

*Great Oaks Bridgeport Monthly Board Meeting
Wednesday, December 8, 2021*

Board Members Present: Susan Briggs, Corey Sneed, Pamela Fraser-Abder, Leticia Sepulveda, Selena Morgan, Christopher McMillan

Guests: Jill Shahan & Andrea Rogers Barry (Empire Charter Consultants)

Board Members Absent: Tiana Verner, Bob Carlson

GO-BPT Staff Present: John Scalice, Latoya Hubbard, Ayanna Charles, Caitlyn Meyer

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

Called to order at 4:37 pm by Susan Briggs

Board training was given to the board members from Jill & Andrea from Empire Charter Consultants.

Review of Minutes from the November Meeting (Leticia Sepulveda)

Leticia asked the board to review the November meeting minutes. A motion was requested to approve the November meeting minutes. Pending recommended changes. The motion was moved by Pam, and seconded by Corey. Vote passed unanimously.

Governance Committee Report - Susan Briggs

Susan opened up the Governance committee report by discussing the services agreement that is in the final stages with everything worked out with the foundation. We are awaiting our lawyer to retype the draft document so that John can submit the agreement to the authorizer as a part of our renewal package. This agreement will be in place with the foundation starting July 1, 2022 taking us through the next charter term.

Susan walked the board through the fees. Susan stated that the foundation will continue to provide charter management services to the school continuing at 6%. Some services have been reduced to align with the school maturing and taking on certain roles and responsibilities for itself. The foundation will continue to provide AmeriCorps Fellows services and the fees will continue to stay the same. Within the next 2 years we will be working on an arrangement to pay the foundation in a different cadence than we have in the past for the fellows to enable them to have the funds to recruit fellows when they need it. This will be done when the school has the

cash flow to allow for that. During this time when we have ESSER funding we have the flexibility to accommodate that. This year our school leadership hired some of the fellows. GO-BPT will continue to pay the foundation for those services.

Susan requested a motion to be authorized to finalize the document and submit it to the state as a part of the renewal application. The motion was moved by Leticia, and seconded by Corey. Vote passed unanimously.

Finance Committee Report – Corey Sneed

Corey opened the finance report by stating that we are still in strong financial shape and that the balance sheet is healthy.

Ben gave an update on our dashboard and noted the current cash balances. Ben noted that the per pupil funding for the next quarter should arrive by the end of December. The Bridgeport Special Education invoice that was submitted has not been fulfilled. Ben stated that the loan principal payable to BlueHub is continually decreasing.

Corey requested an update from Lauren in regards to the remeasurement of the school and housing request with Perkins Eastman. Lauren stated that we have not heard back from them as of yet. They have reached out with some technical questions which were answered. We are awaiting a response.

Corey stated that the other outstanding item was the metering for WPCA & Aquarion which was resolved by the landlord where the outstanding obligations were paid. At this time Aquarion has been on site to look at the meters and they will be going through each meter associated with each account. Once we have that information we will work with our landlord in reference to the school's obligation and what it will look like going forward.

Corey requested a motion to authorize Corey to sign the Annual Charter School Certification for BlueHub. The motion was moved by Leticia, and seconded by Pam. Vote passed unanimously.

Corey requested a motion to authorize Corey to sign the school tax return 990 Form once it is prepared and sent over. The motion was moved by Leticia, and seconded by Pam. Vote passed unanimously.

Corey updated the board on the audit and stated that he is awaiting the final audit from Jennifer. Susan inquired on when it needs to be submitted to which Corey and Ben informed the board that it is due the end of December and the beginning of January.

Latoya and John presented a sole source vendor approval for a company called Edficiency which is a flex period scheduler. This vendor would allow for teachers, fellows and administrators to assign students to labs, morning and afternoon tutorials, or other special periods throughout the day. This program also syncs with PowerSchool. The motion was moved by Leticia, and seconded by Pam. Vote passed unanimously.

Executive Director's Report - John Scalice

John opened by reporting the data from the bi-monthly update to the state by noting the attendance, discipline & academic performance of the school.

John stated that we have received our SBAC Data; however, it is being reviewed by Dr. Karen Francis-Barnes and it will be available for the January meeting.

John also updated the board on the safety and security update provided to parents to make them aware of all of the things that we do and that are considered on a daily basis. The letter to parents will highlight the addition of security guards, mental health support, our relationship with the Bridgeport PD, how we respond to incidents and threats (general) and our mediation and mental health services.

John also noted the cellphone procedure update and gave information on how this new procedure will benefit our students and staff by making the student better digital citizens and know when using your phone is appropriate. Each classroom has been equipped with cell phone lockers where students can either make the choice to put their phone up or be instructed to do so by their teacher. This procedure will have clear outcomes if it is violated.

AmeriCorps Fellows Update 21-22- Caitlin Meyer

Caitlin provided an update on how the AmeriCorps fellows and how they are helping and benefitting GO-BPT from the Classroom to the Community.

Caitlin informed the board that the fellows will be supporting the school in Trimester 2 through Exact Path, Zap and the new program piloting in 8th grade called Academic Review which will focus on goal setting, growth mindset & academic, behavioral, and attendance goal setting.

Caitlin discussed the Great Oaks Teacher Residency program run by RELAY which is a pathway to

teacher certification and Masters of Art in teaching for fellows. This is a gradual release program that allows you to ease into a teaching role. GO-BPT currently has 1 resident for 3 Years and 2 Residents for 4 Years. Caitilin noted that she is currently recruiting for 2022 and accepting applications.

Caitin noted the additional programs for fellows and students such as Orton Gillingham Training for reading support. A virtual fellow has been added to support students that need to be out for an extended period of time. Fellows will be trained on leadership development in students to try to kick off the National Honor Society and the National Junior Honor Society which will be fellow run and supported by other teachers and staff.

Caitlin informed the board of the data that was received back from our fellows from their beginning of year survey and how these results will assist the school in better supporting the fellows.

Caitin also gave a shout out to 3 previous fellows that have become full time teachers through the teacher residency program.

Executive Director's Report - John Scalice (Continued)

John informed the board of some positive student participation through our Thanks for Giving Program in which students were provided with cards to write notes of thanks to their teachers and fellows for the work that they do. Another act of positive student participation has been done through our Operation Good Cheer in which students were provided with supplies to create holiday cards to be given to a local nursing home.

John gave a teacher shout out to Dr. Karen Barnes on successfully defending her dissertation focused on the use of data systems and data to drive instruction.

Director of Operations Report - Latoya Hubbard

Latoya provided the board with an update on the security guards and how Metro Guard Security will operate within our school and support our school community. She will be meeting with the potential security guards with the plan being that they will start before the holiday break. Metro Guard Security guards also provide deescalation support as well as auditing our current security practices and providing us with ways to improve on them.

Latoya informed the board of the enrollment update for the 22-23 school year. Applications will have a soft launch of December 20th along with all of the recruitment efforts. Latoya also

provided the board with data courtesy of Tiffany Kwong at the foundation that showed how families heard about us and why they applied. This data showed that the most success has been with phone banking efforts and word of mouth.

Latoya provided 2 operational staff updates about Rosie Falcones from our first senior class that reached out to us to become an intern and support the main office staff as well as volunteering in the classroom to support students. Additionally, Ellen Bobka has been hired as an HR Associate to be solely dedicated to the HR needs of our staff.

Susan wished the staff a Happy Holiday and a Happy New Year! Susan expressed gratitude for all of the GO-BPT Staff and the Great Oaks Foundation for their support.

Susan requested a motion to adjourn the meeting. The motion was moved by Corey, seconded by Leticia. Vote passed unanimously. The meeting was adjourned. 6:58pm