

APPROVED



# Pharos Academy Charter School

## Minutes

### Pharos Academy Charter School Board Meeting

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#### **Date and Time**

Thursday September 15, 2022 at 6:30 PM

#### **Location**

Pharos Academy Charter School  
1001 Intervale Avenue  
Bronx, NY 10459

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

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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:** September 15, 2022

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

**Location:** 1005 Intervale Avenue, Bronx, NY 10459

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

863 Home Street, Bronx, NY 10459

133 Graylyn Drive, Chapel Hill, NC 27516

910 Union Street, 7B, Brooklyn, NY 11215

303 E 83rd Street, 14B, NY, NY 10028

82-68 164th Street, Queens, NY 11432

**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 septiembre, 2022

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

**Lugar:** 1005 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, J. Sowell, K. Shah, R. Granado (remote), S. Beier (remote), S. Jean-Jacques (remote), S. Sutherland, T. South (remote)

### **Trustees Absent**

T. Perez

### **Guests Present**

C. Russell (remote), M. Dorsey, Oluwadara Ogunbo (remote), T. Brown

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## **I. Opening Items**

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

### **B. Call the Meeting to Order**

## **II. Public Comments**

### **A. Public Comments**

Board discussed methods to encourage public participation during the monthly Board Meetings.

Parent Board Members and Scholars will be encouraged and welcomed to attend and provide public comments in the future Board Meetings.

### **III. PHACS Staff Presentation**

#### **A. PHACS Staff Presentation**

Staff Member: Oluwadara Ogunbo

Provided brief history of time at Pharos Academy Charter School

Discussed the challenges due to COVID learning loss and the practices she has been using to overcome them.

### **IV. Board Governance**

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

J. Lopez-Molina made a motion to approve the minutes from Pharos Academy Charter School Board Meeting (Zoom) on 08-18-22.

K. Shah seconded the motion.

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

#### **B. 22 - 23 Scholar Family Handbook**

J. Lopez-Molina made a motion to Approve the 2022-2023 Scholar Family Handbook.

J. Sowell seconded the motion.

Changes noted:

Suspension procedures

Complaint presentations

Rights of scholars with special needs

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

### **V. Board Participation Discussion**

#### **A. Board Participation Discussion**

Define extenuating circumstances for Board remote attendance.

Discuss the language to put in place and how it will coincide with the open meeting guidelines.

Written procedures must be available and posted. Board will need to consider the language to use.

Suggestion to approve tonight to solidify that something is in place and this topic can be recirculated at the next meeting if required.

Board reviewed and discussed the language presented in the resolution draft copy related to Board meeting attendance.

The language would be that the Pharos Academy Charter School authorizes its members who are unable to be physically present at any such meeting location due to experiencing extraordinary circumstances , disability, illness , care giving responsibilities or any other significant or unexpected factor or event which precludes the member's physical attendance at such meeting.

The Board has resolved to basically copy the draft resolution as the resolution for permitting virtual attendance.

J. Lopez-Molina made a motion to use the basic language provided in the draft document presented to the Board.

K. Shah seconded the motion.

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

## **VI. Finance Committee Review**

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

Finance Committee met and discussed the financial position of the school.

Financial trending is on track with all numbers falling within the budgeted values.

Projection is still on track with an estimated surplus value.

K. Shah made a motion to approve the Augsut 2022 financials.

J. Sowell seconded the motion.

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

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

### **C.**

## **Expenses Over 50K, Navigating Forward**

### **VII. COVID-19 Updates**

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

School is currently operating mask optionally and 100% in-person

Tests are available for Staff and Scholars and testing programs can be done if required or suggested.

Board members encouraged random testing and the concerns around Holiday Breaks, Weather related illnesses and if there is inventory of take home test this would be helpful to support the random testing and self reporting.

School will continue to allow staff and scholar to random test and self police the testing procedures. Holiday and frequent travelers are recommended to test.

DOE approach has changed recently, with less Situation room responses.

DOE School Nurse responsibilities discussed and Board would like to review and discuss further. Nurse supports the day to day basic services.

Board Suggestions:

1. Mandatory testing around Holidays (Thanksgiving & Winter Break) for Scholars and Staff Members
2. If Board will be returning in person, testing should be done before the Board meeting. Board is willing to be tested and this should be in place for the upcoming Board Meetings.

### **VIII. Culture Committee Report**

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

Culture Committee did not meet but will schedule a meeting in the near future to discuss school community Board attendance and establish dates that the Culture Committee can visit the School in person.

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

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

Failure to release the State Data, School level data was released but they have not released the data the school needs to make accurate comparison planning.

Data erected the next couple of weeks. School does not know where we stand on comparison to the State.

Highest ELA results throughout the pandemic.

Data not currently available and should be up within the next couple of weeks to repair to the Board and for the school do some deep planning.

Request at the next Board Meeting. Principal Brown would like to have the floor for an hour to allow the Board to understand the process and have the Board kick the tires on the process.

Principal Brown would like to present the academic structure, procedures and results to the Board.

Board 100% in agreement to allow this presentation at the next Board meeting.

Start of the school year, enrollment is strong,

Key Teacher Vacancies:

1. 6th Grade ELA Teacher
2. 10 Grade ELA Teacher
3. Calculus

Board approved one of the preferences of Staff children  
Principal has enrolled his son and thanks the Board for the preference.

Enrollment inquiry - Why are our numbers in enrollment strong.  
The scholars want to come here- Sports, Music, Marketing Activities.  
Uptick in the number of parents who are enrolling their scholars, removing them from Catholic/Private Schools.

7-12 Uniform has been enhanced

Pharos Academy Charter School will be moving away from NY Edge and bringing in Fencing, Karate, Dance Tennis, and other training skills.

Sports approach is getting the kids active Sports and support scholarship activities.

## **X. Executive Director's Report**

**A. Executive Director's Report**

Scorecard for Principal needs to be updated.

Board will work on a new job description that is co-developed by the Board and The Principal.

Document shared illustrating a sample job description.

**XI. Facilities**

**A. Facilities Update**

No new facility activities to report. All current projects are moving along as anticipated.

**XII. Executive Session**

**A. Personnel Matter**

Board entered into Executive Session at 8:10 PM

Board exited out of Executive Session at 8:34 PM

Personnel matter discussed

**XIII. 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 8:35 PM.

Respectfully Submitted,  
M. Dorsey