

*Great Oaks Bridgeport Board Meeting*  
*Wednesday, November 13, 2019*  
5:35pm - 7:21pm

**Board Members Present:** Susan Briggs, Corey Sneed, Dexter Upshaw, Leticia Sepulveda, Albertha Brown, Michelle Garcia (by phone),

**Board Members Absent:** Christiana Otuwa, Pamela Frasier-Abder

**Foundation Members Present:** Michael Duffy, Ben Chan, Lauren Perkins

**GO-BPT Staff:** Latoya Hubbard, John Scalice, Kasey Genovese, Brea Mangrum

**Guests:** None

**Called to order at 5:35 pm by Susan Briggs**

**Review of Minutes from the October Board Meetings (Leticia Sepulveda)**

- Motion to approve the October minutes moved by Corey Sneed, second by Dexter Upshaw, passed unanimously.

**Finance Committee (Corey Sneed)**

- Ben Chan reviewed the fiscal dashboard with the Board and informed the Board that the school is currently in good shape financially.
- Ben also informed the Board that the current auditors are nearing completion of the audit and have been more thorough
- Ben informed the Board that the auditors will be present at the December Board meeting to review the audit with the Board
- Ben informed the Board that the next installment of the per pupil revenue will be received by the School in December
- Corey noted the financial reports provided by the Foundation have been updated and are more robust and the Board is very pleased with the updates.
- Fiscal Policies and Procedures: motion to approve and adopt the revised Fiscal Manual presented by the Foundation moved by Albertha second by Leticia Sepulveda and passed unanimously.
- Susan gave the Board a brief explanation of the Grant Award documentation from the Connecticut Department of Education that needs to be signed in order for the School to receive the grant.
- Motion to authorize Susan to sign off on the Grant Award documentation when she deems appropriate to do so, after consultation with the School's attorney, moved by Albertha second by Leticia passed unanimously.

### **Principal's Report (John Scalice)**

- John gave the board an overview of data that was reported to the State on November 1.
- John provided the Board with data on student suspension and chronic absenteeism rates which are improving but still need work, particularly the chronic absenteeism rates
- John turned his presentation over to Kasey Genovese, School Guidance Counselor, who gave the Board an overview of the School Counselor Program.
- Kasey shared goals with the Board which include the following:
  - College and Career Readiness Strategies
  - Student Naviance Access
  - Create 4 Year graduation plans
  - Create and follow through on post-secondary plans for all HS students
- Kasey informed the Board that students enjoyed the field trip to Yale University.
- Kasey let the board know that students would have an opportunity to get help with essay writing in the Spring
- Each Student also has a folder with multiple documents as part of their plan for college.
- Kasey also noted that GOBPT has partnered with the CAP program which is run by the Bridgeport Alpha Kappa Alpha Sorority and currently 11 HS students are participating in the program.
- Leticia Sepulveda recommended The Workplace as a potential partner to assist in helping students find jobs.
- John gave the Board an overview of the Data PD that took place on Monday (Election Day). and noted that Fellows and Teachers worked together to analyze student data.
- Teachers looked at individual student performance, groups of student performance, item analysis of questions and student performance on individual standards.
- Final recommendations following the PD included Additional practice with students on mixed media within text and additional time for completion for students receiving accommodations
- Teacher spotlights:
  - First, for Ms. Vu, 9th grade ELA teacher, for work that she did with To Kill a Mockingbird
  - Second, for Ms. Denise Linares, who worked with students to create a social media campaign focused on positive actions to change something they are passionate about.

### **Ops report (Latoya Hubbard)**

- Tutor housing: Gary Flocco advises that the tutor housing will be completed by November 25th

- Lauren has been working with Bob Carlson(Landlord at State Street) in case the need for an extension of current tutor housing arises
- The school will continue to lease 3 units at 333 State Street
- Latoya and team are working to ensure that utilities and other services are ready for a December 1st move in
- Need to clarify if the utilities are separated per unit (separate meters for light and gas)
- Lauren and team have a comprehensive process in place to develop an RFP for a new food vendor for Fall 2020
- John reports there has been a reduction in waste related to food currently served

#### **Governance Committee Report (Susan Briggs)**

- Susan announced that due to CT statutory requirements and feedback from the Connecticut Department of Education, this unfortunately will be Albertha's final meeting as the teacher rep on the Board, since the Board has been directed by the CDE to replace Albertha with a teacher.
- On behalf of the Board, Susan expressed the Board's sincere gratitude to Albertha for her service on the Board and her many contributions to the School
- Susan introduced Brea Mangram as the proposed teacher representative nominee for the Board, to replace Albertha
- Brea is very well known to Board members as an outstanding and long time Great Oaks staff member (currently teaching 6th grade Math) who started her affiliation with the school as a tutor several years ago.
- Motion to approve Brea Mangrum as the new teacher representative on the Board
- Motion made by Alberta and seconded by Corey, passed unanimously.
- John informed the Board that he is working with the Bridgeport Superintendent's office to find a replacement for Christiana Otuwa, who has effectively stepped down from the GO-BPT Board

#### **Community Engagement Committee Report (Dexter Upshaw)**

- Dexter informed the Board that there is no current report for this committee because the committee has not met. He asked to pause activity with this committee at this time
- Susan stated that the Board will discuss how to continue the work of the committee, perhaps through the PTA

Susan called for a motion to adjourn the meeting. Motion by Corey, second by Dexter, passed unanimously.

The meeting was adjourned at 7:21p.m.