BRONX GLOBAL LEARNING INSTITUTE FOR GIRLS CHARTER SCHOOL
THE SHIRLEY RODRIGUEZ-REMENESKI SCHOOL
BOARD OF TRUSTEES MEETING
JUNE 13, 2017

MEETING CHAIR: Alana Barran
MEETING LOCATION: BGLIG
ATTENDANCE:

Board: Alana Barran – AB, Jenny Hodge – PTA President, Silvia Pan – SP, Victoria Rodriguez – VR

Absent: Joseph Carcagno (Excused), Nydia Novoa-Sancho (Excused)

Staff Present: Ms. Allen, Mary Cordero, Sylvia Keitt, Stephanie Pullam, Carmen Umpierre

I. Call to Order

AB called the meeting to order at 6:41pm and roll call was conducted by VR.

II. Introduction/Welcome

- AB welcomed those present.

III. Presentation by Academic Committee

- Tabled.

IV. Presentation by Finance Committee

- The Committee is working on finalizing the 2017-2018 budget.
- Stephanie Pullam was hired to assist with the Business Manager vacancy. Stephanie will work on projects as designated by the Board.
- Bill.com is a new service provider allowing BGLG to pay bills electronically, eliminate paper, and streamline our process with more efficient reporting. The service has been implemented and is well received by the staff.
- Mary will provide a budget and a detailed Technology Proposal to include SMART goals and quarterly benchmarks for moving students on the from their current state standardized test score level to the next highest level, which is to be delivered to the academic committee on or before 6/27/17, and it is to be presented to the Finance Committee prior to the July, 2017 board meeting when it shall be presented to the with the Academic Committee's input about the plan.

V. PTO Report

- Unfortunately, no parents have submitted a letter of intent for PTO President at this time and were due on 6/2/17.

VI. Presentation by Business Manager

- As requested by the Board, the report on total enrollment is at 447 with kindergarten having the most students.
- As asked by the Board, she is gathering RFPs from copier companies to replace the current company which no longer serves the DOE.
- At the Board's request, she is compiling date to assist Kiwi with its preparation of the budget.

VII. Presentation by Executive Director

- The MS is preparing for its upcoming 8th grade graduation.
- The Board requested that the ED provide budget and a detailed plan for the bottom 20% of each K-5 class to include SMART goals and quarterly benchmarks for moving students on the from their current state standardized test score level to the next highest level, which is to be delivered to the academic committee on or before 7/4/17, and it is to be presented to the Board at the July, 2017 meeting with the Academic Committee's input about the plan
- Ms. Allen, BGLIG's Guidance Counselor, reported 10% of the graduating 8th grade class will be attending a specialized high school in the Fall. Location continues to be a major decision factor for parents when selecting a high school. The Board requested to see a full report from Ms. Allen on her goals for the upcoming school year due the first week of August 2017.

VIII. Executive Session

The Board of Trustees motions to enter into executive session to discuss a personnel issue.
Motioned by: AB
2nd by: VR
Votes for: ALL **Votes Against**: None
Motion passes and executive session was entered at 8:05pm.

A discussion was held during the executive session with the board members and Mary Cordero. Jenny Hodge's was exited the executive session at 9:05pm when the Board began a discussion with Mary Cordero as it would create a conflict.

2016-2017: MOTION TO APPROVE THE LIABILITY INSURANCE

The Board of Trustees motions to approve that the acceptance, engagement and payment of the proposal by Arthur J. Gallagher & Co. for BGLIG insurance coverage for the 2017-2018 school year.
Motioned by: SP
2nd by: JH
Discussions:
Votes for: ALL **Votes Against**: None
Motion passes: Yes No

2016-2017: MOTION TO APPROVE THE INCREASE OF STAFF SALARY

The Board of Trustees motions to approve an increase in the salaries for BGLIG staff by 3% for the 2017-2018 school year.
Motioned by: VR
2nd by: SP
Discussions:
Votes for: ALL **Votes Against**: None
Motion passes: Yes No

2016-2017: MOTION TO APPROVE HIRING OF GUIDANCE COUNSELOR

The Board of Trustees motions to approve the creation of a new position and the hiring of a guidance counselor to serve grades K-8 for BGLIG and the salary for that position is to be approved by 2/3 majority vote of the Finance Committee.
Motioned by: VR
2nd by: SP
Discussions:
Votes for: ALL **Votes Against**: None
Motion passes: Yes No

2016-2017: MOTION TO APPROVE HIRING OF ELA TEACHER

The Board of Trustees motions to approve the creation of a new position and the hiring of a Spanish ELA teacher to serve grades 6-8 for BGLIG and the salary for that position is to be approved by 2/3 majority vote of the Finance Committee.
Motioned by: JH
2nd by: VR
Discussions:
Votes for: ALL **Votes Against**: None
Motion passes: Yes No

2016-2017: MOTION TO APPROVE HIRING OF MATH TEACHER

The Board of Trustees motions to approve the creation of a new position and the hiring of a Spanish Math teacher to serve grades 6-8 for BGLIG and the salary for that position is to be approved by 2/3 majority vote of the Finance Committee.

Motioned by: SP

2nd by: AB

Discussions:

Votes for: ALL **Votes Against**: None

Motion passes: Yes No

2016-2017: MOTION TO APPROVE HIRING OF SOCIAL STUDIES TEACHER

The Board of Trustees motions to approve the creation of a new position and the hiring of a Spanish Social Studies teacher to serve grades 6-8 for BGLIG and the salary for that position is to be approved by 2/3 majority vote of the Finance Committee.

Motioned by: VR

2nd by: SP

Discussions:

Votes for: ALL **Votes Against**: None

Motion passes: Yes No

2016-2017: MOTION TO APPROVE HIRING OF ASSISTANT TEACHER OF DANCE

The Board of Trustees motions to approve the creation of a new position and the hiring of a Assistant Teacher of Dance to serve grades 6-8 for BGLIG and the salary for that position is to be approved by 2/3 majority vote of the Finance Committee.

Motioned by: JH

2nd by: VR

Discussions:

Votes for: ALL **Votes Against**: None

Motion passes: Yes No

2016-2017: MOTION TO APPROVE HIRING OF TEACHING ASSISTANTs

The Board of Trustees motions to approve the creation of two new positions and the hiring of two Teaching Assistants to serve BGLIG's Middle School and the salary for that each position is to be approved by 2/3 majority vote of the Finance Committee.

Motioned by: JH

2nd by: VR

Discussions:

Votes for: ALL **Votes Against**: None

Motion passes: Yes No

2016-2017: MOTION TO APPROVE HIRING OF DIRECTOR OF FINANCE

The Board of Trustees motions to approve the creation of the new position and the hiring of a Director of Finance to report to the Board of Trustees for BGLIG with the job description to be created by the Finance Committee and the salary for that position is to be approved by 2/3 majority vote of the Finance Committee effective immediately.

Motioned by: SP

2nd by: VR

Discussions:

Votes for: ALL **Votes Against**: None

Motion passes: Yes No

2016-2017: MOTION TO APPROVE HIRING OF BOOKKEEPER/BUSINESS MANAGER ASSISTANT

The Board of Trustees motions to approve the creation of the new position and the hiring of a Bookkeeper/Business Manager Assistant to report to the Business Manager for BGLIG and the salary for that position is to be approved by 2/3 majority vote of the Finance Committee effective immediately.
Motioned by: SP

2nd by: VR

Discussions:

Votes for: ALL **Votes Against**: None

Motion passes: Yes No

2016-2017: MOTION TO APPROVE THE 2017-2018 BGLIG BOARD CALENDAR

The Board of Trustees motions to approve that the Board Calendar for 2017-2018.
Motioned by: SP

2nd by: JH

Discussions:

Votes for: ALL **Votes Against**: None

Motion passes: Yes No

2016-2017: MOTION TO APPROVE THE 2017-2018 BGLIG ADMINISTRATIVE STAFF CALENDAR

The Board of Trustees motions to approve that the BGLIG Administrative Staff Calendar for 2017-2018, and any day which the Board of Education has closed the school that is not on the calendar shall be a work-from- home-day on which the supervisors shall delegate specific duties to the staff to complete from home.
Motioned by: VR

2nd by: SP

Discussions:

Votes for: ALL **Votes Against**: None

Motion passes: Yes No

2016-2017: MOTION TO APPROVE THE 2017-2018 BGLIG SCHOOL CALENDAR

The Board of Trustees motions to approve that the BGLIG School Calendar for 2017-2018.
Motioned by: VR

2nd by: SP

Discussions:

Votes for: ALL **Votes Against**: None

Motion passes: Yes No

2016-2017: MOTION TO APPROVE THE USE OF EDIT

The Board of Trustees motions that EDIT, whose services were rendered and a month-to-month basis, is approved for continued engagement from July 1, 2017 through August 30, 2017 for its current services and at its current rate of payment per month.
Motioned by: SP

2nd by: VR

Discussions:

Votes for: ALL **Votes Against**: None

Motion passes: Yes No

2016-2017: MOTION TO APPROVE QUARTERLY DAY BOARD RETREAT FOR 2017-2018

The Board of Trustees motions to approve that a day-long board retreat take place every three months commencing in July, 2017 for the school year 2017-2018 to discuss the progress of goals set at the annual retreat, discuss the implementation of the mission and vision, and other items that may arise.

Motioned by: JH

2nd by: SP

Discussions:

Votes for: ALL **Votes Against**: None

Motion passes: Yes No

2016-2017: MOTION TO APPROVE COPIER CONTRACT

The Board of Trustees motions to approve that the Business Manager engage the services under contract with a new copier company after approval by 2/3 majority vote of the Finance Committee.

Motioned by: SP

2nd by: VR

Discussions:

Votes for: ALL **Votes Against**: None

Motion passes: Yes No

2016-2017: MOTION TO AUTHORIZE THE FINANCE COMMITTEE TO APPROVE BUDGET FOR 2017-2018

The Board of Trustees motions to approve that the Finance Committee be authorized to approve the BGLIG Budget for 2017-2018 by 2/3 majority vote of the its Committee members and any amendments required thereafter, which is being prepared by Kiwi Partners in collaboration with the Business Manager, Executive director and staff of BGLIG.

Motioned by: SP

2nd by: JH

Discussions:

Votes for: ALL **Votes Against**: None

Motion passes: Yes No

The Board of Trustees motions to exit from executive session.

Motioned by: SP

2nd by: AB

Votes for: ALL **Votes Against**: None

Motion passes and executive session ended at 9:49pm.

IX. Board Meeting Adjournment

Vote to adjourn the meeting:

Motioned by: SP

2nd by: VR

Discussions: None

Votes for: ALL **Votes Against**: None

Motion passes: Yes

Meeting adjourned at 9:49pm.