



## Pharos Academy Charter School

### Minutes

#### Pharos Academy Charter School Board Meeting

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**Date and Time**

Thursday April 15, 2021 at 6:30 PM

**Location**

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

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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:** April 15, 2021

**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

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Germantown)

+1 346 248 7799 US (Houston)  
+1 669 900 9128 US (San Jose)  
+1 253 215 8782 US (Tacoma)

Meeting ID: 523 903 3349

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+1 669 900 9128 US (San Jose)  
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**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.

**Día:** 15 de abril 2021

**Hora:** 6:30 p.m.

**Lugar:** Zoom:

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**Trustees Present**

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

**Trustees Absent**

J. Reyes, N. Jones, T. Wethington

**Guests Present**

Alissa Nann (remote), Amber Harrison (remote), B. Elliott (remote), C. Russell (remote), M. Dorsey (remote), M. Rousseau, 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 Apr 15, 2021 at 6:35 PM.

**II. Public Comments**

**A. Public Comments**

Public comments requested - No public comments

**III. COVID-19 Updates**

**A. COVID-19 Updates**

State Testing coming up for Grades 3-8, starting April 20 - the middle of May.  
Students who opt-out of in-person learning to remote learning are not required to participate in State 70% Scholars are taking the test

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

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

Amber Harrison - 14 Years of teaching experience.  
Amber Harriosn shared her history and experience as an Educator and Business Owner.

**V. Board Governance**

**A. Approve Minutes**

B. Thompson made a motion to approve the minutes from Pharos Academy Charter School Board Meeting on 03-18-21.

R. Granado seconded the motion.

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

**B. Mentoring Opportunity**

**C. MWC Recommendations - Project Plan/Next Steps**

Write For Me - Charter Renewal will be ready for the May 20201 Meeting

Other items discussed and reviewed on the MWC Spreadsheet

**D. Board Member Resumes**

Board Members are encouraged to submit there resumes. 11 Board members and Courtney Russell has received half of the revised resumes.

**VI. Follow Up Items**

**A. PHACS 2021 Scholarship**

There have been no scholarship applications presented as of today.

Each advisory teacher to reach out to 3 scholars regarding the Scholarship Program.

Application date extension recommended to possibly encourage application submission.

Push the application and encourage the teachers to nominate scholars.

Open up the nomination to scholars and self-nominations.

The deadline is April 16, 2021- If no applications are presented then Plan B.

**VII. Culture Committee Report**

**A. Culture Committee Report**

Vilma Caba has resigned as of 04/12/2021.

Culture Committee was able to meet and provided the update.

A slide presentation was provided to present the Growth Potential based on data received.

Working on the format, teachers working on slot and Board Members can select a time to take a session.

**VIII. Finance Committee Review**

**A. Finance Committee Report**

Head of target and balance the budget to make it to the end of the year.

PPP Loan was approved.

Nothing additional to be added to the March 2021 Board Meeting

R. Granado made a motion to Approve the March 2021 Financials.

J. Lopez-Molina seconded the motion.

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

#### **B. Investment Account Update**

Robb provided an update regarding the investment activities.

#### **C. Pharos Navigating Forward**

R. Granado made a motion to approve Navigating Forward Expenses.

J. Lopez-Molina seconded the motion.

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

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

#### **E. Expenses Over 50K**

#### **F. Financial Services Request for Proposal (RFP)**

RFP Process - Submitted to 10 and 6 Responded.

Mary Beth will be transitioning to a new position in Tampa, Florida, and will be leaving SBAS in the next 2 weeks.

CSBM was the chosen financial vendor for the next school year and they are willing to start early to support the process in light of the recent changes with SBAS, Inc.

R. Granado made a motion to Approve the contracting with CSBM for Financial Services.

J. Lopez-Molina seconded the motion.

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

#### **G. FY22 Budget Update**

Mary Beth has provided a preliminary budget for FY22, using the expenditures of FY21.

There are 2 months remaining for the FY21 School Year. The Board will have the opportunity to approve the proposed budget in the upcoming Board Meeting.

#### **H. 990s**

Have been prepared and will be reviewed.

Board has been requested to vote to review and approve the 990's as advised by financial consultation.

R. Granado made a motion to Approve the 990 Tax Documents included in the Board Packet.

J. Lopez-Molina seconded the motion.

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

#### **IX. Academic Committee Report**

**A. Academic Committee Report**

The academic committee met and discussed the academic structure of the school. Noted that the school is moving forward and many schools are not performing in the same fashion as Pharos Academy. Great bright spots of growth mentioned within the 7th & 8th Grades.

**X. Principal's Report**

**A. Principal's Report**

Principal Brown provided data related to student attendance and ELA Proficiency percentages.

Interim Assessments timing is usually 2 to 2 1/2 Months Spread.

The percentage reported represents those students that scored 65% and above

**XI. School Operations**

**A. Lottery Update**

Lottery Update:

High number of siblings 30- 40 incoming siblings

ELL & SPED preferences and tight processes are in place to confirm enrollment is maximized and documents are collected and encourage scholars and parents to stay committed.

**XII. Benefits Update**

**A. Benefits Update**

Staff medical insurance and business insurance are currently being reviewed and will be presented to the Board in the upcoming meetings.

**XIII. Facilities**

**A. Facilities Update**

All facility projects are progressing and moving forward successfully and the cleaning company are performing and meeting all expectations.

**XIV. Board Member Interview**

**A.**

### **Board Member Interview**

Alissa Nann introduced to the Board. Alissa Nann was invited by her co worker, Sara Jean-Jacques.

Alissa Nann provided brief history of her professional and personal contributions that can support the Pharos Academy Charter School Board.

J. Lopez-Molina made a motion to Approve Alissa Nann as a Pharos Academy Charter School Board Member.

B. Thompson seconded the motion.

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

## **XV. Executive Session**

### **A. Board Member Interview**

Board voted and approved Alissa Nann to join the Board.

### **B. Principal Evaluation**

## **XVI. Board Member Interview Vote**

### **A. Board Member Interview Vote**

Board voted to add Alissa Nann to the Board.

J. Lopez-Molina made a motion to approve to accept Alissa Nann to the Board.

S. Jean-Jacques seconded the motion.

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

## **XVII. Principal Evaluation Vote**

### **A. Principal Evaluation Vote**

J. Lopez-Molina made a motion to Approve the Principal Evaluation.

B. Thompson seconded the motion.

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

## **XVIII. Closing Items**

### **A. Adjourn Meeting**

Exit Executive Session - 10:01 PM

J. Lopez-Molina made a motion to Exit Executive Session.

B. Thompson seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 10:07 PM.

Respectfully Submitted,  
M. Dorsey