

Great Oaks Charter  
Board Meeting Minutes  
1200 N French St. Wilmington, DE 19801  
2<sup>nd</sup> Floor – Teachers Lounge  
**11.18.19**

**Opening/Administrative**

Meeting Comes to Order 5:54 (issues with parking garage caused meeting to start late)

Attendance:

<b><u>Board Memebers</u></b>		<b><u>School Staff</u></b>	<b><u>Foundation Staff</u></b>
Cathy Holloway	Present	Jordan Jones	Michael Duffy
Crystal Edwards	Absent	Amanda Taylor	Lauren Perkins
Erica Hitchens	Present	Tamara Price	Benjamin Chan
Geoff Langdon	Present	April Montgomery	
Jim Mazarakis	Present		
Kia Johnson	Present		
Mike Maxwell	Present		
Rhysheema Dixon	Present		
Rob Snowberger	Present		

**VOTE:** Jim Mazarakis makes a motion to approve the meeting minutes, Dixon seconds, unanimously approved.

**Audit review:**

- Page 8 of the audit: the significant Negative (\$3,904,016) is virtually all attributed to a large accrual of unfunded liability in terms of the state pension fund.
- Page 18: where surplus of \$869,887 is more accurate cash position
- **VOTE:** Snowberger makes a motion to approve the audit, Mazarakis seconds, unanimous approval.
- **VOTE:** Langdon makes motion to approve previous minutes, Dixon seconds, unanimous approval.

**Head of School report (Kia Johnson):**

- Spotlight – several students visited Lincoln university, and the trip was a great success
- Adopt-a-Family communication will be sent to board
- Report card conferences next week – Teachers and Parents

- REM – Revitalizing intercity males to men program are underway
- Personnel update – Health sciences teacher resigned, effective 11.23.19
- Student recruitment – 21 applications thus far, with 1.5 weeks underway in recruiting season
- Facilities – DCAD student housing to be discussed in executive session
- Josh Thomases reminded the board that the walkthrough was completed last week, a report will be forthcoming

**Financial Report (Ben Chan):**

- \$80,000 up this year, on a cash basis, over the carryover from last year
- Supplemental grant from 21<sup>st</sup> Century \$130,000 applied for by Ms. Johnson and Ms. Perkins, which would help to offset some general operating dollars, would be applied toward the 2019-2020 school year, through summer programming.
- \$19,734 grant from CTE Innovation has been approved at the state level, expect for the grant
- Of note, State funds will not be finalized until January, but the budget reflects what the reasonable expectation of what we will collect.
- Expenses associated with the October move of tutors will start to hit the budget in November
- **VOTE:** Langdon makes motion to approve the Web report, Snowberger seconds, unanimously approved.

**Tutor Recruitment Update (Vanessa Ceas):**

- Vanessa Ceas, Chief Talent Officer, at the Foundation, introduced Riley who will be the GO-Wilmington recruitment concierge at the foundation level.
- Reviewed tutor recruitment timeline, as well as college information sessions attended/planning to attend.
- The foundation is utilizing “Handshake” which is a new social media technology that gives the users access to over 4 million college graduates/graduating seniors.
- Will institute a student ambassador role, which means that we have a current student whom will come work in the tutor corps in the coming year represent the school at the university.

**Executive session at 6:50PM**

**Meeting adjourns at 7:30PM**

**Revisions Prior to Board Approval:** Crystal Edwards originally listed as Absent was actually in attendance via Phone.