Bronx Global Learning Institute for Girls Charter School
The Shirley Rodriguez Remeneski School
Board of Trustees Meeting Minutes
Tuesday, October 27, 2015

Board Members Present: Alana Barran, Joseph Carcagno, Huey-Min Chuang, Victoria Rodriguez, and Nydia Novoa Sancho

Non-Board Members Present: Paul Augello, Mary Cordero, Michael Drexler, Sylvia Keitt, Josh Moreau, and Carmen Umpierre

Start time: 7:01 pm

- Welcome and Introductory Remarks by Alana
- Roll call by Victoria

Academic Report by Nydia at 7:03pm

- New org structure in place working well. Teachers are responding positively to new administration. Brief visit to classrooms show that they are engaged in a structured learning environment.

Finance Report by Huey-Min at 7:05pm

- Audit has been completed and we are in good financial standing. We are solid for growth and have had a successful track record.
- Josh Moreau is moving on to a new role. Paul Augello will now take on the finance leadership role and maintain budget in partnership with Finance Committee.
- Josh and Paul to submit revised budget to Committee for review and adoption.

Executive Director Report at 7:11pm: - Attached

- New PTO President (Tasha Small-Roman), VP (Mercedes Guillermo), Treasurer (Yvonne Hazzard), and Secretary (Lisbeth Guzman).
- Communication to parents will be color coordinated going forward i.e. Yellow – school information, and Green – PTO information
- Mary will partner with the PTO on how to utilize Jupiter, our online platform to view report cards and student progress reports.
- Website scheduled to go live in two weeks. There has been some delay in getting email and cell phone information from parents to input into the system. Mary and Michael will own content and integrity of site.
- Huey-min recommended the site be mobile friendly and asked the Board to consider the creation of a BGLIG app.

Business Manager Report at 7:28pm – Attached

- 7th grade most challenging for enrollment.
- Michael will create a plan for recruitment for upcoming school year with budget requests and recommendations by next Board meeting.

Open Forum at 7:38pm

- Board responded to parent/teacher questions

Alana moves to enter Executive Session at 8:00pm to discuss a personnel issue raised earlier by the Executive Director. Victoria seconds. All approve. Motion passes.

Discussion held about personnel issues.

Resolutions passed

2015-2015: 34 Approval of SEPTEMBER 22, 2015 Board Meeting Minutes

The Board of Trustees motions to approve the September 22, 2015 Board Meeting minutes.
Motioned by: (**AB)** NNS HMC VR JC
2nd by: AB (**NNS)** HMC VR JC
Discussions: None JC and HMC abstained because they did not in attendance at the September Board Meeting.
Votes for: (**ALL**) AB NNS HMC VR JC Votes Against: **None** AB NNS HMC VR JC
Motion passes: (**Yes**) No

2015-2016:35 DISCONTINUE VICTORY EDUCATION PARTNERS - ACADEMMIC SERVICES

RESOLVED: The Board of Trustees motions to discontinue using Victory Education Partners' Academic Services effective November 1, 2015. Victory has not been providing Leadership and some related services.
Motioned by: AB NNS HMC (**VR)** JC
2nd by: AB NNS HMC VR **(JC**) MC
Discussions: None
Votes fort: (**ALL)** AB NNS HMC VR JC Votes Against: **None** AB NNS HMC VR JC
Motion passes: (**Yes)** No

2015-2016:36 Contracting Dual Language Consultant

The Board of Trustees motions to allocate $38,400 to hire a dual language specialist consultant to provide 32 days of professional development for the 2015-2016 school year.
Motioned by: AB (**NNS**) HMC VR JC
2nd by: (**AB**) NNS HMC VR JC
Discussions: The Board requests that the Executive Director provide the Board with an action plan with SMART goals at the November, 2015 Board Meeting and an update on a quarterly basis to the Academic Committee commencing at the December, 2015 Board meeting.
Votes for: **ALL** AB NNS HMC VR JC Votes Against: **None** AB NNS HMC VR JC
Motion passes: (**Yes**) No

2015-2016:37 Contracting Special Education Consultant

The Board of Trustees motions to allocate $13,500 to hire a Special Education consultant to provide 22 days of professional development and compliance support for the 2015-2016 school year.
Motioned by: AB NNS HMC VR (**JC)**
2nd by: AB NNS **(HMC**) VR JC
Discussions: The Board requests that the Executive Director provide the Board with an action plan with SMART goals at the November, 2015 Board Meeting and an update on a quarterly basis to the Academic Committee commencing at the December, 2015 Board meeting.
Votes for: **ALL** AB NNS HMC VR JC Votes Against: **None** AB NNS HMC VR JC
Motion passes: **Yes** No

2015-2016:38 Contracting Math Consultant

The Board of Trustees motions to allocate $36,000 for a math specialist consultant to provide approximately 30 days of professional development for the 2015-2016 school year.

Motioned by: AB NNS HMC (**VR**) JC

2nd by: (**AB**) NNS HMC VR JC

Discussions: The Board requests that the Executive Director provide the Board with an action plan with SMART goals at the November, 2015 Board Meeting and an update on a quarterly basis to the Academic Committee commencing at the December, 2015 Board meeting.

Votes for: **ALL** AB NNS HMC VR JC Votes Against: **None** AB NNS HMC VR JC

Motion passes: **Yes** No

2015-2016:39 Transition Accounts Payable to BGLIG

The Board of Trustees motions to discontinue the services of Victory Education Partners effective June 30, 2016 for accounts payable and transitions all accounts payable to BGLIG commencing April 15, 2015.

Motioned by: AB NNS (**HMC)** VR JC

2nd by: AB (**NNS**) HMC VR JC

Discussions: None or _____

Votes for: **ALL** AB NNS HMC VR JC Votes Against: **None** AB NNS HMC VR JC

Motion passes: **Yes** No

2015-2016:40 Transition Enrollment Billing to the school

The Board of Trustees motions to discontinue the services of Victory Education Partners effective June 30, 2016 for enrollment billing and transition enrollment billing to BGLIG commencing April 15, 2015.

Motioned by: AB NNS (**HMC)** VR JC

2nd by: AB NNS HMC VR (**JC**)MC

Discussions: None or _____

Votes for: **ALL** AB NNS HMC VR JC Votes Against: **None** AB NNS HMC VR JC

Motion passes: **Yes** No

2015-2016:41 Approval of Fiscal Policy Manual

The Board of Trustees motions to approve the Fiscal Policy Manual and authorizes the Finance Committee led by the chair of the committee to make amendments to said manual with a 2/3 approval by the committee.

Motioned by: AB **(NNS**) HMC VR JC

2nd by: AB NNS HMC (**VR**)JC

Discussions: None

Votes for against: **ALL** AB NNS HMC VR JC Votes Against: **None** A AB NNS HMC VR JC

Motion passes: **Yes** No

2015-2016:42 Internet Usage Policy

The Board of Trustees motions to approve the Internet Usage Policy and authorizes the Academic Committee led by the chair of the committee to make amendments to said manual with a 2/3 approval by the committee.

Motioned by: AB NNS HMC (**VR)** JC

2nd by: AB NNS (**HMC)** VR JC_____Discussions: None

Votes for: **ALL** AB NNS HMC VR JC Votes Against: **None** AB NNS HMC VR JC Motion passes**: Yes** No

2015-2016:43 Amending the Charter – Assessment and Personnel

The Board of Trustees motions to approve amending the BGLIG Charter by removing the following assessments: IOWA, ELE, IDEL and DIBELS and keeping the Fountas and Pinnell Assessments. Furthermore, the Board adds the Executive Director position to serve as the chief administrative director providing overall leadership, direction and supervision to BGLIG instructional staff and assisting with the operations of BGLIG at the direction of the Board of Trustee.

Motioned by: AB (**NNS**) HMC VR JC
2nd by: AB NNS HMC VR (**JC)**
Discussions: None
Votes for: **ALL** AB NNS HMC VR JC Votes Against: **None** AB NNS HMC VR JC
Motion passes**: Yes** No

2015-2016:44 BGLIG Attendance Policy

The Board of Trustees motions to approve the revised BGLIG Student Attendance Policy 2015-2016.
Motioned by: (**AB)** NNS HMC VR JC
2nd by: AB NNS HMC (**VR)** JC
Discussions: None
Votes for: **ALL** AB NNS HMC VR JC Votes Against: **None** AB NNS HMC VR JC
Motion passes**: Yes** No

2015-2016:45 Benefits Provider and Payroll

The Board of Trustees motions to discontinue the services of Victory Education Partners effective December 31, 2015, 11:59pm for Benefits and Payroll services and transition all Benefits and Payroll Services to TriNet with commencing with the enrollment process by 11/30/15 pursuant to the proposal provided by TriNet and recommended by BGLIG's Executive Director.
Motioned by: AB NNS (**HMC)** VR JC
2nd by: AB NNS HMC (**VR)** JC
Roll Call: **AB NNS HMC VR** JC all in favor
Discussions: None
Votes for: **ALL** AB NNS HMC VR JC Votes Against: **None** AB NNS HMC VR JC
Motion passes**: Yes** No

2015-2016:46 Benefits Provider and Payroll

The Board of Trustees motions to increase its health benefits contribution 15% toward healthcare benefits pursuant to the engagement with TriNet for healthcare coverage effective 1/1/16 on behalf of BGLIG employees commencing with enrollment by November 30, 2015 and effective for staff by January 1, 2015 pursuant to the proposal and recommendation by BGLIG's Executive Director.
Motioned by: AB NNS HMC VR (**JC)**
2nd by: AB NNS HMC (**VR)** JC
Roll Call: **AB NNS HMC VR** JC all in favor
Discussions: None
Votes for: **ALL** AB NNS HMC VR JC Votes Against: **None** AB NNS HMC VR JC
Motion passes**: Yes** No

2015-2016: 47 Cell phone Policy

The Board of Trustees motions to approve the BGLIG Cellphone policy and authorizes the Academic Committee led by the chair of the committee to make amendments to said manual with a 2/3 approval by the committee.

Motioned by: **AB** NNS HMC VR JC

2nd by: AB NNS HMC **VR** JC

Discussions: None

Votes for: **ALL** AB NNS HMC VR JC Votes Against: **None** AB NNS HMC VR JC

Motion passes: **Yes** No

2015-2015: 48 Audit Report

The Board of Trustees motions to approve the final Audit Report submitted by Luis Vargas, independent auditor engaged to provide an audit of BGLIG.

Motioned by: AB NNS **HMC** VR JC

2nd by: AB NNS HMC **VR** JC

Discussions: None

Votes for: **ALL** AB NNS HMC VR JC Votes Against: **None** AB NNS HMC VR JC

Motion passes**: Yes** No

2015-2015: 49 PTO President

The Board of Trustees thanks and commends Marcela Carvajal for her commitment and years of service as the BGLIG PTO President. The Board of Trustees motions to approve Tasha Smalls-Roman, the newly elected PTO president, to serve on the Board of Trustees pursuant to the terms of the Charter and the Board of Trustees Bylaws.

Motioned by: (**AB)** NNS HMC VR JC

2nd by: AB NNS HMC VR (**JC**)

Discussions: None

Votes for: **ALL** AB NNS HMC VR JC Votes Against: **None** AB NNS HMC VR JC

Motion passes**: Yes** No

2015-2015: 50 New Board Member

The Board of Trustees motions to approve Sylvia Pan to serve on the Board of Trustees pursuant to the terms of the Charter and the Board of Trustees Bylaws.

Motioned by: AB NNS **HMC** VR JC

2nd by: AB **NNS** HMC VR JC

Discussions: None

Votes for: **ALL** AB NNS HMC VR JC Votes Against: **None** AB NNS HMC VR JC

Motion passes**: Yes** No

2015-2015: 51 BGLIG's Mascot

The Board of Trustees motions to acknowledge and approve the selection of the school mascot after 55 entries were submitted by our students and a selection committee selected "The Owl" as BGLIG's Mascot, the name given is "Athena" "The wise owl."

Motioned by: AB NNS HMC VR **JC**
2nd by: AB NNS HMC **VR** JC
Discussions: None
Votes for: **ALL** AB NNS HMC VR JC Votes Against: **None** AB NNS HMC VR JC
Motion passes**: Yes** No

Alana makes motion to return to public session at 9:20pm. Victoria seconds. All approve. Motion passes.

Joe moves to adjourn meeting at 9:22pm. Huey-Min seconds. All approve. Motion passes.