

Application: Pharos Academy Charter School

Courtney Russell - courtney.russell@pharosacademies.org
2022-2023 Annual Report

Summary

ID: 0000000074

Status: Annual Report Submission

Entry 1 School Info and Cover Page

Completed - Aug 1 2023

Instructions

Required of ALL Charter Schools

Each Annual Report begins with a completed School Information and Cover Page. The information is collected in a survey format within the [Annual Report Portal](#). When entering information in the portal, some of the following items may not appear, depending on your authorizer and/or your responses to related items.

Entry 1 School Information and Cover Page

(New schools that were not open for instruction for the 2022-2023 school year are not required to complete or submit an annual report this year).

Please be advised that you will need to complete this cover page (including signatures) before all of the other tasks assigned to you by your school's authorizer are visible on your task page. While completing this cover page task, please ensure that you select the correct authorizer (**as of June 30, 2023**) or you may not be assigned the correct tasks.

BASIC INFORMATION

a. SCHOOL NAME

(Select name from the drop down menu)

PHAROS ACADEMY CHARTER SCHOOL 800000057638

a1. Popular School Name

Pharos Academy Charter School

b. CHARTER AUTHORIZER (As of June 30th, 2023)

Please select the correct authorizer as of June 30, 2023 or you may not be assigned the correct tasks.

NEW YORK CITY CHANCELLOR OF EDUCATION

c. School Unionized

Is your charter school unionized?

No

d. DISTRICT / CSD OF LOCATION

CSD #12 - BRONX

e. Date of Approved Initial Charter

Aug 3 2004

f. Date School First Opened for Instruction

Aug 3 2004

g. Approved School Mission and Key Design Elements

(Regents, NYCDOE and Buffalo BOE authorized schools only)

Our mission is to develop scholars who communicate well, are intellectually curious, and solve problems using different approaches. Our school uses inquiry-based learning to deepen scholars' connections to the world around them. We provide a community that helps scholars feel safe, valued, and comfortable as they grow.

h. School Website Address

<https://pharosacademies.org/>

i. Total Approved Charter Enrollment for 2022-2023 School Year

696

j. Total Enrollment on June 30, 2023 - excluding Pre-K program enrollment

696

k. Grades Served

Grades served during the 2022-2023 school year (exclude Pre-K program students):

Use the CTRL button to select multiple grades to accurately capture every grade level served.

Responses Selected:

k
1
2
3
4
5
6
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8
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10
11
12

I. Charter Management Organization

Do you have a [Charter Management Organization](#)?

No

FACILITIES INFORMATION

m. FACILITIES

Will the school maintain or operate multiple sites in 2023-2024?

	Yes, 2 sites
--	--------------

School Site 1 (Primary)

m1. SCHOOL SITES

Please provide information on Site 1 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for previous year (K-5, 6-9, etc.)	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 1	1001 Intervale Avenue	646-915-0025	NYC CSD 12	K - 8	K - 8	No

m1a. Please provide the contact information for Site 1.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Travis Brown	ED/Principal	646-915-0025		travis.brown@pharosacademies.org
Operational Leader	Courtney Russell	Chief Operations Officer	646-241-7005		courtney.russell@pharosacademies.org
Compliance Contact	Courtney Russell	Chief Operations Officer	646-241-7005		courtney.russell@pharosacademies.org
Complaint Contact	Courtney Russell	Chief Operations Officer	646-241-7005		courtney.russell@pharosacademies.org
DASA Coordinator	Courtney Russell	Chief Operations Officer	646-241-7005		courtney.russell@pharosacademies.org
Phone Contact for After Hours Emergencies	Courtney Russell	Chief Operations Officer	646-241-7005		courtney.russell@pharosacademies.org

m1b. Is site 1 in public (co-located) space or in private space?

Private Space

IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC

m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 1 if located in private space in NYC or located outside of NYC .

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2023.

- Fire inspection certificates must be updated annually. For the upcoming school year 2023-2024, submit a current fire inspection certificate.
- If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2023.

Site 1 Certificate of Occupancy (COO)

[CoO 1001 Intervale.pdf](#)

Filename: CoO 1001 Intervale.pdf **Size:** 33.9 kB

Site 1 Fire Inspection Report

This is required, marked optional for administrative purposes.

[1001 Fire Inspection \(3\).pdf](#)

Filename: 1001 Fire Inspection (3).pdf **Size:** 126.7 kB

School Site 2

m2. SCHOOL SITES

Please provide information on Site 2 for the upcoming school year.

	Physical Address	Phone Number	District/CSD	Grades to be Served at Site for previous year (K-5, 6-9, etc.)	Grades to be Served at Site for coming year (K-5, 6-9, etc.)	Receives Rental Assistance for Which Grades (If yes, enter the appropriate grades. If no, enter No).
Site 2	1005 Intervale Avenue	646-915-0025	NYC CSD 12	9 - 12	9 - 12	No

m2a. Please provide the contact information for Site 2.

	Name	Title	Work Phone	Alternate Phone	Email Address
School Leader	Travis Brown	ED/Principal	646-915-0025		travis.brown@pharosacademies.org
Operational Leader	Courtney Russell	Chief Operations Officer	646-241-7005		courtney.russell@pharosacademies.org
Compliance Contact	Courtney Russell	Chief Operations Officer	646-241-7005		courtney.russell@pharosacademies.org
Complaint Contact	Courtney Russell	Chief Operations Officer	646-241-7005		courtney.russell@pharosacademies.org
DASA Coordinator	Courtney Russell	Chief Operations Officer	646-241-7005		courtney.russell@pharosacademies.org
Phone Contact for After Hours Emergencies	Courtney Russell	Chief Operations Officer	646-241-7005		courtney.russell@pharosacademies.org

m2b. Is site 2 in public (co-located) space or in private space?

Private Space

IF LOCATED IN PRIVATE SPACE IN NYC OR IN DISTRICTS OUTSIDE NYC

m1d. Upload a current Certificate of Occupancy (COO) and the annual Fire Inspection Report for school site 2 if located in private space in NYC or located outside of NYC .

Certificate of Occupancy and Fire Inspection. Provide a copy of a current and non-expired certificate of occupancy (if outside NYC or in private space in NYC). For schools that are not in district space (NYC co-locations), provide a copy of a current and non-expired certificate of occupancy, and a copy of the current annual fire inspection results, which should be dated on or after July 1, 2023.

- Fire inspection certificates must be updated annually. For the upcoming school year 2023-2024, submit a current fire inspection certificate.
- If the fire inspection certificate is dated after the August 1, 2022 submission of the Annual Report, please submit the new certificate with the Annual Report entries due on November 1, 2023.

Site 1 Certificate of Occupancy (COO)

[1005 Intervale CoO.pdf](#)

Filename: 1005 Intervale CoO.pdf **Size:** 41.7 kB

Site 2 Fire Inspection Report

This is required, marked optional for administrative purposes.

[1005 Fire Inspection \(2\).pdf](#)

Filename: 1005 Fire Inspection (2).pdf **Size:** 193.3 kB

n. List of owned, rented, leased facilities not used to educate students

Separate by semi-colon (;)

None

CHARTER REVISIONS DURING THE 2022-2023 SCHOOL YEAR

o. Were there any revisions to the school's charter during the 2022-2023 school year? (Please include approved or pending material and non-material charter revisions).

Please note, listing the revisions here does not constitute a request. Schools are advised to seek revision requests through their authorizer directly.

No

ATTESTATIONS

p. Individual Primarily Responsible for Submitting the Annual Report. (To write type in a phone number with an extension, please use this format: 123-456-7890-3. The dash and number 3 at the end of the phone number refers to the individual's phone extension. Do not type in the work extension or the abbreviation for it - just the dash and the extension number after the phone number).

Name	Courtney Russell
Position	Chief Operations Officer
Phone/Extension	646-241-7005
Email	courtney.russell@pharosacadmies.org

q. Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that all of the information contained herein is truthful and accurate and that this charter school is in compliance with all aspects of its charter, and with all pertinent Federal, State, and local laws, regulations, and rules. We understand that if any information in any part of this report is found to have been deliberately misrepresented, that will constitute grounds for the revocation of our charter. Click **YES to agree and then use the mouse on your PC or the stylus on your mobile device to sign your name).**

Responses Selected:

Yes

As outlined in ENTRY 10:

Our signatures (Executive Director/School Leader/Head of School and Board President) below attest that our school has reviewed, understands and will comply with the employee clearance and fingerprint requirements as outlined in Entry 10 and found in the [NYSED CSO Fingerprint Clearance Oct 2019 Memo](#). Click **YES** to agree.

Responses Selected:

Yes

Signature, Head of Charter School

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Signature, President of the Board of Trustees



Date

Jun 29 2023

Thank you.



Entry 2 Links to Critical Documents on School Website

Instructions

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item 5: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the link from the school's website for each of the items:

1. Current Annual Report (i.e., 2021-2022 Annual Report);[\[1\]](#)
2. Board meeting notices, agendas and documents;
3. New York State School Report Card;
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy **(For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)**;
5. District-wide safety plan, not a building level safety plan (as per the September 2021 [Emergency Response Plan Memo](#);
6. Authorizer-approved FOIL Policy; and
7. Subject matter list of FOIL records. (Example: See [NYSED Subject Matter List](#))

[\[1\]](#) Each charter school is required to make the Annual Report publicly available by August 1 and to post on their respective charter school website. Each school should post an updated and complete version to include accountability data and financial statements that are not or may not be available until after the August deadline (i.e., Report when financials have been submitted in November.)

Form for Entry 2 Links to Critical Documents on School Website

School Name: Pharos Academy Charter School

Required of ALL Charter Schools noting that SUNY-authorized charter schools are not required to submit item

4: Authorizer-approved DASA policy and NYSED-Approved School Discipline Policy

By law, each charter school is required to maintain certain notices and policies listed on its website. Please insert the **link** from the school's website for each of the items:

[New York State Report Card](#)

[Emergency Response Plan Memo](#)

[NYSED Subject Matter List](#)

	Link to Documents
1. Current Annual Report (i.e., 2022-2023 Annual Report)	<u>https://pharosacademies.org/public-documents</u>
2. Board meeting notices, agendas and documents	<u>https://pharosacademies.org/public-documents</u>
3. New York State School Report Card	<u>https://pharosacademies.org/public-documents</u>
4. Authorizer-approved DASA Policy and NYSED-Approved School Discipline Policy (For Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY)	<u>https://pharosacademies.org/public-documents</u>
5. District-wide safety plan, not a building level safety plan (as per the September 2021 Emergency Response Plan Memo	<u>https://pharosacademies.org/public-documents</u>
6. Authorizer-approved FOIL Policy	<u>https://pharosacademies.org/public-documents</u>
7. Subject matter list of FOIL records. (Example: See NYSED Subject Matter List)	<u>https://pharosacademies.org/public-documents</u>

Thank you.



Entry 3 Progress Toward Goals

Completed - Aug 1 2023

Instructions

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2023**.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 3 Progress Toward Goals

PROGRESS TOWARD CHARTER GOALS

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

Complete the tables provided. List each goal and measure as contained in the school's currently approved charter, and indicate whether the school has met or not met the goal. Please provide information for all goals no later than November 1, 2023.

1. ACADEMIC STUDENT PERFORMANCE GOALS

Regents, NYCDOE, and Buffalo BOE-Authorized Charter Schools ONLY

The following tables reflect formatting in the online portal required for Board of Regents, NYCDOE, and Buffalo BOE authorized charter schools only. These charter schools should report all Progress Toward Charter Goals as per their currently approved charters no later than **November 1, 2023**.

2022-2023 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 1				
Academic Goal 2				
Academic Goal 3				
Academic Goal 4				
Academic Goal 5				
Academic Goal 6				
Academic Goal 7				
Academic Goal 8				
Academic Goal 9				
Academic Goal 10				

2. Do have more academic goals to add?

(No response)

2022-2023 Progress Toward Attainment of Academic Goals

	Academic Student Performance Goal	Measure Used to Evaluate Progress Toward Attainment of Goal	Goal - Met, Not Met or Unable to Meet	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Academic Goal 21				
Academic Goal 22				
Academic Goal 23				
Academic Goal 24				
Academic Goal 25				
Academic Goal 26				
Academic Goal 27				
Academic Goal 28				
Academic Goal 29				
Academic Goal 30				
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Academic Goal 64				
Academic Goal 65				
Academic Goal 66				
Academic Goal 67				
Academic Goal 59				

Academic Goal 60				
Academic Goal 61				
Academic Goal 62				

4. ORGANIZATION GOALS

For the 2022-2023 school year, any organization goals that cannot be evaluated due to school closure resulting in a lack of data and changes in testing, surveying, and other usual practices should be reported as “N/A”.

2022-2023 Progress Toward Attainment of Organization Goals

	Organizational Goal	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Unable to Assess	If not met, describe efforts the school will take to meet goal. If unable to assess goal, type N/A for Not Applicable
Org Goal 1	Each year, the school self-reported average daily student attendance rate shall meet or exceed the average daily attendance for the Community School District (CSD) of location for elementary and middle schools and the citywide average for high schools.	ATS and PowerSchool	Met	
Org Goal 2	Each year, the retention rate will exceed the rate of the Community School District (CSD) of location. The retention rate for a given year is defined as the percentage of students enrolled in ATS on 10/31 of that year who are still enrolled in at the school in ATS on 10/31 the following school year, excluding terminating grades.	ATS and PowerSchool	Met	
Org Goal 3	Each year, the school will meet or	ATS and PowerSchool	Met	

	exceed any applicable student enrollment targets, as prescribed by the Board of Regents, for English language learners.			
Org Goal 4	Each year, the school will meet or exceed any applicable student enrollment targets, as prescribed by the Board of Regents, for students with disabilities.	ATS and PowerSchool	Met	
Org Goal 5	Each year, the school will meet or exceed any applicable student enrollment targets, as prescribed by the Board of Regents, for students eligible for the Free or Reduced Price Lunch program.	ATS and PowerSchool	Met	
Org Goal 6	Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for English language learners.	ATS and PowerSchool	Unable to Assess	Retention data from 22 - 23 to 23 - 24 not yet available
Org Goal 7	Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents,	ATS and PowerSchool	Unable to Assess	Retention data from 22 - 23 to 23 - 24 not yet available

	for students with disabilities.			
Org Goal 8	Each year, the school will meet or exceed any applicable student retention targets, as prescribed by the Board of Regents, for students eligible for the Free or Reduced Price Lunch program.	ATS and PowerSchool	Unable to Assess	Retention data from 22 - 23 to 23 - 24 not yet available
Org Goal 9	In each year of the charter term, parents will express satisfaction with the school's program, based on the NYC DOE School Survey. The school will have a percentage of parents that meets or exceeds citywide averages in positive responses (i.e., agree/strongly agree, likely/very likely). The school will only have met this goal if at least 50% of parents participate in the survey			
Org Goal 10	In each year of the charter term, staff will express satisfaction with the school's program, based on the NYC DOE School Survey. The school will have a percentage of staff that meets or			

	exceeds citywide averages in positive responses (i.e., agree/strongly agree, likely/very likely). The school will only have met this goal if at least 50% of staff participate in the survey.			
Org Goal 11	In each year of the charter term, students will express satisfaction with the school's program, based on the NYC DOE School Survey. The school will have a percentage of students that meets or exceeds citywide averages in positive box responses (i.e., agree/strongly agree, likely/very likely). The school will only have met this goal if at least 50% of students participate in the survey. (Relevant for schools serving grades 6-12 only)			
Org Goal 12				
Org Goal 13				
Org Goal 14				
Org Goal 15				
Org Goal 16				
Org Goal 17				

Org Goal 18				
Org Goal 19				
Org Goal 20				

5. Do have more organizational goals to add?

(No response)

6. FINANCIAL GOALS

2022-2023 Progress Toward Attainment of Financial Goals

	Financial Goals	Measure Used to Evaluate Progress	Goal - Met, Not Met, or Partially Met	If not met, describe efforts the school will take to meet goal.
Financial Goal 1	Each year, the school will maintain a stable cash flow as evidenced by having 60 days of unrestricted cash on hand reported in their yearly independent fiscal audit.	Cash on hand metrics	Met	
Financial Goal 2	Each year, the school will operate on a balanced budget. A budget will be considered "balanced" if revenues equal or exceed expenditures.	Balanced budget metrics	Met	
Financial Goal 3	Each year, the school will meet or exceed 85% of their authorized enrollment on 10/31 as recorded in ATS.	ATS and PowerSchool	Met	
Financial Goal 4				
Financial Goal 5				

7. Do have more financial goals to add?

No

Thank you.

Entry 4 - Audited Financial Statements

Incomplete

Required of ALL Charter Schools

ALL SUNY-authorized charter schools must upload the financial statements and related documents in PDF format into the [Annual Report Portal](#) and into the SUNY Epicenter document management system no later than **November 1, 2023**. **SUNY-authorized charter schools** are asked to ensure that security features such as password protection are turned off.

ALL Regents, NYCDOE, and Buffalo BOE-authorized charter schools must upload final, audited financial statements to the [Annual Report Portal](#) no later than **November 1, 2023**. Upload the independent auditor's report, any advisory and/or management letter, and the internal controls report as one submission, combined into a PDF file, ensuring that security features such as password protections are removed from all school uploaded documents.

PLEASE NOTE: This task appears as visible and optional task in the online portal until August 1 2023 but will be identified as a required task thereafter and due on November 1, 2023. This is a required task, and it is marked optional for administrative purposes only.

Entry 4b – Audited Financial Report Template (BOR/NYC/BOE)

Incomplete

Instructions - Regents-Authorized Charter Schools ONLY

Regents-authorized schools must download and complete the Excel spreadsheet entitled “Audited Financial Report Template” from the online portal or the [2022-2023 Annual Reports](#) webpage. Upload the completed file in Excel format and submit by **November 1, 2023**.

Please complete one spreadsheet at the Education Corporation level and submit the same spreadsheet for each of the schools.

EDUCATION CORPORATIONS WITH MORE THAN ONE SCHOOL SHOULD COMPLETE THE EXCEL SPREADSHEET FOR THE EDUCATION CORPORATION AS A WHOLE, NOT FOR THE INDIVIDUAL SCHOOLS. PLEASE SUBMIT THE SAME EXCEL SPREADSHEET FOR EACH OF THE SCHOOLS.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 4c – Additional Financial Documents

Incomplete

Regents, NYCDOE and Buffalo BOE authorized schools must upload financial documents and submit by **November 1, 2023**. The items listed below should be uploaded, with an explanation if not applicable or available. For example, a “federal Single Audit was not required because the school did not expend federal funds of more than the \$750,000 Threshold.”

1. Advisory and/or Management letter
2. Federal Single Audit
3. Agreed-Upon Procedure Report
4. Evidence of Required Escrow Account for each school^[1]
5. Corrective Action Plan for Audit Findings and Management Letter Recommendations

^[1] Note: For BOR schools chartered or renewed after the 2017-2018 school year, the escrow account per school is \$100,000.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

Entry 4d - Financial Contact Information

Completed - Aug 1 2023

Regents, NYCDOE, and Buffalo BOE authorized schools should enter financial contact information directly into the form within the portal by **November 1, 2023**.

Form for "Financial Contact Information"

1. School Based Fiscal Contact Information

	School Based Fiscal Contact Name	School Based Fiscal Contact Email	School Based Fiscal Contact Phone
	Courtney Russell	courtney.russell@pharosacademeis.org	646-241-7005

2. Audit Firm Contact Information

	School Audit Contact Name	School Audit Contact Email	School Audit Contact Phone	Years Working With This Audit Firm
	MMB	mcaain@mmb-co.com	585-423-1860	20

3. If applicable, please provide contact information for the school's outsourced financial services firm.

	Firm Name	Contact Person	Mailing Address	Email	Phone	Years With Firm
	4th Sector Solutions	Shahzada Rasheed	8550 United Plaza Blvd, Baton Rouge, LA 70809	strasheed@4thsectorsolutions.com	929-431-7656	1

Entry 5 – Fiscal Year 2023-2024 Budget

Completed - Aug 1 2023

SUNY-authorized charter schools should download the [2023-2024 Budget and Quarterly Report Template and the 2023-2024 Budget Narrative Questionnaire](#) from the SUNY website and upload the completed templates into the Annual Report Portal and into the Epicenter document management system. **Due November 1, 2023.**

Regents, NYCDOE, and Buffalo BOE authorized charter schools should upload a copy of the school's FY22 Budget using the [2023-2024 Budget Template](#) into the Annual Report Portal or from the Annual Report website. **Due November 1, 2023.**

The Assumptions column should be completed for all revenue and expense items unless the item is self-explanatory. Where applicable, reference the page number or section in the application narrative that indicates the assumption

being made. For instance, student enrollment would reference the applicable page number in Section I, C of the application narrative.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[Pharos final-2023-2024-budget-DOE](#)

Filename: Pharos_final-2023-2024-budget-DOE.xlsx Size: 39.0 kB

Entry 6 – Board of Trustees Disclosure of Financial Interest Form

Completed - Aug 1 2023

Required of ALL Charter Schools

Each member of the charter school's Board of Trustees who served on a charter school education corporation governing one or more charter schools for any period during the 2022-2023 school year must complete and sign a Trustee [Disclosure of Financial Interest Form](#) is due on August 1, 2023. Acceptable signature formats include:

- Digitally certified PDF signature (i.e., DocuSign)
- Manual signature (1. download to print, 2. manually sign, 3. scan signed document to PDF, and 4. upload into portal)

All completed forms must be collected and uploaded in .PDF format for each individual member. **The education corporation is responsible for ensuring that each member who served on the board during the 2022-2023 school year completes the form.**

Charter schools **must** submit the latest version of the form. Forms completed from past years will not be accepted.

Trustees serving on an education corporation that governs more than one school are not required to complete a separate disclosure for each school governed by the education corporation. In the Trustee Disclosure of Financial Interest Form, trustees must disclose information relevant to any of the schools served by the governing education corporation.

[Sowell Financial Disclosure](#)

Filename: Sowell_Financial_Disclosure.pdf Size: 2.1 MB

[Jean Jacques Financial Disclosure](#)

Filename: Jean_Jacques_Financial_Disclosure.pdf Size: 171.0 kB

[Perez Financial Disclosure](#)

Filename: Perez_Financial_Disclosure.pdf Size: 4.2 MB

[Lopez-Molina Financial Disclosure](#)

Filename: Lopez-Molina_Financial_Disclosure.pdf Size: 423.4 kB

[Sutherland Financial Disclosure](#)

Filename: Sutherland_Financial_Disclosure.pdf Size: 448.0 kB

[Thompson Financial Disclosure](#)

Filename: Thompson_Financial_Disclosure.pdf Size: 323.5 kB

[Beier Financial Disclosure](#)

Filename: Beier_Financial_Disclosure.pdf Size: 110.2 kB

[South Financial Disclosure](#)

Filename: South_Financial_Disclosure.pdf Size: 1.3 MB

[Granado Financial Disclosure](#)

Filename: Granado_Financial_Disclosure.pdf Size: 599.6 kB

Entry 7 BOT Membership Table

Completed - Aug 1 2023

Instructions

Required of ALL charter schools

ALL charter schools or education corporations governing multiple schools must complete the Board of Trustees Membership Table within the online portal. Please be sure to include and identify parents who are members of the Board of Trustees and indicate whether parents are voting or non-voting members.

Entry 7 BOT Table

1. SUNY-AUTHORIZED charter schools are required to provide information for VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools are required to provide information for all --VOTING and NON-VOTING-- trustees.

Authorizer:

Who is the authorizer of your charter school?

NYCDOE

1. 2022-2023 Board Member Information (Enter info for each BOT member)

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Completed Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2022-2023
1	Javier Lopez-Molina	javier.lopez-molina@pharosacademies.org	Chair	Governance, Finance	Yes	7	05/21/2015	06/30/2023	11
2	Robert Granado	granado.robert@gmail.com	Trustee/Member	Finance	Yes	6	10/20/2016	06/30/2023	10
3	Briar Thompson	briar.thompson@gmail.com	Trustee/Member	Academic,	Yes	5	03/06/2017	06/30/2023	9
4	Stacy Sutherland	stacy.sutherland@pharosacademies.org	Trustee/Member	Academic	Yes	4	01/18/2018	06/30/2023	10
5	Sara Jean-Jaques	sara.jean-jacques@pharosacademies.org	Trustee/Member	Governance	Yes	4	07/24/2018	06/30/2023	10
6	Keyur Shah	keyur.shah@pharosacademies.org	Treasurer	Finance	Yes	3	05/29/2019	06/30/2023	10
7	Tahina Perez	tahina.perez@pharosacademies.org	Trustee/Member	Academic	Yes	2	04/19/2021	06/30/2023	9

		emies.org							
8	Tamara South	tamara.south@pharosacademies.org	Parent Rep	Education	Yes	1	02/25/2022	06/30/2023	11
9	Jarrold Sowell	jarrod.sowell@pharosacademies.org	Trustee/Member		Yes	1	03/03/2022	06/30/2023	11

1a. Are there more than 9 members of the Board of Trustees?

Yes

1b. Board Member Information

	Trustee Name	Trustee Email Address	Position on the Board	Committee Affiliations	Voting Member Per By-Laws (Y/N)	Number of Terms Served	Start Date of Current Term (MM/DD/YYYY)	End Date of Current Term (MM/DD/YYYY)	Board Meetings Attended During 2022-2023
10	Sharon Beier	sharon.beier@pharosacademies.org	Trustee/Member	Culture	Yes	1	03/03/2022	06/30/2023	11
11									
12									
13									
14									
15									

1c. Are there more than 15 members of the Board of Trustees?

No

2. INFORMATION ABOUT MEMBERS OF THE BOARD OF TRUSTEES

1. SUNY-AUTHORIZED charter schools provide response relative to VOTING Trustees only.
2. REGENTS, NYCDOE, and BUFFALO BOE-AUTHORIZED charter schools provide a response relative to all trustees.

a. Total Number of BOT Members on June 30, 2023	10
b.Total Number of Members Added During 2022-2023	0
c. Total Number of Members who Departed during 2022-2023	0
d.Total Number of members, as set in Bylaws, Resolution or Minutes	10

3. Number of Board meetings held during 2022-2023

12

4. Number of Board meetings scheduled for 2023-2024

12

Total number of Voting Members on June 30, 2023:

10

Total number of Voting Members added during the 2022-2023 school year:

0

Total number of Voting Members who departed during the 2022-2023 school year:

0

Total Maximum Number of Voting members in 2022-2023, as set by the board in bylaws, resolution, or minutes:

12

Total number of Non-Voting Members on June 30, 2023:

0

Total number of Non-Voting Members added during the 2022-2023 school year:

0

Total number of Non-Voting Members who departed during the 2022-2023 school year:

0

Total Maximum Number of Non-Voting members in 2022-2023, as set by the board in bylaws, resolution or minutes:

0

Board members attending 8 or fewer meetings during 2022-2023

0

Thank you.

Entry 8 Board Meeting Minutes

Completed - Aug 1 2023

Instructions - Required of Regents, NYCDOE, and Buffalo BOE Authorized Schools ONLY

Schools must upload a complete set of monthly board meeting minutes (July 2022-June 2023), which should match the number of meetings held during the 2022-2023 school year, as indicated in the above table. The minutes provided must be the final version approved by the school's Board of Trustees and may be uploaded individually or as one single combined file. Board meeting minutes must be submitted by **August 1, 2023**.

Pharos Board Minutes July22-June 2023

Filename: Pharos_Board_Minutes_July22-June_2023.pdf **Size:** 678.7 kB

Entry 9 Enrollment & Retention

Completed - Aug 1 2023

Instructions for submitting Enrollment and Retention Efforts

Required of ALL Charter Schools

Describe the good faith efforts the charter school has made in 2022-2023 toward meeting targets to attract and retain the enrollment of Students with Disabilities (SWDs), English Language Learners (ELLs), and students who are economically disadvantaged. In addition, describe the school's plans for meeting or making progress toward meeting its enrollment and retention targets in 2023-2024.

***SUNY-authorized charter schools**

The education corporation must include a plan for the charter to meet or exceed enrollment and retention targets established by the SUNY Trustees for students with disabilities, ELLs, and students who are eligible to participate in the FRPL program. See the [enrollment and retention target calculator](#) to find specific targets.

Entry 9 Enrollment and Retention of Special Populations

Good Faith Efforts to Meet Recruitment Targets (Attract)

	Describe Recruitment Efforts in 2022-2023	Describe Recruitment Plans in 2023-2024
Economically Disadvantaged	Word of mouth marketing with current parents, providing information to local Head Start programs, after school programs, etc.	Word of mouth marketing with current parents, providing information to local Head Start programs, after school programs, etc.
English Language Learners	Implementing amendment to authorizer (NYC DOE) in order to include preference in the school's lottery for 23 - 24 and beyond for scholars who may be ELL, word of mouth marketing with current parents, providing information local Head start programs, after school programs, etc.	Implementing amendment to authorizer (NYC DOE) in order to include preference in the school's lottery for 23 - 24 and beyond for scholars who may be ELL, word of mouth marketing with current parents, providing information local Head start programs, after school programs, etc.
Students with Disabilities	Implementing amendment to authorizer (NYC DOE) in order to include preference in the school's lottery for 22 - 23 and beyond for who may possess an IEP. Word of mouth marketing with current parents, providing information to local Head Start programs, after school programs, etc.	Implementing amendment to authorizer (NYC DOE) in order to include preference in the school's lottery for 22 - 23 and beyond for who may possess an IEP. Word of mouth marketing with current parents, providing information to local Head Start programs, after school programs, etc.

Good Faith Efforts To Meet Enrollment Retention Targets

	Describe Retention Efforts in 2022-2023	Describe Retention Plans in 2023-2024
Economically Disadvantaged	Parent workshops and events Scholar incentives and programming (crews) Parent Teacher Conferences Author Series External Field Trips and in school experiences	Parent workshops and events Scholar incentives and programming (crews) Parent Teacher Conferences Author Series External Field Trips and in school experiences
English Language Learners	Parent workshops and events Scholar incentives and programming (crews) Parent Teacher Conferences Author Series External Field Trips and in school experiences	Parent workshops and events Scholar incentives and programming (crews) Parent Teacher Conferences Author Series External Field Trips and in school experiences
Students with Disabilities	Parent workshops and events Scholar incentives and programming (crews) Parent Teacher Conferences Author Series External Field Trips and in school experiences	Parent workshops and events Scholar incentives and programming (crews) Parent Teacher Conferences Author Series External Field Trips and in school experiences

Entry 10 – Teacher and Administrator Attrition

Completed - Aug 1 2023

Form for "Entry 10 – Teacher and Administrator Attrition" Revised to Employee Fingerprint Requirements Attestation

A. TEACH System – Employee Clearance

Required of ALL Charter Schools

Charter schools must ensure that all prospective employees^[1] receive clearance through [the NYSED Office of School Personnel Review and Accountability](#) (OSPRA) prior to employment. **This includes paraprofessionals and other school personnel who are provided or assigned by the district of location, or related/contracted service providers.** After an employee has been cleared, schools are required to maintain proof of such clearance in the file of each employee. For the safety of all students, charter schools must take immediate steps to terminate the employment of individuals who have been denied clearance. Once the employees have been terminated, the school must terminate the request for clearance in the TEACH system.

In the Annual Report, charter schools are asked to confirm that all employees have been cleared through the NYSED TEACH system; and, if denied clearance, confirm that the individual or employee has been removed from the TEACH system, and is not employed by the school.

1. Emergency Conditional Clearances

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

^[1] Employees who must be cleared include, but are not limited to, teachers, administrative staff, janitors, security personnel and cafeteria workers, and other staff who are present when children are in the school building. **This includes paraprofessionals and other school personnel that are provided or assigned by the district of location, as well as related/contracted service providers.** See NYSED memorandum dated October 1, 2019 at <http://www.nysed.gov/common/nysed/files/programs/charter-schools/employeeefingerprintoct19.pdf> or visit the NYSED website at: <http://www.highered.nysed.gov/tsei/ospra/fingerprintingcharts.html> for more information regarding who must be fingerprinted. Also see, 8 NYCRR §87.2.

B. Emergency Conditional Clearances

Emergency Conditional Clearances

Charter schools are **strongly discouraged** from using the emergency conditional clearance provisions for prospective employees. This is because the school must request clearance through NYSED TEACH, and the school's emergency conditional clearance of the employee terminates automatically once the school receives notification from NYSED regarding the clearance request. Status notification is provided for all prospective employees through the NYSED TEACH portal within 48 hours after the clearance request is submitted. Therefore, at most, a school's emergency conditional clearance will be valid for only 48 hours after approval by the board.

Schools are not permitted to renew or in any way re-establish a prospective employee's emergency conditional clearance after status notification is sent by NYSED through the TEACH portal.

Schools are asked to attest that they have reviewed and understand these requirements. More information can be found in the memo at [NYSED CSO Employee Clearance and Fingerprint Memo 10-2019](#).

Attestation

Responses Selected:

I hereby attest that the school has reviewed, understands, and will comply with these requirements.

Entry 11 Percent of Uncertified Teachers

Completed - Aug 1 2023

Instructions

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

Entry 11 Uncertified Teachers

School Name:

Instructions for Reporting Percent of Uncertified Teachers

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

The table below reflects the information collected through the online portal for compliance with New York State Education Law 2854(3)(a-1) for teaching staff qualifications. Uncertified teachers are those not certified pursuant to the State Certification Requirements established by the NYSED Commissioner of Education.

Enter the relevant full-time equivalent (FTE) count of teachers in each column. For example, a school with 20 full-time teachers and 5 half-time teachers would have an FTE count of 22.5.

If more than one line applies to a teacher, please include in only one FTE uncertified category. Please do not include paraprofessionals, such as teacher aides.

CATEGORY A. 30% OR 5 UNCERTIFIED TEACHERS WHICHEVER IS LESS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2023)	24
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	2
Total Category A: 5 or 30% whichever is less	26.0

CATEGORY B. PLUS FIVE UNCERTIFIED TEACHERS IN MATHEMATICS, SCIENCE, COMPUTER SCIENCE, TECHNOLOGY OR CAREER AND TECHNICAL EDUCATION.

	FTE Count
i. Mathematics	1
ii. Science	0
iii. Computer Science	0
iv. Technology	1
v. Career and Technical Education	0
Total Category B: not to exceed 5	2.0

CATEGORY C: PLUS 5 ADDITIONAL UNCERTIFIED TEACHERS

	FTE Count
i. FTE count of uncertified teacher with at least three years of elementary, middle or secondary classroom teaching experience (as of June 30, 2023)	2
ii. FTE count of uncertified teachers who are tenured or tenure track college faculty (as of June 30, 2023)	0
iii. FTE count of uncertified teachers with two years of Teach for America experience (as of June 30, 2023)	0
iv. FTE count of uncertified teachers with exceptional business, professional, artistic, athletic, or military experience (as June 30, 2023)	0
Total Category C: not to exceed 5	2.0

TOTAL FTE COUNT OF UNCERTIFIED TEACHERS (Sum of Categories A, B AND C)

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total	30

CATEGORY D: TOTAL FTE COUNT OF UNCATEGORIZED, UNCERTIFIED TEACHERS

(Include teachers who do not fit in one of these categories or if did fit would exceed the numerical limits for that category)

	FTE Count
Total Category D	10

CATEGORY E: TOTAL FTE COUNT OF CERTIFIED TEACHERS

	FTE Count
Total Category E	30

CATEGORY F: TOTAL FTE COUNT OF ALL TEACHERS

Please do not include paraprofessionals, such as teacher aides.

	FTE Count
Total Category F	70



Thank you.

Entry 12 Organization Chart

Completed - Aug 1 2023

[Instructions](#)

Required of Regents, NYCDOE, and Buffalo BOE Authorized Charter Schools ONLY

Upload the 2022-2023 **Organization Chart**. The organization chart should be a graphic representation (A list will not be accepted.) and should include position titles and reporting (hierarchical) relationships. Employee names should **not** appear on the chart.

[Pharos Org FY23](#)

Filename: Pharos_Org_FY23.pdf Size: 4.7 MB

Entry 13 School Calendar

Completed - Aug 1 2023

[Instructions for submitting School Calendar](#)

Required of ALL Charter Schools

If the charter school has a tentative calendar based on available information and guidance at the time, please submit with the August 1, 2023 submission. Charter schools must upload a final school calendar into the portal and may do so at any time but no later than **September 15, 2023**.

School calendars must meet the [minimum instructional requirements](#) as required of other public schools "... *unless the school's charter requires more instructional time than is required under the regulations.*"

Board of Regents-authorized charter schools also are required to submit school calendars that clearly indicate the start and end date of the instructional year AND the number of instructional hours and/or instructional days for each month (also used to align to schools with extended days/years referenced in their mission statements/key design elements). See an example of a calendar showing the requested information. Schools **must** use a calendar format and ensure there is a monthly tally of instructional days.

PLEASE NOTE: This is a required task, and it is marked optional for administrative purposes only.

[PHACS 23 - 24 School Calendar 07](#)

Filename: PHACS_23_-_24_School_Calendar_07.11.23_TB.pdf Size: 106.1 kB

Entry 14 Staff Roster

Completed - Aug 1 2023

[INSTRUCTIONS](#)

Required of Regents and NYCDOE-authorized Charter Schools ONLY

Please click on the MS Excel [Faculty/Staff Roster Template](#) and provide the following information for **ANY and ALL** instructional and non-instructional employees (all faculty and staff employed by the school during the 2022-2023 school year).

Use of the 2022-2023 Annual Report Faculty/Staff Roster Template is required. Each of the data elements, with the exception of the Notes, are required, and use of the drop-down options, when provided, is also required.

Reminders: Please use the Notes section provided to add any additional information as deemed necessary. Failure to adhere to the guidelines and validations in the Faculty/Staff Roster Template will result in a resubmission of a fully corrected roster.

Here is the complete list of data elements in the roster template and an explanation of what information is required to correctly complete this task.

[faculty-staff-roster-template-2023 MD](#)

Filename: faculty-staff-roster-template-2023_MD.xlsx Size: 26.0 kB

Optional Additional Documents to Upload (BOR)

Incomplete

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Jarrod Sowell

Name of Charter School Education Corporation:

Pharos Academy

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Board Member

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☒ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

Business Address:

E-mail Address:

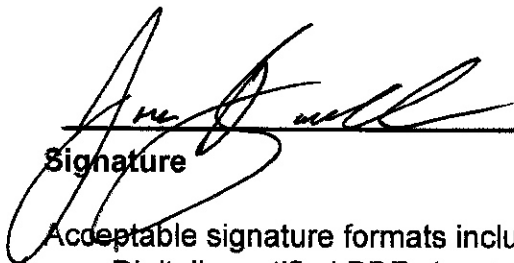
J. A. Sowell @ gmail. com

Home Telephone:

718-644-2241

Home Address:

744 A Willoughby Ave, #2 Brooklyn, NY 11206


Signature

6/30/23
Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

Disclosure of Financial Interest by a Current or Former Trustee
--

Trustee Name:

Sara Jean-Jacques

Name of Charter School Education Corporation:

Pharos Academy Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Secretary

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☒ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

212-338-3582

Business Address:

90 Park Ave

E-mail Address:

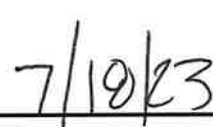
smadavo@foley.com

Home Telephone:

678-772-5502

Home Address:

303 E 83rd St Apt 14B NY, NY 10028

 
Signature Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Tahina Perez

Name of Charter School Education Corporation:

Pharos Academics Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If Yes, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If Yes, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If Yes, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

☒ Yes ☐ No

If Yes, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

Employed under former CMO
Lighthouse Academy.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

☒ **None**

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

☒ **None**

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

This document is considered a public record and, as such, may be made available to members of the public upon request under the Freedom of Information Law. The personal contact information provided below will be redacted.

Business Telephone:

646-313-9646

Business Address:

50 Park Place Newark, NJ 07102

E-mail Address:

tahina.perez@gmail.com

Home Telephone:

646-313-9646

Home Address:

326 McClellan Ave. Mt. Vernon, NY 10553

Tahina Perez

7-18-23

Date

Signature

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

Disclosure of Financial Interest by a Current or Former Trustee
--

Trustee Name:

Name of Charter School Education Corporation:

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation **and** in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

-

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Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:

Signature

Date

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

Disclosure of Financial Interest by a Current or Former Trustee
--

Trustee Name:

Name of Charter School Education Corporation:

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

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None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:



7/6/23

Signature

Date

Acceptable signature formats include:

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last revised 04/2022

Disclosure of Financial Interest by a Current or Former Trustee
--

Trustee Name:

Name of Charter School Education Corporation:

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

Yes No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

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None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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Business Telephone:

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E-mail Address:

Home Telephone:

Home Address:

Signature

Date

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last revised 04/2022

Disclosure of Financial Interest by a Current or Former Trustee
--

Trustee Name:

Sharon Rose Beier, MD, FAAP

Name of Charter School Education Corporation: Pharos Academy Charter

School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Member of Academic Committee

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

No

If **Yes**, please describe the nature of your relationship and if the

student could benefit from your participation.

Page 1 of 5

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4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

5. Are you a past, current, or prospective employee of the charter school, education corporation, and/or an entity that provides comprehensive management services ("CMO"), whether for-profit or not-for-profit, which contracts, or may contract, with the charter school or education corporation; or do you serve as an employee, officer, or director of, or own a controlling interest in, a business or entity that contracts, or does business with, or plans to contract or do business with, the charter school, education corporation, and/or a CMO, whether for-profit or not-for-profit, including, but not limited to, the lease of real or personal property to the said entities?

No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date. Page 2 of 5

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6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

None

Date(s)	Nature of financial interest / transaction	Steps taken to avoid a conflict of interest, (e.g., did not vote, did not participate in discussion)	Name of person holding interest or engaging in transaction and relationship to you

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your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.

None

Organizational conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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Business Telephone:

Business Address:

_Queens Hospital Center, 82-68 164th street, Queens, New York,
11432

E-mail Address:

_srbteendoc@gmail.com_____

_____ **Home Telephone:**

_516-965-1256_____

_____ **Home Address:**

245 Kilburn Road South Garden City South, New York,
11530_____

Signature Date July 23, 2023

Sharon Rose Beier, MD, FAAP

Acceptable signature formats include:

- Digitally certified PDF signature
- Print form, manually sign, scan to PDF

last revised 04/2022

**Disclosure of Financial Interest by a Current
or Former Trustee**

Trustee Name:

Tamara South

Name of Charter School Education Corporation:

Pharos Academy Charter School

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

Parent representative

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

3. Are you related by blood, or marriage, or legal adoption/guardianship to any student currently enrolled in a school operated by the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if the student could benefit from your participation.

4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

☐ Yes ☒ No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

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☐ Yes ☒ No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

- ☒ **None**

None

Relationship to you	conducting business with the school(s)	Value of business conducted	Family member of household holding interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

7. Identify each individual, business, corporation, union association, firm, partnership, franchise holding company, joint-stock company, business or real estate trust, non-profit organization, or other organization or group of people doing business with the school(s) operated by the education corporation and in which such entity, during the time of your tenure as a trustee, you and/or your immediate family member(s) or person(s) you reside with had a financial interest or other relationship. If you are a member, director, officer, or employee of an organization formally partnered with and/or doing business with the school(s) through a management or services agreement, please identify only the name of the organization, your position in the organization, and the relationship between such organization and the school(s). If there was no financial interest, check **None**.



None

Organization conducting business with the school(s)	Nature of business conducted	Approximate value of the business conducted	Name of Trustee and/or immediate family member of household holding an interest in the organization conducting business with the school(s) and the nature of the interest	Steps taken to avoid conflict of interest

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Business Telephone:

Business Address:

863 Home Street

E-mail Address:

tnm218@nyu.edu

Home Telephone:

(917) 826-9658

Home Address:

863 Home Street Bronx, NY 10459

U. Leuch 7/23/23

Signature

Date

Acceptable signature formats include:

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last revised 04/2022

Disclosure of Financial Interest by a Current or Former Trustee
--

Trustee Name:

Name of Charter School Education Corporation:

1. List all positions held on the education corporation Board of Trustees ("Board") (e.g., chair, vice-chair, treasurer, secretary, parent representative, etc.).

2. Are you related, by blood or marriage, to any person employed by the school and/or education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and the person's position, job description, and other responsibilities with the school.

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Yes No

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4. Are you related, by blood or marriage, to any person that could otherwise benefit from your participation as a board member of the education corporation?

Yes No

If **Yes**, please describe the nature of your relationship and if this person could benefit from your participation.

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Yes No

If **Yes**, please provide a description of the position(s) you hold, your responsibilities, your salary and your start date.

6. Identify each interest/transaction (and provide the requested information) that you, any of your immediate family members, and/or any persons who you reside with have held or engaged in with the charter school(s) operated by the education corporation during the time you have served on the Board, and in the six months prior to such service. If there has been no such interest or transaction, check **None**.

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Business Telephone:

Business Address:

E-mail Address:

Home Telephone:

Home Address:

Robb Granado

Signature

Date

Acceptable signature formats include:

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last revised 04/2022



Pharos Academy Charter School

Minutes

Pharos Academy Charter School Board Meeting

Date and Time

Thursday July 21, 2022 at 6:30 PM

Location

Pharos Academy Charter School

1001 Intervale Avenue

Bronx, NY 10459

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

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: July 21, 2022

Time: 6:30 p.m.

Location: 1005 Intervale Avenue, Bronx, NY 10459 Zoom -

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

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

ALL ARE INVITED TO ATTEND!

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: 21 de julio, 2022

Hora: 6:30 p.m.

Lugar: 1005 Intervale Avenue, Bronx, NY 10459 - Zoom -

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

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

Trustees Present

B. Thompson (remote), J. Lopez-Molina (remote), J. Sowell (remote), S. Beier (remote), S. Sutherland (remote), T. Perez (remote), T. South (remote)

Trustees Absent

K. Shah, R. Granado, S. Jean-Jacques

Guests Present

C. Russell (remote), Dr. Rahesha Amon (remote), M. Dorsey (remote), T. Brown (remote)

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 Jul 21, 2022 at 6:35 PM.

II. Board Governance

A. Approve Minutes

J. Lopez-Molina made a motion to approve the minutes from Pharos Academy Charter School Board Meeting on 06-16-22.

B. Thompson seconded the motion.

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

III. Finance Committee Review

A. Finance Committee Report

Finance Report- All is looking well. No investment report until next month.

4th Sector still wrapping up FY22 and will reconcile all the numbers.

No deficit and a small surplus is anticipated.

Kate from MMB participated in the July Finance Call with a brief summary of audit activities.

Audit currently in progress and work will continue with Scholar, Finance files, HR Files and 401K files.

J. Lopez-Molina made a motion to Approve the June 2022 Financials.

J. Sowell seconded the motion.

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

B. Investment Account Update

No Investment Report this month.

C. Expenses Over 50K, Navigating Forward

IV. COVID-19 Updates

A. COVID-19 Updates

COVID-19 - Nothing significant to report. Testing is still taking place at the school.

Students are still required to wear mask and nothing major to report at this time.

Weekly testing Impact Report was shared with the Board.

V. Culture Committee Report

A. Culture Committee Report

No update at this time.

Response to the Staff gift that was presented was discussed.

Staff appreciated the generosity of the Board and School Leadership.

Committee will consider changing the meeting time and will reach out to Principal Brown for support.

VI. Academic Committee Report

A. Academic Committee Report

Principal Brown shared enrollment summary with the Board.

Grade by grade wait list numbers shared with the greatest numbers in K, 6th, 9th Grades.

Over enrollment considering the natural attrition that takes place within the school year.

Waitlist Data Presented and Discussed:

Grade Level entry testing not permitted - Lottery procedures

K-8 Enrollment seats scarcity mentioned

Sibling enrollment process

2022 Graduation Rate Date presented:

Onetime - 64% June'22 , 19% August'22 - Totaling 83% OnTime Graduation Rate

7% - January'23

10% - June'23

Full Graduation Rate, ELA Testing and Graduation Follow up.

Full picture will be presented in August 2022 as data is being compiled and prepared for presentation.

Aviation Program to be launched in September 2022.

Ground Hours will be made available for Scholars.

Parents will opt into additional flight over the weekend.

After School Program - FY23 (High School Students)

Summer Energy Program (Partnership w/American Association of Blacks In Energy)

First HS Chapter - 6 Week Program learning about Energy and Sustainability - 2 Science Credits can be earned.

Summer Boost Program - Donors will be coming out to school in August 2022

VII. Facilities

A. Facilities Update

Major activities reported related to the Fire Restoration at 1001 INTERVALE AVE.:

1. Final stages in Fire Repair - 95% Complete
2. Phones and internet work should be wrapped up within the next few weeks.
3. Reimbursement insurance funds are in process to support payment for the vendor related expenses related to the fire restoration.

VIII. Executive Session

A. Scholar Matter

B. Board of Trustees Interview

Vote for Board candidate Dr.Rahesha Amon

Unanimous vote of “no” except for Briar and Javier who voted “abstain”

C. Personnel Matter

IX. Closing Items

A. Adjourn Meeting

Entered into Executive Session- 8:00 PM

Exited out of Executive Session- 8:13 PM

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:15 PM.

Respectfully Submitted,

M. Dorsey



Pharos Academy Charter School

Minutes

Pharos Academy Charter School Board Meeting (Zoom)

Date and Time

Thursday August 18, 2022 at 6:30 PM

Location

Pharos Academy Charter School

1001 Intervale Avenue

Bronx, NY 10459

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

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 18, 2022

Time: 6:30 p.m.

Location: 1005 Intervale Avenue, Bronx, NY 10459 Zoom -

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

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

ALL ARE INVITED TO ATTEND!

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: 18 de agosto, 2022

Hora: 6:30 p.m.

Lugar: 1005 Intervale Avenue, Bronx, NY 10459 - Zoom -

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

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

Trustees Present

J. Lopez-Molina (remote), J. Sowell (remote), R. Granado (remote), S. Jean-Jacques (remote), S. Sutherland (remote), T. South (remote)

Trustees Absent

B. Thompson, K. Shah, S. Beier, T. Perez

Guests Present

C. Russell (remote), M. Dorsey (remote), R. Keogh (remote), T. Brown (remote)

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 18, 2022 at 6:34 PM.

II. Board Governance

A. Approve Minutes

J. Lopez-Molina made a motion to approve the minutes from Pharos Academy Charter School Board Meeting on 07-21-22.

J. Sowell seconded the motion.

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

B. 22 - 23 Scholar Family Handbook

Handbook still in progress and will be ready for review in September 2022

Area of Attention:

Best steps are still in decision stages related to Social Media/Cyber Bullying.

DOE - Viewed our handbook during authorization and provided recommendations related to IEP and Suspension Procedures.
Language will be added in the handbook aligning with the recommendations from the DOE.

C. 22 - 23 School Safety Plan

Safety Plan Internal plan and public facing plan discussed.
Safety public facing plan is shared with families and remains available for 30 Days.
There were no questions or inquiries during Zoom sessions provided to discuss Safety Plan.

Safety training is performed by the following:

1. Extension training during Staff Professional Development
2. Monthly Meetings
3. Practice Drills

Safety related to doors and cameras are active and in place to support the safety and security of the Scholars and School Staff Members.

J. Lopez-Molina made a motion to approve the Public Facing Link to the 2022-2023 Safety Plan.

R. Granado seconded the motion.

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

III. Finance Committee Review

A. Finance Committee Report

Robert Keogh joined to support with any finance questions or concerns.

Finance committee met and reviewed the updated projection of the closing finances of the FY 22 School - Fiscal year - July1, 2021- June 30, 2022.

Projected financials closings were discussed in detail.

School has a strong cash position and there is no concern regarding financial health.

There is no concern with the financial procedures and policies that are in place.

Robert Keogh provided an update regarding the key components related to the projected financial closing position.

Three areas of concentration:

1. Reconciliation Billing variances related to student enrollment
2. Allocated grant funds and the timing of funds recognition
3. Facility repairs and insurance reimbursement

Grant budget funds reviewed and discussed to be reallocated to adjust the projected financials for the fiscal school year of 2022.

Formal budget amendment to be submitted to the state. Grant term runs from 2022-to 2023, which will offset the closing financial numbers.

No downside or risks related to the reallocation to offset the closing financials.

Sensitivity analysis, reconciling revenue & enrollment are steps for future financials.

Documentations will be available for the School Board for the next Charter Renewal.

Memorializing this with a complete audit trail of activities will be available for this matter.

R. Granado made a motion to approve the July 2022 Financials as presented in the Board Packet.

J. Lopez-Molina seconded the motion.

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

B. Investment Account Update

C. Expenses Over 50K, Navigating Forward

IV. COVID-19 Updates

A. COVID-19 Updates

Summer program was successful with little to no incidents.

Pharos Academy was recognized as a Stellar Summer School provider.

From Covid to Monkey Pox, the school staff will respond with the precautions in place from existing COVID-19 mandates.

School follows the guidance of the NYS Department of Education. School has learned good practices and will keep using these practices and follow the recommendations of the NYS DOE.

K-2 have been the most impacted by teachers wearing masks due to developmental and learning practices.

Moving Steps Forward:

Survey staff and parents to see where our community is and make the decisions based on that data.

V. Academic Committee Report

A. Academic Committee Report

End of the Year Instructional Report presented and discussed with the Board.

June & August On Time Graduation Rates presented at 80% with a projection of Year 2023 of 89%.

Regents Scores (Humanities)

ELA - 85%

Global - 89%

Regents Scores (Math)

Algebra 1- 51%

Algebra 11-33%

Geometry - 50%

Regents Scores (Science)

Living Environment - 66%

Chemistry- 18%

Physics- 4%

Numbers are lower than City and State.

The plan to increase the Math Scoring rates will be focused on getting Math In-Person classes 100%. Current 9th graders spent 7 & 8 Grade Mathematics during the Pandemic , which may have caused a loss in the fundamental learning.

In-Person, identify lagging skills, doubling up Math & Science academic support and reduce class sizes to lower the student-teacher ratio and offering after school academical support are the steps that will be pursued to increase the scores in Math & Science.

Teacher Shortage / Staffing not a concern at Pharos Academy Charter School.
Currently fully staff, with an additional Mathematics Teacher.

Spanish Teacher additional teacher - vacancy

Physics - number of students testing across the City of NY, only 14,569 students took the Physics exam in 2018-2019. School recognizes that the Chemistry & Physics are two of

the most difficult courses in High School. It is an instructional challenge for the school, but the school will keep the classes and add support classes for Scholars who are lacking proficiency. Courses will be provided to scholars before they reach Chemistry & Physics classes.

Physics curriculum and educator review will be supported to confirm the method of instructional strategies and material presentation to the scholars.

Pharos 3-8 ELA Scores - 53% Proficiency rate is the Highest Rate of the School.
The grade that struggles the most is 3th Grade.

Pharos 3-8 Math Scores - 35% Proficiency rate, which is a little lower than the desired rate.

Board

AfterSchool ,Saturday School, Bridge Classes, Pull Out Groups are among the options that can and will be considered to improve the scoring rates.

Putting all the interventions in one place for the Board to review is a suggested approach for Board review.

VI. Facilities

A. Facilities Update

Facility Update:

Manhole Fire - 1005 Intervale:

No injuries reported

Fire department has not provided the final report.

Fire Restoration completed at 1001 Intervale location.

VII. Executive Session

A. Personnel Matter

Executive Session Start at 8:08 PM

Executive Session End at 8:35 PM

Executive Agenda: Personnel Matter

VIII. 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



Pharos Academy Charter School

Minutes

Pharos Academy Charter School Board Meeting

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>

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!

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>

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

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

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 expected 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 report 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



Pharos Academy Charter School

Minutes

Pharos Academy Charter School Board Meeting

Date and Time

Thursday October 20, 2022 at 6:30 PM

Location

Pharos Academy Charter School
1001 Intervale Avenue
Bronx, NY 10459

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

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 20, 2022

Time: 6:30 p.m.

Location: 1005 Intervale Avenue, Bronx, NY 10459

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

ALL ARE INVITED TO ATTEND!

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: 20 de octubre, 2022

Hora: 6:30 p.m.

Lugar: 1005 Intervale Avenue, Bronx, NY 10459

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

Trustees Present

B. Thompson, J. Lopez-Molina, J. Sowell, K. Shah, R. Granado (remote), S. Beier, S. Sutherland, T. Perez, T. South

Trustees Absent

S. Jean-Jacques

Guests Present

C. Russell, M. Dorsey, T. Brown

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 20, 2022 at 6:39 PM.

II. Public Comments

A. Public Comments

There were no public comments this evening.

III. Board Governance

A. Approve Minutes

J. Lopez-Molina made a motion to approve the minutes from Pharos Academy Charter School Board Meeting on 09-15-22.

J. Sowell seconded the motion.

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

IV. Board Participation Discussion

A.

Board Meeting Resolution (FYI)

The Board reviewed the resolution that was passed in September 2022. Javier asked for us to revisit this during the Summer of 2022.

V. Finance Committee Review

A. Finance Committee Report

All financials were in order for the October 2022 finance report.

K. Shah made a motion to approve the financials from the October 2022 Finance Report; additionally the Board approved the audits as presented in the October 2022 Board packet.

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

B. Investment Account Update

N/A

C. Expenses Over 50K, Navigating Forward

N/A

D. Audits

All three audits were clean/without findings.

VI. COVID-19 Updates

A. COVID-19 Updates

No updates at this time. Tests and precautions are maintained.

VII. Follow Up Items

A. Succession Plan Review

B. NYC DOH Nurse

Discussing the role of the NYC DOH Nurse and the services.

Student/Scholar must be in the Nurses Office to receive services.

C. Staff Benefits

Benefit update of the transition from TriNet to Insperity

Renewals are in October 2022, benefits are evaluated around the Summer Season.

VIII. Culture Committee Report

A. Culture Committee Report

Culture Committee did not meet but during the Academic meeting, Calendar sharing was mentioned to schedule meetings with the Board and Scholars.

IX. Academic Committee Report

A. Academic Committee Report

Travis Brown -3 Part Series- Presentation

Numbers are a byproduct of the things the School does everyday.

Pharos Definitions Described:

1. Teachers: Educate our students (Lighthouses- Shine and emit light)
2. Students: every student is a Lighthouse and has the ability to shine.
3. Gull: Bird growing in the Nest
4. Gully: Is the School Mascot
5. The Nest: The High School is called the Nest to nurture children
6. Rowers: Provides the school with principles of teamwork and performance

KEY DESIGN ELEMENTS:

- 1. Crew Culture**
- 2. Discourse**
3. Deliberately Developmental Organization
4. K-12 Instructional Alignment
5. Inquiry & Curiosity
6. Future of Work

Two design elements discussed during this Board Meeting:

1. Key Components of CREW CULTURE

- Crew Culture - Together Is Better
- Students sit in Quads/Crews

- 4 Different Learning Groups

1. HH: High High
2. MH: Medium High
3. ML: Medium Low
4. LL: Low Low

- Cooperative Learning Structures
- Students deliberately work together to grow.
- Seating matters and the learning structure.
- 11th Grade - students destiny is usually known, 11th Grade they are regrouped.
- Scholars know there Academic Crew. Scholars are encouraged to travel in crews.
- Alumni Crew/Mentorship Program recommended.
- 9-11 graders: Have smaller advisor crew.
- 12th graders use their advisory time doing College Activities and also tech advisory classes, gaining leadership credit.

- School Culture Piece: Crews

1. AfterSchool Crews: Extracurricular After School Crew
2. Lunch Crew: Service Action and Social Crews
3. Academic Crews: The goal is to attach the scholars to something and everyone is attached to something.
4. Staff Crew: Staff members are also a part of a crew

2. Key Components: Discourse

- There are many right answers - Production over Consumption
- Production where the scholars are trained not to be in competition with one another.
- Scholars are encouraged to work together rather than work competitively with one another.
- Production: Fewer problems with tiered questions.
- Writing and technology activities are required to push discourse
- Teachers are trained to have an effective questioning technique. (Back Pocket Questions)
- Travis will get back to the Board with suggestions on how the Board can connect with this process.

X. Facilities

A. Facilities Update

No updates for facilities

XI. 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 7:53 PM.

Respectfully Submitted,
M. Dorsey



Pharos Academy Charter School

Minutes

Pharos Academy Charter School Board Meeting

Date and Time

Thursday November 17, 2022 at 6:30 PM

Location

Pharos Academy Charter School
1001 Intervale Avenue
Bronx, NY 10459

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

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: November 17, 2022

Time: 6:30 p.m.

Location: 1005 Intervale Avenue, Bronx, NY 10459

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

ALL ARE INVITED TO ATTEND!

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: 17 de noviembre, 2022

Hora: 6:30 p.m.

Lugar: 1005 Intervale Avenue, Bronx, NY 10459

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

Trustees Present

B. Thompson (remote), J. Lopez-Molina (remote), S. Beier (remote), S. Jean-Jacques (remote), S. Sutherland (remote), T. South (remote)

Trustees Absent

J. Sowell, K. Shah, R. Granado, T. Perez

Guests Present

C. Russell, M. Dorsey, T. Brown

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 Nov 17, 2022 at 6:41 PM.

II. Board Governance

A. Approve Minutes

J. Lopez-Molina made a motion to approve the minutes from Pharos Academy Charter School Board Meeting on 10-20-22.

S. Jean-Jacques seconded the motion.

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

III. Finance Committee Review

A. Finance Committee Report

Finance Meeting was brief and straight forward.

Financial reconciliation in progress for a future budget amendment.

Shift of investment funds were approved and processed.

Three Audits completed with no findings.

J. Lopez-Molina made a motion to Approve the November 2022 Financials.

S. Jean-Jacques seconded the motion.

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

B. Investment Account Update

C. Expenses Over 50K, Navigating Forward

IV. COVID-19 Updates

A. COVID-19 Updates

No major updates to report. Tomorrow is the last day of the first quarter. No major outbreaks, so no news to report.

RSV is relevant for Children Under 5 and Seniors over 65.

Input taken seriously and the process to submit Covid testing before returning on 11/28/2022, has been established. Tests will be handed out for testing to be completed by all staff members upon return from the upcoming Holiday break.

Board provided recent update regarding the current Covid/RSV status:

1. One test can be provided for Flu, RSV and Covid.
2. District 9, lost 2 4yrs old due to RSV.

V. Academic Committee Report

A. Academic Committee Report

Interim Assessment completed for the 1st Quarter.

Scoring results were shared with the Board.

25% of 9th Graders are from 8th Grade and they did fairly well.

New freshman 9th Graders are struggling to keep up. Many of these students came in with little to no data, no test scores or key data points.

Tier 2 and Tier 3 Intervention will be offered to support scholars and staff.

Teachers who scored 40% or below will be provided additional support.

7th Grade Math teacher scored 36% students passing, we will provide additional support twice a week, instead of once a week with a 6 week window expected time for improvement.

Teachers 41% - 60% will receive additional support as well.

ELA from Grades 4-8, data provided promising numbers.

Board would prefer data with additional details.

3rd Grade ELA have the most growth, attributed to first time taking a standardized test.

High School results will be prepared for discussion at the next Board Meeting.

Board requested detail information regarding the Teachers who will be placed on performance planning assignments.

VI. Facilities

A. Facilities Update

In good standing, no major updates at this time.

VII. Executive Session

A. Personnel Matter

Executive Session Begin: 7:40 PM

Executive Session End : 7:45 PM

VIII. 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 7:45 PM.

Respectfully Submitted,
M. Dorsey



Pharos Academy Charter School

Minutes

Pharos Academy Charter School Board Meeting

Date and Time

Thursday December 15, 2022 at 6:30 PM

Location

Pharos Academy Charter School
1001 Intervale Avenue
Bronx, NY 10459

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

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: December 15, 2022

Time: 6:30 p.m.

Location: 1005 Intervale Avenue, Bronx, NY 10459

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

ALL ARE INVITED TO ATTEND!

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 diciembre, 2022

Hora: 6:30 p.m.

Lugar: 1005 Intervale Avenue, Bronx, NY 10459

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

Trustees Present

B. Thompson (remote), J. Lopez-Molina (remote), J. Sowell (remote), K. Shah (remote), R. Granado (remote), S. Beier (remote), S. Sutherland (remote), T. South (remote)

Trustees Absent

S. Jean-Jacques, T. Perez

Guests Present

C. Russell (remote), M. Dorsey (remote)

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 Dec 15, 2022 at 6:35 PM.

II. PHACS Scholarship Winner Presentation

A. PHACS Scholarship Winner Presentation

Yen Hoang - Studying Pre-Nursing/Nursing; Transition from RPI to StoneyBrook
Loreyne Lambert - Studying Biology City College right now and not sure of where this will continue as she moved forward academically.

Provided a brief updated on their current status.
How the PHACS scholarship has impacted

The scholarship was helpful with the cost of tuition for both alumni scholars.
Both scholars expressed transition challenges and goals to continue moving forward in their academic pathways.

III. Board Governance

A. Approve Minutes

J. Lopez-Molina made a motion to approve the minutes from November 15, 2022 Pharos Academy Charter School Board Meeting on 11-17-22.

B. Thompson seconded the motion.

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

IV. Finance Committee Review

A. Finance Committee Report

Finance call was held on December 13, 2022:

Budget amendment to reflect the changes both in revenue and expenses.

Forecast remains within the net surplus originally stated.

All financials are in good standing and the request for November 2022 financial were requested,

K. Shah made a motion to Approve the November 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

Project - Earner's Academy Overview

Branding, Website & Marketing Plan

Partnership with Earn Your Leisure and Commence Studio to build a digital financial library.

\$59K Expense presented for approval. Budget Line - 7003

No additional bids presented because the vendor has worked with Pharos Academy Charter School in previous years.

.

Board inquired of the strategy and branding of what the Earners Academy about.

Board members not familiar with the Earners Academy/Commence Studio.

Timeline perspective, if we need additional information, is there a risk of not approving it this meeting. There is no risk but quite sure Principal Brown would like to start quickly.

The Board would like a better understanding of Earners Academy. Is the academy an entity or a program? How will this fit into the curriculum of Pharos Academy Charter School.

Deferred to the next meeting to discuss further.

V. COVID-19 Updates

A. COVID-19 Updates

COVID-19 Update :

Thank you to the Board for the support with the Triple Threat information during this season.

For the most part there has been no major incidents. Last month prior to the November 2022

break, Covid tests were given to scholars and staff to use before returning from the break.

The Health Department has presented an advisory regarding the recommendation for masks to be worn again.

Board agrees that masks should be mandated to be worn. Just thinking of ways that masks should be made available to all staff.

Next steps to initiate the mask mandate recommendation:

1. Survey the staff and parents
2. Letter through Parent Square explaining the rationale of the mandate
3. Purchase masks for scholars and staff members

VI. Culture Committee Report

A. Culture Committee Report

Still working on a meeting date and items are still in progress.

If meeting dates are not confirmed, a possible other method of contact and communication will be presented.

By Laws to be updated to possibly including Culture Committee

VII. Academic Committee Report

A.

Academic Committee Report

Aviation Video shared with the Board

Interim Data shared with the Board

The cohorts can be tracked easier in Math versus in Biology.

Percentage impacts could occur due to same instructors or different instructors.

Questions will be presented to Principal Brown at a future meeting.

Revisit the interim data for the January 2023

VIII. Facilities

A. Facilities Update

Facility activities moving forward accordingly. No updates at this time.

IX. Executive Session

A. Personnel Matter

Board Executive Session Start Time: 7:41 PM

Board Executive Session End Time : 9:00 PM

Board Return to Executive Start Time: 9:01 PM

Board Exit Second Executive Time: 9:08 PM

B. Scholar Matter

Board reviewed and discussed scholar matter.

Voting requested and completed during Public Session

J. Lopez-Molina made a motion to Reverse disciplinary action for the Scholar Matter.

B. Thompson seconded the motion.

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

X. Executive Session Actions

A. Personnel Matter

Board discuss progress of Personnel Matter.

B. Scholar Matter

Board reviewed and discussed Scholar Matter, voting will need to take place in during public session.

XI. 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 9:08 PM.

Respectfully Submitted,
M. Dorsey



Pharos Academy Charter School

Minutes

Pharos Academy Charter School Board Meeting

Date and Time

Thursday January 19, 2023 at 6:30 PM

Location

Pharos Academy Charter School
1001 Intervale Avenue
Bronx, NY 10459

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

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: January 19, 2023

Time: 6:30 p.m.

Location: 1005 Intervale Avenue, Bronx, NY 10459

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

ALL ARE INVITED TO ATTEND!

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: 19 de enero, 2023

Hora: 6:30 p.m.

Lugar: 1005 Intervale Avenue, Bronx, NY 10459

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

Trustees Present

J. Lopez-Molina (remote), J. Sowell (remote), S. Beier (remote), S. Jean-Jacques (remote), S. Sutherland (remote), T. Perez (remote)

Trustees Absent

B. Thompson, K. Shah, R. Granado, T. South

Guests Present

C. Russell (remote), M. Dorsey (remote), Nancy Ma (remote), T. Brown (remote)

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 Jan 19, 2023 at 6:34 PM.

II. PHACS Staff Presentation

A. PHACS Staff Presentation

Principal Brown introduces Nancy Ma:

NYU Residency Program wins to Science educators and Nancy Ma is a part of that partnership.

Nancy Ma provided background history of her educational activities.

Applied to NYU Program, Pharos was her top choice. Inspired by her DCI- Erin Kim, which lead her to Pharos Academy Charter School. Erin Kim became an inspiring mentor to Nancy Ma.

Nancy Ma presentation as a Basketball Head Coach, Summer School Teacher, and Chemistry Teacher. Her main focus is to let the scholars know that they can do Science.

III. Board Governance

A. Approve Minutes

J. Lopez-Molina made a motion to approve the minutes from Pharos Academy Charter School Board Meeting on 12-15-22.

S. Jean-Jacques seconded the motion.

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

B. PHACS Bylaws

IV. Finance Committee Review

A. Finance Committee Report

Courtney Russell provided overall review.

Fairly quiet finance committee meeting.

Some of the highlights to discuss are the greater surplus with grant receivable and other items. Several areas are right on track at 50% range with no major red flags to discuss at this time.

Opportunities to discuss in-house financial staffing.

COVID funds discussed in detail. Spending on track with ESSERII and ARP funds.

No concerns and financial numbers are looking strong.

Next's Year budget will be presented to the board in April & May 2023.

B. Investment Account Update

Board approved transfer to solidify general operating contract.

Funds are holding steady and recommendations are coming in for future investments.

C. Expenses Over 50K, Navigating Forward

V. COVID-19 Updates

A. COVID-19 Updates

School returned to Mask mandates after the Winter Break. On the school front it has been uneventful.

VI. Culture Committee Report

A.

Culture Committee Report

No update at this time.

VII. Academic Committee Report

A. Academic Committee Report

Robb Granado visited Pharos Academy Charter School today.

Board members invited to come to the school during today.

8 years, something special has been built, Robb was able to visit the school during a time when the school staff and kids were present.

Possible thought presented that the Board can have or create a "Board Day" , when the Board members can come to the school.

The entire academic approach for reading has shifted. Reading has been noted that there is a science behind it. Just reading more books does not make you a better reader. The NYC Board of Education visited the school last week . 10 Top Literacy Professionals visited the school to review the early literacy program activities at the school. This has occurred through Success For All, who recommended the NYC Board of Education to visit the school. The Science of reading has become a major move and transition of how reading has and will be taught.

The School made the shift 3 years ago, so this an exciting result of the shift as the school will continue to embrace this growing transition.

VIII. Executive Director's Report

A. Executive Director's Report

Month of January 2023 , calm. Interim Assessments coming up in February 2023 for the High School.

Goal is to have 65% proficiency by Interim Assessment 2

The areas that are in need of a significant jump were shared with the Board, via presentation.

February will be good to see where the School is and Interim assessment 2 will be presented in comparison with Interim Assessment 1.

Key Academic Dates:

February will be a heavy data month:

Initial graduation rate will be available.

Semester End Dates: HS. January 27, 2023
Semester End Dates: K-8 Trimester 2- March 10, 2023
Student K-8 Conferences - March 16-17, 2023
State Tests: (3-8) ELA April 19-21, 2023; May 2-4, 2023

Principal Brown provided details around the Commence Studio/EYL Partnership:

EARNER'S ACADEMY

1. Partnership between Earn Your Leisure, Commence Studio and Pharos Academy
2. Goal is to build a hyper-relevant digital financial literacy course for Pharos Academy
3. At project completion there will be 5 digital financial literacy courses students can choose from:
 - a. Assess over Liabilities (General Course)
 - b. I want all the Credit (Credit & Credit Cards)
 - c. Taking Stock (Stock Market)
 - d. Strategic Entrepreneurship (Building Businesses)
 - e. Playing Monopoly (Real Estate)
 - f. Protecting Your Future (Estate Planning, Trust , Life Insurance)

Pharos Academy currently are learning CPR/AED, Drive, Cook, and Financial Literacy will be added to the curriculum. Swimming classes will be offered in June 2023 for scholars.

College credits will be available within this program.

Teachers will be learning along with students.
Course Senior Seminar & Digital Courses will be made available.

Board recommended participation of parents if possible.

IX. Facilities

A. Facilities Update

All things are holding steady.

X. Executive Session

A.

Personnel Matter

Board Entered Into Executive Session: 7:43 PM

Courtney Russell & Travis Brown invited into Executive Session

Board Exited Out of Executive Session: 8:46 PM

XI. 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 8:46 PM.

Respectfully Submitted,
M. Dorsey



Pharos Academy Charter School

Minutes

Pharos Academy Charter School Board Meeting (Zoom)

Date and Time

Thursday February 16, 2023 at 6:30 PM

Location

Pharos Academy Charter School

1001 Intervale Avenue

Bronx, NY 10459

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

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: February 16, 2023

Time: 6:30 p.m.

Location: 1005 Intervale Avenue, Bronx, NY 10459

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

ALL ARE INVITED TO ATTEND!

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: 16 de febrero, 2023

Hora: 6:30 p.m.

Lugar: 1005 Intervale Avenue, Bronx, NY 10459

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

Trustees Present

J. Lopez-Molina (remote), J. Sowell (remote), K. Shah (remote), R. Granado (remote), S. Beier (remote), S. Jean-Jacques (remote), S. Sutherland (remote), T. Perez (remote), T. South (remote)

Trustees Absent

B. Thompson

Guests Present

Arabia Williams (remote), C. Russell (remote), M. Dorsey (remote), T. Brown (remote)

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 Feb 16, 2023 at 6:34 PM.

II. Public Comments

A. Public Comments

No public comments

III. PHACS Staff Presentation

A. PHACS Staff Presentation

Kindergarten Teacher : Arabia Williams

Provided presentation to the Board of her history and current role as a Kindergarten Teacher at Pharos Academy Charter School.

IV. Board Governance

A. Approve Minutes

J. Lopez-Molina made a motion to approve the minutes from Pharos Academy Charter School Board Meeting on 01-19-23.

J. Sowell seconded the motion.

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

B. PHACS Bylaws

The ED was not added with the potential integration of the Culture Committee.

It would be best to discuss these two items,

Executive Director hiring contract notes on how the ED should be evaluated. Legal team advised that this be added to the by laws and not the job description. This is a written document which the Board has contributed to.

Culture Committee is technically not in the by laws but this committee should be added to the by laws.

These items will be in the sent to the Board for review.

C. Discipline Process

Amendments discussed related to the Discipline Process:

Lesser Grievances

Appeals for Expulsions & Suspensions

Short Term defined as 1-5 Days

Long Term defined as Longer than 5 Days

Suspension items/topics discussed and amended within the documentation presented during the Board Meeting.

In-School Suspensions explained and discussed with the Board of the procedures.

Goal for this topic was to codify the idea of resources to provide a parent the option to appeal.

To be continued and discussed at the next Board Meeting

D. PHACS 2023 Scholarship

Scholarship Program has been operating for 2 Years

Committee members requested to serve on the Scholarship Committee.

Committee Volunteers for the Scholarship:

1. Tahina Perez
2. Sharon Beier
3. Tamara South
4. Jarrod Sowell
5. Stacey Sutherland

V. Finance Committee Review

A. Finance Committee Report

Finance Committee met on Tuesday

No notable changes. Tax returns were reviewed as a committee and attached for the Board to review.

Vote on the Financial Marketing Proposal - Additional information was presented by Principal Brown at the January 2023 Board Meeting. The Earners Academy

Four Items of discussion:

1. Financials
2. Earners Academy
3. 990
4. FY24 Budget Process - Timeline Presented

PHACS FY24 Financial Action Plan presented and discussed with the Board.

Draft of the Budget to be presented to the Board by April 2023 and to have the budget finalized in the month of May 2023.

990 - Tax Draft Filing

p.7 Change Travis Brown to officer
Review LHA to independent changes

Auditors recommended that the Board approve the following 990 documents;

2021 BLCS Property Holding Company Inc 990
2021 Pharos Academy Charter School 990
2021 Bronx Support Corporation 990

School feels comfortable with moving forward with the drafted documents and request the Board to vote subject to the changes presented today.

K. Shah made a motion to The Earners Academy.

J. Lopez-Molina seconded the motion.

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

K. Shah made a motion to approve the January 2023 Financials.

J. Lopez-Molina seconded the motion.

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

B. Investment Account Update

C. Expenses Over 50K, Navigating Forward

D. Tax Draft Filings

990 - Tax Draft Filing

p.7 Change Travis Brown to officer

Review LHA to independent changes

Auditors recommended that the Board approve the following 990 documents;

2021 BLCS Property Holding Company Inc 990

2021 Pharos Academy Charter School 990

2021 Bronx Support Corporation 990

School feels comfortable with moving forward with the drafted documents and request the Board to vote subject to the changes presented today.

J. Lopez-Molina made a motion to conditionally approve the (3) 990 documents with the adjustments mentioned during the meeting.

K. Shah seconded the motion.

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

VI. COVID-19 Updates

A. COVID-19 Updates

School has been operating pretty fine. 5 Cases of COVID and the uptake may be due to the upcoming break.

Lice outbreak K-2, approx. 12 cases. All was resolved and set up for treatment.

Testing supplies will be distributed prior to the Mid-Winter Recess in preparation for the return after the Mid-Winter Recess Break.

VII. Academic Committee Report

A. Academic Committee Report

Interim Data (All Cycles) 2022-2023 report was shared and discussed with the Board.
3-8 ELA and 9-12 ELA Scores were shared and discussed in detail with the Board
ELA & Math scores are trending higher.
Positive results in Regents with still more work and progress to be made.
Areas of decline discussed with the Board related to Instructional staffing and development.

Principal requested to provide previous year data for comparison and review for the Board.

PTA Inquiry:

Former PTA members to have an election to create a new PTA President and Council.
PTA is established typically from parents with the school providing the space to hold meetings.

Ms Harper has been the last acting PTA President. The Principal/School may need to get involved and hold an election.

Honor Roll appreciation program inquiry presented.

VIII. Facilities

A. Facilities Update

Facility Updates presented related to :

Vape Detector - Zeptive: Process, Sales and Installation was successful and smooth. 13 units installed and active.

Parents have responded positively. The vaping device has been successful in preventing the vaping activity. Vaping is frequent in the HS Grades (10-12)

Vaping, Liquid Marijuana, Gummies - Principal recommended that Health Education to be extended to lower grades.

Security System- Versig Evaluation, Products and Repairs were discussed with Board.

IX. Executive Session

A. Personnel Matter

Board Entered Into Executive Session at 8:09 PM

Board Exited out of Executive Session at 9:19 PM

Invited to Executive Session:

Susan Briggs

Maria Dorsey

Travis Brown

Courtney Russell

Personnel Matter discussed

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 9:19 PM.

Respectfully Submitted,

M. Dorsey



Pharos Academy Charter School

Minutes

Pharos Academy Charter School Board Meeting

Date and Time

Thursday March 16, 2023 at 6:30 PM

Location

Pharos Academy Charter School
1001 Intervale Avenue
Bronx, NY 10459

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

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: March 16, 2023

Time: 6:30 p.m.

Location: 1005 Intervale Avenue, Bronx, NY 10459

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

ALL ARE INVITED TO ATTEND!

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: 16 de marzo, 2023

Hora: 6:30 p.m.

Lugar: 1005 Intervale Avenue, Bronx, NY 10459

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

Trustees Present

B. Thompson (remote), J. Lopez-Molina (remote), K. Shah (remote), R. Granado (remote), S. Sutherland (remote), T. Perez (remote), T. South (remote)

Trustees Absent

J. Sowell, S. Beier, S. Jean-Jacques

Guests Present

C. Russell (remote), Jami Tuttle (remote), M. Dorsey (remote), T. Brown (remote)

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 Mar 16, 2023 at 6:34 PM.

II. Public Comments

A. Public Comments

No public comments

III. PHACS Staff Presentation

A. PHACS Staff Presentation

Jami Tuttle - NYU Program Residency - July 2021

Science High School Teacher: PLTW Science Chemistry, Physical Science and AP Biology.

Presentation introducing herself and her timeline history including educational and career accomplishments.

Pharos was her choice because the STEM was aligned with what she wanted to do.

Encouraged with the 1st Year teaching with a mentor - Ms. Danielle Taylor

Presented the high points and challenges experienced in teaching.

Appreciates the support in the Science Department.

School Culture, Co-Workers, Sports are some of the motivating highlights at Pharos Academy Charter School.

Ask: Resources to provide to the Seniors - Science Presenters, if the Board knows of any professionals in the field of Science that can come and present to the Pharos Academy scholars.

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 02-16-23.

R. Granado seconded the motion.

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

B. PHACS Bylaws

PHACS By Laws

Section 10 ED Evaluation given to the Board as an attachment.

Section related to the Culture Committee was not added into the ByLaws.

Option presented to define the roles and responsibility within the By Laws or continue to leave things as is.

No time pressure on the Culture Committee being added into the ByLaws.

Culture Committee would like to get up and running and find a cadence for them to operate within. If this is not an urgent request, the Culture Committee would like to continue to work as is. Culture Committee - Tabled until the next meeting.

J. Lopez-Molina made a motion to Approve the New ByLaws with the ED Evaluation added.

T. Perez seconded the motion.

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

C. Discipline Process

Principal Brown presented- NYC DOE has a new discipline process in place.

Questions that has been presented to the Board:

Would it make sense to fully adopt what the NYC DOE has presented?

Are there particular incidents or offenses that students commit that will merit a removal from the school ?

Task that has been presented to the Board:

1. The Board be given time to review the NYC DOE Discipline Policy, which is the most comprehensive and robust policy that is currently active.
2. For the Board to list any offenses that should be deemed as reason for removal from the School.

There are other policies that are available for the Board to review besides the NYC DOE. Some schools have taken on their own codes, possibly derived from the NYC DOE Policy.

This does not need to be voted on but the link can be shared with the Board to review the discipline policy for discussion at the next Board Meeting.

D. PHACS 2023 Scholarship Update

Scholarship documents have been finalized and launched . Scholars have been made aware of the application window for completion and submission.

No applications are in as of today, March 16, 2023.

April 7, 2023 - Current Scholarship Due Date.

Courtney Russell will be working with the High School Counselors to support and promote application completions and submissions.

V. Finance Committee Review

A. Finance Committee Report

Financials were discussed this week at the Financial Committee meeting. There are no major concerns at this time. Enrollment numbers reviewed are slightly lower than forecasting which has caused a difference in revenue projections. School is on track to end the school year with a balanced budget.

Finance Committee exceptions for the next months:

Finance activities are on track to have draft budget to the Board in April 2023 and Final Budget in May 2023.

K. Shah made a motion to Approve the February 2023 Financials.

J. Lopez-Molina seconded the motion.

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

B. Investment Account Update

C. Expenses Over 50K, Navigating Forward

D. FY24 Budget Update

VI. COVID-19 Updates

A. COVID-19 Updates

Principal Brown provided update regarding most recent COVID 19 updates:

Nothing major to report in terms of Covid-19. Things have been moving smoothly with no major outbreaks related to Covid-19. Lice cases have declined since last discussed.

VII. Culture Committee Report

A. Culture Committee Report

Culture Committee was able to meet and discussed the need to speak with Courtney in reference to what can be done for Teacher Appreciation in May 2023.

PTA Plans and Activities:

1. PTA elections to be held before the April Spring Break
2. Invite the PTA members to the May 2023 Board Meeting.
3. K-6, 7-12 or K-8, 9-12 break down discussed for PTA representation.

The PTA has been a vital resource to the Board & School, and their feedback is very important to the school for a complete insight they can present to the Board and School as it relates to parents, scholars, and community needs and observations.

Principal Brown shared additional Culture piece with the Board:

School is currently in the season for School Survey submissions.

Each year the NYC DOE presents a survey for parents, students (6-12), and teachers to complete between the period of Feb 1, 2023 to March 31, 2023.

This will present good data from various aspects.

VIII. Academic Committee Report

A. Academic Committee Report

March is a slow month, State Test Season. The longest month with no breaks and the last push for the 3-8 Testing. Preparing all students for state assessment is the major focus at this time.

High School - 11th Graders will be sitting for the SAT, just a number of tests coming up soon and the school is preparing for all testing activity.

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 7:31 PM.

Respectfully Submitted,
M. Dorsey



Pharos Academy Charter School

Minutes

Pharos Academy Charter School Board Meeting

Date and Time

Thursday April 20, 2023 at 6:30 PM

Location

Pharos Academy Charter School
1001 Intervale Avenue
Bronx, NY 10459

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

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 20, 2023

Time: 6:30 p.m.

Location: 1005 Intervale Avenue, Bronx, NY 10459

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

ALL ARE INVITED TO ATTEND!

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: 20 abril, 2023

Hora: 6:30 p.m.

Lugar: 1005 Intervale Avenue, Bronx, NY 10459

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

Trustees Present

B. Thompson (remote), J. Lopez-Molina (remote), J. Sowell (remote), K. Shah (remote), R. Granado (remote), S. Beier (remote), S. Sutherland (remote), T. Perez (remote), T. South (remote)

Trustees Absent

S. Jean-Jacques

Guests Present

C. Russell (remote), Kimberly Harper (remote), M. Dorsey (remote), Sydney McFadden (remote), T. Brown (remote)

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 20, 2023 at 6:33 PM.

II. PHACS Staff Presentation

A. PHACS Staff Presentation

Introduction of Sydney McFadden

4th Grade ELA Teacher- 1st Year at Pharos Academy

Shared background, Education and Teaching Experience

Biggest TakeAways (Instructional Practices) Supported with DCI - Ms. Pierce

1. Pre-Planning from the Students Perspective
2. Collaborative Planning
3. Guided Model

A reader lives a thousand lives before they die - Anon

Shared favorite quote, which provides encouragement in her role as an ELA Teacher at Pharos Academy Charter School.

III. Board Governance

A. Approve Minutes

J. Lopez-Molina made a motion to approve the minutes from Pharos Academy Charter School Board Meeting on 03-16-23.

R. Granado seconded the motion.

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

Board on Track updates to be completed to confirm all Board Members have access to review Board meeting minutes.

B. PHACS Bylaws

Culture Committee to be added to the By Laws. Text will be created for this task and the Board will then vote on this after the text creation.

C. Discipline Process

Javier Molina - Shared activities related to Discipline Policy

DOE Discipline Code in comparison to the Codes the School would like to review and add or remove to create the Discipline Policy that is best for Pharos Academy Charter School .

Board Member thoughts:

1. Restorative Justice approach
2. Different levels before reaching suspension
3. Welcome Back Circle
4. Superintendent suspensions - NA for Pharos Academy Charter School
5. Multiple school transfers - NA for Pharos Academy Charter School
5. Appeal process should be a little different for Pharos Academy Charter School

2nd Opportunity School concept explained by Principal Brown.

DOE provides a 2nd opportunity for scholars to be moved around to another school for 1 Year.

"BreadCrumbs Theory" discussed briefly by Principal Travis Brown

DOE has a safety net - DOE is designed to service all students. For Pharos Academy Charter School will to find out the appetite for the Board as what is out of bounds and the perimeters related to school expulsions.

Suggestion to have a Smaller working group to support the goal to wrap this up by the next Board Meeting.

Suggested approach to complete the Discipline Policy creation: Whole Sale DOE Discipline Policy and remove what is not needed for Pharos Academy Charter School and flush out what is not needed for the Appeal process.

Expulsion/Appeals process discussed briefly as it related to the discipline Policy creation and the committee to oversee the process.

- Appeal Process as it relates to the Culture Committees role.
- Should the Culture Committee become a full Committee.

The Culture Committee should have a Formal Role. The Culture Committee would be the first to review the appeal process and discipline codes as a check and balance.

Right now any appeal is directed to the Board Chair. At the school leave the decision is made, if there is a disagreement the appeal is directed to the Board.

SubGroup-Committee Volunteers

1. Tahina Perez
2. Javier Lopez-Molina
3. Sharon Beier
4. Briar Thompson

Schedule a meeting to review and create live edits to come back to the Board

A student from Pharos Charter School would not have the option to go to a DOE School. It would be a local school as we can not determine what DOE school they would attend.

D.

PHACS 2023 Scholarship Update

Scholarship Update:

11 Applications received and the link has been sent with all the responses to the Board Members who volunteered to review.

The ask is of the volunteers to read the essays and present the top 5 selections.

The 5 final selected Scholars will be invited to the next Board Meeting for Scholarship Presentations for the final selections to be made.

E. 23 -24 Lottery Update

Scholar Enrollment Role filled and a dedicated person to enrolling scholars and maintaining scholars.

Overall in a great place for enrollment activities.

52 accepted seats received. Enrollment appointments will begin on Monday 4/24/2023.

118 Available Seats (Kindergarten & Ninth Grade)

Approval confirmed for enrollment from 678 students to 745 student enrollment

72 Hours time frame provided for enrollment acceptances to be confirmed.

IV. Finance Committee Review

A. Finance Committee Report

Finance Committee meeting

Reallocations and budget amendments discussed.

FY24 Budget preparation discussed to present to the Board.

990 finalizations and upcoming audits discussed.

K. Shah made a motion to Approve the March 2023 Financials.

R. Granado seconded the motion.

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

B. Investment Account Update

C. Expenses Over 50K, Navigating Forward

D. FY24 Budget Update

V. COVID-19 Updates

A. COVID-19 Updates

Nothing to report for Covid. Lice Treatment is still current and moving forward for Kindergarten and First Grade Scholars.

VI. Culture Committee Report

A. Culture Committee Report

Principal Travis Brown - Culture Committee did not meet

Parent Association - Welcome back for Kimberly Harper, former Parent Association.

Very excited with Pharos Academy Charter School. The community has grown and scholars have transitioned from the Elementary/Middle School to the High School.

Looking forward to working with the School and Parents for the upcoming school events.

VII. Academic Committee Report

A. Academic Committee Report

Testing season is underway with the City

Spring Break - College Tour update - University of Buffalo

Graduation Data:

COHORT 2019 - Freshman

Number 60

On Track 45 (June) 75%

On Track 10 (August) 91.60%

Not graduating - 5 Scholars

Graduation Rate above 90% - Industry Marker for doing well as a School

College Commitment Day - May 1, 2023

College Commitment will be shared within the month of May 2023.

VIII. Facilities

A. Facilities Update

No major updates to report at this time.

Anticipation of 30% insurance increase due to fire damages & losses at 1001 & 1005

Fire 500K damages for 1001 and 150K damages 1005.

Working with Broker & Financial Advisors related to additional insurance opportunities.

1001 Litigations related to the Fire are ongoing related to the cause.

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 7:58 PM.

Respectfully Submitted,

M. Dorsey



Pharos Academy Charter School

Minutes

Pharos Academy Charter School Board Meeting (Zoom Only)

Date and Time

Thursday May 18, 2023 at 6:30 PM

Location

Pharos Academy Charter School

1001 Intervale Avenue

Bronx, NY 10459

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

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 20, 2023

Time: 6:30 p.m.

Location: 1005 Intervale Avenue, Bronx, NY 10459

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

ALL ARE INVITED TO ATTEND!

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: 20 abril, 2023

Hora: 6:30 p.m.

Lugar: 1005 Intervale Avenue, Bronx, NY 10459

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

Trustees Present

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

Trustees Absent

T. South

Guests Present

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

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 18, 2023 at 6:35 PM.

II. Public Comments

A. Public Comments

Recommendation for PTA representation during the public comments.

III. Board Governance

A. July 2023 - June 2024 Board Meeting Calendar

Calendar presented for Board review. Every 3rd Thursday of the month, the Board Meeting has been scheduled.

Month by Month the State has been continuing to allow remote meetings. This may change in the future due to the change in the status of the Pandemic.

J. Lopez-Molina made a motion to approve the July 2023 - June 2024 Board Meeting Calendar.

B. Thompson seconded the motion.

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

Additional Items Discussed:

Board recruitment to be discussed to bring in new board members.

Board membership renewals are arriving soon.

Board meeting policy - Video Conference Resolution

Board recommended working with Scholars with Presentations

B. Approve Minutes

J. Lopez-Molina made a motion to approve the minutes from Pharos Academy Charter School Board Meeting on 04-20-23.

K. Shah seconded the motion.

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

C. PHACS Bylaws

To be discussed after the Board has participated in a pole to schedule a time that is convenient for all to participate.

D. Discipline Process

Work in progress, no comments at this time. Additional meetings are scheduled.

E. PHACS 2023 Scholarship Presentations

Funds are available for funding for all Scholars if that is the decision of the Board.

Communication with previous scholarship awardees has been inconsistent, which has provided available funds.

Some scholars are attending with full scholarships, so they may not need the funds.

What does a person with the full ride do with the scholarship funds.

The Board may need to review the following:

1. Scholarship eligibility

2. How the funds are being used.
3. What does the board want the funds to be used for
4. Scholar enrollment status
5. Mentorship Programs

J. Lopez-Molina made a motion to All finalist will be awarded scholarships with the STEM award recipient being Isabela.

S. Beier seconded the motion.

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

J. Lopez-Molina made a motion to Robert will delegate the recipient of the Granado Scholarship Award and will disclose this information to Courtney Russell at a later date.

B. Thompson seconded the motion.

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

F. 23 -24 Registration/Enrollment Update

IV. Finance Committee Review

A. Finance Committee Report

Financials discussed with time spent discussing the budget.

Powerpoint document presented to the Board for review of the FY2024 Budget, Contingency Plan , Enrollment planning, Personnel Budget, Salary Analysis and Revenue Driver

Overall looking to add a few new staff and salary increase projected for the FY2024 School Year.

B. Investment Account Update

C. Expenses Over 50K, Navigating Forward

CDW-Government / HP Chromebook Replacement , fully grant funded.

K. Shah made a motion to Approve the HP Chromebook contingent on receiving the grant.

B. Thompson seconded the motion.

Based on bylaws are not in conflict with procurement of product.

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

D. FY24 Budget Update

K. Shah made a motion to Approve the FY2024 Budget.

J. Sowell seconded the motion.

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

E. FY24 Budget Vote

V. Academic Committee Report

A. Academic Committee Report

High School Graduation Date. 6/28/2023 , Wednesday at 6:00 PM

HS Graduation Rate will be above the 90% rate.

NY State Testing was finished in April and May (English in April

Final testing will be in June 2023

HS Scholars will take the regents exams in June 2023

Results for NY State Testing will be available in August 2023.

VI. Facilities

A. Facilities Update

Preparing for Summer deep cleaning and nothing major to report at this time.

Broker still working on Insurance pricing and information will be provided at a later date.

VII. 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 8:54 PM.

Respectfully Submitted,
M. Dorsey



Pharos Academy Charter School

Minutes

Pharos Academy Charter School Board Meeting (Zoom Only)

Date and Time

Thursday June 15, 2023 at 6:30 PM

Location

Pharos Academy Charter School

1001 Intervale Avenue

Bronx, NY 10459

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

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: June 15, 2023

Time: 6:30 p.m.

Location: 1005 Intervale Avenue, Bronx, NY 10459

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

ALL ARE INVITED TO ATTEND!

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 junio, 2023

Hora: 6:30 p.m.

Lugar: 1005 Intervale Avenue, Bronx, NY 10459

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

Trustees Present

B. Thompson (remote), J. Lopez-Molina (remote), J. Sowell (remote), K. Shah (remote), S. Beier (remote), S. Sutherland (remote), T. South (remote)

Trustees Absent

R. Granado, S. Jean-Jacques, T. Perez

Guests Present

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

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 Jun 15, 2023 at 6:37 PM.

II. Board Governance

A. Approve Minutes

J. Lopez-Molina made a motion to approve the minutes from Pharos Academy Charter School Board Meeting (Zoom Only) on 05-18-23.

J. Sowell seconded the motion.

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

B. July 2023 - June 2024 Board Meeting Calendar

New dates are available in Google Calendar and Board on Track.

3rd Thursday of Every Month, will remain in place.

C. Annual Meeting

Discussion related to renewal status for - Class A & Board Chair:

1. Javier Lopez-Molina
2. Briar Thompson
3. Keyur Shah
4. Stacy Sutherland
5. Tamara South
6. Jarrod Sowell

J. Lopez-Molina made a motion to Approve for 2 Year Renewal for Class A.

J. Sowell seconded the motion.

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

J. Lopez-Molina made a motion to Renew all Officer positions for those who already in position.

J. Sowell seconded the motion.

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

J. Lopez-Molina made a motion to Approve another year for the already existing Executive, Finance, Education & Accountability.

B. Thompson seconded the motion.

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

J. Lopez-Molina made a motion to Approve for renewal of the existing Bronx Support Corp.

K. Shah seconded the motion.

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

D. PHACS Bylaws

No current meeting or activity to report for this meeting.

Item to removed from future agenda.

E. Discipline Process

Brief Progress Report:

Working group using the Dept. of Education Discipline Code as a base. Tasking ourselves with Level 3-5, serious things that students can do, and see where Pharos is philosophically. Looking through the discipline code line by line to see where we agree with and question our philosophy against the DOE discipline activity

Goal is to keep scholars in school, if at all possible

Expulsion and Long Term Suspension discussed in detail.

These items would warrant an Expulsion:

1. Possession of Weapons (Knives, Guns, etc)
2. Physically causing harm or substantial risk for severe injury
3. Giving or selling drugs, controlled substances
4. Inciting a riot

Special Needs Scholar: If the incident is in manifest of the disability for special needs scholars

1. Physically causing harm or substantial risk for severe injury (K-6 & Teachers)
2. Giving or selling drugs, controlled substance
3. Cyber bullying
4. Original behavior that persisted to service the point of escalation.

School Hearing procedures reviewed with the Board.

1. Resource for representation
2. Resource for available support
3. Case that leads to a School Hearing

School transfers- DOE can do, Charter can not do, so transfers for us mean expulsion

Recommendations to establish a partnership with:

1. Professional help and support
2. Behavior Scientist
3. Community Service

Open item - Who will handle appeals.

Sample of case where a person brings a gun, will merit expulsion. If there is mental health concerns with the scholar, the committee would like to be able to provide support for that scholar.

Advocates for Children, as a resource, was shared with the Board.

All are welcome to attend the next meeting.

F. ED/Principal Evaluation

Principal evaluation to me done every year.
This is just a note that this process will be started and in place.

G. 2023 - 2024 Calendar

Calendar 2023-2024 shared with Board

Goal:

Holidays and Breaks to match and be in alignment with the Department of Education.

Yom Kippur added to the calendar

Winter, MidWinter and Spring Break aligned with DOE

Good Friday added to the calendar

No voting at this time needed by the Board, but will circle back around in July.

H. 23 - 23 Personnel Handbook

Handbook Review - Few Changes highlighted

Military Leave Language

Exempt Employees - Safe Harbor

Calendar Year changes

PTO Updates - Vacation & Sick Days

Facility Staff - Vacation Days increased

Business Days & Critical Days updated

Board to approve tonight in preparation for July 1, 2023

J. Lopez-Molina made a motion to approve the 2023-2024 Personnel Handbook.

J. Sowell seconded the motion.

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

I. 23 -24 Registration/Enrollment Update

Weekly enrollment tracker shared with the Board.

Scholar enrollment staff member is in place to support this data and enrollment activity.

June 30, 2023 - Goal to be fully enrollment

In good position 87 seats filled with 39 remaining.

No problems foreseen and overall Pharos is on target and in a much better position than in the past years.

J. Post-Graduation Survey Follow Up

Three responses for the survey, to be discussed in the upcoming Board meetings,

III. Finance Committee Review

A. Finance Committee Report

Financial meeting was held with highlights:

On target with all financials

K. Shah made a motion to Approve the financials for the month of May 2023.

J. Lopez-Molina seconded the motion.

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

B. Investment Account Update

IV. COVID-19 Updates

A. COVID-19 Updates

No Covid updates to report

V. Academic Committee Report

A. Academic Committee Report

Data - Calendar shared with Board:

June Graduation data.

July - Regents Data (High School)

August - Math & ELA test scores (Grades 3-8)

1. Graduation Data - Rate 92%

Cohort - 2019 (Freshmen in 2019) 59 Registered in 2019

June & August 2023 Graduates are considered on time.

5 Students - 3 will graduate in January 2024 / 2 will graduate in June 2024

2. College Selections for 2023 Class (May)

38 Scholars - 4 Year College

7 Scholars - 2 Year College

2 Scholars - Trade Schools

Last Year Graduation Rate was 75%

VI. Executive Director's Report

A. Executive Director's Report

Board Member visits - Stacy Sutherland came to the school.

Stacy Sutherland thanks for the hosting with a colleague

VII. Closing Items

A. Adjourn Meeting

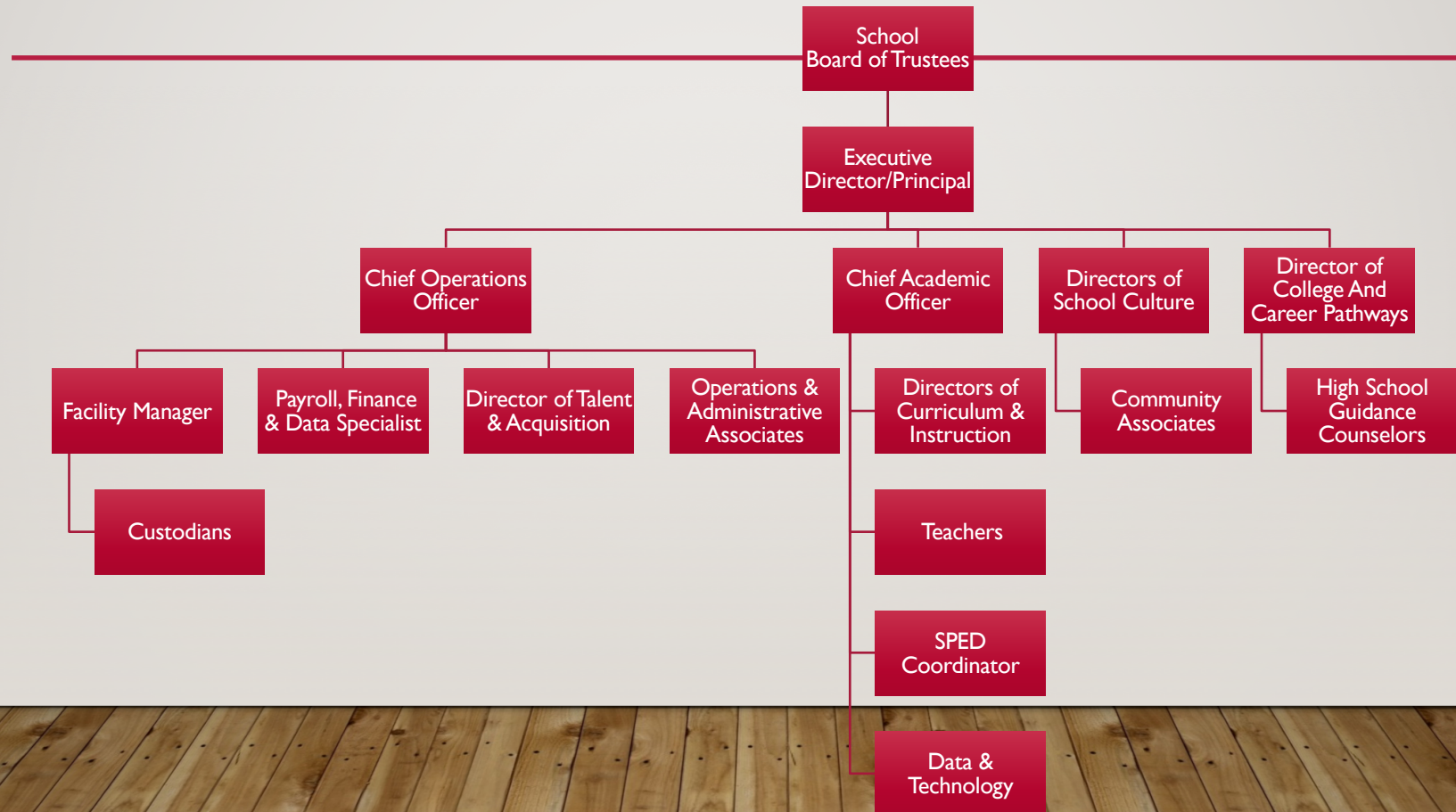
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:44 PM.

Respectfully Submitted,
J. Lopez-Molina



PHAROS ACADEMY CHARTER SCHOOL

2022-2023



SCHOOL CALENDAR (GENERAL)

2023-2024

September 2023

Tuesday, September 5 First Day of Classes (K-12)

October 2023

Monday, October 9 Indigenous Peoples' Day (School Closed)

November 2023

Tuesday, November 7 Election Day (No Students/Teacher Training)
Monday, November 20 Scholar-Led Conferences (By Appointment/ No
Tuesday, November 21 Students)
 Scholar-Led Conferences (By Appointment/ No
 Students)
November 22 -24 (Wednesday – Thanksgiving Recess (School Closed)
Friday)

December 2023

December 25 – January 1 (Monday to Winter Recess (School Closed)
Monday)

January 2024

Monday, January 15 Rev. Dr. Martin Luther King Jr. Day, (School
Closed)
Monday, January 29 Professional Development Day (No Students/
Teacher Training)

February 2024

February 19 – 23 (Monday to Friday) Mid-Winter Recess (School Closed)

March 2024

March 14 -15 (Thursday- Friday) Scholar-Led Conferences (By Appointment/ No
Friday, March 29 students)
 Good Friday (School Closed)

April 2024

Wednesday, April 10 Eid al-Fitr (School Closed)
April 22 – April 26 (Monday – Friday) Spring Break (School Closed)

May 2024

Monday, May 27 Memorial Day (School Closed)



June 2024

Thursday, June 6	Professional Development Day (No Students/ Teacher Training)
Friday, June 7	Clerical Day (No Students/ Teacher Training)
June 17-18, 20-21	Early Dismissal (12:30 Dismissal)
Wednesday, June 19	Juneteenth (No School)
June 24 -25 (Monday – Tuesday)	Scholar-Led Conferences (By Appointment/ No Students)
Wednesday, June 26	Last Day of School





144 21st Street
Brooklyn, NY 11232
O: 718-369-3434

HIGH RISE
FIRE AND SECURITY
SCUTUM GROUP

1200 N Federal Hwy, Suite 200
Boca Raton, FL 33432
O: 561-569-2100

REPORT OF TEST AND INSPECTION #563121

CLIENT - SUBSCRIBER		SERVICED						
Bronx Lighthouse Charter School 1001 Intervale Avenue Bronx, NY 10459		1005 Intervale Avenue Bronx, NY 10459						
SERVICE REQUEST								
CALL AUTHORIZED BY Priscila Prado (Facilities Manager)		CONTRACT # SC1942		FEE SERVICE # BRO014		PO #		
PHONE (716) 222-0513		FAX (646) 915-0037		DATE Friday 4/14/2023		TIME SCHEDULED 8:00:00		
						TECHNICIAN(S) ASSIGNED MST,AS		
MATERIAL RECORD								
QUANTITY		DESCRIPTION						
SERVICE RECORD								
TYPE OF SERVICE	TECHNICIAN(S)	S98/S78 CERT. #	DEPART	TIME IN	TIME OUT	RETURNED	TOTAL	SIGNED
Test & Inspect	Maya Stewart	88424247	7:30 AM	8:00 AM	12:00 PM	12:30 PM	5	
	Aaron Simpson		7:30 AM	8:00 AM	12:00 PM	12:30 PM	5	
Edwards I/O-500								
AUTHORIZATION FOR FIRE ALARM INTERRUPTION AND OTHER LEGAL NOTICES								
The client has been advised by High Rise Fire Protection Corp. representatives that it may be necessary to interrupt the fire protection services by disconnecting the system and/or a component in the performance of their assigned work. The client hereby assumes the responsibility for the notification of the authorities at the times the interruption is initiated and will take all of the precautions deemed necessary during this period of interruption and hold harmless High Rise Fire Protection Corp. and its employees regarding interruption of the protection service during their service of the equipment. In the event the client requests a silent test to be conducted, this will require disabling the audio/visual notification appliance devices as well as any output functions. Therefore High Rise Fire Protection cannot be held responsible or liable for the proper operation of these functions. LIMITATION OF LIABILITY: The client agrees that should there arise any liability relating directly or indirectly to services performed by HIGH RISE as a result of HIGH RISE's negligent performance to any degree, failure to perform any of HIGH RISE's obligations, equipment failure or strict products liability, that HIGH RISE's liability shall be limited to the sum of \$250.00 or 5% of the total of all charges to be paid under this contract, whichever is greater. If the client wishes to increase HIGH RISE's maximum amount of HIGH RISE's limitation of liability, the client may, as a matter of right, at any time, by entering into a supplemental contract, obtain a higher limit by paying an annual payment consonant with HIGH RISE's increased liability. This shall not be construed as insurance coverage.								
CLIENT SIGNATURE 			CLIENT NAME (PRINT) PP					
DESCRIPTION OF SERVICE REQUESTED Supervisory Only Test & Inspect Includes: Fire pump run, fire pump fail, and fire phase reversal Water tank high & low water Generator run and generator fail High and low air pressure Test central station signals Check sensitivity report								
SERVICE PERFORMED Upon arrival EST io500 panel located in room B10 was in abnormal condition. Ap03 dp0 Dialer line 1 fault Dialer line 2 fault Dialer deliver fail. Client is aware and addressing issue with phone vendor System was taken offline by technician with Metrodail operator 230 lamp test was preformed all LEDS are operational 2023 smoke detector log book was created and issued to Priscilla Smoke detector dirty level was recorded								



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REPORT OF TEST AND INSPECTION #563121

Testing began

Supervisory points were tested by shorting out module

All points reported to panel properly and restored

Unable to confirm central station signal due to phone lines being down

Upon departure panel was left as found ap03 dp0

Close ticket for 1030a

HRF WORK REMAINING/COMMENTS

NONE

CLIENT ACTION REQUIRED

NONE

THANK YOU FOR YOUR BUSINESS

DETAIL OF DEVICE TEST AND INSPECTION RESULTS TEST AND INSPECTION #563121

Inspection Summary

Total Devices Tested: 4

Pass: 4

Fail: 0

Other: 0

Test Result: Passed

<u>Date</u>	<u>Location</u>	<u>Model</u>	<u>Address</u>	<u>Test Result</u>	<u>Note</u>
4/14/23	1 FL. GENERATOR RUN	SIGA_CT1	01151	Passed	
4/14/23	CELLAR FIRE PUMP PHASE REVERSAL	SIGA_CT1	01147	Passed	
4/14/23	CELLAR FIRE PUMP RUN	SIGA_CT1	01153	Passed	
4/14/23	CELLAR PUMP POWER FAILURE	SIGA_CT1	01173	Passed	



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REPORT OF FIELD SERVICE #563112

CLIENT - SUBSCRIBER				SERVICED			
Pharos Academy Charter School 1001 Intervale Avenue Bronx, NY 10459				1001 Intervale Avenue Bronx, NY 10459			
SERVICE REQUEST							
CALL AUTHORIZED BY Maria Dorsey		CONTRACT # SC2078 BRO018		FEE SERVICE #		PO #	
PHONE (646) 477-2154		FAX		DATE Friday 4/14/2023		TIME SCHEDULED 12:00:00	
				TECHNICIAN(S) ASSIGNED MST,AS			
MATERIAL RECORD							
QUANTITY		DESCRIPTION					
SERVICE RECORD							
TYPE OF SERVICE	TECHNICIAN(S)	S98/S78 CERT. #	DEPART	TIME IN	TIME OUT	RETURNED	TOTAL
Test & Inspect	Maya Stewart	88424247	11:30 AM	12:00 PM	4:30 PM	5:00 PM	5.5
	Aaron Simpson		11:30 AM	12:00 PM	4:30 PM	5:00 PM	5.5
Notifier 2020							
AUTHORIZATION FOR FIRE ALARM INTERRUPTION AND OTHER LEGAL NOTICES							
The client has been advised by High Rise Fire Protection Corp. representatives that it may be necessary to interrupt the fire protection services by disconnecting the system and/or a component in the performance of their assigned work. The client hereby assumes the responsibility for the notification of the authorities at the times the interruption is initiated and will take all of the precautions deemed necessary during this period of interruption and hold harmless High Rise Fire Protection Corp. and its employees regarding interruption of the protection service during their service of the equipment. In the event the client requests a silent test to be conducted, this will require disabling the audio/visual notification appliance devices as well as any output functions. Therefore High Rise Fire Protection cannot be held responsible or liable for the proper operation of these functions. LIMITATION OF LIABILITY: The client agrees that should there arise any liability relating directly or indirectly to services performed by HIGH RISE as a result of HIGH RISE's negligent performance to any degree, failure to perform any of HIGH RISE's obligations, equipment failure or strict products liability, that HIGH RISE's liability shall be limited to the sum of \$250.00 or 5% of the total of all charges to be paid under this contract, whichever is greater. If the client wishes to increase HIGH RISE's maximum amount of HIGH RISE's limitation of liability, the client may, as a matter of right, at any time, by entering into a supplemental contract, obtain a higher limit by paying an annual payment consonant with HIGH RISE's increased liability. This shall not be construed as insurance coverage.							
CLIENT SIGNATURE 				CLIENT NAME (PRINT) PB			
DESCRIPTION OF SERVICE REQUESTED Complete Test & Inspect Includes: *Needs logbooks & for 1005 Intervale Test all fire alarm devices (smokes, heats, ducts, water flow, tamper, speakers, strobes, etc.) Inspect batteries, dust & clean DGP, BPS, and FACP/FCS Test central station signals Live test of A/V devices, fan shutdown, damper controls, door releases, and purge functions Test of all switches & LEDs on fire alarm panels (page, purge, evac., etc.) Check sensitivity testing results							
SERVICE PERFORMED Upon arrival, Notifier NFS-640 panel was found in normal condition with no active troubles AP000 DP000 System was taken offline by Priscilla Batteries were tested for voltage Battery Readings [Main BPS Batteries 11.77V 11.70V] Replacement recommended for (2) 12volts 26 amp batteries for FACP HRF Tech removed NACs to disable Horns/Strobes Tech disabled Elevator Recall and Fan Shutdown to begin silent testing All smoke and duct detectors were tested inspected and reported to the panel correctly All Manual pull stations were tested inspected and reported to the panel correctly All water flows and tampers were tested electronically through the module and reported to the panel correctly While test device in vestibule report to panel as dirty							



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REPORT OF FIELD SERVICE #563112

Tech removed smoke head to clean
Dirty alarm cleared but replacement is recommended to avoid false alarms

Live test was performed,
after activating a 3rd FI Elevator Lobby Smoke
Elevators Recalled Properly.
Fan Shut Down
Horns and Strobes activated Properly
Fan were reset

Paper ticket #44705 was created and updated with device list
2023 Smoke Log Book Was created and updated, Left inside FACP
Tech placed NACs back into the Panel
Tech enabled Elevator Recall and Fan Shutdown

Upon departure, Notifier NFS-640 panel was left in normal condition with no active troubles AP000 DP000

HRF WORK REMAINING/COMMENTS

Add Priscila Prado
priscila.prado@pharosacademies.org on site contact
646 8149789 on site contact

Schedule together
Purge test req.
(2) 12v 26ah
(1) FSP -851 SMOKE HEAD

CLIENT ACTION REQUIRED

NONE

THANK YOU FOR YOUR BUSINESS

Certificate of Occupancy

CO Number: 220085128F

This certifies that the premises described herein conforms substantially to the approved plans and specifications and to the requirements of all applicable laws, rules and regulations for the uses and occupancies specified. No change of use or occupancy shall be made unless a new Certificate of Occupancy is issued. *This document or a copy shall be available for inspection at the building at all reasonable times.*

A. Borough: Bronx Address: 1005 INTERVALE AVENUE Building Identification Number (BIN): 2120143	Block Number: 02699 Lot Number(s): 43 Building Type: New	Certificate Type: Final Effective Date: 02/25/2014
This building is subject to this Building Code: 2008 Code		
<i>For zoning lot metes & bounds, please see BISWeb.</i>		
B. Construction classification: 1-B (2008 Code) Building Occupancy Group classification: E (2008 Code) Multiple Dwelling Law Classification: None		
No. of stories: 5 Height in feet: 72 No. of dwelling units: 0		
C. Fire Protection Equipment: Standpipe system, Fire alarm system, Sprinkler system, Fire Suppression system		
D. Type and number of open spaces: None associated with this filing.		
E. This Certificate is issued with the following legal limitations: None		
Borough Comments: None		



Borough Commissioner



Acting

Commissioner

Certificate of Occupancy

CO Number: 220085128F

Permissible Use and Occupancy						
All Building Code occupancy group designations below are 2008 designations.						
Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code occupancy group	Dwelling or Rooming Units	Zoning use group	Description of use
CEL	2	OG	E		3A	LOCKER ROOMS
CEL	6	OG	F-2		3A	MECHANICAL ROOM, ELECTRICAL ROOM, GAS METER AND PUMP/FUEL ROOM
CEL	4	OG	S-2		3A	STORAGE AND KITCHEN STORAGE
BAS	1	100	S-2		3A	TABLE STORAGE
BAS	5	100	F-2		3A	KITCHEN
BAS	250	100	A-3		3A	GYMNASIUM/MULTIPURPOSE ROOM. NON-SIMULTANEOUS USE.
BAS	244	100	A-3		3A	AUDITORIUM/MULTIPURPOSE ROOM. NON-SIMULTANEOUS USE
BAS	150	100	E		3A	CAFETERIA/MULTIPURPOSE ROOM. NON-SIMULTANEOUS USE
001 001 8	50	B			3A	OFFICES AND NURSE
001 001 84	40	E			3A	CLASSROOM AND ACCESSORY USES
001 001 3	40	E			3A	DARK ROOM
001 001 64	100	E			3A	INSTRUCTIONAL ROOF
002 002 110	40	E			3A	CLASSROOMS AND ACCESSORY USES



Borough Commissioner



Acting

Commissioner

Certificate of Occupancy

CO Number: 220085128F

Permissible Use and Occupancy						
All Building Code occupancy group designations below are 2008 designations.						
Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code occupancy group	Dwelling or Rooming Units	Zoning use group	Description of use
003 003 4	50	B			3A	OFFICES
003 003 73	100	E			3A	CLASSROOM AND ACCESSORY USES
004 004 181	40	E			3A	CLASSROOMS AND ACCESSORY USES
004 004 4	40	B			3A	OFFICES
004 004 27	100	E			3A	MEDIA CENTER
RO F	100	F-2			3A	STAIR BULKHEAD, ELEVATOR BULKHEAD, MECHANICAL UNITS AND MECHANICAL DUCTWORK.
EXHIBIT I CRFN #2011000108898 AND EXHIBIT III CRFN#2011000108899						
END OF SECTION						



Borough Commissioner



Acting

Commissioner

END OF DOCUMENT

220085128/000 2/25/2014 10:29:51 AM



Certificate of Occupancy

CO Number: 200934301F

This certifies that the premises described herein conforms substantially to the approved plans and specifications and to the requirements of all applicable laws, rules and regulations for the uses and occupancies specified. No change of use or occupancy shall be made unless a new Certificate of Occupancy is issued. *This document or a copy shall be available for inspection at the building at all reasonable times.*

A.	Borough: Bronx	Block Number: 02699	Certificate Type: Final
	Address: 1001 INTERVALE AVENUE	Lot Number(s): 45	Effective Date: 02/08/2007
	Building Identification Number (BIN): 2005384	Building Type: Altered	
<i>For zoning lot metes & bounds, please see BISWeb.</i>			
B.	Construction classification: 1-C	Number of stories: 4	
	Building Occupancy Group classification: G	Height in feet: 59	
	Multiple Dwelling Law Classification: None	Number of dwelling units: 0	
C.	Fire Protection Equipment: Fire alarm system, Sprinkler system		
D.	Type and number of open spaces: None associated with this filing.		
E.	This Certificate is issued with the following legal limitations: None		
Borough Comments: None			

Borough Commissioner

Commissioner

Certificate of Occupancy

CO Number: **200934301F**

Permissible Use and Occupancy							
Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code habitable rooms	Building Code occupancy group	Zoning dwelling or rooming units	Zoning use group	Description of use
CEL		OG		B-2		3b	ACCESSORY STORAGE
CEL		OG		D-2		3b	MECHANICAL SPACES
BAS	289	40		G		3	CLASSROOMS
BAS	10	50		E		3B	ACCESSORY OFFICES
001	381	40		G		3	CLASSROOMS
001	6	50		E		3B	ACCESSORY OFFICES
002	150	100		F-1B		3B	MULTI-PURPOSE ROOMS
002	95	40		G		3	CLASSROOMS
002	142	100		F-3		3b	RECREATION AREA
002	3	100		D-2		3B	ACCESSORY KITCHEN
003	186	40		G		3	CLASSROOMS
003	1	50		E		3B	ACCESSORY OFFICES
003		100		B-2		3B	STORAGE



Borough Commissioner



Commissioner



Certificate of Occupancy

CO Number: 200934301F

Permissible Use and Occupancy							
Floor From To	Maximum persons permitted	Live load lbs per sq. ft.	Building Code habitable rooms	Building Code occupancy group	Zoning dwelling or rooming units	Zoning use group	Description of use
ROF				D-2			MECHANICAL EQUIPMENT
END OF SECTION							

Borough Commissioner

Commissioner