

APPROVED



# Pharos Academy Charter School

## Minutes

### Pharos Academy Charter School Board Meeting

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**Date and Time**

Thursday August 19, 2021 at 6:30 PM

**Location**

1001 Intervale Avenue  
Bronx, NY 10459

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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:** August 19, 2021

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

**Location:** 1001 Intervale Avenue, Bronx, NY 10459

**Other Location(s):** <https://bronxlighthouse.zoom.us/j/5239033349>

133 Graylyn Dr, Chapel Hill, NC 27516

350 Warren St, Apt. 351, Jersey City, NJ 07302

910 Union St, Apt. 7B Brooklyn, NY 11215

8 Spruce St, Apt. 56R, New York, New York 10038

303 E. 83rd St, Apt. 14B, New York, NY 10028

**ALL ARE INVITED TO ATTEND!**

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**PHAROS ACADEMY CHARTER SCHOOL**

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## 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:** 19 de agosto

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

**Lugar:** 1001 Intervale Avenue, Bronx, NY 10459

**Otros Lugares:** <https://bronxlighthouse.zoom.us/j/5239033349>

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### Trustees Present

B. Thompson (remote), J. Lopez-Molina (remote), K. Shah (remote), N. Jones (remote), R. Granado (remote), S. Jean-Jacques (remote), T. Perez

### Trustees Absent

A. Abreu, S. Sutherland, T. Wethington

### Guests Present

C. Russell, M. Dorsey, S. Beier (remote), T. Brown

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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 Aug 19, 2021 at 6:35 PM.

## II. Board Governance

### A. Approve Minutes

J. Lopez-Molina made a motion to approve the minutes from July 15, 2021 Pharos Board Meeting.

S. Jean-Jacques seconded the motion.

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

#### **B. Bronx Property Holding Company Dissolution**

J. Lopez-Molina made a motion to Authorize Sara as the secretary to vote on the Pharos Board Dissolution , Resolution in relation to the BLCS Property Holding Company.

K. Shah seconded the motion.

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

#### **C. PHACS School Leader and Board Succession Plan**

Nothing to add, just to make a few changes to make items more stream line and clearer.

J. Lopez-Molina made a motion to approve the PHAC School Leader and Board Succession Plan.

S. Jean-Jacques seconded the motion.

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

#### **D. Board Recruitment**

Board interested in recruiting for additional Board Members, Parent Members

#### **E. NYC DOE Charter Renewal**

Sending out a calendar invite to review and prepare for the Charter Renewal interview.

Prep time encouraged to prepare for the Charter Renewal interview.

Board recommendation is to use the existing time during the Board Meetings.

30-45 minutes and prep sessions during the time of the Board Meetings.

September 2021 prep sessions will begin. Virtual sessions have not been confirmed, Courtney Russell will follow up and confirm. Interviews are generally as Group Sessions.

Documents and materials have been shared with the Board and a vote has been requested for a few items.

Revised Charter, Executive Summary, and Renewal Narratives in need of voting this evening.

#### **F. Charter Documents**

J. Lopez-Molina made a motion to Approve Revised Charter, Executive Summary & Renewal Narratives barring material changes.

S. Jean-Jacques seconded the motion.

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

### **III. Finance Committee Review**

**A. Finance Committee Report**

Finances looking good, ratios looking well, surplus is likely and will be monitored regularly. Going through the audit, which is scheduled to be completed next month and shared at the next Board Meeting.

K. Shah made a motion to Approve the July 2021 Financials.

R. Granado seconded the motion.

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

**B. Investment Account Update**

Updates to be presented in October 2021.

**C. Pharos Academy Charter School Fundraising**

No current updates but recommendation for future discussion.

Fundraising to go live and the updates have been made. Fundraising updates will continue to be reviewed at the upcoming meetings.

**IV. COVID-19 Updates**

**A. COVID-19 Updates**

Scheduled for all students to return on Sept, 9, 2021.

3ft social distance and mask mandates to be maintained.

Newest mandate from CDC was discussed and waiting for DOE to

Monday testing will continue.

Currently in Professional Development and Teachers are practicing, temp changes, mask requirements and other requirements.

Random testing will continue and teachers that are not vaccinated will require to be tested.

**V. Culture Committee Report**

**A. Culture Committee Report**

Culture Committee met and discussed three items:

1. Gifts for Teachers prior to start of School Year. Suggestions can be emailed.
2. Coffee & Bagel/To Go Breakfast with a meet and greet. Teachers are training up to September 9, 2021. Date to be discussed and finalized with Travis Brown.

3. Want to be on Campus on the first day of School - September 9, 2021. Sara, Stacy plan to attend and if anyone else is interested in attending, please contact Culture Committee. Robb & Tahina have expressed a desire to participate.

Travis Brown mentioned "Back To School Event" on 08/28/2021. Board has been invited to attend. Activities mentioned for that day include groceries, hair cut, uniform vouchers and other scholar activities.

## **VI. Academic Committee Report**

### **A. Academic Committee Report**

Academic staff currently in Professional Development as of August 16, 2021.

Talent and retention data discussed in detail with documentation.

Travis Brown provided presentation regarding staff retention data. Staff relocation and work/home distance was a major factor in many of the staff turnover. Increased number of staff members relocating and a number of math teachers had to be restaffed.

School is currently fully staff.

Distance from the school seems to be the main reason for departures. How can we keep the staff members, being proactive to the restaffing process recommended.

Teacher Programs with Monroe and with residents in Lower Westchester and Upper Harlem.

Other areas to tap into is Fordham, City College. Career fairs mentioned as a way to recruit from the local areas. Strategic partnerships to continue with NYU.

## **VII. Principal's Report**

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

Enrollment numbers are 696 we are currently at 723.

Currently over projected enrollment by 27. 9th Grade is the main overage location.

Harder to get 11th Graders than 9th Graders.

Budget change are not anticipated. Staffing may change by one additional ELA staff member.

Actual enrollment numbers to be presented in September 2021.

School currently in a really good place.

State test results have not been returned as of yet.

## **VIII. Facilities**

### **A. Facilities Update**

School Building branding, repairs and maintenance work is moving along as scheduled.

## **IX. 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 7:32 PM.

Respectfully Submitted,  
J. Lopez-Molina