

APPROVED



## Pharos Academy Charter School

### Minutes

#### Bronx Lighthouse Charter School Board Meeting

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**Date and Time**

Thursday February 20, 2020 at 6:30 PM

**Location**

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

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**Trustees Present**

A. Abreu, A. Adderley, B. Thompson, J. Lopez-Molina (remote), N. Jones, R. Granado, S. Sutherland, T. Wethington, V. Caba

**Trustees Absent**

D. Underwood, J. Reyes, K. Shah, S. Jean-Jacques

**Guests Present**

B. Elliott (remote), C. Russell, Elizabeth Pierce, M. Dorsey, M. Rousseau (remote), T. Brown

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

N. Jones called a meeting of the board of trustees of Pharos Academy Charter School to order on Thursday Feb 20, 2020 at 6:47 PM.

**II. BLCS/BLCPA Staff Presentation**

#### **A. BLCS/BLCPA Staff Presentation**

Elizabeth Pierce - Provided review of Grade 3-8 ELA Performance/Testing  
20% +Overall Performance Growth.

Grade 5 - Daily Meetings and Observation to ensure continual growth.

Open data is presented to leadership and staff members.

Goal is to meet and exceed district, city and state scores .

Board of Trustees can assist by supporting book purchases and book events.

To Do for Principal Brown - Board of Trustee to be informed of the reading events and opportunities when the Board can help and assist.

### **III. Board Governance**

#### **A. Approve Minutes**

N. Jones made a motion to approve the minutes from Bronx Lighthouse Charter School Board Meeting on 01-16-20.

V. Caba seconded the motion.

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

#### **B. BLCS Board Recruitment**

Board currently at a healthy count

Recruiting is still active but no additional conversation on this subject

#### **C. BLCS Innovation Award**

Idea is presented to improve current engagement on a particular matter

Innovation initial prompt: What do we want to focus the discussion around culture, academic ?

What are the areas the Board needs to focus on? Culture

Challenge presented to the Culture Committee:

Innovation initiative- Discover ideas to start the template for the innovation ideal

Culture committee will review over the next month to prepare and present

### **IV. BLCS RFP Update**

#### **A. BLCS RFP Update**

RFP Calls :

Javier Lopez-Molina / Empire Charter (Jill)

Concern: Used to dealing with Charter Schools that have aggressive/serious problems.  
Will Empire be able to provide services that we need and not what we already know  
Our organization does not fit that mold - School on Fire  
How would they conduct our organization different and obtain solutions.

Nikali Jones / My World Consulting (Jennifer)

Concern: How will the school/board goals be met/accomplished.

GAP Analysis would be conducted.

End of March 2020 /Early April 2020 anticipated start time

N. Jones made a motion to Choose My World Consulting.

T. Wethington seconded the motion.

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

**Roll Call**

S. Sutherland	Aye
N. Jones	Aye
V. Caba	Abstain
S. Jean-Jacques	Absent
A. Abreu	Aye
J. Lopez-Molina	Abstain
K. Shah	Absent
T. Wethington	Aye
B. Thompson	Aye
J. Reyes	Absent
R. Granado	Abstain
A. Adderley	Aye
D. Underwood	Absent

**V. Culture Committee Report**

**A. Culture Committee Report**

Vilma Caba presents the Culture Committee Report

Board presented comments and observations from their visit to BLCS on 01/30/2020

BLCS LA & CPA observations reviewed and discussed in detail

**VI. Finance Committee Review**

**A. Finance Committee Report**

Robb Granado presents the Finance Committee Report

1. Statement of Financial Activity

Meeting governance

Staff development/Recruitment includes tuition fees, which is causing the increase in expenditures.

2. Budget Amendment

Budget amendment in the packet

Revenue offset as per enrollment changes

3. Transition of Auditor Services

MMB -Mengel Metzger Barr & Co. 3yr. services presented and discussed

4. Scholarship Funding

Locate the correct person to assist with the usage of funding

Principal Wish List requested to assist in the process

School Funds are restricted to the usage for current scholars

2019 Funds raised are without restrictions

Follow Up Next Month:

Principal Wish List

Usage of funds raised in 2019

R. Granado made a motion to Accept the January 2020 Financials.

N. Jones seconded the motion.

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

R. Granado made a motion to Approve and accept MMB (Mengel Metzger Barr & Co) as the Auditor.

N. Jones seconded the motion.

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

**B. BLCS Budget Amendment**

R. Granado made a motion to Approve the Budget Amendment.

N. Jones seconded the motion.

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

**C. RFP Update**

**VII. Principal's Report**

**A. Principal's Report**

Travis Brown presents the Principal's Report

February 2020 report reviewed and discussed

**VIII. School Operations**

**A. BLCS Fundraising**

Adrian Adderley presents BLCS Fundraising

Fundraising ideas/action items discussed with Board  
Fundraising for Next School Year  
Give-Get Concept  
Template requested to present fundraising goals  
Mapping out potential scholarships and funds

## **B. School Operations**

Courtney Russell presents School Operations  
Lottery has been approved for BLCS- Meeting with School Mint  
ELA Teacher position remains open - BLCS ELA 2 Teachers needed

## **C. BLCS Employee Benefits**

Courtney Russell presents Employee Benefits update  
MMA & USI - Traditional Brokerage Firms  
MMA- Data provided for them to go and advocate for the best benefit plan to suit our needs.  
USI- 3 Yr Road Map as a traditional Brokerage firm.

PEO - Little Bird HR , founded in 2014. Provide the following services:

1. Benefit - Medical Dental
2. HR Platform - Paylocity instead of ADP
3. HR Support - HR Administrative Services

Further details related to pricing and services will be presented at the next Board Meeting.

## **IX. Facilities**

### **A. Facilities Report**

Courtney Russell presents the facility report  
Cleaning and maintenance repairs excessive

## **X. Executive Session**

### **A. Executive Session**

Executive Session 9:20PM - 9:35PM

**XI. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:35 PM.

Respectfully Submitted,  
M. Dorsey