

APPROVED



Pharos Academy Charter School

Minutes

BLCS August 2018 Board Meeting

Date and Time

Thursday August 16, 2018 at 6:30 PM

Location

1005 Intervale Ave. Bronx, NY 10459 - Call In # 813-967-8308 Passcode # 74216

Trustees Present

B. Thompson, D. Kaplan, E. DeGonzalez, E. Kinsey, J. Lopez-Molina, N. Jones, R. Granado, S. Jean-Jacques, V. Caba

Trustees Absent

F. Merine, S. Sutherland

Guests Present

C. Ginty, C. Russell, M. Dorsey

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 Aug 16, 2018 at 6:51 PM.

II. Public Comments

A. Public Comments

Javier reviewed agenda and structure of the Board Meeting.

Parent commented on how well the changes were handled very well

Parent inquired if the CPA Scholars are starting on 9/4/2018 , will they have to make up a day?

Response: Days will not have to be made up. 188 are allowed and 1/2 Fridays will not change.

Parent inquired of time school starts - Nothing has changed

III. Board Governance

A. Board Governance

Javier discussed results of Board Retreat

1. "U" shaped structure instead of "O" for the Board Meeting seating arrangement
2. Bringing food for all attendees
3. Projection of the Agenda
4. Board Training Packet - Nikali to work on Board Contract forms
5. Feedback options
6. Social Media Management is managed locally

Javier made a motion for:

Nikali to bind the Board to approve the amendment regarding cell phones to the scholar handbook.

Javier made a motion for:

Evelyn can approve the process to nominate parent board members to be interviewed by the Board

Second by: Rob - Board unanimously agreed

By Laws Discussion with Attorney Susan Briggs discussed by Eric

Handout provided to all board members discussing the By Laws

Executive Committee needs to be 5 count, we currently have a count of 3

Scope to be defined for Executive Committee

CoHort Board member terms (2015-2017) (2016-2018)

NYS Education/Committee Meeting Laws discussed

Vice Chair to be elected

Parent Board Members - Termed Members and Interviewing for New Parent Board Member

Additional members to Executive Committee: Sarah & Frantz nominated - Evelyn second and Board unanimously agreed.

Chair of the Board : Javier

Evelyn nominated and Vilma second - Board unanimously agreed

Vice Chair of the Board: Nikali

David nominated and Vilma Second - Board unanimously agreed

Secretary: Sarah

Javier nominated and Evelyn second - Board unanimously agreed

Treasurer: Robb

David nominated and Nikali Second - Board unanimously agreed

October 2018 - Board ReTreat in Tampa

IV. Follow Up Items

A. Follow Up Items from Previous Month's Meeting

Scholar Fund

Ownership of Social Media Accounts

V. Executive Director Comments/Report

A.

LHA Executive Director Report

Combined with Principal Report

VI. BLCPA Scholar Recruitment/Enrollment

A. BLCPA Scholar Recruitment/Enrollment

Recruitment Update

MTA Bus Dates went live: 30 Buses

August 20, 2018 - Meeting with OutFront Rep

All goals were met for CPA Grades

Waiting List goals not met, expectation was 25 for each

Grade Enrollment goals 64 Count , Except for 60 for 12th Grade

50 + 18 retained Seniors = 69 - 12th Grades

CPA Scholar Enrollment currently at 238. Budget/Recruitment activities discussed

B. NYSED - Annual Report

Financial Disclosure Form handed out for Board Member completion and return to Courtney Russell.

VII. Principal's Report

A. Principal's Report

Nikali provided update of transition process

1. Met with Principal Brown to discuss transition process during the time of Principal Duggins resignation.
2. Re-Aligning the CPA & LA structure discussed.
3. AP Courses and rigorous testing similar to average AP testing.
4. Old Courses and New Courses consolidation process
5. College & Career staff member will be replaced with

Brown provided summary related to transition:

1. Data driven approach in all classes for Quarterly information presentation
2. 3 Key Dates created for interim assessments
3. Data will be available to Board Meetings held on the following months : November 2018 - February 2019 - May 2019
3. Lower Academy - ELL & Math Scores delayed to October 2018
4. Lower Academy Summer School- Over 200 Scholars attended (K-5)

5. CPA Alignment of the Course Catalog
6. CPA- transition to 6 AP Exams instead of 10 AP Exams
7. Course Coding was re-structured
8. School Operations policies and procedures reviewed and enhanced
9. College readiness - How do we catch struggling scholars? 2 Deans/2 Social Workers currently transferred to Grade dedicated Deans
10. School Culture Team transferred to Scholar Development

Cell Phone policy will be in place before the scholars return.

Cell phone has to be off or in scholar book bag before entering school.

Student handbook will need to be amended to include the new cell phone policy.

There is no standard/one way that cell phones are handled. It is at the discretion of the school.

Hiring updates after resignation of Principal Duggins - 2 ELA teachers resigned names listed in Principal report

Questions/Comments:

Teaching Assignments

IEP Status and Services

Library Room transformation to Teacher Recreation Room

Cell Phone Policy clarification

Cell Phone contract recommended

Questions for Robert Jackson

Data collection process

Question for Travis Brown

Board support offered - Brown will get back to Board

VIII. Facility

A. Facility Updates

Mansoor provided update:

1. Camera & Access Control to be done before the start of school
2. Training sessions - After School Starts
3. Building Repair & Maintenance - Painting work completed
4. Stairwell and Play Deck work to be completed
5. Sidewalk repair - Possible start for Spring or Start of New School Year
6. Temperatures in Upper School

7. Questions of Roof Space Solar Panels

IX. Finance

A. Building Financing

Rob Granado motioned to approved the 5 Resolutions:

Resolutions of The Board of Directors of Bronx Lighthouse Charter School

1. Bank of America Accounts - Michael Jimenez as Corporate Controller : Evelyn Second - Board Unanimously Approved
2. Capital One Bank - Michael Jimenez as Corporate Controller - Javier Seconded Motion - Board Unanimously Approved
3. Chase Accounts - Michael Jimenez as Corporate Controller - Javier Second Motion - Board Unanimously Approved
4. National Cooperative Bank - Michael Jimenez Controller - Javier Second Motion - Board Unanimously Approved
5. Khorl Whittaker- CEO to open Certificates of Deposit and Money Market Mutual Funds - Javier Second Motion - Board Unanimously approved

Rob Granado discussed updates related to the building financials
Debt consolidation & Large Cash concerns discussed
Board all agreed paying down the debt is priority

Discuss open issues related to Finance

Board to discuss further in executive session

B. Finance Report

R. Granado made a motion to Approve the BLCS July 2018 Financials.

D. Kaplan seconded the motion.

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

X. School Operations

A. Approve Minutes

J. Lopez-Molina made a motion to Approve minutes from the BLCS July 2018 Board Meeting on 07-19-18, with stated revisions. BLCS July 2018 Board Meeting on 07-19-18.

B. Thompson seconded the motion.

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

XI. Closing Items

A. Adjourn Meeting

Board entered into Executive Session at 10:25 PM

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

Respectfully Submitted,
M. Dorsey