

*Great Oaks Bridgeport Monthly Board Meeting
Wednesday, July 21, 2021*

Board Members Present: Susan Briggs, Corey Sneed, Brea Mangrum, Pamela Fraser-Abder, Leticia Sepulveda, Denise Carey, Bob Carlson

Board Members Absent:

GO-BPT Staff Present: John Scalice, Latoya Hubbard

Foundation Members Present: Ben Chan, Lauren Perkins, Michael Duffy, Josh Thomases

Called to order at 5:19 pm by Susan Briggs

Reflections from Brea Mangrum

Brea Mangrum opened up the board retreat by advising the board that she will be stepping down from the Board effective immediately. Brea advised the Board that she made the decision to take another teaching opportunity that would allow her to be closer to family. She thanked the board and school team for providing her with the opportunity to serve, and talked about the amazing experience she had at Great Oaks over the past 6 years. Susan Briggs and Michael Duffy spoke on behalf of the Board and Foundation and thanked Brea for her service.

Review of Minutes from the June Board Meeting

The Board independently reviewed the June 9th, 2021 minutes and a motion was moved to approve the minutes by Bob, seconded by Corey and passed unanimously.

Annual Meeting

Susan opened up the annual portion of the meeting noting that the board had previously passed a resolution to have 9 directors and with Brea's resignation the board is currently down to 6 members and she advised that the board would be welcoming Christina Smith from Groundworks as its newest member.

Susan advised that she and Pam are currently up for re-election and requested a motion to for both Susan and Pam as a class slate. Motion was moved by Bob, seconded by Leticia and passed unanimously.

Susan also advised the board that both she and Pam are currently up for a 3 year term re-election. Susan noted though she will be willing to stand for re-election that this would be her last year on the board, Pam advised it would be her last year serving on the board as well. A motion was requested to elect Susan and Pam for 3 year term, moved by Bob and seconded by Leticia, and passed unanimously.

Election of Officers

Susan presented the re-election of officers currently held by herself as Chair, Pam as Vice Chair, Corey as Treasurer, and Leticia as Secretary. Prior to requesting the motion she asked if anyone was opposed to the reappointment of any officers, or if anyone wanted to nominate someone else for any of the stated positions, to which the board collectively agreed no. A motion was moved to vote in the officers as a slate for a 1 year term, moved by Corey and seconded by Bob.

Appointment of Committees

Susan presented the current Governance Committee Appointments as herself, Pam, Corey, and Leticia. Prior to requesting a motion for reappointment of committee members Susan asked if anyone else would like to join, there were no volunteers. A motion was requested to reappoint Susan, Pam, Corey and Leticia to the Governance Committee for a 1 year term. Moved by Bob and seconded by Corey and passed unanimously.

Susan presented the current Finance Committee Appointments as herself, Corey and Bob and asked if anyone else would like to join, there were no volunteers. A motion was requested to reappoint Susan, Bob, and Corey to the finance committee for a 1 year term. Moved by Pam, seconded by Leticia and passed unanimously.

Susan presented the current Academic Committee Appointments as Pam and Leticia, and asked if anyone else would like to join the academic committee, there were no volunteers. A motion was requested to reappoint Pam and Leticia to the Academic committee. Moved by Corey and seconded by Bob and passed unanimously.

Approval of Board Calendars

Susan requested a motion to approve the monthly board meeting calendar for the 2021-2022 school of which the monthly board meetings would be held on the 2nd Wednesday at 5:15pm of each month. Moved by Pam and seconded by Leticia and passed unanimously.

Susan request a motion to approve the monthly committee meeting as follows:

Governance - Wednesday Week Prior to Board Meeting at 4:30, Finance - Monday Prior to Board Meeting at 1:00 pm, and Academic - Monday Prior to the Board Meeting at 3:00pm. Moved by Leticia, seconded by Corey and passed unanimously.

Susan introduced Christina Smith to the School, and gave the board and school team an opportunity to introduce themselves. Christina formally introduced herself to the board and noted that she is a current Bridgeport native and runs a nonprofit organization called Ground works. Christina expressed her excitement about joining the board. A motion was moved to welcome Christina Smith to the board, moved by Corey and second by Pam.

Susan advised the board that she would like to suggest a reset of classes for the board. Susan suggested class placements:

Class 1 - Corey and Bob

Class 2 - Pam, Christina, Susan

Class 3 - Leticia and Denise

A motion was moved to reset the classes as stated. Moved by Corey and seconded by Leticia.

John presented the school calendar for approval and noted that one change for the 2021-2022 school year is that the school half days have changed from Fridays to Tuesdays, which would allow for increased Professional Development opportunities and more frequent walkthroughs. Motion requested to approve the School Year 2021-2022 calendar, moved by Pam and seconded by Leticia, passed unanimously.

Finance Report

Ben opened up the meeting by reviewing the FY21 Financial Report. Ben shared an overview of the school checking account and reserve, and noted a balance of \$1.8 million in the school checking account.

Ben advised the board that additional funds for Special Education and Title funds in the amount of \$222,991 is expected.

Ben shared the following Operational highlights:

- Overall careful spending in each expense category
- Per Pupil spending analysis by auditor - well within 15%
- Enrollment for FY22 with a higher per pupil rate
- Finalizing Esser Grants for FY22

Ben noted that conversations are still taking place regarding the release of the ODR and also noted that the Audit for FY21 has started with a target for board review of draft.

Corey noted that the school is in a healthy position, and advised that the cash flow management process is operating very well. Corey noted that Ben created a checklist with bench marks of where the school and foundation should be with the audit.

Corey requested a motion to approve him as an authorized signer on the engagement letters for the school auditor. Moved by Leticia and seconded by Pam, passed unanimously.

Corey noted a new process of presenting items for approval during the finance committee meetings to allow the board to make a recommendation for approval at the monthly board meeting. Corey presented items that were previously discussed to the board with a recommendation to approve several academic items for approval. Corey noted each of these are based on curriculum membership opportunities, and professional development and confirmed all of these vendors fall under the sole source provider category. These items include the following vendors: Amplify Science, Ensemble Learning , National Honor Society, National Association of Secondary School Principals, and Research for Better Teaching
Corey noted that each new vendor was presented and requested to approve the slate of academic items. Moved by Pam, seconded by Leticia and passed unanimously.

Corey then presented several Operations items and noted the team reached out to three IT companies and recommended TBNG as the new IT vendor based on the RFP process. Corey noted the contract is inclusive of the annual service contract, and a one time Project Engineering cost to bring the school up to speed with IT needs. Motion requested to approve TBNG as the school's new IT provider. Moved by Bob second by Pam and passed unanimously.

Corey presented several Sprinkler service providers and recommended a motion to approve Fire Protection team Sprinkler services as the service provider for sprinkler maintenance as selected by the school moved by Pam and second by Leticia, passed unanimously.

Corey requested a motion to approve Remind as the school's new messenger system, as selected by the school after receiving quotes from three other vendors. Motion moved by Pam and seconded by Leticia, passed unanimously.

John requested approval for Kim Marshall as a new vendor. John noted Kim Marshall is fairly well known, and would be providing Professional Development for staff. He noted the cost for his session will be \$500 and noted he would be considered a sole source as he contributed to writing curriculum for the school and therefore would be providing a service that another vendor could not Provide. Corey requested a motion to approve Kim Marshall as a new vendor

and professional development coach. Moved by Leticia and seconded by Pam, passed unanimously.

John also requested approval on a new vendor called Next Steps which is a teacher provision service that would support the school in acquiring a Special Education Teacher. John noted that acquiring a teacher through this company would not exceed \$60k which is the equivalent of a normal Special Education salary. John noted two other vendors were contacted in the process and the school selected Next Steps based on the unique services they provide. Corey requested a motion to approve Next Steps as a new vendor to acquire Special Education teachers. Moved by Leticia and seconded by Pam, and passed unanimously.

Principal Report

Executive Directors Report - John Scalice

John provided the board with a staffing update and shared data on teacher retention and noted that teacher retention is currently at 77% even with previously stated career changes coming to fruition. John also provided the board with a quick overview on where some of the school's non-returning staff have transitioned to, and noted career changes such as the High School Biology teacher going to Medical School, a High School Math Teacher attending grad school in Paris for International Diplomacy, and the Guidance counselor landing a dream job teaching in Japan. John also shared several internal moves in positions and shared information about 11 newly hired staff, which include 3 fellows who have transitioned to teaching roles. He also noted several positions still open that the admin team is actively recruiting for.

John provided the board with a several data updates shared the following end of year culture/ climate data:

- Chronic Absenteeism 6.41%
- Average Daily Attendance 96.52%
- Suspension Rate N/A
- Suspension Totals >5

John shared an update from the CSDE on SBAC testing and noted a message from the CSDE which offered several considerations and urges of caution when reviewing and interpreting 2021 results due to the COVID 19 Pandemic.

John shared specific 2021 Math and ELA data and noted that students shared less slippage in ELA and also noted that Math was significantly more challenging which supports the schools initiative to change the Math curriculum. Some strengths highlighted were that students performed well against historical data in ELA. He noted a weakness of math being significantly more challenging online. He also noted online fatigue occurred at the school as learning losses were seen from fall/winter to winter/spring on NWEA and SBAC. John highlighted that these data points give the team an opportunity to identify groupings and strategic assistance for learning loss.

John shared several key anticipated behaviors from students with the full reopening approaching and noted Social and Emotional Supports in overall reentry. He also noted support through the Keep Calm with Culture Program which would include, mentoring, social work, and guidance.

Head of High School Update - Chris Pellegrino

Chris Pellegrino opened the High School report by sharing some overall goals for the 2021-2022 school year which included the following: Transitioning students and staff back to school, Building Partnerships with Families and Culture and Climate from isolation to community.

Chris also shared a priority to create career pathways in the areas of Health and Science and Information Technology, with focus areas in Interdisciplinary studies which include, Health Science, Media & Arts, Business Marketing, Finance, Public Administration and Social Justice.

Head of Middle School Update - Denise Linares

Denise Linares opened the Middle School report by sharing overall goals for the 2021-2022 school year which include the following: Student Achievement and Academic Growth. Family engagement inclusive of increased opportunities to participate in the school community and be informed on student experiences. A culture and climate that will allow the school community to experience a school culture that focuses on growth and DEI work.

Denise shared several Middle School levers that will be implemented to support these goals which include Shifting the mindset to growth through celebrations centered on growth and advisory lessons and opportunities to build self efficacy. Denise also noted levers such as building a culture of feedback which would include Professional Development on feedback style and coaching cycles for teachers. She also noted Connections to promote growth through culturally relevant Pedagogy and Curriculum.

Director of Curriculum and Intervention Update - Angie Cardoso

Ms. Cardoso shared several goals for Curriculum and intervention in the 2021-2022 school year. Some of these goals include. Students receiving quality mastery based curriculum over quantity. Providing curriculum maps and materials for all core content areas. Ensuring that the taught, written and assessed curriculum is aligned and intentional. Providing professional development that is centered around **5 core Teaching and Learning Values:** inclusivity, authenticity, scholarship, learning-centeredness, and reflective practice

Ms. Cardoso also shared several priorities for fellows which include: Providing fellows with an opportunity towards a pathway to become an effective educator, Designing and facilitating training that supports fellows with collaborative and instructional practices in the classroom,

Building Agency by providing targeted support through team building, professional academic reading, professional learning communities, and data team meetings.

Ms. Cardoso highlighted participation in the teacher residency program, and noted 6 new candidates, and 5 returning teachers. She also shared the addition of a Fellow instructional coach that will collaborate with the Curriculum Implementation specialist and support in developing leaders and instructional intervention through stations or targeted tutorial.

John closed out the principal report by sharing three overall school goals which includes: Communication, Increased Academic Achievement, and Social and Emotional Support for students and staff.

John acknowledged Albertha and Nadina's contributions to the presentation as well as identifying the overarching school wide goals.

Director of Operations Report - Latoya Hubbard

Latoya opened up the Operations report by sharing survey results from staff on Operations services. Latoya highlighted that over 85% of the staff was pleased with maintenance services and the cleanliness of the building and noted a need for easier access to paystubs and healthcare benefits as evident with 30% of the staff noting difficulties accessing items through the previous HR platform. Latoya noted as the school transitions to a new platform another survey will be administered.

Latoya shared several Operations goals for the 2021-2022 school year which include School Reopening, New and Returning Student Family engagement, Enhanced Parent Communication, and IT support.

Several Operational Highlights were shared that include the following:

- 100% Certification and Recognition from the CSDE
- Providing Students and Families with Tech Resources during distance learning
- Implementing School wide COVID procedures (low numbers of student and staff COVID cases in comparison to other districts)
- EOY event support (Senior Prom & Graduation Ceremonies)

Latoya also shared a spotlight on Ops team member Cindy Romero, who she noted did a phenomenal job in Operations this school year planning major milestone events and taking on additional responsibilities while the team was short staffed.

Latoya closed out the Operations portion of the presentation with an update on Enrollment and noted the school has seen some attrition across the school dropping enrollment from 661 to

639. She advised that seats have been offered for all 22 current openings and registration is in process.

Foundation Update - Michael Duffy

Michael shared that over the past year there has been mounting evidence of high dosage tutoring and the impact on student learning, and with students falling further behind given the Pandemic there has been a shifted mission to expand the tutoring program, and placing tutors in more schools. He noted partnerships with Baltimore Collegiate and potential partnerships with schools like Achievement First and Kipp.

Josh commended the Admin team for retention and expressed his thanks for the work that the school team has done over the past four years to take the school from Good to Great.

Governance Committee Report - Susan Briggs

Susan expressed her gratitude to the school team, the foundation team, and the board for all of the hard work done.

Susan asked for a motion to adjourn the meeting. Motion moved by Corey and second by Bob. The meeting was adjourned by 8:05pm.