Bronx Global Learning Institute for Girls
Board of Trustees Meeting Minutes
Tuesday, October 16, 2012
750 Concourse Village West
Bronx, NY10451

Board Members in attendance:
Alana Barran, Marcela Carvajal, Luis Febus, Yolanda LaGuerre, Victoria Rodriguez, and Nydia Sancho

Non-Board Members present:
Mary Cordero (VEP), Celia Domenech (BGLIG Principal), Marcia Gonzalez (BGLIG Assistant Principal), Josh Moreau (VEP), and Brooke Fontaine (VEP)

Absent Board Members: Huey-Min Chuang and Shirley Rodriguez-Remeneski

Meeting called to order by Alana at 6:50pm.

Welcome by Nydia/Alana and roll call.

- **Approval of Minutes**
  - September 25, 2012 Meeting Minutes
    - Victoria moves to approve minutes, Alana seconds. All approve.

- **Principal Report**
  - Attached
    - Victory will work closely with Celia to draft a Technology Integration Plan inline with BGLIG's curriculum for the Board to review. Yolanda will partner with Victory and Celia on this initiative.
    - Motion made by Victoria to move forward with the AUSSIE staff development contract up to and including the month of January at $1,100 per session (consisting of a full school day at BGLIG) for 30 sessions. The Board will then revisit extending the contract given impact and performance. Celia to continue recruiting for full time literacy coach. Motion seconded by Nydia. All approve.

- **Committee Reports**
  - Finance Committee – Huey-Min Chuang, Luis Febus & Victoria Rodriguez
    - The committee has made the request to integrate cash flow projections as it relates to occupying real estate in the monthly budget report. The projections will provide the Board with a clear picture of the amount of money it takes to keep the school operational while setting aside cash for the possibility of purchasing a new building.
    - The school audit is due to the authorizer on November 1st. Victory will arrange for the auditor to present to the Board on their report at the next meeting.
    - Luis is working closely with Neftali on employee benefits.
    - Yolanda requested a list of all staff receiving benefits.

- Academic/Personnel Committee – Alana Barran, Yolanda LaGuerre, and Nydia Sancho

    - This report is based on visit to BGLIG on Friday, October 5, 2012 by Nydia Novoa Sancho and Yolanda Laguerre. The purpose of the visit was as follows:
      Visit the new Fifth grade classroom.
      Meet with Marcia Gonzalez, the new assistant principal.
      Review the new class schedules and the revised Action Plan.

    - Highlights of our visit:
      Ms. Gonzalez found the staff highly receptive to her assistance and ideas
      Her Goals in accordance with Ms. Domenech for the first term in Professional development were to develop Questioning techniques incorporating Socratic approach; differentiation working with small groups, developing rigor; incorporating technology into instruction and other PD related to assessment.

    - Ms. Domenech discussed the following with us:
      Schedules were still in revision state.
      The Program design should not have more than one period of Music per day.
      Physical Education during lunch is called structured time with a certified teacher.
      IPads utilization should be included in a Technology Plan separate from the Action Plan.
      The one hour Literacy Block could not be scheduled for all classes at one time because of the inclusion of support personnel.
      Our new Math test goal is 90%.

    - Summary:
      Revise Action Plan with SMART Goals
      Add a separate Technology
      Provide the Academic committee with a Program Design.

      The Academic Committee's role is to micro-manage/monitor for the Board by reviewing the school plans schedules etc. We respect the Principals role as the instructional leader. We do not make Formal observations or change school policy on our own.

- **PTO Report**
    - First PTO meeting was a success; great turnout, fathers were also present.
    - A suggestion was made for the PTO to host a parent/teacher networking event in December. Marcela will report on progress at the next Board meeting.
    - The mother/daughter dance will take place in November and the annual multicultural event will take place during the last week of the month.

- **Victory Education Partner Report**
  - Attached

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- **Old & New Business**
  - Public Official Correspondence and Press
    - Celia drafted a letter for Mayor Bloomberg informing him of BGLIG's latest academic successes.
    - Alana working on a press release to broadcast BGLIG's latest milestones.
  - Century 21 Grant
    - BGLIG has been exclusively selected to apply for monies to host an after school program. Celia and Marcia are working on the grant and will report to the Board on progress at the next meeting.
  - November Board Meeting
    - The November Board meeting has been changed from the 20th to the 13th given the Thanksgiving Holiday.

Motion to enter into Executive Session made by Alana, second by Yolanda. All approve at 8:25pm.

Motion to move back into public session and conclude meeting at 8:35pm made by Victoria, Luis seconds. All approve.