

APPROVED



# Great Oaks Charter School - Bridgeport

## Minutes

### GOBPT April Board Meeting

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#### Date and Time

Wednesday April 3, 2024 at 5:30 PM

#### Location

375 Howard Ave  
Bridgeport, CT 06605

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#### Directors Present

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

#### Directors Absent

Eva Vega, Selena Morgan

#### Guests Present

Benjamin Chan, Farah Martin, John Scalice, Latoya Hubbard

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### 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 Apr 3, 2024 at 5:36 PM.

#### C.

### **Approve March meeting minutes**

Tenssie Ramsay made a motion to approve the minutes from GOBPT March Board Meeting on 03-13-24.

Corey Sneed seconded the motion.

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

## **II. Governance Committee**

### **A. Chief Operating Officer's Report**

L. Hubbard went over COO report.

#### **Enrollment:**

- Current enrollment is 621. Our expected retention is 547 meaning that our open seat number is 114.
- Postcards were mailed to families all over Bridgeport.
- We have social media marketing on Facebook, Instagram and You Tube.
- We also have yard signs that will be put up around the city including in our community partner areas.

#### **Facilities:**

- UI Construction Work across the street and on Railroad Ave.
- Internet Outage- Fiber Optic Cable cut. Sometimes these are typical when there is major construction going on. We don't know if it is directly related to the construction with UI but we will reach out to them when we have testing just in case.
- Cherry Street Construction- working with the Bridgeport Fire Department to develop an alternative route.
- Last school year we had a store front in the HS main office because . We are reviewing our security grant to see what we can get from that.

#### **Technology:**

ERate grant is in review

We also have an IT company coming in to the school to get us an idea of what we can do with ERate.

**GOBPT also attended OIC of America Conference in Washington, DC.** This is a community partner of our school. They have an office located in Bridgeport but they are nationwide. Our Director of Community Partnerships. They provide services to underserved communities. For some of our parents and students they have provided financial literacy, professional development and job training, healthcare education, re-entry programs and workforce pathways for youth.

## **B. Chief Executive Officer's Report**

CEO, J. Scalice, went over CEO report.

Last month we discussed our 3 year renewal and a corrective action plan/

This includes academics with a focus on ELA and Math. Attendance with a reduction of Chronic Absenteeism and 100% of Teacher Certification goal.

The steps are the following:

- Review, Submit on March 19th
- Obtain feedback on March 25th
- Revision and submission is March 28th
- Second Feedback is April 4th
- Final submission is expected on April 5th.

This will complete the renewal.

**MLL Data:** The performance of our Multi Language Students has grown and gotten a lot stronger. The way we measure MLL success is through LAS Links Testing.

- Listen Comprehension
- Oral Fluency of English
- Reading Comprehension
- Written English Responses

From our 2022-2023 school year to 2023-2024 school year we have seen growth. Our students grew an average of 8.76% in total score. Our MLL team also hit a major milestone with our students.

Great Oaks students increased by 47.5 % in Proficiency for writing!

What we have done to grow:

- We instituted a summer camp for MLL students
- Before and After school sessions with new to country students
- Family connection and contact to continue support
- Push-In support from our MLL teachers
- Increased MLL staff size (4) for 83 students
- New Curriculum with supports for MLL students

***Huge Shoutout to our amazing MLL team!***

***Kate Sabo, Paul Morin, Monica Cano and Rosy Flores.***

### III. Finance Committee

#### A. Finance Committee Updates

CFO, B. Chan went over agenda including budget and actuals for the first 3 quarters.

Due to the day of our meeting, statement cycle of the bank; much of the data is not available today so we will be going over agenda and budget to actuals.

- Checking: \$2,165,220
- Food Service: \$ 49,582
- Reserve: \$ 28,993

Total: \$2,243,795

Credit card balance: \$4,596.

The finance committee has met and went over the Employee Retention Credit. The school will have the school lawyer send a letter to Trinet to get an expedited answer that we have been waiting for. This a credit that is due back to us from the IRS. We applied for with Trinet and we are having trouble with Trinet getting proof that they filed.

In terms of the lease, deliverables are expected to be provided to our landlord. We will have a working group to go over the lease and do an audit to make sure we are in compliance with our lease.

Quarterly Budget to Actuals for FY 24 was presented to the board. Goal is to have a rainy day budget for unexpected expenses.

Bob Carlson made a motion to authorize David Zieff be the point person to sign off on bank reconciliations.

Bea Bagley seconded the motion.

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

#### B. Vendor Approvals

Bob Carlson made a motion to approve Charter Technology Solutions as a vendor to provide WIFI Access Points.

Tensie Ramsay seconded the motion.

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

Bea Bagley made a motion to approve Muse Paint Bar and American Dream Mall for Middle School and High School end of year trips.

Daniel Luciano seconded the motion.

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

#### **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

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Attention: Times and Locations are subject to change.