive Session ended at 11:44 PM

Meeting resumed at 11:45 PM to approve 2018-19 budget.

Meeting adjourned at 11:58PM

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:58 PM.

Respectfully Submitted,  
M. Dorsey

## **IX. School Operations**

### **A. Approve Minutes**

J. Lopez-Molina made a motion to approve minutes from the BLCS May 2018 Board Meeting on 05-17-18 BLCS May 2018 Board Meeting on 05-17-18.

V. Caba seconded the motion.

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

## **X. Board Member Interviews**

### **A. BLCS Board Interviews**

Board Introduction

Sara Madavo present for interview with Board.

J. Lopez-Molina made a motion to To accept Sara Madavo as a new board member.

V. Caba seconded the motion.

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