

**GREAT OAKS CHARTER SCHOOL-BRIDGEPORT**  
**Board Meeting and Board Retreat**

**July 30, 2018**

**Board Members Present:** *Pam Fraser-Abder, Corey Sneed, Susan Briggs, Ed Farrow, Dexter Upshaw, Leticia Sepulveda, Albertha Brown*

**Board Members Absent:** *Wade Eyerly and Dr. Christiana Otuwa*

**Guests:** *John Scalice, Josh Thomases, Latoya Hubbard, Chris Pellegrino, Kyla Dunn, Nadina Juarez, Michael Duffy, Michael McGregor, Tamara Smith*

**Called to order at 12:21pm**

**Introductions** "Why do you do this work?"

**Board Members, Foundation Members and staff shared personal stories of what brought them to the work**

**Board Governance**

**Board Vote: Chose to vote on the board officers as a slate**

**Dexter moved that Board officers be voted on as a slate; 2nd by Pam. Voted unanimously; motion carried.**

**Board Vote: Dexter moved to vote unanimously for slate; 2nd by Leticia. Voted unanimously; motion carried.**

**Election of Officers**

*Susan Briggs, Chair*

*Edwin Farrow, Vice Chair*

*Cory Sneed, Treasurer*

*Leticia Sepulveda, Secretary*

**Election of Board Members and Class Assignments**

**Vote to re-elect those board member whose terms have expired (Susan and Pam) and to assign all board members to classes so that they are as equal as possible.**

**Newest Members:**

**Albertha, Dexter and Corey (Class One-3 year term)**

**Pam, Susan and Dr. Otuwa (Class Two-2 year term)**

**Leticia, Ed and Wade (Class Three-1 year remaining)**

**Vote to reflect re-elect Susan and Pam as a slate:**

**Ed moved that we vote to re-elect current board members as a slate; 2nd by Albertha.**

**Passed unanimously.**

**Vote to assign all Board members to classes:**

**Ed moved that we vote on board classes as presented; Albertha 2nd. Passed unanimously.**

**Vote to Adopt a Calendar of Board Meetings for the Year**

*2nd Wednesdays, 5:15pm on:*

*September 12*

*October 10*

*November 14*

*December 12*

*January 9*

*February 13*

*March 13*

*April 10*

*May 8*

*June 12*

**Corey moved to approve calendar of Board meetings for 2018-2019 SY; 2nd by Ed; Passed unanimously**

**Election of Committee Members and Formation of New Committee**

**Each committee chair gave an overview of their respective committees; Dexter proposed the formation of a Community Engagement Committee. Recommendations were made to consider adjusting the frequency of the committee meetings. Stronger dashboards were asked for by Board for each meeting. Committees are a 1 yr. Appointment.**

***Finance & Fundraising: Current members: Corey -Chair; Susan Wade and Ed, McGregor (Foundation Member) -Motion to elect committee was made by Leticia; 2nd by Albertha. Passed unanimously.***

***Academic Excellence: Chair: Pam; Leticia, Ed, Dr. Otuwa and Thomases (Foundation Member)-Motion was made Albertha; 2nd by Leticia. Passed unanimously***

*Governance Committee:* **Susan-Chair; Corey, Ed and Leticia; Duffy (Foundation Member)**  
**Motion was made by Dexter; 2nd by Albertha. Passed unanimously.**

*Community Engagement Committee:* **Dexter will lead and at next Board Meeting give more of an overview of the details; Albertha; Ivan Rodriguez; TBD Parent Board Member will be added when they join the board. Motion was made by Leticia; 2nd by Ed. Passed unanimously.**

**Dexter moved that we accepted these committees as our 4 standing committees; 2nd by Leticia. Passed unanimously.**

### **Services Agreement**

*Review of past agreements, vote to authorize Ed Farrow to sign last year's agreement, preview of agreement for the coming year.*

**Susan and McGregor have completed the negotiation of the SA for the 2018-2019 school year; the agreement is intended to be in place for the renewal charter term, if any. An addendum was signed by Michael and Edwin to extend the 2017-2018 SA for an additional 90 days while the new SA is being vetted by State Ed. The board discussed the best way to get this info to State Ed. It was also discussed that last year's SA was never executed; the Board acknowledged the oversight and correcting said oversight is the purpose of this vote.**

**Motion to allow to correct an oversight and have Ed sign last year's agreement: Motion given by Albertha; 2nd by Leticia. Passed unanimously.**

### **Authorization to Sign Checks**

*Vote to authorize John Scalice & Susan Briggs and Corey and Ed to sign checks on behalf of Great Oaks Charter School of Bridgeport for amounts not to exceed \$5,000.*

**Duffy stated that prior to the board meeting John, Susan and Corey met at the bank and signed the necessary papers. It was discussed that the Foundation COO must approve any checks signed by John, Susan or Corey over \$5,000. Corey suggested that we have two signatures for checks however it would be up to us to monitor that. Corey and McGregor will work offline on these details. Motion to Vote to authorize John, Susan or Corey to sign checks on behalf of GO-BPT up to \$5,000 with approval by the COO for any amount higher than \$5,000 given by Leticia; 2nd by Albertha. Passed unanimously.**

### **School Leadership Report**

*Presentation of Organizational Chart/Staffing Update*

**John shared an overview of the organizational chart and current staffing update. Shared out current needs and plan to fill remaining vacancies and did an overview of**

**the schedule. Focus areas for new school year includes more instructional and organizational support based on data and outcomes and increase frequency of classroom visits. Shared that Marshall rubric will be utilized for classroom visits and a Student Government will be added to the HS model. Shared out school goals-Focus on students, climate and culture, instructional model, human capital and network support.**

*Student Recruitment Update/Breakdown of Enrollment by Grade*

**Tamara given an overview of the current enrollment status and strategies previously taken and currently taken to close the gap to complete applications and build a waiting list.**

*Report on State Test Results for 2017-18/Comparison of GO with District and State/Trend from previous year by grade for GO*

**John walked Board through ELA SBAC scores by cohort. Test scores show out students have plateaued or “flat lined” with scores. John shared out the Data team process, which will take place every other Friday. These data teams will guide the learning and unit planning for the year. Josh shared an overview how data will be collected over the year and the alignment of the assessment calendar and method.**

### **Goals for 2018-19**

*Renewal of the school's charter*

*Description of the process and timeline for the charter renewal*

*Instructional Goals for GO Bridgeport-Strengthening teaching and tutoring, staff improvement and retention, focus on the students, build the model, strengthen culture*

### **Student Outcomes for 18-19**

Aiming towards xx growth and y-z% improvement for Proficient for MS

Disciplinary: drop in suspensions, strength based goal

HS: credit accumulation and on track to graduation.

New 9th: 80% GPA, 92% attendance, 6 credits for xx% of students (80%)

Current 10th:80% GPA, 92% attendance, 6 credits for xx% of students (80%)-Credit recuperation to move them on track

**Fundraising Goals-How much do we need to raise for school operations and for the school's capital needs?**

### **Approval of Minutes from previous Board Meeting**

**Fix Dexter's attendance (present), add Dr. Otuwa as absent. Page 2-adjust Upshaw**

**from "Shaw", Wade was present, Leticia and Brittney-Jean Louis Motion to approve Minutes-Upshaw moved with changes; 2nd by Corey. Vote passed unanimously.**

**Adjourn**

**Pam moved; Dexter seconded the motion. Meeting adjourned at 3:02 pm**