

# Great Oaks Charter School — Board Meeting Minutes

**Date:** March, 16 2026

**Location:** Zoom

**Called to Order:** 00:05:16pm

**Adjourned:** ~00:06:24pm

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## Meeting Minutes: Great Oaks Board Meeting

**Date:** March 2026 (Exact date not specified)

**Location:** Virtual (Zoom)

**Recorded:** Yes

**Meeting Type:** Regular Board Meeting

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### Attendees

*(Based on transcript; may not be exhaustive)*

- Chairperson (unnamed)
  - Vanessa Fisher
  - Ed
  - Kelly
  - Britney
  - Michelle Lambert
  - Ms. Price (School Leader)
  - Dr. Pirhana (Special Education)
  - Additional board members and staff (unnamed)
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# 1. Call to Order & Public Comment

- Meeting called to order upon confirmation of quorum.
  - No public comments were received or presented.
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# 2. Approval of Agenda

- Motion to approve agenda: Made
  - Seconded: Yes
  - **Vote:** Approved unanimously
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# 3. Approval of Previous Minutes

- Previous meeting minutes were **not available** due to transcription delays.
  - Board will review and approve prior minutes at the next meeting.
  - Clarification:
    - There was discussion regarding **multiple recent meetings** and whether one constituted an official meeting.
    - Decision: Proceed with documenting all meetings to ensure compliance.
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# 4. Financial Report

**Presented by: Michelle Lambert**

**Reporting Period:** Through February 2026 (66% of fiscal year)

## **Revenue:**

- Nearly all **state and local revenue received**.
- Remaining revenue sources:
  - Federal grants (spend-down pending)

- Earnings on investments
- Minor program revenue

### **Expenses:**

- **Total Expenses:** 57% of \$4.1M budget (~\$2.3M spent)
- **Facilities & Maintenance:** 77% (due to prepaid expenses)
- **Instructional Support:** 54% (trending under budget → expected savings)
- **Office Supplies:** 31% (underutilized)
- **Transportation:** 35% (lower than expected; homeless transport costs not fully realized)

### **Financial Position:**

- **Ending Fund Balance:** ~\$3.3M

### **Motion:**

- Motion to approve financial/web report: **Made by Chair**
  - Seconded: Yes
  - **Approved unanimously**
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## **5. CBOC (Citizen Budget Oversight Committee) Update**

- Recent CBOC meeting held (Michelle absent due to email issue).
- Discussion topics included:
  - Transportation cost changes
  - Potential funding formula changes
  - Desired meeting cadence and reporting structure

### **Key Notes:**

- Decision to meet **quarterly** moving forward.

- Doodle poll to be sent for next meeting (April/May).
  - Confirmed:
    - **No school credit card in use**, reducing risk of improper spending.
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## 6. Annual School Report Follow-Up

- Report was **already approved during January meeting**.
  - Remaining requirement: **Board Chair signature**
  - Plan:
    - Document to be signed via DocuSign/Adobe Sign.
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## 7. Board & Community Updates

### Senator Visit:

- **Senator Lisa Blunt Rochester** scheduled to visit:
    - **Date:** March 30
    - **Time:** 10:30 AM
  - Planned activities:
    - School presentation
    - Student-led discussion
    - Classroom visits (ELA & Math)
    - Photo opportunities
  - Board members encouraged to attend.
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## 8. School Leadership Updates

Presented by: Ms. Price

## Highlights:

- **Boys Basketball Team:**
  - Advanced to Round 2
  - Increased school visibility and community recognition

## Instruction:

- Continued focus on **data-driven instruction**
- Teachers analyzing unit assessments and adjusting instruction
- Strong improvement in:
  - Student engagement
  - Classroom management (e.g., phone usage compliance)

## Transportation:

- Ongoing challenges with current vendor
- Proposal under review:
  - **Odyssey Transportation**
  - Cost increase: ~\$84.90 per bus
  - Added benefits:
    - Full-service support (training, insurance)
    - “Where’s My Bus” tracking app
- Final decision pending financial review with Michelle

## Enrollment:

- Increased interest and inquiries from families
- Focus on:
  - Follow-up communication
  - Conversion from interest to enrollment commitments

## Upcoming Events:

- Preparation underway for Senator visit
  - Staff and students informed and preparing
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## 9. Special Education Update

Presented by: Dr. Pirhana

- (Limited detail in this meeting; further discussion planned in Executive Session)
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## 10. Executive Session

- Motion to enter Executive Session: **Ed**
  - Seconded: Yes
  - **Approved unanimously**
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## 11. Adjournment

- Meeting adjourned following Executive Session.
- Closing remarks and appreciation shared among attendees.
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