Bronx Global Learning Institute for Girls Charter School,

The Shirley Rodriguez-Remeneski School

Board of Trustees Meeting Minutes
Wednesday, September 22, 2015

Board Members Present: Alana Barran, , Marcela Carvajal, Victoria Rodriguez (SKYPE), and Nydia Sancho

Excuse: Joe Carcagno – ill & Huey-Min Chuang – work related

Non-Board Members Present: Mary Cordero, Carmen Umpierre, Sylvia Keitt

Start time: 6:30pm

Alana Barran opens the meeting as greets participant and BGLIG Leaders.

- Motion to move into Executive Session made by Alana. Seconded by Victoria. All approve. Motion passes at 6:40 to discuss a Personnel issue.

- Resolutions 17 – 33 were discussed and voted on during executive session. SEE Attached

2015-2016:17
Approval of August 12, 2015 Board Meeting Minutes
The Board of Trustees motions to approve the August 12, 2015 Board Meeting minutes.
Motioned by: VR
2nd by: MC
Discussions: None Votes for: ALL Votes Against: None Motion passes: Yes

2015-2016:18
Ratification of the Code of Ethics
RESOLVED: The Board of Trustees motions to ratify the Code of Ethics Policy.

WHEREAS, the Bronx Global Learning Institute for Girls Charter School, The Shirley Rodriguez-Remeneski School (the "Institution") operates a charter school pursuant to the State Education Law; and

WHEREAS, the Board recognizes that sound , ethical standards of conduct serve to increase the effectiveness of the school Board trustees and their staff as educational leaders in their community; and

WHEREAS, the Board also recognizes its obligation under the General Municipal Law, to adopt a code of ethics consistent with the previsions of the General Municipal Law and the 2010 NYS Charter Law, setting forth the standards of conduct required for all school trustees, officers and employees; and

WHEREAS, the Board has determined to review and adopt the Institution's Code of Ethics for the Schools Trustees, Officers and Employees as required by the 2010 NYS Charter Law on an annual basis.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE New York City Charter school for Architecture, Engineering and Construction AS FOLLOWS:

Section 1. Code of Ethics. The Code of Ethics attached as Exhibit A is adopted for the 2015-2016 school year:

Section 2. This Resolution shall take effect immediately.

Motioned by: AB
2nd by: NNS

Discussions: None Votes for: ALL Votes Against: None Motion passes: Yes

2015-2016:19

Resolution: Ratification of the Conflict of Interest

RESOLVED: The Board of Trustees move to ratify the Conflict of Interest Policy.

WHEREAS, the Bronx Global Learning Institute for Girls Charter School, The Shirley Rodriguez-Remeneski School (the "Institution") operates a charter school pursuant to the State Education Law; and

WHEREAS, the Board recognizes that sound , ethical standards of conduct serve to increase the effectiveness of the school Board trustees and their staff as educational leaders in their community; and

WHEREAS, the Board also recognizes the defined prohibited Conflict of Interest for the school trustees, officers and employees under the General Municipal Law and the 2010 NYS Charter Law, and

WHEREAS, the Board has determined to review and adopt the Institution's "Conflict of Interest Policy" for the Schools Trustees, Officers and Employees as required by the 2010 NYS Charter Law on an annual basis.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE New York City Charter school for Architecture, Engineering and Construction AS FOLLOWS:

Section 1. Conflict of Interest. The Conflict of Interest Policy attached as Exhibit A is adopted for the 2015-2016 school year:

Section 2. This Resolution shall take effect immediately.

Motioned by: VR

2nd by: MC

Discussions: None Votes for: ALL Votes Against: None Motion passes: Yes

2015-2016:20

Business Manager Time payout

The Board of Trustees motion to grant and pay Michael Drexler one week of vacation that he was unable to take during the summer because of the leadership changes at BGLIG. This is a one time exception, based on exceptional circumstances at BGLIG.

Motioned by: AB

2nd by: NNS

Discussions: None Votes for: ALL Votes Against: None Motion passes: Yes

2015-2016:21

Purchase Approval Structure

The Board of Trustees motion to change the purchase and purchase order approval structure to state that the Executive Director will approve all purchases of $2000 or below; the Board of Trustees by two members of the Executive Committee must approve purchases over $2000; for instructional purchases, the Principal for the school who is purchasing must be an additional signatory to approve the purchase; and for operations purchases the Business manager also must also be a signatory to approve the purchase.

Motioned by: NNS

2nd by: MC
Discussions: None Votes for: ALL Votes Against: None Motion passes: Yes

2015-2016:22
School Based Credit Card
The Board of Trustees motions to transfer control of BGLIG's credit card including payment of the credit card bills. Moving forward Victory Education Partners will be removed from the process. The Board Authorizes the Executive Director, Mary Ranero-Cordero to be a signatory on the credit card process, execute and lead on the credit card oversight and payment process.
Motioned by: AB
2nd by: VR
Discussions: None Votes for: ALL Votes Against: None Motion passes: Yes

2015-2016:23
School Based Checking Account
The Board of Trustees motions for the school to transfer control of the school based checking account from Victory Education Partners/James Stovall to BGLIG's Executive Director, Mary Ranero-Cordero, and authorizes the Executive director to be a signatory, execute and lead for the School Based Checking Account.
Motioned by: MC
2nd by: NNS
Discussions: None Votes for: ALL Votes Against: None Motion passes: Yes

2015-2016:24
Payout
The Board of Trustees motions to approve the total gross salary payment of $5,366.42 to staff LF, CR, and JC for time off 2014-2015 school year.
Motioned by: NNS
2nd by: MC
Discussions: None Votes for: ALL Votes Against: None Motion passes: Yes

2015-2016:25
8th grade celebration and graduation
The Board of Trustees motions the create a budget line for the 8th grade celebration and graduation in the amount of $1000. The 8th grade class will fundraise to make up the difference in the cost.
Motioned by: MC
2nd by: NNS
Discussions: None Votes for: ALL Votes Against: None Motion passes: Yes

2015-2016:26

Sick day pay out

The board of Trustees motions to adopt the current NYC sick time law and discontinue the existing BGLIG sick day payout in order to follow the NYC required law regarding sick day rollover days found in the Employee manual that becomes effective October 1, 2015.

Motioned by: AB

2nd by: NNS

Discussions: None Votes for: ALL Votes Against: None Motion passes: Yes

2015-2016:27

Amending the Employee Manual

The Board of Trustees motions to approve the Employee Manual dated 9/22/15 and is to take effect on October 1, 2015 for all employees of BGLIG.

Motioned by: NNS

2nd by: VR

Discussions: None Votes for: ALL Votes Against: None Motion passes: Yes

2015-2016:28

Smoothie Friday initiative

The Board of Trustees motions to approve the Smoothie Friday initiative as contained in the Proposal dated 9/22/15, the Board approves a start up amount of $700 to cover the first four Fridays with the initiative to start on November 6, 2015 and further necessary monies to continue the program to be obtained from fundraising.

Motioned by: MC

2nd by: VR

Discussions: None Votes for: ALL Votes Against: None Motion passes: Yes

2015-2016: 29

Saturday Academy for Academic Intervention

The Board of Trustees motions to approve the Saturday Academy for Academic Intervention, for grades 3 through 8, as proposed in the amount of $34,920 as contained in the Proposal dated 9/22/15.

Motioned by: NNS

2nd by: VR

Discussions: None Votes for: ALL Votes Against: None Motion passes: Yes

2015-2016:30

Google Apps for Education

The Board of Trustees motions to adopt the Google Apps for Education as proposal as contained in the Proposal dated 9/22/15.

Motioned by: AB NNS HMC VR JC MC
2nd by: AB NNS HMC VR JC MC
Discussions: None or

_____

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

2015-2016:31
IT Support
After discussing and reviewing four IT support proposals, the Board of Trustees motions to approve the Proposal of _____ for a 1 year term, and an additional 1 year renewal thereafter at the discretion of the Executive Director.
Motioned by: AB
2nd by: MC
Discussions: None Votes for: ALL Votes Against: None Motion passes: Yes

2015-2016: 32
Increase pay for Business Assistant
The Board of Trustees motions to increase the business assistant's salary by $3,000 effective October 1, 2015.
Motioned by: AB NNS HMC VR JC MC
2nd by: AB NNS HMC VR JC MC
Discussions: None or

_____

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

2015-2015: 33
The Board of Trustees motions to increase the Elementary School Principal's salary by $5,000 effective October 1, 2015.
Motioned by: NNS
2nd by: VR
Discussions: None Votes for: ALL Votes Against: None Motion passes: Yes

- 7:05 pm – Executive session ends motioned by Alana. Seconded by Marcela. All approve

Bronx Global Learning Institute for Girls Charter School,

The Shirley Rodriguez-Remeneski School

- Elementary School Principal Report by Sylvia Keitt,, ES Principal - attached
- Middle School Principal by Carmen Umpierre, MS Principal- attached
- Business Managers Report submitted by Michael Drexler and presented By Mary Ranero-Cordero - attached
- Executive Director's Report by Mary Ranero-Cordero - attached
- Academic Committee Report tabled
- Finance Committee Report tabled
- Victory Education Partners Report – no one present
- 7:50 – 8:30 Open Forum – conversations between Board Members and participants

8:30 pm, Motion to adjourn the Board meeting by Marcela Carvajal, 2nd by Nydia, all in favor.