

Great Oaks Bridgeport Special Board Meeting  
Monday, August 17, 2020

**Board Members Present:** Susan Briggs, Pamela Fraser-Abder, Corey Sneed, Brea Mangrum, Dexter Upshaw, Leticia Sepulveda, Denise Carey

**GO-BPT Staff Present:** Latoya Hubbard, John Scalice, Ayanna Brown, Michael Little

**Foundation Staff Present:** Lauren Perkins

**Called to order at 5:23 pm by Susan Briggs**

**Overview of Academic Programs & Facilities Needs (John Scalice)**

John provided the board with an overview of the technology program components needed for distance learning for the 2020-2021 school year. He noted that the items would serve as enhancements to current school programs and would be covered by ESSER funds that will be received from the state in the amount of \$197k.

School Technology and Software: John described the following online curriculum components with multi year licenses that the school would like to purchase:

- Pearson Perspectives - ELA with NWEA - \$3667 per year
- Pearson Math - \$3508 per year
- Ed Puzzle - \$912 per year
- Digital Body - \$3420 per year

Pam raised a question about a 2 year contract as opposed to a 3 or 4 year contract, and John noted the reason for a 2 year contract was to keep open the option of being able to renegotiate the contract at a later date.

Corey asked if we would leverage the ESSER dollars to free up other budget dollars and John confirmed that the school would. Lauren also confirmed that the school would be able to use the ESSER funds through 2022. Corey noted that the school should make sure there is language included in the termination clause of the contracts to make sure the school has the right to terminate the contract at any time.

Corey requested a motion to accept the purchase of the Pearson Perspectives, Pearson Math, Ed Puzzle, and Digital Body software programs under the sole source provision as outlined in the school fiscal policy. Corey explained the sole source provision and what would allow a vendor to be included in this definition as per the school fiscal policy. He explained that these programs would fall under this since other programs may not integrate with the school's new

Learning Management System. The motion was moved by Leticia and second by Pam passed unanimously.

Dexter asked in the event that the vendors are not willing to add language around the termination clause if an additional vote would be needed and then gave the suggestion that the Board should provide John and Corey with flexibility to negotiate.

Susan asked to redo the motion and requested a motion to approve the two Pearson programs for ELA and Math as well as the approval of Ed Puzzle and Digital Body as sole source vendors. Motion moved by Dexter and second by Brea, passed unanimously.

Susan requested a motion to authorize John and Corey to negotiate the contracts for the two Pearson programs for ELA and Math as well as Ed Puzzle and Digital Body to receive termination clauses most favorable to the school. Moved by Pam and second by Leticia and passed unanimously.

Headphones for Students: John provided the board with a brief overview of Headphones needed for distance learning and presented the 3 quotes that the school received from 3 different new vendors which are the following:

- B&H Photo - Hamilton Headphones 750 units at \$20212.50
- Quill - Hamilton Headphones 750 units at \$34492.50
- Encore Data Products- Hamilton Headphones 750 units at \$8617.50

Corey requested a motion to accept the proposal from Encore Data Products for the purchase of Headphones. Motion moved by Pam, second by Brea and passed unanimously.

### **Review of PPE New Vendors and Facilities Needs (Latoya Hubbard)**

Latoya advised the board that GO-BPT will be placing orders for PPE items. She also noted that there will be multiple vendors used over the course of the year to purchase these PPE items as the school may need to seek out multiple vendors for availability of items at favorable costs. Latoya also noted that some of these vendors may be new. The school therefore proposed reaching out to Corey for authorization requests for up to \$50K so that they don't have to pull in the board to vote on individual orders.

Susan asked for a description of the criteria used for vendor approval. Latoya stated that the criteria will be set from a cost perspective and ability to deliver, and to ensure it is within budget. Those decisions within the parameters would be required in order to enter the purchase order.

Corey requested a motion from the board to authorize Corey to approve new vendors and orders for PPE and related supplies in the 2020-2021 school year, within the parameters so laid

out with total costs not to exceed \$50,000. Motion moved by Leticia, second by Brea and passed unanimously.

Painting throughout the Building: Latoya provided a review of selected vendors to complete touch up painting work and some wall damage throughout the school building. The vendor is recommending high gloss paint instead of current flat to make it easier to clean. The request for bids included the cost of painting supplies as well as labor.

Corey asked to ensure the vendor is insured. Mike Little confirmed the vendor is insured.

Corey asked if there is any contingency so that if the vendor does not complete the work there is recourse. Latoya mentioned that we will not pay the balance until the work is completed and the school should be protected. Latoya indicated that there is a full schedule as to what will be addressed first.

Susan asked whether it is possible for the landlord to complete the work. Latoya confirmed this is not possible. The following is a list of 3 new vendor proposals that were received:

- Ever Evolve Construction Concepts - \$14,000.00
- Juliani's Painting - \$44,200.00
- Champion Paint LLC. - \$32,719.26

Corey requested a motion to accept Ever Evolve Construction as a new vendor and to accept their proposal to do the paint work in the school. Moved by Pam and second by Denise passed unanimously.

HVAC Maintenance and Service: Latoya and Lauren gave the board a brief description of the HVAC service contract proposal from Grodsky, however the Board asked that 2 additional bids be submitted as required by the school fiscal policy. Latoya, Lauren, and Michael Little will work to secure 2 additional proposals for review prior to the next board meeting.

Corey also asked that the proposals be detailed in terms of services and that we ask for an annual contract as opposed to a three year contract. Corey also noted that the school can request services from an HVAC company to fix something if needed outside of the service contract.

Motion to adjourn the Special Board meeting moved by Corey and second by Leticia. Meeting was adjourned at 6:36 pm.