APPROVED

Great Oaks Charter School - Bridgeport

Minutes

GOBPT April Finance Meeting

Date and Time
Monday April 20, 2026 at 4:00 PM

Location
375 Howard Ave. Bridgeport, CT or virtual

Committee Members Present
Bob Carlson (remote), David Zieff

Committee Members Absent
Daniel Luciano

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

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

David Zieff called a meeting of the Finance Committee Committee of Great Oaks Charter School - Bridgeport to order on Monday Apr 20, 2026 at 4:03 PM.

C. Approve Last Month's Meeting Minutes/Reconciliation confirmation

David Zieff made a motion to approve the minutes from GOBPT March Finance Meeting on 03-16-26.
Bob Carlson seconded the motion.
The committee **VOTED** unanimously to approve the motion.

II. Administrative / Financial Overview

A. Financial Position

B. Chan went over financial dashboard.

Part of the responsibilities of the board treasurer are that on a monthly basis to review the bank reconciliations and the monthly review for the last month were approved with no issues.

At the end of March things were a little tight but also planned out. We ended the month at 176,421 but if you look at overall we had 284 in reserve and 7,000 in the food account so we are in good standing.

Receivables since collected:
Title 1,2, 3 & State bilingual: 143,108
Commissioners Network: 200,131

SpEd is spending 145,125
School meal: 27,519

As of today we have 1.8M in the checking account, net of last friday's ayroll for April. In May we have three pay cycles but it is all planned out.

Total as of today is 2.1M.

SpEd funding everything is in line with expectations. We are trying to track summer payroll.

D. Zieff states we want a surplus at the end of the year and we won't get it this year. B. Chan report yes because we are undefunded to begin with. DRIP funding for facilities should come by May for facility repairs.

E- Grant for firewall is an expense out of the school's budget.

We've had one full year of school electricity management. We are doing well at maintaining the same numbers and we have a good track record to follow for the budget.

J. Scalice discussed budget items that have come up regarding SMG and our contract. There are initial savings for us as well as the staff but we have to look at how much benefits would cost as well as insurance.

III. Review of FY26 Financials

A. Financial Documents

B. Chan went over Americorp funding. As of April 15th J. Scalice submitted a Americorp Grant. The dollar amount is 352,000 it pays for tutors. The obligation is one new hire beyond what we already have.
B. Chan reports this is impactful and will change the dynamics of FY27 budget and might help with donors as well.

J. Scalice discussed budget delays due to potential funding coming up and will discuss more in the board meeting.

IV. New Vendors

A. New Vendors over $5,000

B. Chan went over new vendors.

- Partners for Educational Leadership- STEM Progessional Development part of Commissioner's Network.
- Custom Ink- we buy our logo apparel and swag is a staff appreciation. Usually is a small number but in this case it has gone up over the threshold.
- J. Scalice reports he talked to board chair, B. Carlson over the weekend to go over an Emergency Authorization to siogn off the contract terms from Perkins Eastman for the internal expansion. In order for us to get the designs by April 28th we had too ign the contract by Friday to execute our timeline.

Bob Carlson made a motion to approve the three items as a slate (Partners for Educational Leadership, Custom Ink and Perkins Eastman).
David Zieff seconded the motion.
The committee **VOTED** unanimously to approve the motion.

V. Additional Items

A. Additional Items

D. Zieff went over the plan for Fundraising for the school. There is a fundraising letter that will be sent out to potential donors especially their presidents/CEO. Some will be personalized by our board connections.

VI. 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 4:51 PM.

Respectfully Submitted,
David Zieff

Attention: Times and Locations are subject to change.