



Great Oaks Charter School - Bridgeport

GOBPT April Finance Committee Meeting

Published on April 2, 2024 at 9:38 AM EDT

Amended on April 3, 2024 at 2:45 PM EDT

Date and Time

Wednesday April 3, 2024 at 5:00 PM EDT

Location

375 Howard Ave.
Bridgeport, CT 06605

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:00 PM
A. Record Attendance		Corey Sneed	1 m
B. Call the Meeting to Order		Corey Sneed	1 m
C. Approve last month's meeting minutes	Approve Minutes	Corey Sneed	1 m
Approve minutes for GOBPT March Finance Committee Meeting on March 13, 2024			
II. Administrative / Financial Overview			5:03 PM
A. Current Cash Position	FYI	Benjamin Chan	5 m

	Purpose	Presenter	Time
• Checking:	\$2,165,220		
• Food Service:	\$ 49,582		
• Reserve:	\$ 28,993		
Total:	\$2,243,795		
Credit card balance: \$4,596			

III. Financial Review 5:08 PM

A.	Dashboard & Financials	FYI	Benjamin Chan	10 m
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IV. Additional Items 5:18 PM

A.	Updates	Discuss	Benjamin Chan	1 m
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1. Credit card statement for review (bank statement available only after 4/4)
2. Credit card reconciliation for review/sign off (bank reconciliation available after 4/5)
3. Permission for finance committee member to review and sign off

4. ERC update & next steps
5. Electricity vendor - update & next steps
6. Water & sewer - landlord working w Aquarion re account cleanup

7. Internet/networking Capital Budget related to e-Rate funding

B.	New Vendors	FYI	Benjamin Chan	5 m
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- Vote of approval for new vendors:
1. Charter Technology Solutions: Using e-Rate FY25 for Cisco Meraki 1 year license renewal (15% school funded)
 2. Muse Paintbar for middle school event: \$1,100 estimate

V. Closing Items 5:24 PM

A.	Adjourn Meeting	Vote	Corey Sneed	1 m
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Attention: Times and Locations are subject to change.

Coversheet

Approve last month's meeting minutes

Section: I. Opening Items
Item: C. Approve last month's meeting minutes
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for GOBPT March Finance Committee Meeting on March 13, 2024

APPROVED



Great Oaks Charter School - Bridgeport

Minutes

GOBPT March Finance Committee Meeting

Date and Time

Wednesday March 13, 2024 at 5:00 PM

Location

375 Howard Ave. Bridgeport, CT 06605

Committee Members Present

Bea Bagley (remote), Bob Carlson, Corey Sneed (remote), David Zieff

Committee Members Absent

Eva Vega

Guests Present

Benjamin Chan, Farah Martin, John Scalice, Latoya Hubbard (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

Corey Sneed called a meeting of the Finance Committee Committee of Great Oaks Charter School - Bridgeport to order on Wednesday Mar 13, 2024 at 4:55 PM.

C. Approve last month's meeting minutes

David Zieff made a motion to approve the minutes from GOBPT February Finance Committee Meeting on 02-21-24.

Bob Carlson seconded the motion.

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

II. Financial Overview/Administrative

A. New Vendors

B. Chan presented Kaufman Dolowich LLP. B. Chan reports they are the appointed firm by the insurance company.

B. Current Cash Position

Current Cash Position:

Checking: \$511,926

Food service: \$12,293

Reserve: \$14,093

Total: \$538,312

- Barr Funding: J. Scalice has spoken to GO Foundation about the Barr grant. During this conversation the foundation did an analysis on how much we still owe for High Dosage Tutoring and reports that the initial proposal is a payment in April that offsets the difference. This will be in our favor and will remove outstanding balances and tutoring fees for the rest of the year. The proposed timeline is to be submitted by April.
- ERC follow up- by Monday we should get some documentation from Trinet and it has been submitted to the IRS. Trinet has to file for us because we were under their payroll tax.
 - The funds go to Trinet and then it comes to the school since they were our PEO.

III. Financial Review

A. Dashboard & Financials

CFO, B. Chan, went over Dashboard and summary of expenses.

- At the end of February we had 819,178 in the school's operating account.
- Fundraising Committee will meet at the end of the month to go over fundraising efforts and plan.

- ERC is not included in the dashboard documents because we haven't received this yet
- Expense side: Big numbers that stand out is the higher cost of IT/Tech Support.
 - A lot of this was because of the new domain/ separation from the foundation.
- D. Zieff looking at where we are now. Do you think we will be able to balance by the end of the year? B. Chan states that the expense side we have payroll and teachers are paid through the summer but the only big thing we can do is during the summer try to shut down electricity as much as we can. We have reduced as much as we can in the expense side.

B. Future Budget Update

- B. Chan reports the school is currently updating fiscal policy for next year and the 990 as well.
- B. Chan also states the landlord prepared the water and sewer meters to us and the school does not think this is fair. The roles of the school and the landlord in the lease were discussed.

IV. Additional Items

A. New Grants

No new grants at this time to be presented but J. Scalice is looking and working on it. Energy Bills and Conservation efforts

- This is an ongoing effort and will be discussed further.

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 5:30 PM.

Respectfully Submitted,
Corey Sneed

Coversheet

Dashboard & Financials

Section: III. Financial Review
Item: A. Dashboard & Financials
Purpose: FYI
Submitted by:
Related Material: GO-BPT Qtrly Budget to Actual - FY24 Q1 to Q3.xlsx

Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

GO-BPT Qtrly Budget to Actual - FY24 Q1 to Q3.xlsx

Coversheet

New Vendors

Section: IV. Additional Items
Item: B. New Vendors
Purpose: FYI
Submitted by:
Related Material: Meraki Vendor Selection Matrix 1.pdf
CTSQ10577_20240326_150537.pdf

CISCO MERAKI RENEWAL LICENSES

RFP - Vendor Selection Matrix

3/18/2024

1. RFP was issued by James Hsu of e-Rate advantage based on the 470 bid application & specs of last year's license purchases

Additional point of reference. Vancord is no longer a Meraki partner

Vendor:		CTS		CDW				CYTRANET		VANCORD FY24 direct purchase	
Date of Bid:		3/25/2024		3/7/2024				2/10/2024		9/30/2023	
License Period:		1 year		1 year		3 year				1 year	
Item	Quantity	Unit Price	Extended	Unit Price	Extended	Unit Price	Extended		Unit Price	Extended	
Renewal: Cisco Meraki MR Enterprise Cloud Controller License for MR Series Access Point	80	\$ 110.73	\$ 8,858.40	\$ 110.66	\$ 8,852.80	\$ 216.11	\$ 17,288.80		\$ 171.89	\$ 13,751.20	
Renewal: Cisco Meraki Enterprise Lincese for Cloud Managed MS225-48FP Switch (48 ports)	14	\$ 330.60	\$ 4,628.40	\$ 330.04	\$ 4,620.56	\$ 621.21	\$ 8,696.94		\$ 377.57	\$ 5,285.98	
Renewal: Cisco Meraki License & Support for MS350-48FP Enterprise Cloud Managed Switch	3	\$ 520.68	\$ 1,562.04	\$ 512.69	\$ 1,538.07	\$ 915.01	\$ 2,745.03		\$ 679.30	\$ 2,037.90	
Total:		\$ 15,048.84		\$ 15,011.43		\$ 28,730.77		Inapplicable	\$ 21,075.08		
		per year		per year					per year		
						Per Yr Cost:	\$ 9,576.92				
Delta: \$37.41											

Rationale: This is a purchase the school needs to renew each year for the wireless access points & controller switches each Sept/Oct

While the 3 year license offers a lower annual licensing cost, the renewal period will extend beyond the useful life of the equipment. So a 1-year license matches the timing for equipment replacement

Price, service and reliability of the vendor for a 1 year license are the determinant criteria

There were only 3 responses to the 470 bid of Feb 9, 2024. The bid from Cytranet was not appropriate to the RFP

Conclusion: CTS's bid is \$37 higher but they will provide local service support, including installation of the licenses and assessment of longer term needs



Charter Technology Solutions

Empowering Education

Quote: CTSQ10577

Valid through: April 22, 2024 @ 1:50 pm

Prepared For:

Corey Sneed
Board Treasurer
375 Howard Avenue
Bridgeport, CT 06605

Prepared By:

Sachin Gujral
Founder and CEO
sachin.gujral@charters.com
866-399-3230 x110



Full Quote



Below is the interactive version of the quote, you can choose options and see the quote totals.

For the full presentation proposal, [click here](#) to view or download the PDF version of this quote. You can sign and fax this in, or you can save time by simply electronically accepting this quote below.

Line Item Summary

QTY	Description	Picture	Unit Price	Ext Price
Meraki 1 Year licensing				
<input checked="" type="checkbox"/> 80	Meraki MR Enterprise Cloud Controller License, 1 Year Cisco Meraki Enterprise Cloud Controller - Subscription license (1 year) - 1 access point - hosted		\$110.73	\$8,858.40
<input checked="" type="checkbox"/> 14	Meraki MS225-48FP Enterprise License and Support, 1 Year Meraki MS225-48FP Enterprise License and Support, 1 Year		\$330.60	\$4,628.40
<input checked="" type="checkbox"/> 3	Meraki MS350-48FP Enterprise License and Support, 1 Year Meraki MS350-48FP Enterprise License and Support, 1 Year		\$520.68	\$1,562.04
SubTotal				\$15,048.84
Total Cost PRE DISCOUNT				\$15,048.84
1	Anticipated E-rate Discount - Internal Connections E-rate Discount Percentage: 85%		\$12,791.51	-\$12,791.51

Update Totals

SubTotal: \$2,257.33
Shipping: \$0.00
Tax: \$0.00

Total: \$2,257.33

Acceptance Detail

Order Confirmation

We reserve the right to cancel orders arising from errors, inaccuracies, or omissions.

I agree to the terms and conditions of the above document and PDF attachment with an electronic signature below.

Title

Signature
Type your signature

IP Address

Email Address

*This document was accepted on March 26, 2024 @ 11:05 am.
An email confirmation was sent to bchan@gobpt.org.*

Have Questions?

Quote Accepted. Have additional questions?

(Note, you will receive a copy of your message by email.)

No questions posted yet.

Time expressed in Eastern Daylight Time UTC-04:00



Empowering Education

E-rate: Internal Connections (IC)

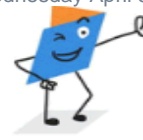
Great Oaks Bridgeport

2024-25

Prepared for:
Corey Sneed
Board Treasurer

Prepared on: 3/22/2024





132 32nd Street, Brooklyn, NY 11232 • 866-399-3230 • CharterTS.com

Proposal To: Great Oaks Bridgeport

On: E-Rate Eligible Internal Connections

3/22/2024

Category Of Service: C2-Internal Connections

Form 470 Application Number: 240020012

Contract#: 2024-25_Great Oaks Bridgeport_ER_240020012_IC

School Address: 375 Howard Avenue
Bridgeport, CT 06605
United States

Service Provider: CHARTER TECHNOLOGY SOLUTIONS

School Contact: Corey Sneed

Service Provider SPIN: 143035558

School Phone Number: (646) 470-5221

Anticipated E-Rate Discount Rate: 85%

LINE	DESCRIPTION	QTY	UNIT PRICE	TOTAL
	SKU: Meraki 1 Year licensing			
2	Meraki MR Enterprise Cloud Controller License, 1 Year SKU: LIC-ENT-1YR Cisco Meraki Enterprise Cloud Controller - Subscription license (1 year) - 1 access point - hosted	80	\$110.73	\$8,858.40
3	Meraki MS225-48FP Enterprise License and Support, 1 Year SKU: LIC-MS225-48FP-1YR Meraki MS225-48FP Enterprise License and Support, 1 Year	14	\$330.60	\$4,628.40
4	Meraki MS350-48FP Enterprise License and Support, 1 Year SKU: LIC-MS350-48FP-1YR Meraki MS350-48FP Enterprise License and Support, 1 Year	3	\$520.68	\$1,562.04
	SKU: SubTotal			\$15,048.84
	SKU: Total Cost PRE DISCOUNT			\$15,048.84
7	Anticipated E-rate Discount - Internal Connections SKU: USAC-DISC-IC E-rate Discount Percentage: 85%	1	-\$12,791.51	-\$12,791.51

Anticipated Cost Post Discount

\$2,257.33



The following Terms and Conditions apply for the proposed contract:

1. This agreement ("Agreement") is between the Customer and Charter Technology Solutions, LLC ("CTS") (each a "Party" and collectively, the "Parties"), and sets forth the legal rights and obligations governing your order for equipment and/or software (the "Product"), and the installation thereof (the "Services").
2. Customer agrees to facilitate CTS access to buildings and facilities ("Premises") with building custodial staff, security staff and/or maintenance personnel to perform the Services, and if necessary shall make available a reasonable amount of secure space for storage by CTS of the Product. Customer agrees to provide any assistance necessary to allow CTS to perform Services, including but not limited to any network and server downtime during regular business hours throughout project duration.
3. Any Services to be scheduled over a weekend, or during 2nd or 3rd shift hours, requires a minimum 2-week advance notice and will be billed at a 50% premium over CTS's then-existing service rates.
4. All Product orders are final once placed by CTS with vendors. Any returns of Product will be subject to the applicable vendors' policies and will be subject to restocking and shipping fees. CTS will provide reasonable assistance to Customer in presenting any returns to the vendors.
5. All work to plan, procurement and related performance hereunder will begin no sooner than 5-10 days following the execution of this Agreement and the satisfaction of the pre-payment terms by Customer.
6. The Parties acknowledge that some of the Product and Services provided under this Agreement may be eligible for funding under the federal E-Rate program. Accordingly, Customer and CTS agree to take all actions and submit all filings necessary to obtain and preserve E-Rate funding. Customer shall be liable to and shall pay CTS in full for any amounts owing or costs incurred that are not eligible for E-Rate funding or are otherwise not reimbursed by the Universal Service Administration Company ("USAC"). CTS makes no guarantees, representations, or warranties regarding the E-Rate eligibility or ineligibility of the Product or Services provided under this Agreement.
7. Promptly following CTS's completion of any Services or installation of any Product, Customer will examine the Services and/or Product to confirm conformity with specifications. If acceptance criteria are not otherwise specified in a quote or order, and CTS has not received written notice from Customer within thirty (30) calendar days following completion of the Services and/or installation of the Product, the applicable Services and Product will be deemed accepted by Customer.
8. Customer represents and warrants that the Premises shall: (i) be in compliance with all applicable federal, state and local laws, rules and regulations, including hazardous waste and environmental laws and/or regulations; (ii) be safe; and (iii) not contain, present, or expose CTS employees or agents to asbestos or other hazardous materials or substances. If CTS reasonably determines that Customer is in breach of this obligation, CTS may immediately suspend performance until Customer has corrected such condition(s) and/or terminate the Services with respect to such Premises. In the event of termination, Customer shall be liable to CTS for all costs incurred, Product procured, and Services performed through the date of termination.
9. (A) Customer shall have the benefit of the manufacturers' end user warranties for all Product provided hereunder. Customer acknowledges and agrees that CTS shall have no liability or obligations with respect to any Product, provided that CTS will provide reasonable assistance to Customer in presenting any warranty claims to the manufacturer. (B) Customer agrees that installation, repair, or modification of a system by non-manufacturer certified technicians may void the manufacturer's warranty and may result in a denial of hardware and/or software support services. (C) UNLESS OTHERWISE STATED IN THIS AGREEMENT THE WARRANTIES SET FORTH IN THIS SECTION ARE IN LIEU OF ALL OTHER WARRANTIES FROM CTS. CTS DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OF MERCHANTABILITY

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- 11. Each Party shall defend, indemnify and hold harmless the other Party, and its respective directors, officers, trustees, members, employees and agents from and against any third party claim, suit, action or proceeding alleging bodily injury (including death) or damage to tangible property to the extent such injury or damage is caused by the gross negligence or willful misconduct of the indemnifying party, its employees, subcontractors or suppliers in connection with the performance of Services, provided that such claim is promptly reported to the indemnifying party in writing.
- 12. CTS may subcontract portions of work related to this project.
- 13. Except for Customer's payment obligations hereunder, a Party's non-performance or delay shall be excused to the extent the failure or delay in performance is the result of events beyond such Party's reasonable control including, without limitation, governmental actions, civil unrest, terrorism, power surges or failure, fire, water, acts of God including without limitation, rain, floods, earthquakes or lightning.
- 14. Client agrees to obtain and furnish, at Client's expense, all permits necessary to perform the work or services hereunder. If CTS determines in its sole discretion that permits are required after the work or services have commenced, Client shall be solely responsible for all costs and delays associated therewith.

By signing below, this will constitute acceptance of this agreement and then will be in effect as a contract for the services and equipment described herein.

School Authorized Signature

Date

Sachin

CTS Authorized Signature

Date

Mar-25-2024

Gujral