APPROVED

# Great Oaks Charter School - Bridgeport

# Minutes

## GOBPT March Board Meeting

**Date and Time**
Wednesday March 12, 2025 at 5:30 PM

**Location**
375 Howard Ave.
Bridgeport, CT 06605

**Directors Present**
Bea Bagley (remote), Bob Carlson, Corey Sneed (remote), Daniel Luciano (remote), David Zieff, Tenssie Ramsay (remote)

**Directors Absent**
Eva Vega, Matthew Nwosu, Robert Traber

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

### 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 Mar 12, 2025 at 5:40 PM.

**C.**

**Approve Last Month's Meeting Minutes**

Bea Bagley made a motion to approve the minutes from GOBPT February Board Meeting on 02-12-25.
Tenssie Ramsay seconded the motion.
The board **VOTED** unanimously to approve the motion.

## II. Governance Committee

### A. Chief Operating Officer's Report

**Enrollment:** 635 students are currently enrolled at Great Oaks. As of today we have over 200 applications for seats for the upcoming school year 25-26.

- Our initial lottery is Thursday, April 10th, 2025.

We have lost 28 students since the beginning of the year. T. Ramsay asked why we lost 28 students and why they left. L. Hubbard reports that majority of students are moving out of Bridgeport.

In 6th grade we have 23 applications. The numbers have doubled from last year but we are still going to be recruiting.

Facilities Update: Robert Litwin, our new facilities manager, has made adjustments to our HVAC system and we have seen significant 30% savings in our off peak usage. C. Sneed asked if this can be repeated and no adjustment in the rate? As long as the adjustments are not putting the school building in any sort of critical environment. This should be paid attention to. L. Hubbard reports that the steps can be repeated.

### B. Chief Executive Officer's Report

J. Scalice went over report. The main topic was budgeting.

- Accounting for the loss of School Improvement Grant, High-Dosage Tutoring Grant, and a reduction of Commissioner's Network.
  - No impact on critical services (teachers, student support) while keeping key components of our model in place
- Scheduling and Delivery Model
  - How we implement program for 2025-2026-Maximizing space, time, and process to reduce redundancy and cost
- New Grant Opportunities
  - How does our structure support new grant opportunities being released and supported by public and private agencies? HDT Opportunities (rumored), Reduction in student suspension opportunities, technology grants that we are pending the releasing  of funds from Governor Lamont.

## III. Other Business

### A. Gala Updates

D. Zieff went over plans for the gala 2025. We are refocusing our efforts and having this be a free community event on Friday, April 25th, 2025 from 6-9pm.

We will now be holding the event in our cafeteria and will be using Abbey Tent for the tables, chairs, linens and not use a tent.
Everyone gets one free wine/beer ticket and sell the second for $5. We will have a presentation from our CEO and COO to discuss our school and how we are doing as a school. Hoping this will lead to donations. We will also be doing an auction including art work from our students to raise funds for the school and the students.

F. Martin went over gala details with the board of directors.

## IV. Finance Committee

### A. Finance Committee Updates

As of the end of February there was 718,000 in the bank. There was 4,000 in the food account which was just replenished.

B. Chan went over summary of Material Expense Variances. The outliers are the ones that carried over from last month like ADP and meal counts.

The next slide is the updated budget. The key points- per pupil is much higher because of the new per pupil. This added over half a million dollars. On the expense side- the first section is all personnel related. There are stipends that are coming out of restricted grants. CN has stipend requirements which are factored in and projected through the end of the year.

School operations has two parts. 1. reoccurring services and break it down by departments like Middle School, High School, Humanities, STEM, etc. B. Carlson asked how we keep track of all the grants. C. Sneed reports all data is being rolled up on a continuum basis.

B. Carlson would like to see our $288,000 reserve fund is to grow to a million or two million.

### B. Vendor Approvals

Last month the board voted to approve Sage Intacct for the school's new financial management system that the school will adopt. We have to hire a consultant to implement. We compared pricing and services.

Daniel Luciano made a motion to approve EDpeak to become a vendor for SAGE Intacct.
Bea Bagley seconded the motion.
The board **VOTED** unanimously to approve the motion.
ADP health insurance plans and renewal quotes were discussed with the board of directors. The team is also working with Dinsmore and Steele to go over quotes and compare.
Tenssie Ramsay made a motion to authorize Corey Sneed, Board Treasurer, to move forward with the decision with who our benefit and payroll provider will be for this upcoming school year.
Daniel Luciano seconded the motion.
The board **VOTED** unanimously to approve the motion.
We have an invoice/ quote to repair one of the school's elevators. Our current approved service provider is KONE. The control board price is $9,000. The panel was damaged when Bridgeport surrounding area lost power.
David Zieff made a motion to approve the replacement of the school's elevator panel and control board.
Bea Bagley seconded the motion.
The board **VOTED** unanimously to approve the motion.

## 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 6:38 PM.

Respectfully Submitted,
Bob Carlson

---

Attention: Times and Locations are subject to change.