APPROVED

Great Oaks Charter School - Bridgeport

Minutes

GOBPT December Board Meeting

Date and Time
Wednesday December 11, 2024 at 5:30 PM

Location
375 Howard Ave.
Bridgeport, CT 06605

Directors Present
Bob Carlson, Corey Sneed (remote), David Zieff, Tenssie Ramsay (remote)

Directors Absent
Bea Bagley, Daniel Luciano, Eva Vega, Matthew Nwosu

Guests Present
Farah Martin

I. Opening Items

A. Record Attendance & Begin Recording Meeting

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 Dec 11, 2024 at 5:31 PM.

C. Approve Last Month's Meeting Minutes

Corey Sneed made a motion to approve the minutes from GOBPT November Board Meeting on 11-13-24.
Tenssie Ramsay seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Finance Committee

A. Audit presentation to Board of Directors

Jennifer Bull, PKF, went over Audit and financial report with the board of directors. Board of Directors were able to get their questions answered.
B. Chan, went over Receivables for Q1 grant expenses include:

- *Special Ed from Bridgeport Public Schools : $153,875*
- *Commissioner's Network: $150,353*
- *School Improvement Grant: $59,000*
- *Title 1 & 2: $132,073*

In addition, the actual updated per pupil rate based on the new equitable funding formula will show up in the Q3 per pupil funding at the end of this month.

CFO, B. Chan, went over Dashboard for all board members.

Expenses are in line. Salaries are being tracked and there are now projections of what we can expect in a year. The only bump in the road is that the accounting fees are front loaded while the budget is accruing it every month across the 12 months. However, the ADP admin fee is much higher. A suggestion from C. Sneed is that if there are significant changes that we know of, that affect the basis of the budget, then we should bring it up, let the board know and adjust accordingly. Another is to go through Dinsmore Steele if needed.

B. Motion from the board to authorize Corey to sign documents and ratify the audit.

Bob Carlson made a motion to authorize Corey to sign documents and ratify the audit.
Tenssie Ramsay seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Vendor Approvals

Boca Oyster Bar needs to be approved as a new vendor for school holiday party.
David Zieff made a motion to approve new vendor for school holiday party.
Bob Carlson seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Governance Committee

A. Chief Operating Officer's Report

COO, L. Hubbard, went over COO Report.

Enrollment:
Enrollment for the 2025-2026 School Year Launch Date: December 1, 2024

- Application Access: Families can now complete the enrollment application on our website.

Upcoming Marketing Efforts:

- Postcard Mailing: First batch scheduled for distribution after the Holiday break.
- Outreach Strategies:
  - Call Banking to reach potential families.
  - Radio and Social Media Advertisements to maximize visibility.
  - Canvassing in local communities.
  - Referral Campaign for current students and families.

Goal: Build awareness and excitement about joining our school community for the upcoming academic year!

Teacher Certification updates:

- **Returning Staff**
  - 91% Certified
  - 9% Covered under 60 Day Provision
- **New Staff**
  - 50% Certified
  - 50% Covered under 60 Day Provision
- **Overall Staff**
  - 80% Certified
  - 20% Covered under 60 Day Provision

Operations Staff updates:

Ryanne Davis- **Human Resources**
Onboarding Process
Leadership Support
Staff Events (Potluck)

Calley Tinley - EdTech Administrator

Scheduling
Staff Training
Parent & Student Support

These two operations staff members got an award for Staffulty of the Month. Congratulations to both!

B. Chief Executive Officer's Report

J. Scalice went over CEO report.

CEO did a report for our board of directors on General Performance regarding School Wide Discipline and Teacher Experience.

School Wide Discipline so far:
District Target - <10%

- Middle School - 8.7%
- High School - 1.5%

Total = 4.2%

Our contributing factors:
- The Social Media Social Worker has had a significant impact on reducing the need for out of school suspensions related to off school incidents involving Social Media interactions
- Increased time spent on mediation, parent meetings, and support for students experiencing issues has led to a decrease in significantly disruptive behavior requiring suspension.

Grant Related Performance:
Two grants are being used to implement coaching model and teacher support regarding classroom instruction. These are the School Improvement Grant (SIG) at 100% and Commissioner’s Network at 31%.

This coaching model has given us the following results:
Positive Responses Reported

- Constructive and Actionable Feedback **- 92.5%**
- Address specific challenges of practice - **92.5%**
- Help me reflect on teaching practices - **92.5%**
- Contribute to my professional growth **- 85.1%**
- Specific strategies for my classroom - **92.5%**
- Makes me feel more confident - **81.5%**

- **I**mproved ability to meet diverse needs **- 81.5%**
- Positively impact student outcomes - **88.8%**
- Focuses on student centered practices- **88.8%**

B. Carlson asked what happens when the money goes away? J. Scalice reports When the SIG money goes away this year, we will be able to recoup that money through Title 1. We will still have the funding for these positions.

Overall Experience: 85.2% of Overall Satisfaction
2023-2024 - 68%
State Looks-For - 75%

This is a huge recruiting point! This will likely have an impact in certification rate and get teachers that have a longer time teaching that usually has a good amount of impact on our students.

IV. Other Business

A. New Business

Holiday Dinner for all board members and leaders of the school on Friday, December 20th, 2024. More information has been sent to your emails. Happy Holidays!

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 6:48 PM.

Respectfully Submitted,
Bob Carlson

Attention: Times and Locations are subject to change.