

# Atlanta Neighborhood Charter School

## Board Meeting

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**Date and Time**

Tuesday May 17, 2016 at 6:30 PM

**Location**

ANCS Middle Campus - 820 Essie Avenue 30316

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*Notice of this meeting was made on the ANCS website in accordance with O.C.G.A. § 50-14-1.*

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## Agenda

|   | Purpose         | Presenter                     | Duration |
|---|-----------------|-------------------------------|----------|
| <b>I. Opening Items</b>   |                 |                               |          |
| <b>A.</b> Record Attendance and Guests  |                 | Melissa McKay-Hagan           | 1        |
| <b>B.</b> Call the Meeting to Order   |                 | Mitch White                   | 1        |
| <b>C.</b> Approve Minutes (March Called Board Meeting)  | Approve Minutes | Melissa McKay-Hagan           | 3        |
| <b>D.</b> Approve Minutes (April Board Meeting)   | Approve Minutes | Melissa McKay-Hagan           | 3        |
| <b>E.</b> PTCA Report   |                 | Joy Prince                    | 5        |
| Standing monthly report from the ANCS Parent-Teacher-Community Association                          |                 |                               |          |
| <b>F.</b> Principals' Open Forum  |                 | Lara Zelski & Cathey Goodgame | 5        |
| Standing monthly opportunity for ANCS principals to share highlights from each campus.              |                 |                               |          |
| <b>II. Old Business</b>   |                 |                               |          |
| <b>A.</b> Update 2016-17 school year calendar   | Vote            | Matt Underwood                | 5        |
| Vote on changes to 2016-17 ANCS school year calendar to reflect changes made to APS school calendar |                 |                               |          |
| <b>III. Executive Director's Report</b>   |                 |                               |          |
| <b>A.</b> 2015 CCRPI Presentation   | Discuss         | Matt Underwood                | 15       |
| Information and analysis of 2015 CCRPI data   |                 |                               |          |
| <b>B.</b> Employee Hiring/Changes Report for 2016-17 School Year                                    | FYI             | Matt Underwood                | 5        |
| Report on new hires and promotions for 2016-17 school year  |                 |                               |          |
| <b>IV. Business &amp; Operations</b>  |                 |                               |          |
| <b>A.</b> Monthly financial statements  | FYI             | Kari Lovell                   | 7        |
| <b>B.</b> FY17 Budget for Approval  | Vote            | Ryan Camp & Kari Lovell       | 15       |
| Vote on proposed FY17 budget  |                 |                               |          |
| <b>C.</b> FY16 Audit Engagement Letter  | FYI             | Ryan Camp                     |          |
| Information on annual audit process from Warren Averett audit firm                                  |                 |                               |          |
| <b>V. Educational Excellence</b>  |                 |                               |          |

|                           |     |              |   |
|---------------------------|-----|--------------|---|
| <b>A. E-SPLOST Update</b> | FYI | Eric Teusink | 5 |
| Update on 2016 E-SPLOST   |     |              |   |

**VI. Fund Development**

|   |         |              |    |
|---|---------|--------------|----|
| <b>A. Monthly fund development report</b> | Discuss | Narin Hassan | 10 |
|---|---------|--------------|----|

**VII. Governance**

|   |         |            |   |
|---|---------|------------|---|
| <b>A. Executive Director Evaluation</b>       | Discuss | Lia Santos | 5 |
| Update on annual review of Executive Director |         |            |   |

**VIII. Executive Session**

|                             |      |             |    |
|-----------------------------|------|-------------|----|
| <b>A. Executive Session</b> | Vote | Mitch White | 15 |
|-----------------------------|------|-------------|----|

The board *may* enter into executive session to discuss matters related to personnel, real estate, student discipline, and/or litigation in accordance with O.C.G.A. § 50-14-1.

**IX. Closing Items**

|                                    |         |             |   |
|------------------------------------|---------|-------------|---|
| <b>A. Brief Meeting Reflection</b> | Discuss | Mitch White | 5 |
|------------------------------------|---------|-------------|---|

ANCS board reflection on governance practices from board meeting

|                           |      |             |   |
|---------------------------|------|-------------|---|
| <b>B. Adjourn Meeting</b> | Vote | Mitch White | 1 |
|---------------------------|------|-------------|---|

## Agenda Cover Sheets

**Section:** **II. Old Business**  
**Item:** A. Update 2016-17 school year calendar  
**Purpose:** Vote  
**Goal:**  
**Submitted by:** Matt Underwood  
**Related Material:** ANCS\_Calendar\_2016-17\_v5.pdf

**BACKGROUND:**

At its May board meeting, Atlanta Board of Education revised its 2016-17 school year calendar. Changes to student school days were: (1) no school on 11/8/16 for election day and (2) last day of school shifted from 5/24/17 to 5/25/17. All other student school days remain the same. ANCS calendar has been revised to remain consistent with major APS start/end dates and holidays.

**RECOMMENDATION:**

Approve revised 2016-17 school year ANCS calendar as presented.

**Section:** **III. Executive Director's Report**  
**Item:** A. 2015 CCRPI Presentation  
**Purpose:** Discuss  
**Goal:**  
**Submitted by:** Matt Underwood  
**Related Material:** 2015 CCRPI scores and information-2.pdf

**BACKGROUND:**

Information and analysis of 2015 CCRPI scores released on May 3, 2016

**Section:** **III. Executive Director's Report**  
**Item:** B. Employee Hiring/Changes Report for 2016-17 School Year  
**Purpose:** FYI  
**Goal:**  
**Submitted by:** Matt Underwood  
**Related Material:** 2016\_17 SY staffing update\_May 2016.pdf

**BACKGROUND:**

Update on staffing for 2016-17 school year

**Section:** **IV. Business & Operations**  
**Item:** A. Monthly financial statements  
**Purpose:** FYI  
**Goal:**  
**Submitted by:**  
**Related Material:** 04\_30\_16 Finance committee report.pdf  
04\_30\_16 Cash Balances.pdf  
04\_30\_16 Cash Flow.pdf

**Section:** **IV. Business & Operations**  
**Item:** B. FY17 Budget for Approval  
**Purpose:** Vote  
**Goal:**  
**Submitted by:**  
**Related Material:** ANCS-Proposed-Budget-FY2017\_updated 5-12-16.pdf  
FY 2017 Proposed Budget Changes.pdf

**Section:** **IV. Business & Operations**  
**Item:** C. FY16 Audit Engagement Letter  
**Purpose:** FYI  
**Goal:**  
**Submitted by:** Matt Underwood  
**Related Material:** ANCS Board audit Letter 2016- Updated.pdf

**Section:** **VI. Fund Development**  
**Item:** A. Monthly fund development report  
**Purpose:** Discuss  
**Goal:**  
**Submitted by:**  
**Related Material:** May FD report.docx

**Section:** **VII. Governance**  
**Item:** A. Executive Director Evaluation  
**Purpose:** Discuss  
**Goal:**  
**Submitted by:** Lia Santos  
**Related Material:** 2016.05.12.Monthly Report.pdf

BACKGROUND:  
Summary of Board Governance Committee Meeting Agenda Items



# ANCS Calendar 2016-2017

**Color Key:** ■ First/Last Day ■ Teacher Professional Learning Day (Students do not report) ■ Holiday

| July 2016 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| S         | M  | T  | W  | Th | F  | S  |
|           |    |    |    |    | 1  | 2  |
| 3         | 4  | 5  | 6  | 7  | 8  | 9  |
| 10        | 11 | 12 | 13 | 14 | 15 | 16 |
| 17        | 18 | 19 | 20 | 21 | 22 | 23 |
| 24/31     | 25 | 26 | 27 | 28 | 29 | 30 |

- 4-8 ANCS Closed
- 20-22 New Teacher/Staff Orientation
- 25 Teacher/Staff Retreat
- 25-29 Teacher/Staff Pre-Planning
- 28 Elementary Campus New Family Orientation (evening)

| August 2016 |    |    |    |    |    |    |
|-------------|----|----|----|----|----|----|
| S           | M  | T  | W  | Th | F  | S  |
|             | 1  | 2  | 3  | 4  | 5  | 6  |
| 7           | 8  | 9  | 10 | 11 | 12 | 13 |
| 14          | 15 | 16 | 17 | 18 | 19 | 20 |
| 21          | 22 | 23 | 24 | 25 | 26 | 27 |
| 28          | 29 | 30 | 31 |    |    |    |

- 1-2 Teacher/Staff Pre-Planning
- 1 Elementary Campus Open House for All Families (evening)
- 2 Middle Campus New Family Orientation & Open House for All Families (daytime)
- 3 First Day of School for Students

| September 2016 |    |    |    |    |    |    |
|----------------|----|----|----|----|----|----|
| S              | M  | T  | W  | Th | F  | S  |
|                |    |    |    | 1  | 2  | 3  |
| 4              | 5  | 6  | 7  | 8  | 9  | 10 |
| 11             | 12 | 13 | 14 | 15 | 16 | 17 |
| 18             | 19 | 20 | 21 | 22 | 23 | 24 |
| 25             | 26 | 27 | 28 | 29 | 30 |    |

- 5 Labor Day

| October 2016 |       |    |    |    |    |    |
|--------------|-------|----|----|----|----|----|
| S            | M     | T  | W  | Th | F  | S  |
|              |       |    |    |    |    | 1  |
| 2            | 3     | 4  | 5  | 6  | 7  | 8  |
| 9            | 10    | 11 | 12 | 13 | 14 | 15 |
| 16           | 17    | 18 | 19 | 20 | 21 | 22 |
| 23/30        | 24/31 | 25 | 26 | 27 | 28 | 29 |

- 7 Teacher/Staff Professional Learning & Work Day
- 10-11 Fall Break

| November 2016 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| S             | M  | T  | W  | Th | F  | S  |
|               |    | 1  | 2  | 3  | 4  | 5  |
| 6             | 7  | 8  | 9  | 10 | 11 | 12 |
| 13            | 14 | 15 | 16 | 17 | 18 | 19 |
| 20            | 21 | 22 | 23 | 24 | 25 | 26 |
| 27            | 28 | 29 | 30 |    |    |    |

- 8 Election Day (No School for Students or Staff)
- 21-25 Thanksgiving Break

| December 2016 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| S             | M  | T  | W  | Th | F  | S  |
|               |    |    |    | 1  | 2  | 3  |
| 4             | 5  | 6  | 7  | 8  | 9  | 10 |
| 11            | 12 | 13 | 14 | 15 | 16 | 17 |
| 18            | 19 | 20 | 21 | 22 | 23 | 24 |
| 25            | 26 | 27 | 28 | 29 | 30 | 31 |

- 19-30 Winter Break

| January 2017 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| S            | M  | T  | W  | Th | F  | S  |
| 1            | 2  | 3  | 4  | 5  | 6  | 7  |
| 8            | 9  | 10 | 11 | 12 | 13 | 14 |
| 15           | 16 | 17 | 18 | 19 | 20 | 21 |
| 22           | 23 | 24 | 25 | 26 | 27 | 28 |
| 29           | 30 | 31 |    |    |    |    |

- 2 Winter Break
- 3 Teacher /Staff Professional Learning & Work Day
- 16 M.L. King, Jr. Birthday

| February 2017 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| S             | M  | T  | W  | Th | F  | S  |
|               |    |    | 1  | 2  | 3  | 4  |
| 5             | 6  | 7  | 8  | 9  | 10 | 11 |
| 12            | 13 | 14 | 15 | 16 | 17 | 18 |
| 19            | 20 | 21 | 22 | 23 | 24 | 25 |
| 26            | 27 | 28 |    |    |    |    |

- 17-21 Mid-Winter Break

| March 2017 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| S          | M  | T  | W  | Th | F  | S  |
|            |    |    | 1  | 2  | 3  | 4  |
| 5          | 6  | 7  | 8  | 9  | 10 | 11 |
| 12         | 13 | 14 | 15 | 16 | 17 | 18 |
| 19         | 20 | 21 | 22 | 23 | 24 | 25 |
| 26         | 27 | 28 | 29 | 30 | 31 |    |

- 17 Teacher/Staff Professional Learning & Work Day

| April 2017 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| S          | M  | T  | W  | Th | F  | S  |
|            |    |    |    |    |    | 1  |
| 2          | 3  | 4  | 5  | 6  | 7  | 8  |
| 9          | 10 | 11 | 12 | 13 | 14 | 15 |
| 16         | 17 | 18 | 19 | 20 | 21 | 22 |
| 23/30      | 24 | 25 | 26 | 27 | 28 | 29 |

- 3-7 Spring Break

| May 2017 |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| S        | M  | T  | W  | Th | F  | S  |
|          | 1  | 2  | 3  | 4  | 5  | 6  |
| 7        | 8  | 9  | 10 | 11 | 12 | 13 |
| 14       | 15 | 16 | 17 | 18 | 19 | 20 |
| 21       | 22 | 23 | 24 | 25 | 26 | 27 |
| 28       | 29 | 30 | 31 |    |    |    |

- 25 Last Day of School for Students
- 26 & 30 Teacher/Staff Post-Planning
- 29 Memorial Day

| June 2017 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| S         | M  | T  | W  | Th | F  | S  |
|           |    |    |    | 1  | 2  | 3  |
| 4         | 5  | 6  | 7  | 8  | 9  | 10 |
| 11        | 12 | 13 | 14 | 15 | 16 | 17 |
| 18        | 19 | 20 | 21 | 22 | 23 | 24 |
| 25        | 26 | 27 | 28 | 29 | 30 |    |



**ATLANTA NEIGHBORHOOD  
CHARTER SCHOOL**

helping students learn to use their minds well

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## **2015 ANCS CCRPI SCORES - Information & Analysis**

***PREPARED BY MATT UNDERWOOD, EXECUTIVE DIRECTOR - May 2016***

# CCRPI - *What is it?*

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- Beginning in 2013, GaDOE started new “school improvement, accountability, and communication platform”: College & Career Readiness and Performance Index (CCRPI)
- CCRPI used to report performance across range of measures for all Georgia public schools serving students in grades K-12
- All Georgia public schools given a CCRPI score on 100-point scale based on data from measures from prior school year (i.e. 2015 score based on 2014-15 SY data)
- Many more details can be found on [GaDOE website](#)



## 2015 College and Career Ready Performance Index Elementary School Grades K - 5

### CONTENT MASTERY

1. **Percent of students scoring at Developing Learner or above on the Georgia Milestones English Language Arts EOG (required participation rate  $\geq$  95%)**
2. **Percent of students scoring at Developing Learner or above on the Georgia Milestones mathematics EOG (required participation rate  $\geq$  95%)**
3. **Percent of students scoring at Developing Learner or above on the Georgia Milestones science EOG (required participation rate  $\geq$  95%)**
4. **Percent of students scoring at Developing Learner or above on the Georgia Milestones social studies EOG (required participation rate  $\geq$  95%)**

\*Developing Learners are weighted at 0.5, Proficient Learners are weighted at 1.0, and Distinguished Learners are weighted at 1.5.

### POST ELEMENTARY SCHOOL READINESS

5. **Percent of English Learners with positive movement from one Performance Band to a higher Performance Band as measured by the ACCESS for ELLs**
6. **Percent of Students With Disabilities served in general education environments greater than 80% of the school day**
7. **Percent of students in grade 3 achieving a Lexile measure equal to or greater than 650 on the Georgia Milestones ELA EOG**
8. **Percent of students in grade 5 achieving a Lexile measure equal to or greater than 850 on the Georgia Milestones ELA EOG**
9. **Percent of students in grades 1-5 completing the identified number of grade specific career awareness lessons aligned to Georgia's 17 Career Clusters**
10. **Percent of students missing fewer than 6 days of school**

### PREDICTOR FOR HIGH SCHOOL GRADUATION

11. **Percent of students' assessments scoring at Proficient or Distinguished Learner on Georgia Milestones EOGs**

## 2015 College and Career Ready Performance Index Middle School Grades 6 - 8

### CONTENT MASTERY

1. **Percent of students scoring at Developing Learner or above on the Georgia Milestones English Language Arts EOG (required participation rate  $\geq$  95%)**
2. **Percent of students scoring at Developing Learner or above on the Georgia Milestones mathematics EOG (required participation rate  $\geq$  95%)**
3. **Percent of students scoring at Developing Learner or above on the Georgia Milestones science EOG (required participation rate  $\geq$  95%)**
4. **Percent of students scoring at Developing Learner or above on the Georgia Milestones social studies EOG (required participation rate  $\geq$  95%)**

\*Developing Learners are weighted at 0.5, Proficient Learners are weighted at 1.0, and Distinguished Learners are weighted at 1.5.

### POST MIDDLE SCHOOL READINESS

5. **Percent of English Learners with positive movement from one Performance Band to a higher Performance Band as measured by the ACCESS for ELLs**
6. **Percent of Students With Disabilities served in general education environments greater than 80% of the school day**
7. **Percent of students in grade 8 achieving a Lexile measure equal to or greater than 1050 on the Georgia Milestones ELA EOG**
8. **Percent of students completing 2 or more state defined career related assessments/inventories and a state defined Individual Graduation Plan by the end of grade 8**
9. **Percent of students missing fewer than 6 days of school**

### PREDICTOR FOR HIGH SCHOOL GRADUATION

10. **Percent of students' assessments scoring at Proficient or Distinguished Learner on Georgia Milestones EOGs**

# CCRPI - *Score Calculation Changes*

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- From 2014 to 2015, GaDOE changed the formula used for calculating CCRPI scores
- Two changes directly impacted scores for schools serving K-5 and 6-8, and, therefore, makes direct comparisons of CCRPI scores from 2014 to 2015 not possible

# CCRPI - *Score Calculation Changes*

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- On all “content mastery” indicators **Developing Learners will earn 0.5 point, Proficient Learners will earn 1.0 point, and Distinguished Learners will earn 1.5 points.**
  - These revisions acknowledge the level of proficiency attained by students at each achievement level of the Georgia Milestones Assessment System. Developing Learners have demonstrated partial proficiency, Proficient Learners have demonstrated strong (not basic) proficiency, and Distinguished Learners have demonstrated advanced proficiency.

# CCRPI - *Score Calculation Changes*

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- **The weights of the CCRPI components have been revised to incentivize and reward student growth and progress towards the state's higher achievement expectations associated with the Georgia Milestones Assessment System and to mitigate the impact of demographic influences on performance. Growth is independent of proficiency classifications.**

# CCRPI - *New Component Weights*

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## Previous Weights

|                        |            |
|------------------------|------------|
| <b>Achievement</b>     | <b>60%</b> |
| <i>Content Mastery</i> | <i>40%</i> |
| <i>Post Readiness</i>  | <i>30%</i> |
| <i>Graduation Rate</i> | <i>30%</i> |
| <b>Progress</b>        | <b>25%</b> |
| <b>Achievement Gap</b> | <b>15%</b> |

## New Weights

|                        |            |
|------------------------|------------|
| <b>Achievement</b>     | <b>50%</b> |
| <i>Content Mastery</i> | <i>40%</i> |
| <i>Post Readiness</i>  | <i>30%</i> |
| <i>Graduation Rate</i> | <i>30%</i> |
| <b>Progress</b>        | <b>40%</b> |
| <b>Achievement Gap</b> | <b>10%</b> |

# CCRPI - *How is it used?*

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- Two direct accountability uses of CCRPI scores for all charter schools in Georgia
  - CCRPI score of charter school must be better than CCRPI score of local district and state in years 3-5 of charter term
  - Charter school must “beat the odds” by having CCRPI data that is equal to or better than expected student growth data from students of similar demographics
  
- In 2013 and 2014, ANCS met all CCRPI goals in charter contract, including the GaDOE’s “beating the odds” measure

# Middle Campus 2015 CCRPI Score Errors

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- Two sets of data reviewed, approved, and submitted by ANCS to APS accidentally changed by APS in submission to GaDOE
- Data errors related to % of students completing career inventories and # of students identified as economically disadvantaged
- Errors impact “Achievement” and “Challenge” points--total impact to CCRPI score approximately 5 points (making projected accurate 2015 score 74)
- Appeal to correct errors is in process
  - ANCS notified APS of possible errors in early March
  - APS confirmed cause and impact of errors in early April
  - APS superintendent submitted formal appeal for error correction to GaDOE on April 4/28



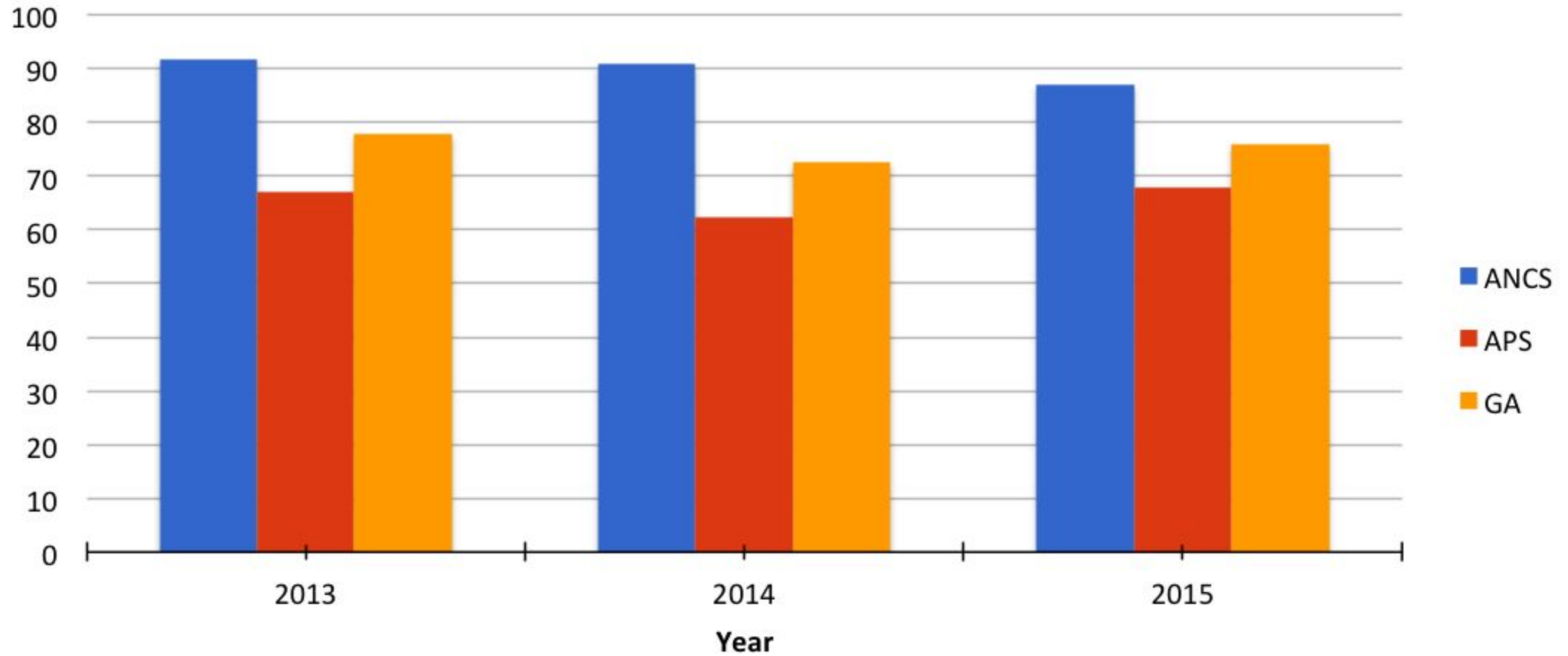
# ANCS CCRPI vs. State/APS (K-5): 2015

|             |             |
|-------------|-------------|
| <b>ANCS</b> | <b>87.1</b> |
| <b>APS</b>  | <b>67.9</b> |
| <b>GA</b>   | <b>76</b>   |

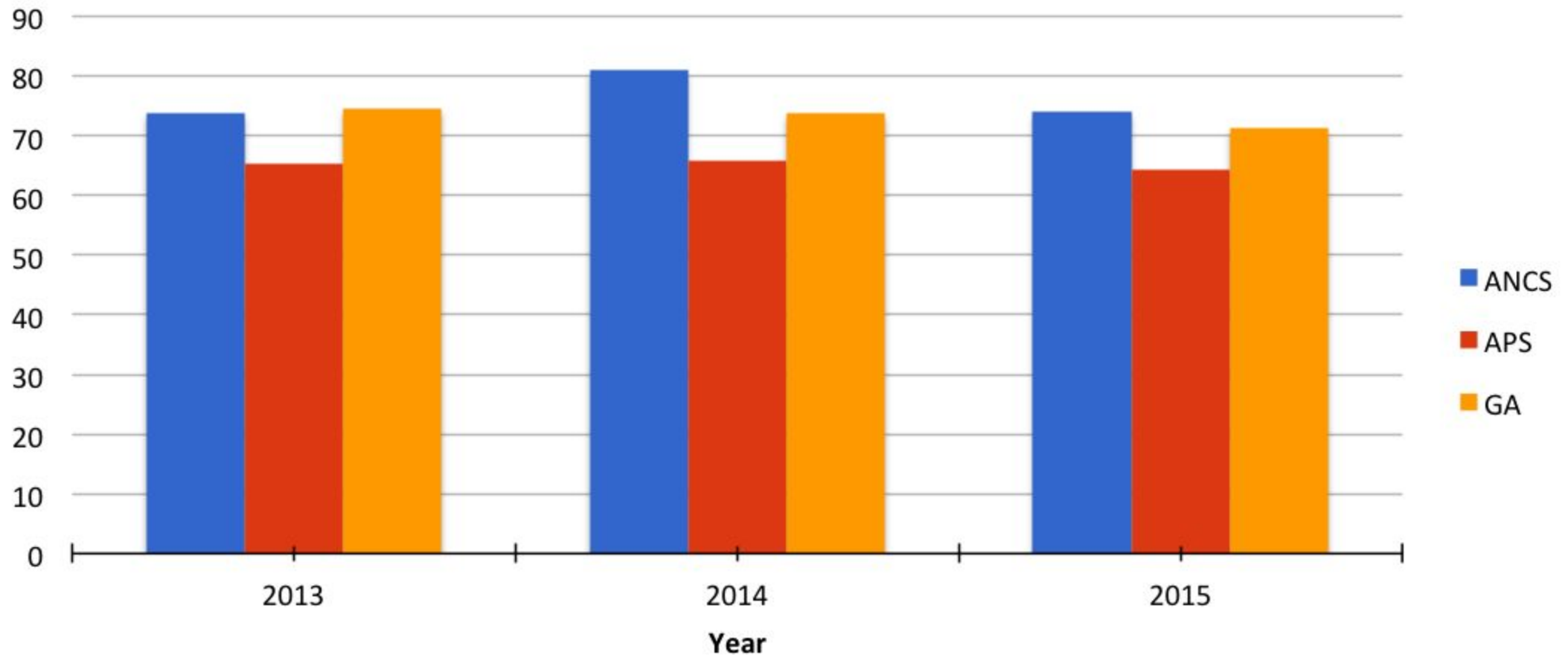
# ANCS CCRPI vs. State/APS (6-8): 2015

|             |             |
|-------------|-------------|
| <b>ANCS</b> | <b>74*</b>  |
| <b>APS</b>  | <b>64.3</b> |
| <b>GA</b>   | <b>71.2</b> |

## CCRPI Scores (K-5) 2013-2015



## CCRPI Scores (6-8) 2013-2015



# Top 10 APS CCRPI Scores (K-5) - 3 Year Avg

|                        |             |
|------------------------|-------------|
| <b>Morningside</b>     | <b>96.1</b> |
| <b>Jackson (Elem)</b>  | <b>94.8</b> |
| <b>Brandon</b>         | <b>93.2</b> |
| <b>Springdale Park</b> | <b>92.1</b> |
| <b>Mary Lin</b>        | <b>90.4</b> |
| <b>ANCS</b>            | <b>89.9</b> |
| <b>Sarah Smith</b>     | <b>86.5</b> |
| <b>Drew</b>            | <b>86.1</b> |
| <b>West Manor</b>      | <b>85.3</b> |
| <b>Kindezi</b>         | <b>81</b>   |
| <b>GA avg</b>          | <b>75.5</b> |
| <b>APS avg</b>         | <b>65.8</b> |

# Top APS Schools - % of Students Making Typical/High Growth in ELA & Math (K-5) - 3 Year Avg

|                         |            |
|-------------------------|------------|
| <b>Morningside</b>      | <b>78%</b> |
| <b>Jackson (Elem)</b>   | <b>77%</b> |
| <b>ANCS</b>             | <b>76%</b> |
| <b>Brandon</b>          | <b>75%</b> |
| <b>Cleveland</b>        | <b>74%</b> |
| <b>KIPP Strive</b>      | <b>74%</b> |
| <b>Kindezi</b>          | <b>74%</b> |
| <b>Burgess-Peterson</b> | <b>73%</b> |
| <b>Usher</b>            | <b>72%</b> |
| <b>Parkside</b>         | <b>71%</b> |

# Top 10 APS CCRPI Scores (6-8) - 3 Year Avg

|                                     |             |
|-------------------------------------|-------------|
| <b>Kindezi</b>                      | <b>90.9</b> |
| <b>KIPP Strive</b>                  | <b>89.8</b> |
| <b>Inman</b>                        | <b>87.6</b> |
| <b>Drew</b>                         | <b>82.5</b> |
| <b>KIPP WAYS</b>                    | <b>80.8</b> |
| <b>Sutton</b>                       | <b>80.7</b> |
| <b>KIPP Vision</b>                  | <b>77.7</b> |
| <b>ANCS</b>                         | <b>76.3</b> |
| <b>Latin Academy</b>                | <b>72.8</b> |
| <b>Wesley International Academy</b> | <b>63.9</b> |
| <b>GA avg</b>                       | <b>73.2</b> |
| <b>APS avg</b>                      | <b>65.2</b> |

# Top APS Schools - % of Students Making Typical/High Growth in ELA & Math (6-8) - 3 Year Avg

|                                     |            |
|-------------------------------------|------------|
| <b>Kindezi</b>                      | <b>78%</b> |
| <b>KIPP Strive</b>                  | <b>76%</b> |
| <b>Inman</b>                        | <b>72%</b> |
| <b>KIPP WAYS</b>                    | <b>73%</b> |
| <b>Sutton</b>                       | <b>72%</b> |
| <b>KIPP Vision</b>                  | <b>71%</b> |
| <b>Wesley International Academy</b> | <b>69%</b> |
| <b>ANCS</b>                         | <b>68%</b> |
| <b>Latin Academy</b>                | <b>67%</b> |
| <b>Sylvan</b>                       | <b>66%</b> |
| <b>Brown</b>                        | <b>64%</b> |



# 2015 ANCS CCRPI Scores - *Analysis*

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- Majority of CCRPI score components tied to GA Milestones testing, so much of this is not new information
- Literacy (reading/writing) consistent strength for ANCS students
- ANCS had one of highest ELA and Math Milestones pass rates in all of APS for both K-5 and 6-8
- Moving more students from “Developing” to “Proficient” and from “Proficient” to “Distinguished” on ELA and Math will be key to increasing CCRPI score, especially given change in score calculations to emphasis *growth*

# 2015 ANCS CCRPI Scores - *Analysis*

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- Not clear how passage of SB 364 (eliminating Sci & SS tests in 3rd, 4th, 6th, & 7th grades) will change how CCRPI calculated, but likely to raise future ANCS CCRPI scores given our emphasis on “depth over breadth” in those content areas
- Several strategies in place to bolster students’ literacy and math skills which should reflect in future Milestones and CCRPI data:
  - Use of new reading and math interventions has resulted in big jumps in targeted students’ MAP percentile ranks
  - Using MAP data as part of personalized learning plans in grades 6-8
  - Expanded support and enrichment in reading and math
- *We can and should* be able to advance students’ reading and math skills--regardless of ability level--in ways that align with mission of our school

| <b>ANCS New Hires - as of 5/12/16</b> |                                   |               |                              |                           |                            |
|---------------------------------------|-----------------------------------|---------------|------------------------------|---------------------------|----------------------------|
| <b>Name</b>                           | <b>Position</b>                   | <b>Campus</b> | <b>Highest Degree Earned</b> | <b>Georgia Certified?</b> | <b>Years of Experience</b> |
| Claire Thurman                        | Lead Teacher                      | Middle        | Masters                      | Y                         | 3                          |
| Brittany-Grace Shiver                 | Lead Teacher                      | Middle        | Masters                      | Y                         | 4                          |
| Aleah Clemmons                        | CREATE co-teacher                 | Middle        | Bachelors                    | Y                         | 0                          |
| Kemp Stroble                          | CREATE co-teacher                 | Middle        | Bachelors                    | Y                         | 0                          |
| Ayodele Harrison                      | CREATE Assistant Program Director | CREATE        | Masters                      | N/A                       | N/A                        |
| Tilifayea Griffin                     | Lead Teacher                      | Elementary    | Masters                      | Y                         | 3                          |
| Graciela Cruz                         | Lead Teacher                      | Elementary    | Masters                      | N                         | 15                         |
| Molly Maland                          | Associate Teacher                 | Elementary    | Bachelors                    | N                         | 11                         |
| Robert Weatherly                      | Lead Teacher                      | Middle        | Masters                      | Y                         | 16                         |

| <b>ANCS Promotions</b> |                         |                                     |               |
|------------------------|-------------------------|-------------------------------------|---------------|
| <b>Name</b>            | <b>Current Position</b> | <b>New Position</b>                 | <b>Campus</b> |
| Somer Hobby            | MST Special Ed Teacher  | Instructional Coach/MYP Coordinator | Middle        |
| Nicole Agadoni         | Associate               | Lead Teacher                        | Elementary    |
| Wendy Miller           | Associate               | Lead Teacher                        | Elementary    |

| <b>Not Returning for 16-17 SY</b> |                         |               |
|-----------------------------------|-------------------------|---------------|
| <b>Name</b>                       | <b>Current Position</b> | <b>Campus</b> |
| Elizabeth Swern                   | Kindergarten Teacher    | Elementary    |
| Kim Moran                         | 1st Grade Teacher       | Elementary    |
| Brooke Marty                      | 5th Grade Teacher       | Elementary    |
| Phillip Breaux                    | Special Ed Teacher      | Middle        |
| Pearse Haley                      | Associate Teacher       | Elementary    |
| Kristin Mitchell                  | Associate Teacher       | Elementary    |

**Total investments held by ANCS****4/30/2016**

| <u>Institution</u>                 | <u>Investment</u>      | <u>Amount</u>                      |
|------------------------------------|------------------------|------------------------------------|
| Bank of North Georgia              | Money Market           | 737,781                            |
| Bank of North Georgia              | Money Market - Reserve | 258,611                            |
| Bank of North Georgia              | Operating accounts     | <u>98,208</u>                      |
|                                    |                        | <b>1,094,599</b>                   |
| Edward Jones - BMW Bank            | CD                     | 230,876 2 year - matures Nov 2017  |
| Edward Jones - Ally Bank           | CD                     | 200,000 2 year - matures Nov 2016  |
| Self-Help Credit Union             | CD                     | 228,940 1 year - matures Oct 2016  |
| Edward Jones Bank                  | Money Market           | 225,042 Money Market account       |
| Self-Help Credit Union             | Money Market           | <u>21,642</u> Money Market account |
| Total invested funds (not at BoNG) |                        | <b>906,500</b>                     |
| Grand total ANCS funds             |                        | <b>\$2,001,099</b>                 |

**ATLANTA NEIGHBORHOOD CHARTER SCHOOL**  
**FY 2016 - Pro Forma Monthly Cash Flow Statement**  
**April 30, 2016**

|  | Allocation based on FTE Count = 669 |                  |                    |                    |                  |                  |                  |                    |                    |                    |                    | FY17               |                    |
|--|-------------------------------------|------------------|--------------------|--------------------|------------------|------------------|------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
|  | Jul-15                              | Aug-15           | Sep-15             | Oct-15             | Nov-15           | Dec-15           | Jan-16           | Feb-16             | Mar-16             | Apr-16             | May-16             | Jun-16             | Jul-16             |
| <b>Revenue</b>                             |                                     |                  |                    |                    |                  |                  |                  |                    |                    |                    |                    |                    |                    |
| Local/State Funding                        | \$155,967                           | \$823,259        | \$820,011          | \$820,012          | \$820,011        | \$821,955        | \$850,720        | \$800,654          | \$800,654          | \$800,654          | \$800,654          | \$0                | \$0                |
| Grants                                     | \$0                                 | \$0              | \$0                | \$0                | \$0              | \$20,000         | \$0              | \$0                | \$3,506            | \$18,886           | \$0                | \$200,000          | \$0                |
| Contributions & Fundraising                | \$3,593                             | \$3,690          | \$2,737            | \$21,156           | \$28,517         | \$14,261         | \$18,792         | \$23,630           | \$143,295          | \$7,427            | \$6,000            | \$5,000            | \$0                |
| Program Income                             | \$2,158                             | \$43,765         | \$53,877           | \$84,027           | \$48,425         | \$37,009         | \$47,667         | \$50,060           | \$69,207           | \$37,008           | \$36,740           | \$0                | \$0                |
| Nutrition Program Income                   | \$546                               | \$18,808         | \$38,643           | \$31,810           | \$25,141         | \$26,797         | \$23,882         | \$28,251           | \$26,847           | \$27,131           | \$21,000           | \$0                | \$0                |
| Prior Year Title 1 & Facilities Grant      | \$75,586                            | \$41,081         | \$0                | \$12,559           | \$0              | \$0              | \$0              | \$0                | \$0                | \$0                | \$0                | \$0                | \$0                |
| Other Income                               | \$523                               | \$7              | \$251              | \$1,158            | \$171            | \$786            | \$692            | \$310              | \$303              | \$184              | \$825              | \$825              | \$855              |
| i3 CREATE Grant Income                     | \$37,868                            | \$7,517          | \$88,500           | \$50,000           |                  |                  | \$30,489         | \$101,634          | \$112,920          | \$17,219           |                    |                    |                    |
| <b>Total Revenue</b>                       | <b>\$276,241</b>                    | <b>\$938,126</b> | <b>\$1,004,020</b> | <b>\$1,020,721</b> | <b>\$922,265</b> | <b>\$920,808</b> | <b>\$972,242</b> | <b>\$1,004,539</b> | <b>\$1,156,732</b> | <b>\$908,508</b>   | <b>\$865,219</b>   | <b>\$205,825</b>   | <b>\$855</b>       |
| <b>Expenditures</b>                        |                                     |                  |                    |                    |                  |                  |                  |                    |                    |                    |                    |                    |                    |
| Salaries and Benefits                      | \$552,057                           | \$594,363        | \$594,278          | \$642,084          | \$616,167        | \$640,233        | \$630,706        | \$633,980          | \$681,033          | \$659,191          | \$615,000          | \$600,000          | \$600,000          |
| Professional Development                   | \$17,323                            | \$37,082         | \$1,036            | \$14,042           | \$20,203         | \$16,098         | \$20,571         | \$10,135           | \$5,638            | \$6,640            | \$1,500            | \$0                | \$0                |
| Curriculum & Classroom Expenses            | \$5,483                             | \$43,960         | \$14,341           | \$7,917            | \$6,655          | \$15,501         | \$7,735          | \$11,878           | \$6,186            | \$8,750            | \$7,200            | \$0                | \$0                |
| Program Expenses                           | \$3,994                             | \$8,578          | \$10,322           | \$27,217           | \$15,413         | \$24,329         | \$43,302         | \$25,482           | \$37,908           | \$25,870           | \$23,250           | \$0                | \$0                |
| Building & Grounds                         | \$42,195                            | \$42,663         | \$37,587           | \$50,771           | \$42,596         | \$39,819         | \$69,201         | \$69,274           | \$37,179           | \$49,244           | \$55,000           | \$55,000           | \$55,000           |
| Fixed Assets Expenditures                  | \$3,933                             | (\$2,079)        | \$30,896           | \$3,379            | \$5,170          | \$535            | \$10,750         | \$1,438            | \$1,250            | \$713              | \$10,000           | \$65,000           | \$0                |
| Professional Services                      | \$4,355                             | \$3,610          | \$15,970           | \$5,441            | \$13,183         | \$0              | \$2,150          | \$30               | \$14,640           | \$4,040            | \$2,000            | \$0                | \$0                |
| Gen&Admin/Insurance/Interest               | \$23,014                            | \$15,776         | \$12,466           | \$15,573           | \$13,474         | \$12,629         | \$13,432         | \$24,749           | \$13,656           | \$19,624           | \$13,000           | \$8,000            | \$7,500            |
| Nutrition Program Expenses                 | \$352                               | \$15,547         | \$19,741           | \$21,684           | \$14,290         | \$15,156         | \$16,723         | \$9,659            | \$22,506           | \$13,097           | \$13,000           | \$0                | \$0                |
| Equipment Rental (Copiers)                 | \$2,580                             | \$3,964          | \$7,436            | \$3,080            | \$6,941          | \$0              | \$6,379          | \$6,049            | \$4,908            | \$3,845            | \$4,000            | \$4,000            | \$4,000            |
| Furniture & Equip (Non Capitalized)        | \$0                                 | \$0              | \$0                | \$0                | \$535            | \$0              | \$0              | \$0                | \$0                | \$0                | \$500              |                    |                    |
| Fundraising Expenses                       | \$150                               | \$785            | \$5,244            | \$1,330            | \$3,054          | \$2,576          | \$855            | \$7,731            | \$11,295           | \$8,708            | \$1,100            | \$0                | \$0                |
| i3 CREATE Expenses                         | \$13,436                            | \$25,014         | \$84,850           | \$9,443            | \$28,920         | \$41,668         | \$10,754         | \$22,518           | \$0                | \$24,868           | \$0                | \$0                | \$0                |
| <b>Total Expenditures</b>                  | <b>\$668,872</b>                    | <b>\$789,264</b> | <b>\$834,166</b>   | <b>\$801,961</b>   | <b>\$786,600</b> | <b>\$808,545</b> | <b>\$832,557</b> | <b>\$822,922</b>   | <b>\$836,197</b>   | <b>\$824,589</b>   | <b>\$745,550</b>   | <b>\$732,000</b>   | <b>\$666,500</b>   |
| <b>Total Revenues - Total Expenditures</b> | <b>(\$392,631)</b>                  | <b>\$148,862</b> | <b>\$169,853</b>   | <b>\$218,760</b>   | <b>\$135,665</b> | <b>\$112,263</b> | <b>\$139,685</b> | <b>\$181,617</b>   | <b>\$320,535</b>   | <b>\$83,918</b>    | <b>\$119,669</b>   | <b>\$(526,175)</b> | <b>\$(665,645)</b> |
| <b>EOM Cash Balance</b>                    | <b>\$199,945</b>                    | <b>\$335,803</b> | <b>\$499,476</b>   | <b>\$516,183</b>   | <b>\$421,138</b> | <b>\$530,628</b> | <b>\$665,875</b> | <b>\$824,426</b>   | <b>\$1,012,746</b> | <b>\$1,094,599</b> | <b>\$1,214,268</b> | <b>\$688,093</b>   | <b>\$22,448</b>    |
|  | Actual                              | Actual           | Actual             | Actual             | Actual           | Actual           | Actual           | Actual             | Actual             | Actual             | Projected          | Projected          | Projected          |

Note: Adjusted to reflect only Bank of North Georgia operating accounts. Not including \$906.5k of investments

ATLANTA NEIGHBORHOOD CHARTER SCHOOL  
 Budget to Actual FY2016  
 YTD April 30, 2016

Period Ended 4/30/2016

|  | YTD FY2015<br>Actual | YTD FY2016<br>Actual | YTD<br>Budget       | YTD<br>\$Variance | FY2016<br>Budget    |
|--|----------------------|----------------------|---------------------|-------------------|---------------------|
| <b>Income</b>  |                      |                      |                     |                   |                     |
| Local/State Funding                                  | \$6,092,925          | \$7,513,896          | 7,369,477           | 144,419           | 8,188,308           |
| Grants   | \$448,245            | \$74,642             | 0                   | 74,642            | 240,000             |
| Title 2 Funding                                      | \$0                  | \$22,392             | 0                   | 0                 | 0                   |
| Contributions & Fundraising                          | \$250,252            | \$211,966            | 234,000             | (22,034)          | 260,000             |
| Prior year Facilities Grant & Title 1 Funds Received | \$175,000            | \$129,225            | 0                   | 129,225           | 0                   |
| Program Income                                       | \$436,179            | \$481,782            | 429,300             | 52,482            | 477,000             |
| Nutrition Income                                     | \$210,835            | \$236,498            | 225,000             | 11,498            | 250,000             |
| i3 CREATE Income                                     | \$119,485            | \$456,687            | 99,000              | 357,687           | 110,000             |
| Other Income   | \$20,283             | \$3,850              | 7,830               | (3,980)           | 8,700               |
| <b>Total Income</b>                                  | <b>\$ 7,753,204</b>  | <b>\$ 9,130,938</b>  | <b>\$ 8,364,607</b> | <b>\$ 766,331</b> | <b>\$ 9,534,008</b> |

Much of this is a pass through, \$110k in salaries budgeted

**Expenditures**

|   |                    |                    |                     |                     |                     |
|---|--------------------|--------------------|---------------------|---------------------|---------------------|
| Salaries and Benefits                   | \$5,699,101        | \$6,172,257        | 6,086,296           | (85,961)            | 7,303,555           |
| Prior Year - Final NTRP expense         | \$0                | \$31,433           | 0                   | (31,433)            | 0                   |
| Professional Development                | \$134,263          | \$110,908          | 59,500              | (51,408)            | 59,500              |
| Curriculum & Classroom Expenses         | \$120,524          | \$129,092          | 139,000             | 9,908               | 139,000             |
| Program Expenses                        | \$203,333          | \$220,607          | 276,500             | 55,893              | 276,500             |
| Building & Grounds                      | \$455,314          | \$480,820          | 542,528             | 61,707              | 651,033             |
| Fixed Asset Expenditures                | \$658,307          | \$62,317           | 156,334             | 94,017              | 156,334             |
| Professional Services                   | \$34,525           | \$63,418           | 47,500              | (15,918)            | 57,000              |
| Gen&Admin/Insurance/Interest Expense    | \$164,350          | \$166,094          | 151,307             | (14,787)            | 181,568             |
| Nutrition Program Purchases             | \$126,348          | \$148,818          | 133,333             | (15,485)            | 160,000             |
| Equipment Rental (Copiers)              | \$41,593           | \$45,182           | 50,000              | 4,818               | 60,000              |
| Furniture & Equipment (Non-Capitalized) | \$13,378           | \$535              | 5,000               | 4,465               | 6,000               |
| Fundraising Expenses                    | \$49,829           | \$38,446           | 36,000              | (2,446)             | 43,200              |
| Contingency Funds                       | \$0                | \$258,547          | 258,547             | (0)                 | 387,820             |
| i3 CREATE Grant Expenses                | \$98,269           | \$482,919          | 0                   | (482,919)           | 0                   |
| <b>Total Expenditures</b>               | <b>\$7,799,134</b> | <b>\$8,411,395</b> | <b>\$ 7,941,844</b> | <b>\$ (469,551)</b> | <b>\$ 9,481,510</b> |
| Operating Income/Loss                   | \$ (45,930)        | \$ 719,543         | \$ 422,763          | \$ 296,780          | \$ 52,498           |

\* Offset is Title 2 Funds

Received \$18k. Will get \$10k more

\* Flooring work won't begin until May



From: Ryan Camp

To: Governing Board of Directors

Cc: Kari Lovell, Matt Underwood

Re: FY 2017 Proposed Budget

Date: May 10, 2016

Attached is the proposed FY 2017 Budget for ANCS.

Adjustments from 2016:

Revenue:

APS Allocation is slated to increase, however that is mitigated somewhat by planned class size reductions.

Beltline and APS Reserve funds: This is a one time payment that we will receive due to payout of beltline funds and the decision that was made by APS to utilize reserve funds. We will be getting our proportional share but this will only apply to 2017 and cannot be counted on for future years.

Title 2 funding and grants are not included in revenue as they are not known or guaranteed funds.

A portion of the Create grant funds are being allocated into the budget to offset salaries that are paid through our operating budget.

Annual Campaign and Major donor revenue is being reduced to fall more in line with 2016 actuals.

Facilities Use revenue is eliminated due to uncertainty of receipt.

Expenses:

Total Salaries and Benefits: This amount reflects a 2% adjustment for teachers and Administrators. As well as a new hire for FTE Instructional coach and we are suggesting that we approve a new position that will serve as an assistant facilities maintenance / media clerk. This person will spend part of each day working in the EC media center and part working on maintenance projects.

Teachers Institute is being reduced to reflect expected costs.

Staff Development / Travel is being increased to allow for Executive Director summer enrichment that was approved in Contract renewal.

Staff Development / Consultant is being increased to reflect additional consulting needs.

APS Support Services is being decreased because those services will no longer be required.

Instructional Curriculum and Materials is being increased to refresh curriculum materials.

Replacements for Carpeting / Flooring is reduced due to the completion of the flooring project at the MC.

Repairs and maintenance is reduced to reflect an anticipated reduction in need for this as we are catching up on deferred maintenance projects.

Grounds Maintenance is being increased reflect more accurate estimates.

Accounting and Auditing are being increased due to additional costs associated with performing the audit and accounting due to new requirements.

Insurance is being reduced to more accurately reflects new rates.

IB application fee was a one time fee that was paid in 2016 and will not be required again.

Governing Board and Payroll service fees are being adjusted to more accurately reflect actuals.

Fund Development software is being added to modernize our fund development processes.

Furniture budget is being increased to replace aging furniture.

Grants to Green is eliminated because those were costs associated with a completed project.

Reserve funds have been established for the emergency fund, local and state revenue stabilization fund, and Technology reserves. Therefore we are not suggesting that we contribute to those funds.

Facilities Reserve fund will continue to be funded at current levels to reach proposed funding levels.

Please let me know if you have any questions or comments.

Ryan Camp



|        |           |
|--------|-----------|
| Status | Draft     |
| Year   | FY 2017   |
| Date   | 5/12/2016 |

Atlanta Neighborhood Charter School

# of Students



643

661

| Income | Tab #      |   | FY 17 Working       | ANCS Proposed Amended FY16 | ANCS Budget Changes FY16 | Notes      |
|--------|------------|---|---------------------|----------------------------|--------------------------|------------|
|        |            | APS Allocation                                      | \$ 8,297,406        | \$ 8,100,000               | \$ 197,406               | New Counts |
|        |            | APS Nursing & Transportation Allocation             | \$ 54,308           | \$ 54,308                  | \$ -                     | Same       |
|        |            | Beltline and APS reserve funds (proportional share) | \$ 323,300          |                            | \$ 323,300               |            |
|        |            | FY15 .5% Admin fee refund                           | \$ -                | \$ 34,000                  | \$ (34,000)              | N/A        |
|        |            | Title 1 Funding                                     |                     | \$ -                       | \$ -                     |            |
|        |            | Title 2 Funding                                     |                     | \$ 20,000                  | \$ (20,000)              | Exclude    |
|        |            | Facilities Grant                                    |                     | \$ 200,000                 | \$ (200,000)             | Exclude    |
|        |            | CREATE Grant  | \$ 90,000           | \$ 110,000                 | \$ (20,000)              |            |
|        |            | Sartain Lanier Grant                                |                     | \$ 20,000                  | \$ (20,000)              | Exclude    |
|        | <u>1.0</u> | <b>Total Local/State Funding</b>                    | <b>\$ 8,765,014</b> | <b>\$ 8,538,308</b>        | <b>\$ 226,706</b>        |            |
|        |            | <b>Contributions</b>                                |                     |                            |                          |            |
|        |            | Contributions (General)                             | \$ 2,000            | \$ 2,000                   | \$ -                     |            |
|        |            | Fund Raising (Annual Campaign)                      | \$ 120,000          | \$ 130,000                 | \$ (10,000)              |            |
|        |            | Auction   | \$ 100,000          | \$ 100,000                 | \$ -                     |            |
|        |            | Major Donor Program                                 |                     | \$ 25,000                  | \$ (25,000)              |            |
|        |            | Other Fundraising                                   | \$ 3,000            | \$ 3,000                   | \$ -                     |            |
|        | <u>1.1</u> | <b>Total Contributions &amp; Fundraising</b>        | <b>\$ 225,000</b>   | <b>\$ 260,000</b>          | <b>\$ (35,000)</b>       |            |
|        |            | <b>Program</b>                                      |                     |                            |                          |            |
|        |            | Supply Fee  | \$ 7,000            | \$ 7,000                   | \$ -                     |            |
|        |            | Meal Program  | \$ 250,000          | \$ 250,000                 | \$ -                     |            |
|        |            | PTCA income   | \$ 67,000           | \$ 67,000                  | \$ -                     |            |
|        |            | Field Trips   | \$ 25,000           | \$ 25,000                  | \$ -                     |            |
|        |            | Grade Level Trips                                   | \$ 100,000          | \$ 100,000                 | \$ -                     |            |
|        |            | Athletics   | \$ 15,000           | \$ 15,000                  | \$ -                     |            |
|        |            | After School  | \$ 223,000          | \$ 223,000                 | \$ -                     |            |
|        |            | Enrichment  | \$ 40,000           | \$ 40,000                  | \$ -                     |            |
|        | <u>1.2</u> | <b>Total Program Income</b>                         | <b>\$ 727,000</b>   | <b>\$ 727,000</b>          | <b>\$ -</b>              |            |
|        |            | <b>Other Income</b>                                 |                     |                            |                          |            |
|        |            | Interest Income                                     | \$ 5,000            | \$ 5,000                   | \$ -                     |            |
|        |            | Community Building                                  | \$ 1,200            | \$ 1,200                   | \$ -                     |            |
|        |            | Facilities Use                                      |                     | \$ 2,000                   | \$ (2,000)               |            |
|        |            | Other   | \$ 500              | \$ 500                     | \$ -                     |            |
|        | <u>1.3</u> | <b>Total Other Income</b>                           | <b>\$ 6,700</b>     | <b>\$ 8,700</b>            | <b>\$ (2,000)</b>        |            |
|        |            | <b>Total Income</b>                                 | <b>\$ 9,723,714</b> | <b>\$ 9,534,008</b>        | <b>\$ 189,706</b>        |            |

| Expense | Tab #      |  | FY 17 Working       | ANCS Proposed Amended FY16 | ANCS Budget Changes FY16 | Notes                 |
|---------|------------|--|---------------------|----------------------------|--------------------------|-----------------------|
|         | <u>2.0</u> | <b>Total Salaries and Benefits</b>               | <b>\$ 7,751,235</b> | <b>\$ 7,223,555</b>        | <b>\$ 527,680</b>        | Options for increases |
|         |            | <b>Health insurance premium increase</b>         | <b>\$ 80,000</b>    | <b>\$ 80,000</b>           | <b>\$ -</b>              |                       |
|         |            | Teachers Institute / Retreat                     | \$ 2,000            | \$ 7,000                   | \$ (5,000)               |                       |
|         |            | Conferences and workshops                        | \$ 37,500           | \$ 37,500                  | \$ -                     |                       |
|         |            | Staff Development - Travel                       | \$ 11,000           | \$ 1,000                   | \$ 10,000                |                       |
|         |            | Staff Development - Consultant                   | \$ 15,000           | \$ 12,500                  | \$ 2,500                 |                       |
|         |            | Staff Devel Materials                            | \$ 1,500            | \$ 1,500                   | \$ -                     |                       |
|         | <u>2.1</u> | <b>Total Staff Development</b>                   | <b>\$ 67,000</b>    | <b>\$ 59,500</b>           | <b>\$ 7,500</b>          |                       |
|         |            | <b>Program Exp</b>                               |                     |                            |                          |                       |
|         |            | Lunch Program Purchases (not including salary)   | \$ 160,000          | \$ 160,000                 | \$ -                     |                       |
|         |            | Athletics  | \$ 35,000           | \$ 35,000                  | \$ -                     |                       |
|         |            | Enrichment                                       | \$ 40,000           | \$ 40,000                  | \$ -                     |                       |
|         |            | After School Expenses                            | \$ 15,000           | \$ 15,000                  | \$ -                     |                       |
|         |            | Field Trips                                      | \$ 27,500           | \$ 27,500                  | \$ -                     |                       |
|         |            | Grade Level Trips                                | \$ 100,000          | \$ 100,000                 | \$ -                     |                       |
|         |            | PTCA Expenses                                    | \$ -                | \$ -                       | \$ -                     |                       |
|         |            | APS Support Services                             |                     | \$ 44,000                  | \$ (44,000)              |                       |
|         |            | Saturday / Summer School                         | \$ 12,000           | \$ 12,000                  | \$ -                     |                       |
|         |            | Yearbook   | \$ 3,000            | \$ 3,000                   | \$ -                     |                       |
|         |            | <b>Total Program Expenses</b>                    | <b>\$ 392,500</b>   | <b>\$ 436,500</b>          | <b>\$ (44,000)</b>       |                       |
|         |            | <b>Curric.Mat &amp; Exp</b>                      |                     |                            |                          |                       |
|         |            | Classroom Supplies                               | \$ 110,152          | \$ 110,152                 | \$ -                     |                       |
|         |            | Instruct. / Curriculum Materials                 | \$ 70,000           | \$ 28,848                  | \$ 41,152                |                       |
|         |            | <b>Total Curriculum Materials &amp; Expenses</b> | <b>\$ 180,152</b>   | <b>\$ 139,000</b>          | <b>\$ 41,152</b>         |                       |
|         | <u>2.2</u> | <b>Total Curriculum &amp; Program Expenses</b>   | <b>\$ 572,652</b>   | <b>\$ 575,500</b>          | <b>\$ (2,848)</b>        |                       |
|         |            | <b>Building Services</b>                         |                     |                            |                          |                       |
|         |            | Pest Control                                     | \$ 5,000            | \$ 5,000                   | \$ -                     |                       |
|         |            | Janitorial Services                              | \$ 100,000          | \$ 100,000                 | \$ -                     |                       |
|         |            | Janitorial Supplies                              | \$ 13,500           | \$ 13,500                  | \$ -                     |                       |
|         |            | Sanitation                                       | \$ 14,937           | \$ 14,937                  | \$ -                     |                       |
|         |            | Supplies   | \$ 2,500            | \$ 2,500                   | \$ -                     |                       |
|         |            | <b>Total Building Services</b>                   | <b>\$ 135,937</b>   | <b>\$ 135,937</b>          | <b>\$ -</b>              |                       |
|         |            | <b>Building Expenses</b>                         |                     |                            |                          |                       |
|         |            | Building rent (Mortgage)                         | \$ 105,264          | \$ 105,264                 | \$ -                     |                       |
|         |            | Mobile Unit Lease (Net)                          | \$ 7,332            | \$ 7,332                   | \$ -                     |                       |
|         |            | New mobile unit at EC                            |                     | \$ 1,000                   | \$ -                     |                       |
|         |            | SWAT Budget                                      | \$ 1,000            | \$ 1,000                   | \$ -                     |                       |
|         |            | Replacements - painting                          | \$ 20,000           | \$ 20,000                  | \$ -                     |                       |
|         |            | Replacements - carpet/flooring                   | \$ 20,000           | \$ 150,000                 | \$ (130,000)             |                       |
|         |            | Repairs / Maintenance                            | \$ 100,000          | \$ 80,000                  | \$ 20,000                |                       |
|         |            | <b>Total Building Repairs/ Maintenance</b>       | <b>\$ 253,596</b>   | <b>\$ 363,596</b>          | <b>\$ (110,000)</b>      |                       |

|     |                                |  |                     |                     |                      |
|-----|--------------------------------|--|---------------------|---------------------|----------------------|
|     |                                | Farm                                     | \$ 3,600            | \$ 3,600            | \$ -                 |
|     |                                | Repairs / Maintenance                    | \$ 10,000           | \$ 6,000            | \$ 4,000             |
|     |                                | <b>Total Grounds</b>                     | <b>\$ 10,000</b>    | <b>\$ 6,000</b>     | <b>\$ 4,000</b>      |
|     |                                | Utilities                                | \$ 125,000          | \$ 125,000          | \$ -                 |
|     |                                | Internet Service                         | \$ 10,000           | \$ 10,000           | \$ -                 |
|     |                                | Alarm Monitoring & Servicing             | \$ 5,000            | \$ 5,000            | \$ -                 |
|     |                                | Telephone                                | \$ 5,500            | \$ 5,500            | \$ -                 |
|     |                                | <b>Total Telephone and Utilities</b>     | <b>\$ 145,500</b>   | <b>\$ 145,500</b>   | <b>\$ -</b>          |
| 2.3 |                                | <b>Total Building Expenses</b>           | <b>\$ 545,033</b>   | <b>\$ 651,033</b>   | <b>\$ (106,000)</b>  |
|     | Prof. Services                 | Legal                                    | \$ 23,000           | \$ 23,000           | \$ -                 |
|     |                                | Accounting                               | \$ 5,000            | \$ 3,500            | \$ 1,500             |
|     |                                | Auditing                                 | \$ 33,000           | \$ 30,500           | \$ 2,500             |
| 2.4 |                                | <b>Total Professional Services</b>       | <b>\$ 61,000</b>    | <b>\$ 57,000</b>    | <b>\$ 4,000</b>      |
|     | General Admin Expenses         | Operating Reserves Contingency           |                     |                     | \$ -                 |
|     |                                | Advertising/Web Costs                    | \$ 3,500            | \$ 3,500            | \$ -                 |
|     |                                | Bank Service Charges                     | \$ 5,000            | \$ 5,000            | \$ -                 |
|     |                                | Dues and Subscriptions                   | \$ 10,000           | \$ 10,000           | \$ -                 |
|     |                                | Insurance                                | \$ 40,000           | \$ 61,818           | \$ (21,818)          |
|     |                                | Hospitality                              | \$ 14,000           | \$ 14,000           | \$ -                 |
|     |                                | Licenses and Permits                     | \$ 2,500            | \$ 2,500            | \$ -                 |
|     |                                | IB Application Fee                       |                     | \$ 4,000            | \$ (4,000)           |
|     |                                | Miscellaneous                            | \$ 3,000            | \$ 3,000            | \$ -                 |
|     |                                | Gov Board/Committee Costs                | \$ 10,750           | \$ 10,250           | \$ 500               |
|     |                                | Office supplies/Small Equipment          | \$ 45,000           | \$ 45,000           | \$ -                 |
|     |                                | Payroll Service Fees                     | \$ 20,000           | \$ 18,000           | \$ 2,000             |
|     |                                | Postage and Delivery                     | \$ 4,000            | \$ 4,000            | \$ -                 |
|     |                                | Printing and Reproduction                | \$ 500              | \$ 500              | \$ -                 |
| 2.5 |                                | <b>Total Other Gen/Admin Expense</b>     | <b>\$ 158,250</b>   | <b>\$ 181,568</b>   | <b>\$ (23,318)</b>   |
|     | Fundraising Expenses           | Fund Deveolpment Software                | \$ 5,000            |                     | \$ 5,000             |
|     |                                | Direct Mail                              | \$ 5,000            | \$ 5,000            | \$ -                 |
|     |                                | Auction                                  | \$ 20,000           | \$ 30,000           | \$ (10,000)          |
|     |                                | Community Building                       | \$ 1,200            | \$ 1,200            | \$ -                 |
|     |                                | Other Events                             | \$ 7,000            | \$ 7,000            | \$ -                 |
| 2.6 |                                | <b>Total Fundraising Expenses</b>        | <b>\$ 38,200</b>    | <b>\$ 43,200</b>    | <b>\$ (5,000)</b>    |
|     | Books, Equipment and Furniture | Library                                  | \$ 12,000           | \$ 12,000           | \$ -                 |
|     |                                | Furniture                                | \$ 25,000           | \$ 6,000            | \$ 19,000            |
|     |                                | Technology: Service, training & supplies | \$ 7,500            | \$ 7,500            | \$ -                 |
|     |                                | Special Education Equipment              | \$ 5,000            | \$ 5,000            | \$ -                 |
|     |                                | Grants to Green Improvements             |                     | \$ 10,000           | \$ (10,000)          |
|     |                                | Equipment: Purchase/Lease                | \$ 10,000           | \$ 10,000           | \$ -                 |
|     |                                | Copiers Expenses                         | \$ 50,000           | \$ 50,000           | \$ -                 |
|     |                                | Computers: Software/Other                | \$ 37,334           | \$ 37,334           | \$ -                 |
|     |                                | Computers: Hardware                      | \$ 84,500           | \$ 84,500           | \$ -                 |
| 2.7 |                                | <b>Total Books/Equipment/Furniture</b>   | <b>\$ 231,334</b>   | <b>\$ 222,334</b>   | <b>\$ 9,000</b>      |
|     |                                | Emergency Reserve Fund                   |                     | \$ 75,000           | \$ (75,000)          |
|     |                                | Facilities Reserve Fund                  | \$ 210,000          | \$ 210,000          | \$ -                 |
|     |                                | Local/State Revenue Stabilization Fund   | \$ 52,820           | \$ 52,820           | \$ (52,820)          |
|     |                                | Technology Reserve Fund                  |                     | \$ 50,000           | \$ (50,000)          |
|     |                                | <b>Total Reserve Funds</b>               | <b>\$ 210,000</b>   | <b>\$ 387,820</b>   | <b>\$ (177,820)</b>  |
|     |                                | <b>Total Expenses</b>                    | <b>\$ 9,714,704</b> | <b>\$ 9,481,510</b> | <b>\$ 233,194</b>    |
|     |                                | <b>Operating Income/Loss</b>             | <b>\$ 9,010</b>     | <b>\$ 52,498</b>    | <b># \$ (43,488)</b> |

April 22, 2016

To the Board of Directors of  
Atlanta Neighborhood Charter School, Inc.

We are engaged to audit the financial statements of Atlanta Neighborhood Charter School, Inc. for the year ended June 30, 2016. Professional standards require that we provide you with the following information related to our audit. We are also available to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

**Our Responsibility under U.S. Generally Accepted Auditing Standards**

As stated in our engagement letter dated April 22, 2016, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

Our responsibility for the supplementary information accompanying the financial statements, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

**Planned Scope, Timing of the Audit, and Other**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the Organization and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the Organization or to acts by management or employees acting on behalf of the Organization. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We expect to begin our audit in June 2016 and issue our report by September 30, 2016. Cindy Ethridge is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of Board of Directors and management of Atlanta Neighborhood Charter School, Inc. and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

*Warren Averett, LLC*

WARREN AVERETT, LLC



## **May 2016 Fund Development Report**

**April Donations received: \$9388.09**

**Year to date: \$103,007.55**

**Note:** These April numbers were gathered on May 5 prior to annual campaign week. In the first four days of annual campaign week we received \$8570, in one-time donations on square/online, so the May numbers will be robust.

### **Activities:**

Late April and early May have been extremely busy. We organized annual campaign week from May 9-15. In place of one formal committee meeting, we had multiple work sessions and Matt and Narin met to strategize for the end of year planning and discuss ways to have more support for fund development activities next year.

Annual campaign week included showing the new ANCS film at both campuses with a reminder about the importance of the campaign and the resources needed to continue the work we do. We did carpool outreach one morning with students at EC handing out materials, "Grow the Love" seed packets, and donut holes. We also held the Founding Boards recognition event and had a Fund Development booth at that event and the PTCA meeting.

Our communication/social media campaign included a Gather and Grow newsletter on Monday, a courier

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message on Wednesday, and ongoing “Why I Give” narratives and reminders on Facebook. We are continuing to collect these quotes for use next year.

Data review/analysis: This month also involved reviewing our data to confirm which donors are at the \$1000 level (or will be by June 30) and which parents have not yet given. Narin emailed donors at the \$1000 level to personally thank them, and Matt called the highest level donor(s).

Narin also contacted several donors to request “Why I Give” narratives and remind them about the Eventide event. We received many inquiries from individual donors prior to the event.

### **Events:**

Our first major donor event is at Eventide on Sunday, May 15.

We gathered data all week and all invited donors and sponsors at the \$1000 level and up. We also invited auction chairs and chair committee members. We ordered new “swag” for our major donors. This includes new Gather and Grow shopping bags, larger outdoor magnets, and koozies.

### **Planning for next year/later this year:**

Narin is continuing to analyze data and organize the excel sheets from payments against student lists to get a sense of participation and also prepare for more direct outreach to families. The main focus will be

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upon kindergarten and 1<sup>st</sup> grade. We may make direct phone and email solicitations to these newer families.

Planning ahead, we also plan to have a new family fund development session for the fall, and to try to have more material about the campaign visible during the orientation/registration process.

**External Funding Updates:** The Belk Foundation granted another \$50,000 to support the CREATE program based on the results so far.







# ATLANTA NEIGHBORHOOD CHARTER SCHOOL

helping students learn to use their minds well

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**BOARD GOVERNANCE COMMITTEE**

**MONTHLY UPDATE**

**COMMITTEE MEMBERS: LEIGH FINLAYSON, MELISSA MCKAY-HAGAN, AND LIA SANTOS**

# Executive Director (“ED”) & Committee Chair Monthly Meeting Highlights

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- Committee Chair (Lia Santos), ED (Matt Underwood) and Board Chair (Mitch White) did not meet in person this month but corresponded via e-mail. We also had a quick conference call on Friday 5/6/2016
- Discussions were focused on salaries for budgeting purposes

# Board Governance Committee Monthly Meeting Highlights

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- The Committee had a meeting via conference call on Thursday 5/5/2016 from 10:30pm to 11:30am.
- Lia Santos: We will host a Board Social at The Santos Home on Friday 5/20/2016 at 6pm to get to know the incoming Board Members. Everyone is welcome!
- Lia Santos: Launched the **ED Year-End Review**. Feedback is requested from Matt's Leadership Team and all Board Members. Matt will also complete a self reflection looking back at full academic year. We will review all of the survey results (parent / teacher) that are related to leadership as well. There is an overview of the entire process on the following page.
- Leigh Finlayson: The Nominating Committee for **Board Recruitment** is contacting many of the people we interviewed to ask about their interest in Committee Involvement. We should have an update at the Annual Retreat.
- Melissa McKay-Hagan: Will prepare a tracking sheet that we will use at the Annual Retreat to document **Training Requirements** completed by each Board Member.
- Melissa McKay Hagan: Sent doodle polls for two **Annual Retreats**
  - One retreat will be a *Half Day Retreat with the incoming, new Board Members*. Existing Board Members will not need to attend. Members of this Board Governance Committee will discuss several items with them. We will cover those items that existing Board Members already know. All Board Members are welcome to attend.
  - The second Retreat will be with all Board Members and certain members of the Leadership Team.
  - Confirmation of the dates that work best for the most people will be confirmed and sent soon. An Agenda will be developed and distributed prior both retreats.

# Board Governance Committee CEO Year-End Evaluation Timeline

| May 16 <sup>th</sup> – 25 <sup>th</sup>  | Week of May 30 <sup>th</sup>   | June   | August  |
|--|--|--|---|
| <p><b>Executive Director : Self Evaluation</b><br/>Executive Director completes self reflection</p>  | <p><b>Executive Director : Year-End Review</b><br/>Executive Director and Personnel Chair meet to review 1) self reflection, 2) progress to Strategic Plan, 3) Survey of staff, students, and parents, and 4) feedback provided by Board and Leadership Team</p> | <p><b>Draft Report</b><br/>Personnel Chair draft year-end evaluation report; E-mail to Board President and Matt for documentation purposes</p> | <p><b>Feedback Reviewed in Executive Session of August Board Meeting</b><br/>Personnel Chair provides a summary of all feedback</p> |
| <p><b>Leadership Team and Board Members: Evaluation</b><br/>Leadership Team and Board Members complete the feedback requested via BoardOnTrack</p> |  |  |   |
|  |  |  |   |