

Great Oaks Charter  
 Board Meeting Minutes  
 1200 N. French St. Wilmington, DE 19801  
 2<sup>nd</sup> Floor – Teachers Lounge  
**12.16.19**

**Opening/Administrative**

Meeting comes to order at 4:34

Attendance:

Board Memebers		School Staff	Foundation Staff
Cathy Holloway	Present	Jordan Jones	Michael Duffy
Crystal Edwards	Present	Amanda Taylor	Benjamin Chan
Erica Hitchens	Present	Tamara Price	Josh Thomases
Geoff Langdon	Present	April Montgomery	
Jim Mazarakis	Present	Nikki Darden	
Mike Maxwell	Present	CEB Staff	
Rhysheema Dixon	Present	Linda Jennings	
Rob Snowberger	Present	David Blowman	
Extra Position	Vacant	Kendal Masset	

**NO VOTE:** Minutes from previous meeting were not available for Vote, will be voted on at January meeting along with these minutes.

**Significant events since last meeting:**

- Kia Johnson, previous Executive Director, submitted her resignation effective January 6<sup>th</sup>, 2019
- Geoff Langdon, board member, submitted his resignation as of November 30, 2019.

**First Order of Business:**

- **VOTE:** Discussion ensued to nominate Linda Jennings, current Executive Director of the Community Education Building, as interim Executive Director of Great Oaks Charter School – Wilmington. Rob Snowberger brought to the floor. Mike Maxwell Second. Unanimously approved by the board.
- **VOTE:** approval of Geoff Langdon resignation from the board. Rob Snowberger – Brings forward. Raysheema Dixon – second. Unanimously approved by the board.

**Agenda 2A: School Report**

- Discussion about the level of tutors required to run the school properly, as well as limiting the enrollment to 6<sup>th</sup> grade students only, is ongoing. No vote at this time.

**Agenda 2B: School Report**

- PSAT high school – this was the first time the PSAT was administered at the school, and set the expectation for the work that needs to be done to prepare for future PSATs, as well as the SAT.

#### **Agenda 2C: School Report**

- Health Sciences position filled, accepted
- Drivers Ed position filler, accepted
- Special Education position was offered, not accepted yet
- The Board discussed the Parent Teacher Organization meeting on Thursday at 5 PM.
- The Board discussed who to contact at the State Office to alert them regarding the leadership change. It was decided that Jim Mazarakis – Board Chair, would call Leroy Travers – Head of the Charter School Office at the State.

#### **Agenda 3A: Financial Report**

- The extraordinary circumstance of the meeting did not allow for the Financial Report or the Web report to make it to the board for approval at this meeting.
- The report from Benjamin Chan was a verbal review of the financials, and the report was that the school is in good shape financially, with the exception of how the DCAD situation will turn out.

#### **Agenda 3B: Budget Process for 2020-2021**

- Executive Committee met with school leaders to determine the process for planning the budget for next year. The starting point was where Ms. Kia Johnson left off with her list of priorities for next year.
- One major issue identified was the timeline to submit for a Major Charter modification, which would need to happen by December 31, 2019.

#### **Agenda 4A: Other Business:**

- The State will hold April Training with the board to review the training quals for which we need to stay up to date.

#### **The Board moves to Executive Session at 5:09.**

#### **Meeting adjourns at 6:00**

#### **Revisions prior to Board Approval:**

- 1) Kendal Masset name spelled with two L's (Kendall Masset) and she is not with the CEB but is the ED of the Charter School network.