

BLCS Board of Trustees Meeting Notes – January 21, 2016

BRONX LIGHTHOUSE CHARTER SCHOOL (“BLCS”) MINUTES OF A MEETING OF THE BOARD OF TRUSTEES HELD ON THURSDAY, JANUARY 21ST 2016 AT 6:30PM AT BRONX LIGHTHOUSE CHARTER SCHOOL, 1005 INTERVALE AVENUE, BRONX, NY 10459

Regular Meeting

Participation

Participants in attendance:

- Ms. Vilma Caba (Parent Board Member)
- Mr. Hagos Ammanuel Mehreteab (Chair)
- Ms. Jess Conway(Board Member) – *via phone conference*
- Ms. Tonya Anderson (Parent Board Member) - *via phone conference*
- Ms. Evelyn De Gonzalez (Board Member)
- Ms. Karla B Magana Figueroa (Secretary)
- Mr. Travis Brown (LA Principal)
- Ms. Alix Duggins (CPA Principal)
- Ms. Crystal Lilly (LA Assistant Principal)
- Ms. Teresa Milsap (Regional Vice President)
- Mr. Jerome Ballard (LA Managing Director of Human Assets)
- Ms. Maria Dorsey (Regional Operations Manager)
- Various instructors, staff, parents, and members of the community

The following Trustees were in attendance:

- Ms. Vilma Caba (Parent Board Member)
- Mr. Hagos Ammanuel Mehreteab (Chair)
- Ms. Jess Conway(Board Member) – *via phone conference*
- Ms. Tonya Anderson (Parent Board Member) - *via phone conference*
- Ms. Evelyn De Gonzalez (Board Member)
- Ms. Karla B Magana Figueroa (Secretary)

The following Trustees were absent:

- Mr. Javier Lopez-Molina (Board Member)
- Ms. Stephanie Brown (Treasurer)

With a quorum being established, the general meeting is called to order at 6:44PM by Mr. Ammanuel Mehreteab.

Order of Business

1) Public Remarks

- i. Mr. Ronan presented options for fixing the roof leak and upgrading the play deck

BLCS Board of Trustees Meeting Notes – January 21, 2016

- a. Persistent leak on roof of 1001 is coming from outside the building. While the leak should be addressed, removing the panels on the front of the building may be an excessive expense. Mr. Rohan recommends that the leak and roof enhancements be done in tandem
 - b. Historically, the roof has served as a makeshift playground. The current use presents several problems, since Scholars can't use it when the weather is bad. In terms of next steps for the roof, it would be wise to start on schematic design plans immediately after the charter renewal decision is received. If the project is started in March or April, the majority of the work can be done during the summer 2016, so as not to disturb instruction. However, depending on how the project roles out, there may be a need to extend construction through the winter
 - c. The architect of record is Partners for Architecture. They're traditionally done work at the school, and if another vendor is chosen, that would cause further delays
 - d. The estimated cost of the project is \$800,00 - \$1,000,000, with \$9,000 going toward the architect of record to determine the feasibility of the plan
 - ii. Ms. Brown (Teaching Assistant for 1st grade) spoke about how helpful the updates to the play deck will be
 - iii. Ms. Kimberly (Treasurer of Parent's Association) commented that parents are saying they're starting to see positive change at the school
- 2) Board Governance
- i. Mr. Ammanuel Mehreteab moves to approve the December 17, 2015 meetings. Ms. Magana Figueroa seconds, with the remaining board members approving
 - ii. Mr. Ammanuel Mehreteab moves to conduct LA parent-teacher conferences only on Thursday, February 11 instead of both Thursday, February 11 and Friday, February 12. Ms. Magana Figueroa seconds, with the remaining board members approving
- 3) Principal's Report
- i. CPA – Ms. Duggins
 - a. Main concern in terms of school tracking is Scholars (especially seniors) who are failing two or more classes. Several initiatives are being taken to address this including:
 1. Alumni coming in to talk to students about experiences
 2. Examining culture of senior class
 - ii. LA – Mr. Brown
 - a. 2nd – 8th grade presentation on social emotional data
 1. Strong point for our Scholars in this cohort is being able to recognize their feelings and others' feelings; area of improvement is how these Scholars can control and harness their feelings
 - b. Scholars participate in RISE program, which allows them to use Chrome books for online learning. Data on the success of these online modules will be provided at the next meeting
 1. RazKids –reading comprehension
 2. Engage New York – mathematics
 - c. Regents data available next month
- 4) Finance
- i. Finances look healthy
 - ii. Linda Ahronian is planning on officially leaving in March, with Mansoor Mustafa taking over as Controller
 - iii. Tony Tempesta has been contacted about a quote for the compliance work
- 5) CSSS

BLCS Board of Trustees Meeting Notes – January 21, 2016

- i. 35 preventative maintenance work orders completed for both locations
- 6) Corrective Action Plan
- i. RVP and Ms. DeGonzalez have done a thorough review of CAP
 - ii. CAP report has been made available to board members and will be tracked for incomplete items. These items will then be compared with this charter renewal's priorities to figure out whether they've been addressed already in this charter renewal cycle
- 7) RVP Report
- i. More in-depth discussion about all ongoing local initiatives to be included in next month's RVP report

At 10:18pm, the Executive Session is started. Roll call is taken. The board invites the below guests to join

- Ms. Vilma Caba (Parent Board Member)
- Mr. Hagos Ammanuel Mehreteab (Chair)
- Ms. Jess Conway(Board Member) – *via phone conference*
- Ms. Evelyn De Gonzalez (Board Member)
- Ms. Karla B Magana Figueroa (Secretary)
- Mr. Travis Brown (LA Principal)
- Ms. Alix Duggins (CPA Principal)
- Ms. Teresa Milsap (Regional Vice President)
- Mr. Jerome Ballard (LA Managing Director of Human Assets)
- Mr. Triston Francis (Committee Member)

At 11:28pm, Mr. Hagos Ammanuel Mehreteab motions to exit the Executive Session. A roll call is taken.

- Ms. Vilma Caba (Parent Board Member)
- Mr. Hagos Ammanuel Mehreteab (Chair)
- Ms. Jess Conway(Board Member) – *via phone conference*
- Ms. Evelyn De Gonzalez (Board Member)
- Ms. Karla B Magana Figueroa (Secretary)
- Mr. Travis Brown (LA Principal) - *guest*
- Ms. Alix Duggins (CPA Principal) - *guest*
- Ms. Teresa Milsap (Regional Vice President) - *guest*
- Mr. Jerome Ballard (LA Managing Director of Human Assets) - *guest*
- Mr. Triston Francis (Committee Member) - *guest*

At 11:32pm, the Executive Session is resumed. Roll call is taken. The board invites the below guest to join

- Ms. Vilma Caba (Parent Board Member)
- Mr. Hagos Ammanuel Mehreteab (Chair)
- Ms. Jess Conway(Board Member) – *via phone conference*
- Mr. Triston Francis (Committee Member) – *guest*

At 12:08am, Mr. Hagos Ammanuel Mehreteab motions to exit the Executive Session.

BLCS Board of Trustees Meeting Notes – January 21, 2016

Signed _____

Mr. Hagos Ammanuel Mahretea

Signed _____

Ms. Evelyn DeGonzalez

Signed _____

Ms. Tonya Anderson

Signed _____

Ms. Jess Conway

Signed _____

Mr. Javier Lopez-Molina

Signed _____

Ms. Vilma Caba

Signed _____

Ms. Karla Magana Figueroa

Signed _____

Ms. Stephanie Brown