Bronx Global Learning Institute for Girls Charter School
The Shirley Rodriguez-Remeneski School
"Where Every Girl Is a Leader!"

Board of Trustees Meeting Minutes

Date: Wednesday, June 18, 2025
Time: 5:30pm
Location: Virtual via Zoom
Notetaker: Raven Obas, Executive Director

BOT Members Present:

Dina Velez, Board Chair, Victoria Jenn Rodriguez, Vice Chair, Aurora Brice, Treasurer, Millie Carrasquillo, Board Member, Carla Anderson, Board Member, Alexandra De Leon, Board Member, Shermira Ellison, PTO President

BGLIG Staff Present:

Raven Obas, Executive Director

Special Guest Present:

Robert Keogh, Vice President of Finance - 4th Sector Solutions

Welcome & Opening Remarks

*The meeting was called to order at 5:33pm by Chair Dina Velez.

*Quorum confirmed by Chair Dina Velez.

Budget Reviews < Robert Keogh, Vice President of Finance - 4th Sector Solutions >

- Robert presents the May budget versus actual report, highlighting a revenue decrease and savings in salary and benefits.
- Robert explains the financial metrics used to evaluate the school's financial health, including days of cash, debt to asset ratio, quick ratio, and current ratio.
- Robert discusses the budget framework for next year (SY26), including a target enrollment of 324 students and a 3% revenue deflator.
- Robert explains the staffing changes and the impact on the budget, including the addition of three new positions and the savings from moving educational consultants in-house.
- The proposed budget reflects these changes and ensures that the school can maintain its programmatic excellence while managing costs effectively.

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Executive Director's Report < Raven Obas >

- Recent School Happenings: The Sweet 16 celebration was successful with strong board participation and a visit from Borough President Vanessa Gibson, who expressed interest in supporting BGLIG. A new "Blooming to Middle School" celebration was introduced to improve retention of 5th graders, and Shirley's Quintet music concert and the Parent-Daughter Dance created by our Parent Coordinator, Ms. Batista, were also held, receiving positive feedback from families.
- Student Retention and Enrollment: Retention rates are at 79.7%, with 5.8% of families not returning due to relocation or special education requirements of a different school setting. The school is strengthening its special education services to retain those students, and enrollment is trending positively with 77 registrations completed, up from 52 last month.
- Upcoming Events: The eighth grade prom is scheduled for Tuesday, June 24, the last day of school for students is Thursday, June 26, and staff's last day is Friday, June 27. The summer program will begin on Monday, July 7.
- Fundraising Updates: Leya completed the third round of donor outreach, with more positive responses. Meetings are scheduled with the Charles Hayden Foundation, Charter School Growth Fund, and the Peter and Carmen Lucia Foundation to discuss potential funding opportunities and "right fit" alignment.
- Board Engagement and Fundraising: The board agreed on a $1,000 donation pledge to fund a student scholarship. BGLIG will now have a 100% giving board. The goal is to have donations submitted by October to align with corporate and foundation funding cycles. One-on-one board meetings will be scheduled in August to discuss individual fundraising goals and progress..

Committee Reports:

Academic Committee Report < Dina Velez, Board Chair >

- Data Dashboard & KPIs: The committee discussed the data dashboard and the key performance indicators (KPIs) used to track student progress, linking this to bonus structures and administration goals. The focus was on student performance and aligning it with targeted grade spans.
- Teacher Evaluation & Professional Development: A motion will be made to approve the Danielson Framework as the official teacher evaluation tool, with professional development for administrators (Principal and APs) on how to use the framework to support teachers and students effectively.
- Renewal & Strategic Planning: The committee discussed the upcoming charter renewal process, including the authorizer's visit and the necessary materials to be presented (e.g., student work, performance, and facilities).

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Board Matters < Dina Velez, Board Chair & Victoria Jenn Rodriguez, Vice Chair >

- Executive Board Update: Dina will assume the full Board Chair role. The board acknowledged Cindy's departure and expressed gratitude for her service. A motion will be made to approve Victoria Jenn as Vice Chair and Millie as Treasurer. A vacancy for the Secretary position remains open.
- New Committees: The Executive Board has introduced an Executive and Board Nominations Committee responsible for nominating new board members, with Victoria Jenn as chair. The Finance Committee will be chaired by Millie.
- Board Member Roles & Intake Form: An updated document outlining the roles of board members and committees was shared. An intake form has been created to collect potential board member information and interests, which will help automate the nomination process.
- Monthly Board Meetings: Based on legal requirements, the board must meet monthly. Each meeting will now have a theme i.e. The September meeting will focus on reporting on disaggregated student data and KPI progress.
- Committee Meetings & Agendas: Committee meetings will occur 9-10 days before each board meeting, with committee discussions driving the board meeting agendas to ensure efficiency and focus during full board sessions.
- Meeting Time Adjustments: Board meeting times have been moved to 11:30 AM – 12:30 PM to accommodate members' schedules, and a full calendar of board and committee meeting dates will be provided at the next board meeting for approval.

Public Comment

- No public comments were made.

Motions < Dina Velez, Board Chair >

- Motion to approve the SY26 Budget: Dina Velez
  - ❖ Seconded by: Aurora
  - ❖ Motion passed unanimously.
- Motion to approve the Danielson Framework Teacher Evaluation Adaptation
  - ❖ Seconded by: Carla
  - ❖ Motion passed unanimously.
- Motion to approve the Executive Board Member Update of Victoria Jenn Rodriguez becoming the Vice Chair and Millie Carrasquillo becoming the Treasurer
  - ❖ Seconded by: Carla
  - ❖ Motion passed unanimously.

Executive Session

Motion to enter Executive Session made by Dina to discuss updates from the board retreat and preparation for the Authorizer visit in the Fall.Victoria Jenn seconds. Motion passed unanimously at 6:30pm.

Motion to exit Executive Session made by Dina. Carla seconds. Motion passed unanimously at 6:40pm.

Adjournment

The meeting was adjourned at 6:40pm.