

APPROVED



# Pharos Academy Charter School

## Minutes

### Pharos Academy Charter School Board Meeting

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#### Date and Time

Thursday October 15, 2020 at 6:30 PM

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#### PHAROS ACADEMY CHARTER SCHOOL BOARD of TRUSTEES MEETING

All meetings of the Board of Trustees of the Pharos Academy Charter School are held in compliance with New York State Open Meeting Law.

**Date:** October 15, 2020

**Time:** 6:30 p.m.

**Location:** Zoom:

<https://bronxlighthouse.zoom.us/j/5239033349>

Meeting ID: 523 903 3349

One tap mobile

+13126266799,,5239033349# US (Chicago)

+16465588656,,5239033349# US (New York)

Dial by your location

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+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 523 903 3349

Find your local number: <https://bronxlighthouse.zoom.us/j/5239033349>

**ALL ARE INVITED TO ATTEND!**

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**PHAROS ACADEMY CHARTER SCHOOL**  
**DE LA JUNTA ADMINISTRATIVA**

Realizamos todas las reuniones de la Junta Administrativa de la escuela Pharos Academy Charter School conforme a la Ley de Reuniones Abiertas del Estado de Nueva York.

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**¡TODOS ESTAN INVITADOS!**

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**Trustees Present**

A. Abreu (remote), A. Adderley (remote), B. Thompson (remote), J. Lopez-Molina (remote), K. Shah (remote), N. Jones (remote), R. Granado (remote), S. Jean-Jacques (remote), S. Sutherland (remote)

**Trustees Absent**

J. Reyes, T. Wethington, V. Caba

**Guests Present**

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C. Russell (remote), Imani Person (remote), M. Dorsey (remote), M. Rousseau (remote), T. Brown (remote), T. Perez (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 Oct 15, 2020 at 6:49 PM.

## **II. Public Comments**

### **A. Public Comments**

No public comments.

## **III. COVID-19 Updates**

### **A. COVID-19 Updates**

Principal Brown:

No reported positive cases. Teachers have been present since 8/21/2020. School has maintained a healthy environment and staying in COVID compliance. Staff members that have any symptoms are asked to stay home and encouraged to get tested. Everything has been running smoothly. Department of Education schools have reported positive cases but no other major news related to other school COVID events. Many of the other Charter Schools have opted to 100% virtual learning.

## **IV. Pharos Academy Charter School Staff Presentation**

### **A. Pharos Academy Charter School Staff Presentation**

Imani Person: High School Social Studies / 2nd Year Staff Member

Provided insight into the challenges related to teaching during the Pandemic.

Shared concerns related to the Scholars transition to virtual learning.

Ms Person presented questions to the Board related to the return of in-person meetings and the Boards anticipation of scholar activity during the Pandemic.

## **V. Board Governance**

### **A. Approve Minutes**

J. Lopez-Molina made a motion to approve the minutes from Pharos Academy Charter School September 17, 2020 Board Meeting Minutes.

K. Shah seconded the motion.

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

### **B. Pharos Academy Charter School - Board Member Referral Survey**

Link remains open if anyone would like to recommend someone to the Board.

Question Presented: Is this position open to a non-local Board Member?

Response : Board Members should be a part of the community and local.

### **C. 1005 Intervale Avenue Update from Orrick**

All the resolutions were successful and the signatures were submitted to Orrick. There is one Attorney outside of Orrick that they are waiting for. We are in good shape, should have an update within the next month.

### **D. Mentoring Opportunity**

Sarah Jean Jacques provided an update related to 2 major planned events:

1. Panel related to the work that Attorney's do. Panel activity scheduled to commence in the month of November 2020.

2. Seminar for Juniors and Seniors - Mock job interview, resume, and job search workshop.

Resume, Job Searching, and Interview Workshops will be conducted for Junior & Senior scholars.

Working together with Principal Brown to confirm dates and times to place on the calendar for the mentoring events.

### **E. MWC Recommendations - Project Plan/Next Steps**

Courtney Russell: No updates on the MWC Recommendations.

Charter Revision Project Plan resented and discussed.

Courtney Russell & Travis Brown have been working on Phase 1 sections.

Board will be notified in October to provide the support needed based on the assigned sections presented in the project plan.

Board will be kept up to date monthly on the progress of the Charter Revision Plan.

## **VI. Follow Up Items**

### **A. Follow Up Items**

No Follow Up Items.

## **VII. Culture Committee Report**

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

Principal Brown spoke with Vilma and provided an update related to the Culture update.

#### **SAT SCORES:**

Principal Brown provided an update related to one of the scholars who received the highest SAT score in the School 1410. Mrs. Olmedo's son scored 1330 in the SAT. Principal Brown would like to share the names and scores to the Board and has asked the Board to give a shout out to those scholars.

#### **IN-PERSON LEARNING/ATTENDANCE:**

108 in-person scholars now down to 56 in-person for the High School.  
The Elementary School is holding steady at the current in-person enrollment.  
Attendance is handled the same way as in-person and is consistent with about 90% of scholars logging on in the day.

#### **DIVERSITY/STUDENT ORGANIZATIONS/PARTNERSHIPS:**

Diversity Equity and Inclusion groups started within the staff and students.  
The books the scholars read and the events that are celebrated within the school are being reconsidered with diversity in mind.

A DEI group will be started, meet with Principal Brown once a month.

The desired goal is to bring back student organizations.

Faculty advisors will also be inspired to start in November 2020.

Genesis Works partnership to begin this year for the rising 12th Grade students (C & B).

The partnership will work to place the students in the workforce. Students become Interns and will be assisted through College.

## **VIII. Finance Committee Review**

### **A. Finance Committee Report**

Robb Granado provided updates:

Financial status in compliance.

No concerns about expenditures of actual versus budget expenses.

Enrollment numbers are slightly lower by 11 scholars as per estimated enrollment numbers.

Quarterly investments are performing as anticipated.

Annual Audit Report of 2020 Financials to be reviewed. The session is scheduled for Monday, October 19, 2020 evening to talk with the auditors. Robb Granado will provide an update to the Board at the next meeting of the events of the Audit meeting.

Pricing information related to the Promethean Boards (27) reviewed and discussed.

Board requested alternate pricing to discuss different models and/or count art the September 2020 Board meeting. The Finance Committee has done the due diligence to research the Promethean Board expenditure. The best plan presented to the Board as per the findings of the Finance Committee is to move forward with the 27 Board to be purchased by CDW-G.

Principal Brown expressed that the Promethean Boards can be purchased as a phase-in approach or presented for the next school year. There is no rush on the project. Board agreed that a phase-in approach is the best approach to keep the idea and plan in motion and moving forward.

Board is in agreement to move forward with a phase-in approach for the Promethean Board purchase.

R. Granado made a motion to Approve the September 2020 Financials.

J. Lopez-Molina seconded the motion.

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

R. Granado made a motion to delegate the authority to the Finance Committee to accept and submit the 2020 audit on behalf of the Board.

S. Jean-Jacques seconded the motion.

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

**B. Investment Account Update**

**C. Pharos Academy Charter School Scholarship Program/Fundraising Monies**

**D. Expenses Over 50K**

**IX. Academic Committee Report**

**A. Academic Committee Report**

Principal Brown shared the NWEA Data. NWEA is the baseline test to review where the scholars are. Data shared with Board is considered the "Fall" data. This "Fall" data is

gathered prior to any large level of academic teaching. Some grades are considerably lower than anticipated.

NWEA Data Next Steps:

Review the data and compare it with other schools NWEA Data.

Review numbers that are historically low.

Review last years numbers in comparison to this current data.

Numbers can be reviewed and ready to present to the Board at the next Board Meeting.

The goal is to share the numbers, run a comparison and review the data carefully to establish the next steps.

The Board recommended that testing and progress results be closely monitored on scholars in person and scholars who have elected to remote learning.

## **X. Principal's Report**

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

NWEA Scores previously discussed, no other Principal Reporting items discussed.

Principal Brown noted and shared with the Board the current challenge of Staff Attendance.

The biggest challenge at the school is around the large number of daily call-outs due to staff members experiencing COVID-19 and /or Cold & Flu Symptoms. Coverage is provided in-house and can be strenuous on the in-person staff members. Overall staff members are working together to maintain safe and healthy environment at the school.

### **B. Staffing Update**

No Staffing turnover or updates.

## **XI. School Operations**

### **A. Pharos Academy Charter School Fundraising**

No report at this time. Fundraising is still an option to consider and pursue due to the limitations of how the school funds can be spent. Fundraising will provide the opportunity of available funds for other expenditures that are not limited to DOE regulations.

## **XII. Facilities**

### **A. Facilities Update**

No major updates related to the Facility.

Cleaning services are progressing gradually with the assistance and close monitoring of school leadership staff members. Facility Manager elected to stay and monitor the cleaning services one night per month.

Tree guards, outside lighting, and elementary school play deck restoration projects are all moving as anticipated. Pictures of the outside school lighting to be shared with the Board at a later date.

### **XIII. Closing Items**

#### **A. Adjourn Meeting**

Board to call into Executive Sessions at 8:18 PM

Board to exit Executive Sessions at 8:25 PM

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:25 PM.

Respectfully Submitted,  
M. Dorsey