APPROVED

Great Oaks Charter School - Bridgeport

Minutes

GOBPT September Board Meeting

Date and Time
Wednesday September 9, 2026 at 5:30 PM

Location
375 Howard Ave. Bridgeport, CT

Directors Present
Bob Carlson, Daniel Luciano (remote), David Zieff, Marie Casper, Matthew Nwosu (remote)

Directors Absent
Bea Bagley, Robert Traber, Tenssie Ramsay

Guests Present
Farah Martin, John Scalice, Latoya Hubbard

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 Sep 9, 2026 at 5:34 PM.

C. Approve July's Board Retreat Meeting Minutes

Marie Casper made a motion to approve the minutes from GOBPT July Board Retreat on 07-29-26.
Daniel Luciano seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Public Comment

There was no public comment made at the board meeting.

II. Finance Committee

A. Vendor Approvals

Board members discussed the approval of Board on Track. Board on Track is a board governance online system that the school uses to remain in governance and compliance.

Marie Casper made a motion to renew Board on Track contract for this upcoming year 2026-2027.
Daniel Luciano seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Finance Committee Updates

D. Zieff made a statement to the board that our Chief Financial Officer resigned recently from GOBPT. B. Chan has worked with the leadership team to make sure the transition to a new CFO is as smooth as possible. D. Zieff would like to have the minutes reflect that we wish B. Chan the best in his future endeavors.

J. Scalice reports we are in audit season as well so B. Chan has made himself available to us regarding the audit.

New CFO will begin working with the school on September 28th. B. Carlson, Board Chair, asked for a copy of the audit.

III. Governance Committee

A. Chief Operating Officer Report-

L. Hubbard, COO, discussed the following report to the Board of Directors.

Annual target for enrollment is 661 students. L. Hubbard reports that currently we have 627 students enrolled. The gap is 41 kids. The big gaps are in 6th and 7th grade. Usually we see this gap in 6th grade because middle school ends after 6th grade in BPS. Therefore parents don't want to switch students out of their school for only a grade. A big part of the gap in 7th grade is because of how small the 6th grade class is.

L. Hubbard reports that usually we go from over enrolled to under enrolled very quickly. Once we do this, our recruitment efforts increase. Our recruitment efforts include call banking, mass mailing, canvasing the community and marketing using Hearst Media.

Facilities Update:

- Construction - construction took place over the summer in 6 weeks. We worked with Lanese construction company. They were very organized, had great communication and cleaned up well. J. Scalice, gave a big thank you to Robert Litwin and the new maintenance team because they were phenomenal help and did a great job to make the work go smoothly.
    - This year we also held a larger group of students for our MLL summer camp. They also were not affected during the construction.

Professional Development for Staff

- Compliance Training
- PMT Physical & Psychological Management Training
- Principal's Day
- Academic PD
- Climate & Culture

B. Chief Executive Officer's Report

J. Scalice discussed the CEO report with the Board of Directors.

Renewal application was submitted on August 31st, 2026. This worked out to be a 120 page document between June and August with the help of the admin team.

- This document comprised of data based and practice based question spanning Board Governance, Finance, Instruction, Certification, and Community Involvement.

Tomorrow we will be submitting the renewal tool kit. The Artifact Collection (Renewal Section 2) will be submitted on September 10, 2026 (Due September 11, 2026) and includes 70 artifacts (multiple examples) spanning Instruction, Professional Development, Finance, Governance, Policy, Community Involvement, Transportation, Operations, Enrollment, and Human Resource.

CSDE will conduct an onsite, full day visit, on October 29, 2026 from 9:15 - 3:30 pm. This will include parent interviews, staff interviews, Board interviews, student interviews, leadership interviews, classroom observations, financial audit, special education audit, and additional information requested. Please hold the date!

J. Scalice, CEO, would like to thank the following people for all their help. Through a strong collective effort, all artifacts have been collected for our renewal. Thank you to Latoya, Ben, Ayshia, Brian, Chris, Denise, Karen, Farah, Ryanne, Calley, and Kate!This would not have been possible with their action.

The academic review committee changed the process and reframed the process. J. Scalice would like to thank Dr. Jenkins for all her work.

Dates to keep in mind:

November 10: Public Hearing for testimony in support of Great Oaks Charter School

March - April: State Board of Education Meeting regarding Charter Renewal

J. Scalice reports Great Oaks would like to formally acknowledge the contributions of our former CFO, Ben Chan. We wish him the utmost success on his next endeavor.

J. Scalice spoke to a new parent board representative. We would like to formally Welcome Ka'Ran Housey.

We have formally announced the hiring of our new CFO, Frederick Laist. Fred is will be joining our team on September 28th! Fred has already completed his onboarding and is excited to start. We are excited to welcome Fred to our team.

- Extensive background in start-up and turnaround work in start-up businesses; inclusive of accounting, grant allocation, budgeting, and development for expansion
- Background in money management through work at UBS and managing Federal grant programs
- Proven results with political interface around initiatives for organizational expansion

Fred has provided us with an initial week plan and will be reaching out to Board members individually upon his arrival to introduce himself and establish contact.

School Updates:

Fully Staffed - Instructional- All teaching positions have been filled as of the beginning of the school year.

Operational Staff- We currently have one maintenance vacancy open. All other non-instructional positions are filled.

High School- Our High School focus this year is on reducing Chronic Absenteeism, increasing student voice in decision making and planning, and internships.

Middle School- Our Middle School focus this year is on reducing Chronic Absenteeism, increasing math performance through changes to the instructional and tutorial model, and increasing ELA performance through an increased focus on writing.

IV. New Business

A. New Business

Bob Carlson, Board Chair, let the board of directors know that the governance committee will be looking at potential purchase of the existing building that houses great oaks.

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 6:26 PM.

Respectfully Submitted,
Bob Carlson

Attention: Times and Locations are subject to change.