

APPROVED



## Pharos Academy Charter School

### Minutes

#### Bronx Lighthouse Charter School Board Meeting

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

Thursday May 21, 2020 at 6:30 PM

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##### **Trustees Present**

A. Abreu (remote), A. Adderley (remote), B. Thompson (remote), D. Underwood (remote), J. Lopez-Molina (remote), R. Granado (remote), S. Jean-Jacques (remote), S. Sutherland (remote)

##### **Trustees Absent**

J. Reyes, K. Shah, N. Jones, T. Wethington, V. Caba

##### **Guests Present**

Adebunmi Savage, B. Elliott (remote), C. Russell (remote), Carol Fernandez, Jennifer Clayton, M. Dorsey (remote), M. Rousseau (remote), T. Brown (remote)

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

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

##### **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 May 21, 2020 at 6:44 PM.

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

##### **A.**

## **BLCS/BLCPA Staff Presentation**

### **STAFF PRESENTERS:**

Carol Fernandez - 2nd Grade Teacher/2nd Year Staff Member

Provided brief history of her employment at Bronx Lighthouse Charter School.

Discussed the remote learning process and shared videos used in her remote classroom.

Board Members provide positive feedback and compliments.

## **III. Board Governance**

### **A. Approve Minutes**

J. Lopez-Molina made a motion to approve the minutes from Bronx Lighthouse Charter School Board Meeting on 04-16-20.

R. Granado seconded the motion.

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

### **B. Current State of the School**

COVID-19 Impact -

PPP- PayCheck Protection Program (School Applied)

- Discussed with legal counsel that this should be presented to the Board Members.
- Clarity in excess of 2 Million, but a Safe Harbor for available for amounts lower than 2 Million.
- Question related to the attestation regarding the need for the funds.
- Ultimately are the Charter Schools eligible for the PPP.
- What the State & City budgets and the uncertainty of the future funding, the PPP would provide additional security during this time.

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

Currently on hold, until discussed at the next Culture Committee meeting.

## **IV. BLCS RFP Update**

### **A. BLCS/My World Consulting Project Update**

Jennifer Clayton provided insight related to the Project items listed below:

1. Project Timeline review
2. Gap Analysis, Strategic Planning & Recommendation
3. Scope Clarification
4. Charter Analysis, Material Revisions/Non Material Revisions

5. Charter Analysis, Other Revisions
6. Charter Analysis, Considerations - Charter Practices
7. Assessment Development
8. Mission Vision Values, Considerations
9. Document Reviews
10. Leadership Team Interviews (Interviewees: Travis Brown, Adebunmi Savage, Elizabeth Pierce) BLCS was complimented on the strong leadership presence and the experienced, educated and passionate Leadership that exists at the school.
11. Additional Resources

Initial Hypotheses discussed presented related to:

1. LHA/School Shift
2. HR Strategy
3. New Leaders Programs
4. Job Description/Succession Planning
5. Operations & Compliance/Academics, Culture & Innovation
6. NYC Accountability
7. Implementation Drivers
8. Organizational Drivers

Timeline Recommendations - Next Board Meeting.

Strategic Planning Workshop to be considered in the near future.

Gap & Potential Recommendations time frame to be discussed in the near future.

## **V. Culture Committee Report**

### **A. Culture Committee Report**

Need to find a contact at the school to gather solid information that can be discussed and reviewed at the next Culture Committee relate to School Culture.

The school has Directors of School Culture for both schools that can be of assistance with this request.

3 Things to discuss:

1. PPP- discussed earlier in the meeting
2. April Financials
3. Approval of 2020-21 Budget

Financials are In line with all requirements for the month of April 2020.- Board will approve April 2020 Financials.

## **VI. Finance Committee Review**

**A. Finance Committee Report**

R. Granado made a motion to approve the financials from April 2020.

J. Lopez-Molina seconded the motion.

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

**B. BLCS Scholarship Program/Fundraising Monies**

**C. BLCS FY21 Budget**

FY21 - Narrative & Budget items discussed in details.

R. Granado made a motion to approve the FY21 Budget presented in the Board Packet.

J. Lopez-Molina seconded the motion.

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

**D. BLCS COVID-19 Chromebook Request**

COVID-19 Chromebook request discussed in detail related to the need to provide additional technology supplies for the FY21 School Year.

Board presented the possibility of ordering a portion of the order now and later as needed.

Board voted to order 450 Chrome Books versus the 600 requested and will revisit an additional amount to order at the next board meeting.

Board would like to review three specific items related to the Chrome Book order request during the next board meeting:

1. Warranty Details
2. Benefit
3. Informal Survey Results on the Chrome Book status

J. Lopez-Molina made a motion to Approved the budget amendment to order 450 Chrome Books.

S. Sutherland seconded the motion.

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

**E. 2020 - 2021 Financial Services Proposal Review**

R. Granado made a motion to extend the invitation to SBAS to provide services for 1 Year.

J. Lopez-Molina seconded the motion.

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

**F. BLCS Check Signers**

Courtney Russell discussed the request to assign new check signers for the school check transactions.

Courtney Russell, Travis Brown and Javier Lopez.

B. Thompson made a motion to Assign Javier Lopez-Molina as the additional check signer along with Courtney Russell & Travis Brown.

S. Jean-Jacques seconded the motion.

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

**G. BLCS 401K Program Update**

Courtney Russell provided an update related to the 401K plan for FY21

**VII. Principal's Report**

**A. Principal's Report**

Adebunmi Savage presented current academic status of the school.

1. Provided current activities related to the Online Learning Procedures & Goals
2. Distant Learning Program Model discussed in full detail
3. Evolution of Rigor/ Academic Demand/ Services discussed in detail
4. Asynchronous Assignment Completion chart presented and explained in detail.

Future and current activities were discussed in the areas of:

1. Engagement Focus
2. Instructional Focus
3. Assessment Data Focus
4. Summer School Focus

Domain knowledge is essential. Academic decisions have been made to enhance the online teaching services provided to the scholar.

**B. Recruiting/Hiring**

Update to be moved to next Board Meeting.

**VIII. School Operations**

**A. BLCS Fundraising**

Committee requesting the Board to provide feedback related to fundraising and School to provide details related to College Signings over the past 3 years.

**B. BLCS Transition Items**

Courtney Russell provided updates related to  
BLCS/LHA Transition Plan  
Little Bird HR Plan

**C. BLCS 2020 - 2021 Calendars**

Board Meeting FY21 Calendar presented and voted on .  
School Calendar presented to the Board for review and discussion.  
Updates may occur based on COVID19 and school response to the pandemic updates.

J. Lopez-Molina made a motion to Approve the Board Calendar for 2020-2021.

R. Granado seconded the motion.

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

J. Lopez-Molina made a motion to Approved toe 2020-2021 School Calendar.

A. Adderley seconded the motion.

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

**D. BLCS Name Change**

Rebranding: The Agenda presented by Principal Brown

The Brand behind the Brand: Culture of BLCS

Pharos Academies name presented as the new name for Bronx Lighthouse Charter School

Next Meeting - Discuss transition of the brand and confirm parents are not overwhelmed and/or burdened with the expenses related to new uniforms and other required items.

J. Lopez-Molina made a motion to change the name of Bronx Lighthouse Charter School to Pharos Academies.

A. Adderley seconded the motion.

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

**IX. Executive Session**

**A. Executive Session**

Executive Session Started at 11:15PM

Executive Session Ended at 11:43PM

## **X. 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 11:43 PM.

Respectfully Submitted,  
M. Dorsey