



Great Oaks Charter School - Bridgeport

GOBPT February Board Meeting

Published on February 21, 2024 at 4:20 PM EST

Date and Time

Wednesday February 21, 2024 at 5:15 PM EST

Location

375 Howard Ave
Bridgeport, CT 06605

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:15 PM
A. Record Attendance & Begin Recording Meeting (if remote participants are present)		Bob Carlson	1 m
B. Call the Meeting to Order		Bob Carlson	2 m
C. Approve January meeting minutes	Approve Minutes	Bob Carlson	3 m
II. Governance Committee			5:21 PM
A. Chief Executive Officer's Report	FYI	John Scalice	10 m
B. Chief Operating Officer's Report	FYI	Latoya Hubbard	10 m

	Purpose	Presenter	Time
III. Finance Committee			5:41 PM
A. Finance Committee Updates	FYI	Benjamin Chan	10 m
• Future Budget Update			
B. Vendor Approvals	Vote	Corey Sneed	5 m
IV. Other Business			5:56 PM
A. New Business	Discuss	Bob Carlson	2 m
V. Closing Items			5:58 PM
A. Adjourn Meeting	Vote	Bob Carlson	

To be amended per Governance Committee

Coversheet

Approve January meeting minutes

Section: I. Opening Items
Item: C. Approve January meeting minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for GOBPT January Board Meeting on January 10, 2024



Great Oaks Charter School - Bridgeport

Minutes

GOBPT January Board Meeting

Date and Time

Wednesday January 10, 2024 at 5:15 PM

Location

375 Howard Ave
Bridgeport, CT 06605

Directors Present

Bea Bagley (remote), Bob Carlson, Corey Sneed (remote), Daniel Luciano (remote), David Zieff (remote), Eva Vega (remote), Matthew Nwosu (remote), Tenssie Ramsay (remote)

Directors Absent

Selena Morgan

Guests Present

Benjamin Chan, Farah Martin, John Scalice, Latoya Hubbard

I. Opening Items

A. Record Attendance & Begin Recording Meeting (if remote participants are present)

B. Call the Meeting to Order

Bob Carlson called a meeting of the board of directors of Great Oaks Charter School - Bridgeport to order on Wednesday Jan 10, 2024 at 5:15 PM.

C.

Approve December meeting minutes

Corey Sneed made a motion to approve the minutes from GOBPT December Board Meeting on 12-13-23.

Daniel Luciano seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. UI Monopoles presentation

Stephen Ozyck gave a presentation to the board and staff regarding UI. Stephen reports United Illuminating will be rebuilding transmission line in Fairfield and Bridgeport. This will affect the school.

- This is a transmission project which includes constructions transmission lines across downtown Bridgeport. The rebuild moves the lines off of the train line into private property. Some is municipal, some is churches, businesses and some is residential.
- The request from Stephen to UI is to put it under ground not on people's land and property and not to stop the project.
- S. Ozyck asked for Bridgeport to use Senate Bill 1147- An Act Concerning the Environmental Justice Program of the Department of Energy and Environmental Protection by the CT General General Assembly. This legislation builds upon CT's longstanding commitment to environmental justice and marks another milestone in our state's efforts to protect vulnerable communities and ensure equitable access to clean and healthy environment.

B. Carlson asked if Stephen Ozyck could send out all information to the board members to see how they could help the school.

C. Sneed brought up the point that if there is a construction show going on across the street then students and parents won't be happy and new enrollment/ new students and families won't like the look of it.

II. Governance Committee

A. Chief Executive Officer's Report

J. Scalice, CEO, discussed CEO report.

Commissioners Network Plan- We have completed the talent portion and the academic portion. Climate and Culture and Operations portions are still pending (two remaining portions).

What we are asked if to review Commissioners Network Plan which was conducted in October during the audit. The idea it to align the plan with our areas of improvement. The

Commissioners Network Plan is to develop plans that develop root causes instead of symptoms of root causes.

Commissioners Network Plan- The first two parts are below.

1. Talent: Focuses on PD, requirement and retention for teachers
2. Academics: The heart of our turnaround

Those two portions of the plan will be shared to the board. The finalization of the plan should be around February 15th. On the board's March meeting, everything will be shared with the board prior to going to the state for approval.

High Level overview of how the plan works:

Our Common Sense Question was With 78 hours of PD per year, why isn't it more effective?

- This means that if you tell our students to do something, 95% of students will do it. They don't know why they are doing it but they do the work because they know they are expected to do the work. We want our students to learn, think and create authentic engagement.
- Our steps of action:
 - We are deepening teacher understanding and techniques for creating student engagement
 - Aligning PD for the implementation of Core Instruction, engagement and Teacher Evaluation through instructional framework
 - Finally, coaching and extended development on the implementation of the framework

The framework was a highlight from the State, they were happy with our framework. We want to have a coherent plan.

Another common sense question:

With a national teacher shortage, how do we attract new teachers and keep existing ones?

Actions Plan:

- Create branding aware of the benefits of working at GOBPT to promote opportunities at the school including staff survey data, achievement, and coaching model
- Enhance teacher leadership opportunities
- Enhance teacher recognition and celebrations

When you get a copy of the plan you will see strategies. You will also see year 1, 2 and 3 is for results and what we are asking for the state.

The Mid year assessment for 6-12th grade has begun through Lumos.

- **To achieve Proficiency, Student must hit 70% Correct**

Grade 6 - (Fall) 40.3% (Winter) 48.6% (+8.3)

Grade 7 - (Fall) 32.1% (Winter) 46.05% (+13.95)

Grade 8 - (Fall) 36.8% (Winter) 33.2% (-3.6)

**Overall school growth was 6.3%.

Once we get the results:

We share results- What do we see as a grade level team?

- The reports we get from Lumos breaks it down by standards and skills

Analyze Results- Where did students struggle most and was it covered yet?

- Where did the students struggle and also lets us know we need to look at our curriculum

Monitor Progress- How are students doing with recovery and new materials?

Plan Lessons- How do we recover learning gaps and engage students in new material?

B. Bagley asked when the school analyzes results, do they examine how grades have grown over the years, for example from 7th grade to 8th grade? J. Scalice states that the school analyzes not by cohort but by each individual student. We use a program called Panorama which allows for that to happen.

B. Chief Operating Officer's Report

L. Hubbard discussed COO report.

The school has its Charter Renewal hearing on Tuesday, January 16th at 6PM. Doors open at 5:00PM. This will be held at the school, 375 Howard Ave. Bridgeport, CT 06605

- The charter renewal public hearing for Great Oaks Charter School Bridgeport where parents, staff and community members will testify on behalf of GOBPT in the hopes of securing a renewal of the charter.
- This event is open to Students, Parents, Staff and Community members from across Bridgeport.

B. Carlson asked who of the state board will be here. J. Scalice reports that Martha Prou will be the board member in attendance.

L. Hubbard reports the school is launching enrollment applications this Friday. This will be up and live for students to apply for next school year. The school has already begun advertising and marketing for the next school year.

The school has begun their mid-year inventory review for technology, furniture, science lab supplies, educational materials, general items, etc. in order to plan for the budget for next school year 24-25. L. Hubbard states we might be able to reallocate dollars from the school security grant but this requires a comprehensive review which is currently going on.

- B. Carlson reports that M&T bank is getting rid of a lot of furnitures and fixtures and Eva Vega will be the contact person. E. Vega asked for L. Hubbard to ask for furnitures needs by tomorrow. 1/11/24.

L. Hubbard announced recent staff changes internally in the Operations team, recently promoted from internally, Laura Nivia was promoted to Operations Manager. We also filled the office coordinator role with Erica Gonzalez.

III. Finance Committee

A. Finance Committee Updates

C. Sneed asked if Ben Chan has been in touch with the auditor. B. Chan let C. Sneed know that they will be meeting but that the audit is done on our end. B. Chan reports all we need to do is the AUP. The AUP is filed by the auditor not the School. B. Chan asked the auditor if she can file the draft today, January 10th.

CFO, Ben Chan, discussed last month's finances and dashboard.

B. Chan mentioned that we are watching cash flow and have outstanding receivables. C. Sneed asked the steps we have in place to address outstanding receivables. Title 1 is automatic and needs to go through the last step. B. Chan states that in about 2 weeks, those funds will show up.

- J. Scalice is to follow up with Bridgeport Public Schools to discuss.
- Meeting with Michael Duffy regarding Barr Grant.
- Doing a letter for Trinet- Ben Chan will do this. They have to usher the ERC process from the IRS and at this time they are delayed in doing this.

B. Chan reports that this week is the first payroll run. HR Generalist and L. Hubbard, COO are working with B. Chan. There is a recurring purchase supply process. This is looking at what we need on a weekly basis and look at what we need to buy and finding the lowest cost value in providers.

Regarding **Electricity**, the school is seeing a consistent 30% drop compared to last year.

****We are going into a new budget cycle for FY 25****

We are fronting money before we get funds due to delays including food account.

Fundraising:

- Thanks to David Zieff and his team, we have \$10,000 against the \$100,00 that was the target. We are going to make an effort in order to close it out.

Grants:

- J. Scalice has a tutor grant which was over 600,000 but B. Chan doesn't want to put it into our dashboard since we have not gotten it just yet.

Professional Contracted- The red number is the technology change we needed to do with Vancord regarding the migration.

C. Sneed asked if there is a sense, because we no longer have any contractual agreement with the foundation, what the surplus would feel like. J. Scalice reports that it's still going to be tight. C. Sneed states that he would like to see an actual budget with a deficit and work from there, see where that gap is.

L. Hubbard has arranged a meeting with NuPower to discuss further energy conservation opportunities.

B. Vendor Approvals

No new vendor approvals.

IV. Other Business

A. New Business

No new business.

V. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:40 PM.

Respectfully Submitted,
Bob Carlson

To be amended per Governance Committee

Coversheet

Finance Committee Updates

Section: III. Finance Committee
Item: A. Finance Committee Updates
Purpose: FYI
Submitted by:
Related Material: 2024-01 GO-BPT Dashboard.pdf

Great Oaks Charter School - Bridgeport Financial Dashboard January 31, 2024

Cash			
	<u>1/31/24</u>	<u>12/31/23</u>	<u>11/30/23</u>
Cash Balance - Chase Operating Account	1,282,008	2,227,868	951,927
Cash Burn/Month	945,860	- 1,275,941	999,159
Cash Balance to Burn Rate (months)	1.36	- 1.75	0.95
Cash Balance - Chase Food Account	27,277	24,645	27,523
Cash Balance - Chase Reserve Account	14,093	13,992	14,268
Total Cash Position:	1,323,378	2,266,505	993,718
Key:		Greater than 2 months in reserve	
		Between 1 and 2 months in reserve	
		Less than 1 month in reserve	

Balance Sheet			
	<u>1/31/24</u>	<u>12/31/23</u>	<u>11/30/23</u>
Current Ratio (current assets to current liabilities)	1.43	1.43	1.99
Debt to Assets Ratio	-	-	-

Fundraising			
	<u>FY 24 Target</u>	<u>Support</u>	<u>Delta</u>
Capital/Building			
Operating Support	Barr grant + \$100,000 fund raising target	266,750	166,750
			100,000

Summary of Material Expense Variances				
	<u>Budget</u>	<u>Actual</u>	<u>Delta</u>	<u>% All Rev.</u>
Enrollment	661	661		
				+ is favorable
<u>Description</u>				
State/Local Funding	4,897,764	5,201,833	304,069	89%
Title Funding	306,658	336,434	29,776	6%
ESSER Funding	668,701		(668,701)	0%
USDA School Lunch Program	179,966	198,591	18,625	3%
Other Funding	132,271	128,312	(3,959)	2%
	6,185,360	5,865,170	(320,190)	
				<u>% All Exp.</u>
Personnel - Salaries	3,064,081	3,064,455	(374)	48%
Personnel - Payroll Taxes	268,107	169,665	98,442	3%
Personnel - Benefits	395,266	410,080	(14,814)	6%
Professional/Contracted	318,750	426,313	(107,563)	7%
School Ops	482,892	614,723	(131,831)	10%
Facilities	1,506,925	1,573,033	(66,108)	25%
Tutor NP	183,525	127,594	55,931	2%
Sum of All Known Material Variances	6,219,546	6,385,863	- 166,317	