

Atlanta Neighborhood Charter School

Board Meeting

Date and Time

Tuesday October 20, 2015 at 6:30 PM

Location

ANCS Middle Campus - 820 Essie Avenue 30316

Notice of this meeting has been posted on the ANCS website and Facebook page and in the main office at each ANCS campus.

Agenda

	Purpose	Presenter	Duration
I. Opening Items			
A. Record Attendance and Guests		Melissa McKay-Hagan	2
B. Call the Meeting to Order		Mitch White	2
C. Public Comment		Mitch White	10
D. Approve Minutes	Approve Minutes	Melissa McKay-Hagan	3
E. PTCA Report		Joy Prince	5
F. Principals' Open Forum		Cathey Goodgame	5
II. Old Business			
A. FY16 strategic plan - updated initiatives	Vote	Matt Underwood	5
III. Executive Director's Report			
A. FY16 ANCS financial audit	Discuss	Cindy Ethridge - Warren Averett	15
B. Fall 2015 MAP data	Discuss	Matt Underwood	15
C. Diversity strategic initiatives update	Discuss	Matt Underwood	10
D. September employee hiring/loss report	FYI	Matt Underwood	2
IV. Educational Excellence Committee			
A. Proposed FY16 committee goals	Discuss	Alice Jonsson	7
V. Business & Operations Committee			
A. Monthly Business & Operations report	Discuss	Ryan Camp	10
B. Proposed FY16 committee goals	Discuss	Ryan Camp	7
VI. Fund Development Committee			
A. Monthly Fund Development report	FYI	Narin Hassan	5
B. Proposed FY16 committee goals	Discuss	Narin Hassan	7

VII. Board Governance Committee

A. Proposed FY16 committee goals	Discuss	Lia Santos	7
B. Board nominations 2016-17 update	FYI	Leigh Finlayson	5

VIII. Executive Session

A. May be entered into to discuss matters related to real estate, litigation, and/or personnel	FYI		10
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IX. Closing Items

A. Brief Meeting Reflection	Discuss	Lia Santos	5
B. Adjourn Meeting	Vote	Mitch White	2

Agenda Cover Sheets

Section: **I. Opening Items**
Item: E. PTCA Report
Purpose: FYI
Goal:
Submitted by:
Related Material: PTCA_report_oct2015JGP.docx

Section: **II. Old Business**
Item: A. FY16 strategic plan - updated initiatives
Purpose: Vote
Goal:
Submitted by: Matt Underwood
Related Material: ANCS Strategic Plan_updatedSept2015.pdf

BACKGROUND:

ANCS strategic plan updated to reflect key initiatives for 2015-16 school year

RECOMMENDATION:

That the board approve the 2015-16 strategic plan initiatives.

Section: **III. Executive Director's Report**
Item: A. FY16 ANCS financial audit
Purpose: Discuss
Goal:
Submitted by: Matt Underwood
Related Material: ANCS Draft 10_16_15.pdf
ANCS FY15 audit slides.pdf

BACKGROUND:

All charter schools in Georgia are required by law to take part in an annual financial audit by an independent auditor. The audit is submitted to the Atlanta Public Schools and Georgia Department of Education by November 1st each year. For this purpose, ANCS has used the audit firm of Warren Averret (formerly GH&I) since the school's founding.

RECOMMENDATION:

N/A

Section: **III. Executive Director's Report**
Item: B. Fall 2015 MAP data
Purpose: Discuss
Goal:
Submitted by: Matt Underwood
Related Material: MAP summary_fall 2015.pdf

BACKGROUND:

Summary of data from the fall 2015 administration of the Measures of Academic Progress (MAP) assessments. ANCS chooses to use MAP as an interim assessment to track student learning in reading and math.

RECOMMENDATION:

N/A

Section: III. Executive Director's Report
Item: C. Diversity strategic initiatives update
Purpose: Discuss
Goal:
Submitted by: Matt Underwood
Related Material: Diversity update_Oct 2015.pdf

BACKGROUND:

An update on actions associated with our strategic plan goals for diversity. Highlights work over the past year and looking ahead to the current school year.

RECOMMENDATION:

N/A

Section: III. Executive Director's Report
Item: D. September employee hiring/loss report
Purpose: FYI
Goal:
Submitted by: Matt Underwood
Related Material: Employee personnel report Oct 2015.pdf

BACKGROUND:

Report on any personnel actions from the prior month

RECOMMENDATION:

FYI

Section: IV. Educational Excellence Committee
Item: A. Proposed FY16 committee goals
Purpose: Discuss
Goal:
Submitted by:
Related Material: Goals for Academic Excellence Committee 2015.docx

Section: V. Business & Operations Committee
Item: A. Monthly Business & Operations report
Purpose: Discuss
Goal:
Submitted by:

Related Material: 09_30_15 Cash Flow.pdf
09_30_15 Finance Committee Report (2).pdf
09_30_15 Finance Committee Report Cash Balances.pdf
October Board Memo.pdf

Section: **V. Business & Operations Committee**
Item: B. Proposed FY16 committee goals
Purpose: Discuss
Goal:
Submitted by:
Related Material: 2015 and 2016 Business and Operations Committee Goals.xlsx

Section: **VI. Fund Development Committee**
Item: A. Monthly Fund Development report
Purpose: FYI
Goal:
Submitted by:
Related Material: 10-2-15 ANCS Fund Development Comm Minutes.docx
Fund development report Oct 2015.ppt
Oct 2015 Development Report - Sep Donations.xlsx

Section: **VI. Fund Development Committee**
Item: B. Proposed FY16 committee goals
Purpose: Discuss
Goal:
Submitted by:
Related Material: ANCS Fund Development Goals 2015-16.docx
Fund%20development%20activities%202015-16.xlsx

Section: **VII. Board Governance Committee**
Item: A. Proposed FY16 committee goals
Purpose: Discuss
Goal:
Submitted by: Lia Santos
Related Material: 2015 and 2016 Governance Committee Goals.pdf
2015 and 2016 Governance Committee Goals.xlsx
2015.10.14.Board Governance Committee Report Oct 2015.pdf

BACKGROUND:

Lia will present a quick overview of the committee goals that were set during the committee meeting this month.

ANCS PTCA Report October 2015

Overview

Teacher Appreciation

Funded request from MC to purchase dinner for faculty for Curriculum Night in August

Mini Grants

19 received

Meeting to award grants is 10/19

Membership

147 family memberships vs 134 (9/2015)

40 Fac/staff memberships: 28 EC, 7 MC, 5 both

Last year's total memberships: 110

Budget and Fundraising

Yard Sale

Co-chairs: Meg Boeff and Carrie Wright

--Increased funds raised from last year

Gross: \$14,392.09

Net: \$12,008.98

Communication/Social Media/Web site

Web site updates in progress

PTCA General Meeting:

November 10

Working with Matt, Lara and Cathey on presenting school topics:

--IB Programme

--Georgia Milestones Assessments

--K-8 curriculum

--Supporting reading at home

--Supporting Conscious Discipline at home

Committees and Events

GPSF

Co-Chairs: Lia Santos and Cat Jaffin

--Over 400 RSVPs, attendees from Venezuela, Canada, California, New Mexico, New York and Maine

--Event started in 2003, some grandparents have attended this event for 8-10 years

--Fund Development collected Funds!

--Nineteen Cheesecakes (\$720) sold to benefit the baseball team and chorus

Huck and Matt Finch sold \$240 worth for the MC baseball team

Submitted by Joy Gray Prince

Upcoming PTCA Events

Third Friday Coffee EC:

October 23

Fourth Friday Coffee

MC:

October 23

PTCA General Meeting:

November 10, at the MC

Dine Out:

November 10 at Six Feet Under

Barnes and Noble

Shopping Day:

December 5

PTCA sold \$520 worth to benefit MC chorus and baseball
Cheesecakes sales are a part of Barnes and Noble Shopping Day

Cardboard Challenge

Co-chairs: Anna Coan and Marta Leo
--approx 250 attendees

Fourth Friday Coffee

Co-chair: Laura Finch
--approx 12 attendees at MC
on 9/25. Somer Hobby presented session on Conscious Discipline
--Next session is 10/23. Suicide Awareness and Prevention session by Kristin Lee and Leslie Jo Tottenham

Barnes and Noble Shopping Day

Co-Chairs: Elise Vandermeer and Emily Staub
Planning has begun and all activities are "hush hush" until unveiled at a later date
--Performances!
--Contests!
--Activities!

Loyalty Rewards

Co-Chairs: Tracy Yandle and Vickie Kealey
--Will unveil a new recycling perk through City of Atlanta

Volunteerism

--Overall the consensus seems to be that our community steps up when we need them
Questions:
--Are the same people volunteering for a majority of our events?
--Are we getting what we need (numbers) to plan and execute our events?
--How do we tap into the group of parents who haven't been able to volunteer yet?

Goals

Increase PTCA membership
PTCA quarterly newsletter to keep families informed
Increase attendance at PTCA general meetings



2014-2017 STRATEGIC PLAN

VISION

To be a dynamic learning community where students become life-long learners, develop self-knowledge, and are challenged to excel.

MISSION

ANCS uses the principles of the Coalition of Essential Schools to: **BUILD** an empowered and inclusive community of students, parents, and educators
ENGAGE the whole child—intellectually, social-emotionally, and physically
HELP all students to know themselves and to be known well by their community
CHALLENGE each student to take an active role as an informed citizen in a global society
COLLABORATE with the larger community to advocate for student-centered schools

Priority Goals

Teaching & Learning: To support academic, social-emotional, & physical growth of all students with high expectations for all, including exceeding external accountability standards.

Diversity: To build upon current diversity by creating proactive program to improve, retain, and realize benefits of student diversity that reflects socioeconomic and racial diversity of Jackson cluster.

Faculty & Staff Development: To be a school of choice for talented educators through competitive compensation, quality professional development, and emphasis on employee well-being.

Parent & Community Partnership: To strengthen the partnership between the school and its families and to engage the wider community—especially within APS—in partnerships for collaborative learning.

Fundraising & Resource Development: To strengthen fundraising infrastructure to expand and diversify sources of funding with a goal of 20% non-public funding and a reserve fund to weather funding drops.

Facilities & Operations: To plan for and implement facilities and technology improvements that result in consistency between campuses, enhanced school image, and promote sustainability.

Governance Capacity: To continue development of board capacity in strategic governance, resource development, and community outreach.

Three Year Objectives

1. Develop K-8 learning expectations & desired outcomes
2. Develop plan for enhancing arts, technology, language, & health/wellness
3. Establish student assessment system

1. Develop diversity plan for outreach & support
2. Address enrollment/retention obstacles for underserved families
3. Develop plan to maximize benefits of student diversity

1. Enhance recruitment with focus on diversity, excellence, and high potential
2. Strengthen levers for retention (compensation, support needs)
3. Enhance development opportunities

1. Enhance parent/school partnership
2. Strengthen ANCS/APS/Jackson cluster relationship
3. Institute collaborative learning center for outreach and dissemination to wider community

1. Increase parent giving to 100% participation
2. Enhance donor outreach, management, & recognition efforts
3. Establish reserve funds of at least \$1 million & policy for their use

1. Develop long-term facilities plan
2. Build facilities reserve fund
3. Implement multi-year technology plan
4. Implement “farm to school” program

1. Establish advisory council or add community members to board
2. Develop plan for ongoing governance training
3. Create metrics to assess board performance

Strategic Initiatives for 2015-16

1. Prepare for IB MYP authorization
2. Assess student report card format/system and implement changes

1. Assess enrollment barriers and develop appropriate enrollment outreach strategies
2. Explore issues of race and class with faculty/staff

1. Assess faculty/staff “quality of life” at ANCS
2. Develop plan for addressing “quality of life” assessment

1. School-PTCA partnership to promote parent understanding of educational program
2. Implement CREATE residency program

1. Evaluate donor management software
2. Complete new ANCS marketing video
3. Develop multi-year fundraising plan

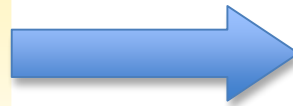
1. Determine major facilities needs
2. Establish technology committee and implement next phase of technology plan
3. Sustain and grow “farm to school”

1. Enhance board member recruitment strategies
2. Partner with Board on Track to continue to improve board governance training



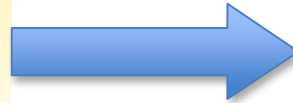
Teaching & Learning Initiatives for 2015-16

1. Prepare for IB MYP authorization: Following a year of study by a task force of faculty, parents, and board representation, in August 2015 the ANCS board approved moving forward with applying for International Baccalaureate Middle Years Programme (IB MYP) candidacy for ANCS in grades 6-8. This year, time and resources will be dedicated towards preparing for IB MYP authorization.



Outcome: By March 2016, middle campus team led by Cathey Goodgame will submit completed IB MYP application. By March 2016, middle campus team led by Cathey Goodgame will present to board a six month plan for initial implementation steps towards IB candidacy.

2. Assess student report card format/system and implement changes consistent with K-8 common grading practices. In fall of 2014, a K-8 task force of teachers led the full faculty in adopting a set of common practices in grading and assessment at ANCS. This year, the focus will be on aligning our report card format to these practices.



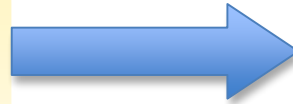
Outcome: By May 2016, elementary campus team led by Lara Zelski will finalize new K-5 report card format and system following period of study, revision, and teacher/parent focus group feedback. Additionally, following expected IB application approval, middle campus will purchase Managebac program and begin creating ANCS-specific IB MYP report card format and initiate teacher training on system.



Diversity Initiatives for 2015-16

1. Assess enrollment barriers and develop appropriate enrollment outreach strategies:

In the past two years, the diversity committee has made a more concerted effort at enrollment outreach in our primary attendance zone. More work is needed to better understand potential barriers to families applying to ANCS and to create strategies to overcome these barriers as much as we reasonable can.



Outcome: By January 2016, diversity committee—with support from an outside facilitator and leadership team—will assess potential barriers to enrollment for a diverse range of families within the school’s attendance zone and (2) devise recommended outreach strategies the school can take to address these potential barriers.

2. Explore issues of race and class with faculty/staff:

In pursuing a more diverse student population, we must begin to consider and talk more explicitly about the role race and class play in our school. We will begin this work with the faculty/staff before engaging the wider school community. The use of an outside facilitator(s) will help to create room for more meaningful exploration of these issues.

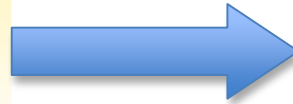


Outcome: By May 2016, an outside facilitator will work with diversity coordinator and K-8 leadership team to (1) assess ANCS faculty/staff members’ current needs and experiences related to working with a diverse student body and diverse group of colleagues and (2) structure and facilitate experiences to build faculty/staff members’ skill and comfort with talking about race and class as it relates to their work with each other and with students.



Faculty & Staff Development Initiatives for 2015-16

1. Assess faculty/staff “quality of life” at ANCS: With increased collaboration time and the beginning of a class size reduction plan in place, there have been several enhancements to the faculty/staff experience in the past year. We will now turn our attention to evaluating the overall “quality of life” for employees at our school.



Outcome: By December 2015, a study group of faculty/staff will work to determine what “quality of life” at ANCS means, assess what the full faculty/staff feels about the current quality of life at the school, consider quality of life at peer schools, and make recommendations for any possible initiatives that would improve employee quality of life at ANCS.

2. Develop plan for addressing “quality of life” assessment: Phase two of the 2015-16 faculty/staff development strategy will involve using the assessment recommendations to craft a plan for the coming years related to employee quality of life.



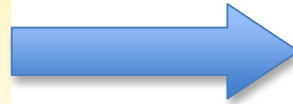
Outcome: By March 2016, the leadership team and appropriate board members will evaluate the recommendations of the “quality of life” study group and draft a plan for 2016 and beyond to strengthen quality of life for employees. The plan and any resource considerations will be presented to the full board.



Parent & Community Partnership Initiatives for 2015-16

1. Engage in faculty-PTCA partnership to promote improved understanding and support of ANCS educational program:

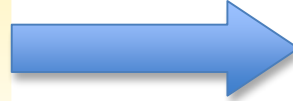
There are many elements of the ANCS educational program—portfolios, grading practices, Conscious Discipline, etc.—that may initially be difficult for some parents to fully understand, and, therefore, support their students with at home. Working collaboratively, the faculty and PTCA will strive to address these challenges in order to improve outcomes for everyone.



Outcome: By October 2015, the school and PTCA’s leadership will develop a plan for educational events and activities for parents through monthly coffees, PTCA meetings, and parent workshops on topics of identified interest and need.

2. Begin initial implementation of CREATE teacher residency program:

The CREATE teacher residency program launched in the spring of 2015 by using funds from the U.S. DOE and several local foundations to expand and evolve an existing ANCS/GSU model. Significant time will be devoted this year to effectively implementing this program in collaboration with four additional schools.

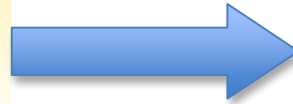


Outcome: In October 2015 and March 2016, Elizabeth Hearn (CREATE director) will give a detailed update to the ANCS board on the CREATE program implementation and its impact on ANCS and partner schools/organizations.



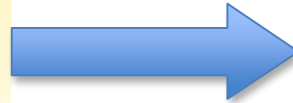
Fundraising & Resource Development Initiatives for 2015-16

1. Evaluate donor management software: With an increase in annual campaign contributions and a desire to enhance our recognition of donor giving, we will consider different options for software to track and analyze giving to the school.



Outcome: By November 2015, the Fund Development committee will review donor management software options and make a recommendation to the board about whether to use a particular software program along with any associated costs.

2. Complete new ANCS marketing video: On the heels of being recognized as “Charter School of the Year”, garnering several larger grants, and completing our charter renewal, we will finish production on a new ANCS marketing video that captures the spirit of ANCS for prospective families and supporters.



Outcome: By December 2015, the new ANCS marketing video will be completed and premiered at the school.

3. Develop multi-year fundraising plan: The past two years have seen our school experience success with initial efforts at bolstering the annual campaign and with grants. This year we will begin to map out strategies to build on this successes through a multi-year fundraising plan.



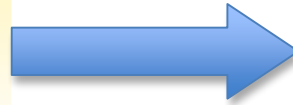
Outcome: By April 2016, the Fund Development committee will complete and present to the board a multi-year fundraising plan, including:

- Fundraising goals
- Key messages in fundraising efforts
- Strategies for annual campaign, grants, events, major donors, etc.
- Timelines



Governance Capacity Initiatives for 2015-16

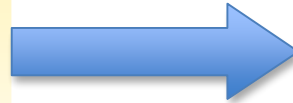
1. Enhance board member recruitment strategies: The governing board will continue to focus on efforts at recruiting new board members with an eye on attracting high-qualified, diverse applicants.



Outcome: By November 2015, the Governance committee will present to the board a plan for board recruitment for the coming years with attention to:

- Skills needed in immediate future
- Strategies for attracting, recruiting wide range of board applicants—including community members
- Strategies for introducing more non-board members onto board committees

2. Partner with Board on Track to continue to improve board governance training: Now in our second year of membership with Board on Track, we will use their tools and our own expertise to determine training needs and develop a plan for addressing those needs.



Outcome: By October 2015, the Governance committee will present to the board a draft schedule of annual board governance training, including meeting state governance training requirements, time and focus of midyear board retreat, and target goals.

**ATLANTA NEIGHBORHOOD
CHARTER SCHOOL, INC.**

FINANCIAL STATEMENTS

FOR THE YEARS ENDED JUNE 30, 2015 AND 2014

DRAFT

**ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
TABLE OF CONTENTS
JUNE 30, 2015 AND 2014**

INDEPENDENT AUDITORS' REPORT	1
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Statements of Financial Position	3
Statements of Activities	4
Statements of Cash Flows	5
Notes to Financial Statements	6

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INDEPENDENT AUDITORS' REPORT

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

Report on the Financial Statements

We have audited the accompanying financial statements of Atlanta Neighborhood Charter School, Inc. (a Georgia not-for-profit organization) which comprise the statement of financial position as of June 30, 2015 and 2014 and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Atlanta Neighborhood Charter School, Inc. as of June 30, 2015 and 2014, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Atlanta, Georgia

DATE

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ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
STATEMENTS OF FINANCIAL POSITION
JUNE 30, 2015 AND 2014

ASSETS		
	2015	2014
CURRENT ASSETS		
Cash	\$ 384,141	\$ 844,592
Certificates of deposit	437,096	431,301
Receivable from Atlanta Public Schools – Title 1	31,288	71,641
Current portion of grants receivable	212,567	162,376
Prepaid expenses	7,224	-
Total current assets	1,072,316	1,509,910
OTHER ASSETS		
Reserve accounts	239,409	536,219
Loan closing costs, net	12,762	14,889
Grants receivable net of current portion	175,000	-
Property and equipment, net	2,418,693	1,832,736
Total other assets	2,845,864	2,383,844
TOTAL ASSETS	\$ 3,918,180	\$ 3,893,754
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable and accrued expenses	\$ 915,772	\$ 686,366
Current portion of notes payable	36,579	34,093
Total current liabilities	952,351	720,459
LONG TERM LIABILITIES		
Notes payable, net of current portion	1,098,846	1,440,907
TOTAL LIABILITIES	2,051,197	2,161,366
NET ASSETS		
Unrestricted	1,566,983	1,732,388
Temporarily restricted	300,000	-
Total net assets	1,866,983	1,732,388
TOTAL LIABILITIES AND NET ASSETS	\$ 3,918,180	\$ 3,893,754

See notes to financial statements.

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
STATEMENTS OF ACTIVITIES
FOR THE YEARS ENDED JUNE 30, 2015 AND 2014

	2015			2014 Total
	Unrestricted	Temporarily Restricted	Total	
PUBLIC SUPPORT AND REVENUE				
Atlanta Public School Funding	\$ 6,787,043	\$ -	\$ 6,787,043	\$ 6,606,708
Contributions	281,575	-	281,575	335,854
Title I funding	87,595	-	87,595	105,101
Title II funding	13,283	-	13,283	-
Government grants	506,103	-	506,103	352,128
Other grants	397,105	300,000	697,105	100,225
In kind contributions	13,370	-	13,370	8,995
After school program	249,190	-	249,190	245,897
Student meal income	242,642	-	242,642	140,279
Other program income	226,992	-	226,992	148,001
Other income	47,313	-	47,313	486,604
TOTAL PUBLIC SUPPORT AND REVENUE	8,852,211	300,000	9,152,211	8,529,792
EXPENSES				
Program services				
Instructional expenses	6,812,553	-	6,812,553	6,109,306
Facilities expenses	549,424	-	549,424	473,136
Staff development expenses	212,152	-	212,152	112,848
Educational materials expenses	267,010	-	267,010	196,559
After school program expenses	189,947	-	189,947	206,514
Other program expenses	162,334	-	162,334	343,610
Supporting expenses				
Fundraising expenses	62,482	-	62,482	53,310
General and administrative expenses	761,714	-	761,714	488,461
TOTAL EXPENSES	9,017,616	-	9,017,616	7,983,744
CHANGES IN NET ASSETS	(165,405)	300,000	134,595	546,048
NET ASSETS AT BEGINNING OF YEAR	1,732,388	-	1,732,388	1,186,340
NET ASSETS AT END OF YEAR	\$ 1,566,983	\$ 300,000	\$ 1,866,983	\$ 1,732,388

See notes to financial statements.

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED JUNE 30, 2015 AND 2014

	<u>2015</u>	<u>2014</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Changes in net assets	\$ 134,595	\$ 546,048
Adjustments to reconcile changes in net assets to net cash provided by operating activities:		
Depreciation and amortization	209,801	172,369
Income reinvested in certificates of deposit	(5,795)	(14,645)
(Increase) decrease in prepaid expenses	(7,224)	7,357
Increase in receivables	(184,838)	(110,323)
Increase in accounts payable and accrued expenses	229,406	52,227
Net cash provided by operating activities	<u>375,945</u>	<u>653,033</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of property and equipment	<u>(793,631)</u>	<u>(169,723)</u>
Net cash used in investing activities	<u>(793,631)</u>	<u>(169,723)</u>
CASH FLOWS FROM FINANCING ACTIVITIES		
Loan closing costs	-	(14,889)
Principal payments on (proceeds from) note payable	(310,000)	310,000
Change in reserve accounts	296,810	(444,969)
Principal payments on note payable	(29,575)	(26,513)
Principal payments on capital lease obligation	-	(849)
Net cash used in financing activities	<u>(42,765)</u>	<u>(177,220)</u>
NET (DECREASE) INCREASE IN CASH	<u>(460,451)</u>	<u>306,090</u>
CASH AT BEGINNING OF YEAR	<u>844,592</u>	<u>538,502</u>
CASH AT END OF YEAR	<u>\$ 384,141</u>	<u>\$ 844,592</u>
SUPPLEMENTAL DISCLOSURES		
Interest paid during the year	<u>\$ 60,017</u>	<u>\$ 76,639</u>

See notes to financial statements.

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2015 AND 2014

1. ORGANIZATION

Neighborhood Charter School, Inc. (NCS), a Georgia not-for-profit organization, was formed on November 20, 1998 to operate a charter elementary school in Grant Park to serve Grant Park, Ormewood Park and other in town areas of Atlanta, Georgia. Southeast Atlanta Charter Middle School, Inc. (ACMS), a Georgia not-for-profit corporation, was formed on June 20, 2003 to operate a charter middle school in Ormewood Park to serve Grant Park, Ormewood Park and other in-town areas of Atlanta, Georgia.

Effective May 19, 2011, the two schools merged and became Atlanta Neighborhood Charter School, Inc. (the School). The School was granted a charter by the Board of Education of the City of Atlanta for the five-year term ending on June 30, 2016. The Charter permits the School to operate as a Charter School under the Atlanta Public School system, provided the School operates within the guidelines of the Charter and the applicable state and federal laws. Under the terms of the Charter, the School receives an allocation from the Atlanta Public Schools (APS) which is based on enrollment. The School's support comes primarily from state and local funding through the Atlanta Public Schools and from grants and contributions.

The mission of the School is to provide a learning environment for all students that demands high educational standards and high levels of parent/guardian involvement and responsibility.

Combined enrollment for the two campuses for the years ended June 30, 2015 and 2014 was 666 and 669 students, respectively.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The School prepares its financial statements in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Codification (ACS) 958-205, *Not-For-Profit Entities*. Under FASB ACS 958, the School reports information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. As of June 30, 2015 and 2014, the School did not have any permanently restricted net assets. As of June 30, 2014, the School did not have any temporarily restricted net assets.

Contributions

Contributions are recognized when the donor makes a promise to give to the School that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in unrestricted net assets if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in temporarily or permanently restricted net assets depending on the nature of the restrictions. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets. During the years ended June 30, 2015 and 2014, the School did not receive any permanently restricted contributions. During the year ended June 30, 2014, the School did not receive any temporarily restricted contributions.

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2015 AND 2014

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED

Contributed Services

Contributed services are recognized if the services received (a) create or enhance nonfinancial assets or (b) require specialized skills that are provided by individuals possessing those skills and would typically need to be purchased if not provided by donation. Contributed legal and accounting services during the years ended June 30, 2015 and 2014, totaled \$13,370 and \$8,995 respectively.

In addition, many individuals volunteer their time and perform a variety of tasks that assist in the School's activities. The School receives numerous volunteer hours each year that are not valued in the financial statements.

Revenue Recognition

Revenue from Atlanta Public Schools funding and revenue from program fees are recognized in the period the service is delivered. Grants are recognized as revenue when the related required expenditures have been incurred.

Cash

For the purpose of reporting cash flows, the School considers all demand notes and short-term investments with maturities of 90 days or less to be cash equivalents. At times the School's cash balances exceed the federally insured limit. At June 30, 2015 and 2014 the School's uninsured cash balance was \$142,879 and \$657,823, respectively.

Loan Closing Costs

Loan closing costs are amortized on a straight line basis over the life of the loan.

Fair Values of Financial Instruments

At June 30, 2015 and 2014, the carrying value of financial instruments such as cash, receivables, accounts payable and borrowings under notes payable approximated their fair values.

Property and Equipment

The School capitalizes all expenditures for property and equipment in excess of \$500. Property and equipment are recorded at cost or fair value, if donated. Leasehold improvements are amortized over the life of the lease. Other property and equipment are depreciated using straight line methods over their estimated useful lives as follows:

Building and building improvements	40 years
Computer equipment and software	5 years
Library books	7 years
Other equipment, furniture and fixtures	7 years

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2015 AND 2014

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONTINUED

Tax Status

The School is exempt from income taxes under Section 501(c)(3) of the U.S. Internal Revenue Code and is classified as an organization which is not a private foundation under Section 509(a) of the U.S. Internal Revenue Code. The School qualifies for the charitable contribution deduction.

Management does not believe there are any uncertain tax positions as defined by FASB ASC 740, *Income Taxes*. The School could be subject to income tax examinations for its U.S. federal tax filings for the current tax year and previous filings for years 2014, 2013, and 2012 still open under the statute of limitations.

Functional Allocation of Expenses

The costs of providing the various programs and other activities have been summarized on a functional basis in the statement of activities. Accordingly, certain indirect costs have been allocated among the programs and supporting services benefited.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Events Occurring After Report Date

The School has evaluated events and transactions that occurred between June 30, 2015 and **DATE**, which is the date the financial statements were available to be issued, for possible recognition or disclosure in the financial statements.

3. GRANTS

Conditional Promise to Give

During 2014 the School received a \$260,330 grant that requires a financial match. The grant is to be used for the renovation of current facilities and development of new green construction. The School must fund \$1 for each \$1 of grant funds used on the project. Therefore, the grant is considered a conditional promise to give and grant revenue is recorded at 50% of qualifying project expenditures. For the years ended June 30, 2015 and 2014 the School expended \$402,460 and \$118,200 and recorded grant revenue of \$201,230 and \$59,100, respectively. There was no remaining balance available on the grant as of June 30, 2015.

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2015 AND 2014

3. GRANTS – CONTINUED

Grants Receivable

Grants receivable at June 30, 2015 are due to be received in the following years:

Year ending June 30,		
2016	\$	212,567
2017		125,000
2018		50,000
		<u>50,000</u>
	\$	<u>387,567</u>

4. PROPERTY AND EQUIPMENT

Property and equipment as of June 30, 2015 and 2014, is composed of the following:

	<u>2015</u>	<u>2014</u>
Buildings and building improvements	\$ 1,772,029	\$ 1,255,143
Leasehold improvements	1,204,068	1,094,727
Computer equipment and software	248,123	167,549
Library books	134,978	125,387
Other equipment	252,000	201,067
Furniture and fixtures	238,871	212,565
Less accumulated depreciation	<u>(1,431,376)</u>	<u>(1,223,702)</u>
Net property and equipment	<u>\$ 2,418,693</u>	<u>\$ 1,832,736</u>

Depreciation expense amounted to \$207,674 and \$166,893 for the years ended June 30, 2015 and 2014, respectively.

5. NOTES PAYABLE AND LINE OF CREDIT

Note Payable – Building Purchase

During the year ended June 30, 2008, the School (middle school campus) purchased a building from the Atlanta Public Schools. The School financed the building purchase and cost of improvements with a \$1,300,000 loan. The note bore interest at a fixed rate of 6.41% and required monthly principal and interest installments of \$8,661 based on a 25 year amortization. The loan was secured by the building. The loan was refinanced in June 2014.

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2015 AND 2014

5. NOTES PAYABLE AND LINE OF CREDIT – CONTINUED

Note Payable – Senior Loan

In June 2014, the School refinanced the above note with a \$1,165,000 loan bearing a 5.11% fixed interest rate. On the fifth anniversary of the closing date, the interest rate will be adjusted to the greater of 4.5% or the mid-market semi-annual swap rate for USD swap transactions with a 2 year maturity plus 3.35%. The note requires monthly principal and interest installments based on a 20 year amortization with a final payment of all unpaid principal and interest due on its July 2021 maturity date. The loan is subject to a prepayment premium. The outstanding balance at June 30, 2015 and 2014 was \$1,135,425 and \$1,165,000, respectively.

Note Payable – Junior Loan

In June 2014, the School also entered into a \$310,000 note payable to finance property improvements. This note was subordinate to the Senior Loan described above. The note bore interest of 3.85% per annum and required monthly installments of principal and interest based on a 20 year amortization with a final payment of all unpaid principal and interest due on its July 2021 maturity date. The outstanding balance at June 30, 2014 was \$310,000. The loan was paid off in September 2014.

Reserve Accounts

The Senior and Junior loans require that the School maintain a minimum balance of \$225,000 in the account providing additional collateral for the loans. The balance in the reserve account was \$227,496 and \$226,219 at June 30, 2015 and 2014, respectively.

The Senior and Junior loans also require the School to maintain a Capital Asset Account. All proceeds from the Junior loan (\$310,000) were required to be deposited into the account. Disbursements for property improvements shall be authorized by the lender. In addition, the School is required to make \$966 monthly deposits into the account to serve as an asset renewal reserve. Costs and expenses for asset replacement and renovation during the term of the loan require lender approval. The balance in the account was \$11,913 and \$310,000 at June 30, 2015 and 2014, respectively. When the Junior loan was repaid in July 2014, the \$310,000 Junior loan deposit was refunded.

The Senior loan is secured by the building and improvements and requires minimum liquidity and debt service coverage ratio as described in the loan documents. At June 30, 2015 and 2014 the School was in compliance with these covenants.

**ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2015 AND 2014**

5. NOTES PAYABLE AND LINE OF CREDIT – CONTINUED

Future maturities of the note payable are as follows:

Year ending June 30:		
2016	\$	36,579
2017		38,657
2018		40,679
2019		42,807
2020		44,856
Thereafter		931,847
		<u>\$ 1,135,425</u>

Total interest expense on all debt for the years ended June 30, 2015 and 2014 amounted to approximately \$60,000 and \$76,000, respectively

6. LOAN CLOSING COSTS

Loan closing costs consist of the following as of June 30:

	<u>2015</u>	<u>2014</u>
Gross Carrying Amount	\$ 14,889	\$ 14,889
Accumulated Amortization	(2,127)	-
	<u>\$ 12,762</u>	<u>\$ 14,889</u>

Amortization expense amounted to \$2,127 and \$5,476 for the years ended June 30, 2015 and 2014, respectively.

7. OTHER INCOME

In August 2012 Atlanta Neighborhood Charter School and several other charter school boards filed a petition against the Atlanta Public Schools (APS), its board members and superintendent alleging that the manner in which APS is calculating funding for charter schools is in violation of state law and will result in the charter schools being underfunded. The dispute related to APS's allocation of a substantial unfunded pension liability. In December 2012 the petition was granted. APS filed an appeal with the Supreme Court of Georgia. The issues were briefed and oral argument was had in June 2013. On September 23, 2013 the Supreme Court of Georgia issued an opinion in favor of the charter schools.

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2015 AND 2014

7. OTHER INCOME – CONTINUED

During the year ended June 30, 2014 the School received \$415,169 from APS that was previously withheld from the School's APS funding for the year ended June 30, 2013. This amount is included in other income on the accompanying Statement of Activities for the year ended June 30, 2014.

8. COMMITMENTS AND CONTINGENCIES

Operating Lease – Facility

The School (elementary campus) leases its building from the Atlanta Public Schools. The lease extends through August 31, 2016 unless the School loses its charter or Atlanta Public Schools needs the property in which case the lease requires sixty days' notice to be given. The School is not responsible for payment of any rent, however, is responsible for maintaining and repairing the property.

Operating Leases – Equipment

The School leases office equipment and a modular building unit under non-cancelable operating leases. Rent expense for the years ended June 30, 2015 and 2014 amounted to approximately \$8,000 and \$9,000, respectively. All leases expire in 2016 and the future minimum lease payments for the year ending June 30, 2016 is \$3,005.

Contingencies

The School participated in a mediation session related to a due process complaint involving alleged deficiencies in special education services provided to a student while attending the School. The charter requires that the School indemnify APS for all such claims asserted against APS by the School's students. APS agreed that the student should be provided with \$90,000 of educational services from a private provider and the case was settled and dismissed in June 2015. The School and APS are still discussing what share of the settlement cost each should bear. APS is claiming that the School should pay \$80,000 of the educational expenses plus pay 90% of the legal fees charged to APS by its outside counsel. This would make the total amount due to APS approximately \$100,000. The School continues to negotiate with APS seeking a 50/50 division of the costs. The School has accrued \$100,000 as of June 30, 2015 for this contingent liability.

A federal lawsuit was filed against the School by the mother of a child who was not allowed to return to the School for the spring semester due to a question about her legal residence. A settlement was reached allowing the child to return on a provisional basis while APS investigates and determines the residency issue. As part of the settlement, the School agreed to pay reasonable attorney's fees. The School offered to pay \$2,000, while the attorney in question claimed about \$11,000. The School is awaiting the judge's ruling as to the amount of fees for which the School is liable. The School estimates that the judge will likely award an amount somewhere between the two positions and \$2,000 was accrued at June 30, 2015.

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2015 AND 2014

9. RESTRICTIONS ON NET ASSETS

Temporarily restricted net assets at June 30, 2015 are available as follows:

For the year ending June 30,

2016	\$	125,000
2017		125,000
2018		<u>50,000</u>
	<u>\$</u>	<u>300,000</u>

10. RETIREMENT PLAN

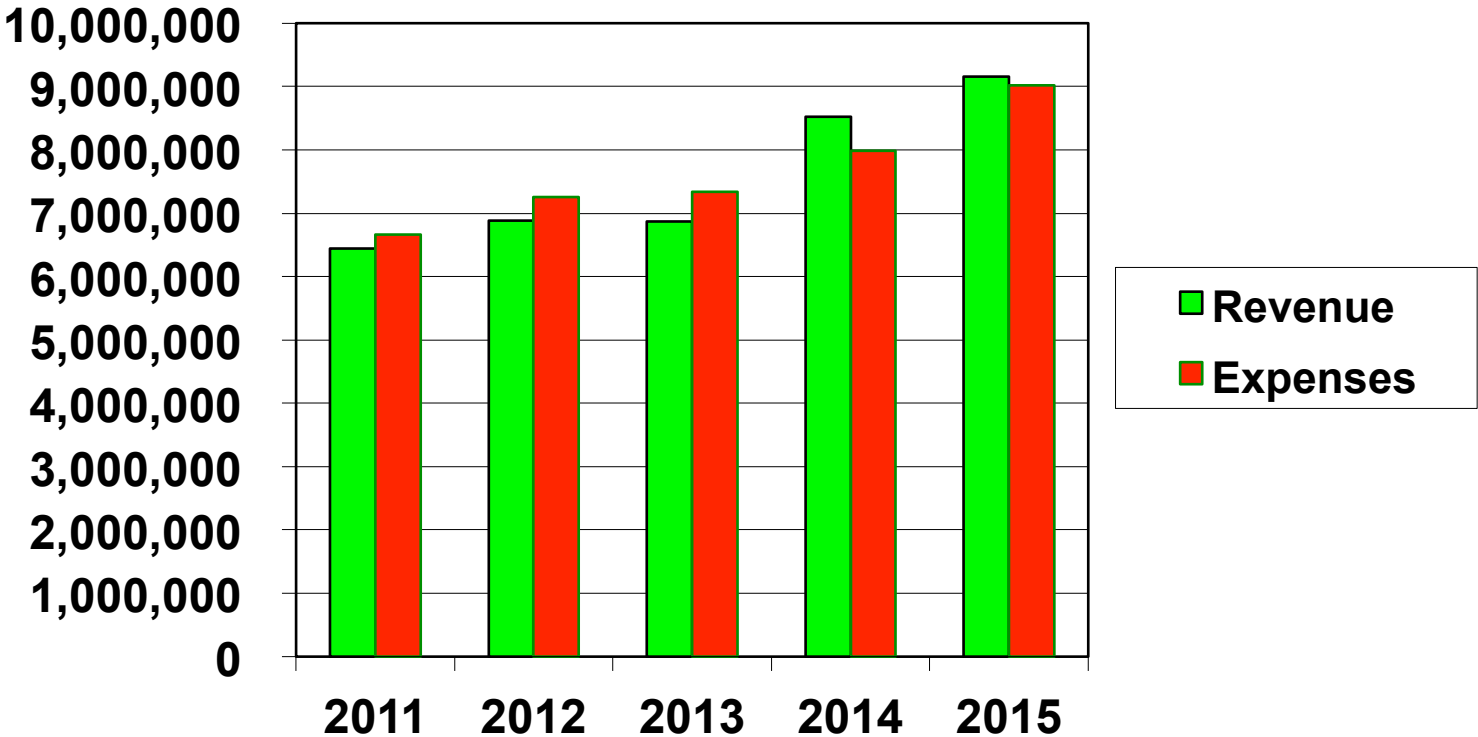
The School participates in the Teachers Retirement System of Georgia (TRS). TRS, a cost-sharing multiple employer defined benefit plan, is administered by the TRS Board of Trustees. Participation is available to all full-time public school employees as defined by the Plan. Participant employees contributed 6% of their annual salary for the years ended June 30, 2015 and 2014. The School contributed 13.15% and 12.28% of each participant's annual salary for the years ended June 30, 2015 and 2014, respectively. Employer contributions totaled approximately \$722,000 and \$521,000 for the years ended June 30, 2015 and 2014, respectively.

Atlanta Neighborhood Charter School

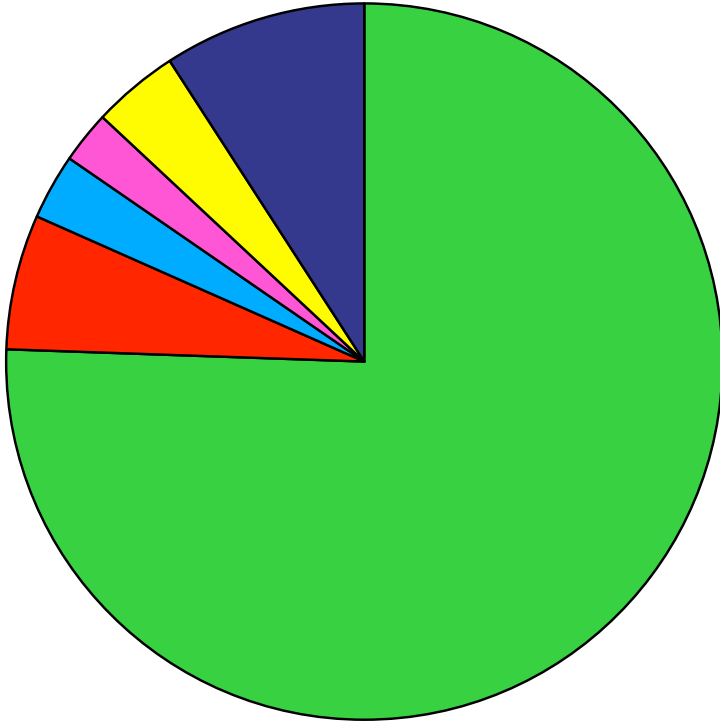
June 30, 2015

Board Meeting
October 20, 2015

ANCS Revenue and Expenses 2011 – 2015



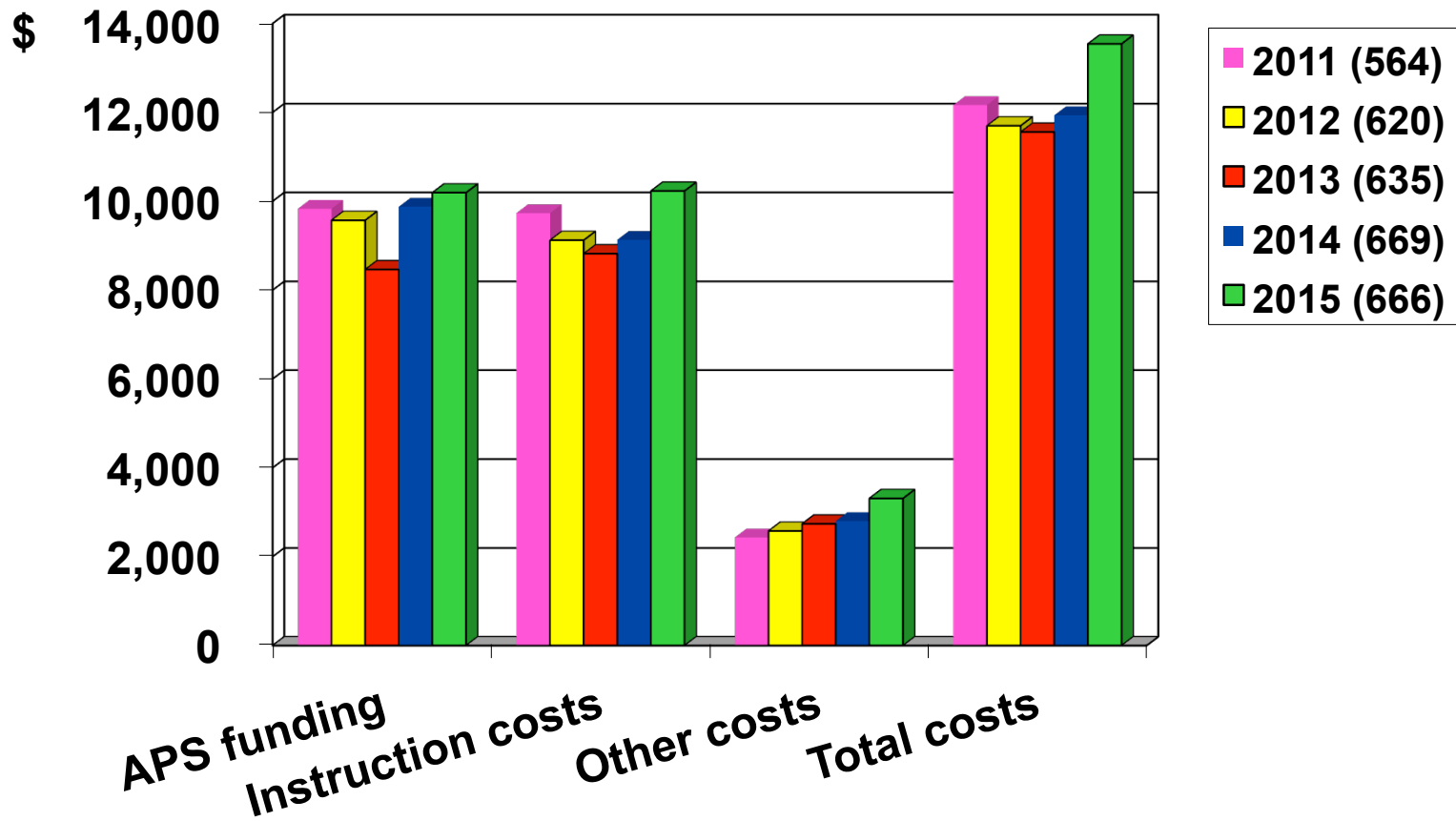
ANCS 2015 Expenses



- **Instruction (76%)**
- **Facilities (6%)**
- **Materials (3%)**
- **Staff dev (2%)**
- **Other program (4%)**
- **Support (9%)**

ANCS

Per Student Funding / Costs





Measures of Academic Progress (MAP) Assessments

Background

Beginning in fall 2015, all ANCS students will be taking the Measures of Academic Progress (MAP) assessments in reading and math three times, in the fall, winter, and spring. The MAP assessments are a highly regarded tool for gauging student learning and progress on foundational reading and math skills. MAP assessments will be taking the place of multiple different assessments (STAR, CAAS, & ITBS) our school used in prior years, so not only will administering them yield useful data, it will also help us cut down on the amount of time students spend taking standardized tests.

MAP assessments are web-based, computer-adaptive tests that are designed to be developmentally appropriate to the age of students taking them. The assessments are aligned with Georgia's Common Core State Standards. Student results from these assessments will be used in a variety of ways, including helping teachers plan for their classes, determining intervention and enrichment needs, and tracking progress over the course of a student's time at ANCS. You can find much more information about the MAP assessments in this online "Parent Toolkit": <https://www.nwea.org/resources/parent-toolkit/> A parent MAP workshop was held on Tuesday, October 13th.

Fall 2015 MAP Summary

What follows is a summary of performance data from the first administration of the MAP in August-September 2015.

A few general themes emerge from this first administration's data:

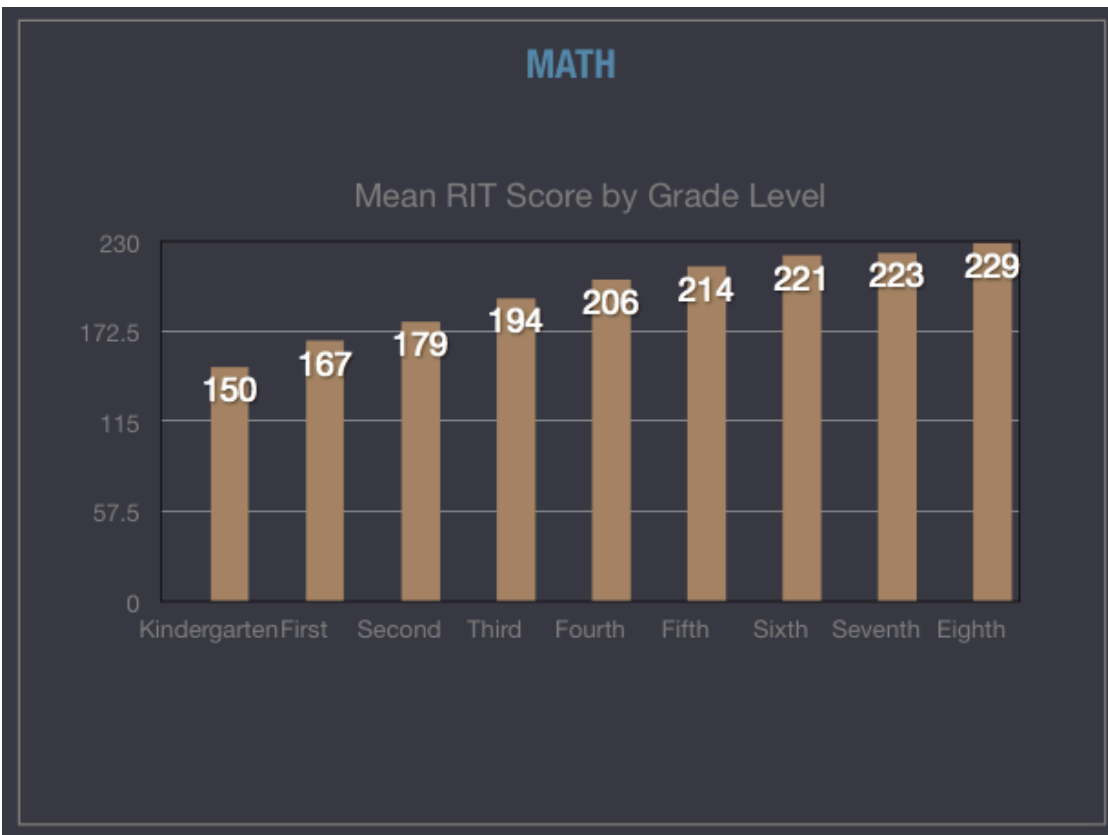
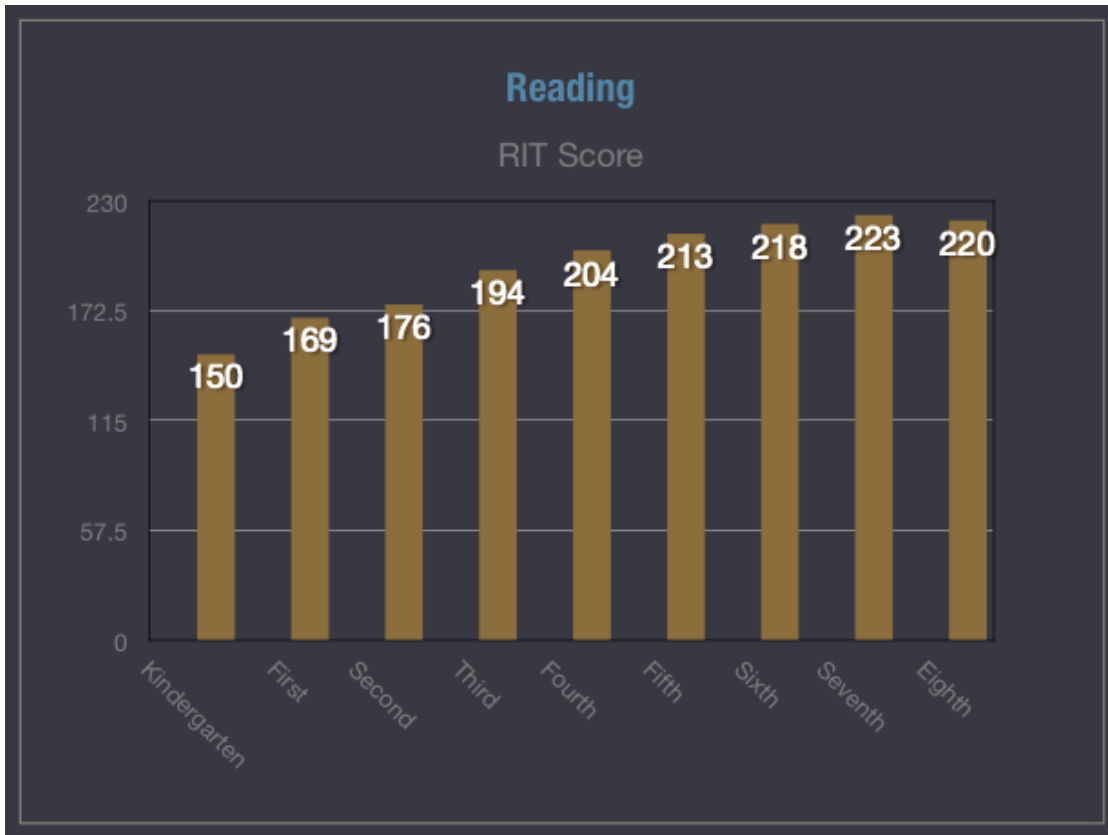
Strengths

- Reading skills are particularly strong across all grade levels, including three grade levels scoring above the 70th percentile nationally.
- Geometry skills and knowledge were consistently high across all grade levels.
- In general, students with disabilities perform as well as their peers without disabilities on the MAP.

Areas for Further Attention

- The distribution of student performance on the first MAP administration reveals a statistically lower than usual percentage of students within the "average" range—only about 20%. About 20% of students scored in the low range and 60% of students scored in the high range.

The following page contains the mean (average) "RIT" score by grade level for reading and math from the first MAP administration at ANCS. RIT stands for a Rasch Unit and the RIT scale gives a scale score that is independent of a student's grade level and indicates where on the scale—from 0 to 300—a student falls in being able to consistently answer questions of a certain level of difficulty. So students with the same RIT score who are in different grade levels are demonstrating skills at about the same level on the MAP. Using RIT scores will allow us to track growth at a student, grade level, and school level over multiple years. For our new charter, we will track the percentage of students meeting their RIT score growth target annually.





ATLANTA NEIGHBORHOOD
CHARTER SCHOOL

helping students learn to use their minds well

UPDATE ON *DIVERSITY* STRATEGIC INITIATIVES – OCTOBER 2015

Diversity: What and why?

Three year goal from strategic plan: Build on current diversity to improve and realize benefits of student diversity that reflect racial and economic diversity of surrounding neighborhoods

Aiming for this goal because...

- [Academic, social, & civic benefits for students](#)
- Opportunity for real innovation by being diverse school in era of school re-segregation
- Want to more accurately reflect demographics of our cluster

Diversity: What have we done already?

In the past year, we have...

- Appointed staff diversity coordinator to facilitate community diversity committee
- Committee worked on enrollment outreach in historically underrepresented neighborhoods in our attendance zone
- Worked with other charter schools and legislators to change Georgia law to allow for weighted enrollment lottery for “educationally disadvantaged” students
- Added neighborhood of Summerhill to school’s primary attendance zone in part because of its economic diversity and close proximity to elementary campus
- Began connecting with other schools, organizations locally and nationally committed to school diversity, including attendance at recent [National Coalition for School Diversity conference](#)

Diversity: What's our work this year?

Diversity committee and leadership team will (1) assess potential barriers to enrollment for diverse range of families in attendance zone and (2) devise reasonable outreach strategies to address these barriers

Full faculty/staff work: (1) assessment of needs and experiences related to working with diverse students and colleagues and (2) facilitated experiences to build our skill and comfort with talking about race and class

Both of these efforts will be supported by outside facilitator(s) to bring additional expertise and guidance; close to finalizing selection of facilitator(s) following RFP process

**Atlanta Neighborhood Charter School
Employee Personnel Report - October 2015**

New Hires

<i>Name</i>	<i>Position</i>	<i>Education</i>	<i>Years of Experience</i>	<i>Effective Date</i>	<i>Notes</i>
Casey Morris	Associate Teacher (EC)	B.S., University of Florida	3	9/21/15	Filling vacancy created by role change
Caroline Henry	ESOL Teacher (both campuses) - 0.5 FTE	M.A., Georgetown University	10	9/21/15	Filling vacancy

Losses

<i>Name</i>	<i>Position</i>	<i>Reason</i>	<i>Effective Date</i>
Hattie Knox	Special Education Teacher (EC)	Resignation - personal	9/25/14

Role Change

<i>Name</i>	<i>New Position</i>	<i>Former Position</i>	<i>Effective Date</i>	<i>Notes</i>
Leah Foster	Special Education Teacher (EC)	Associate Teacher (EC)	9/14/15	

Goals for Academic Excellence Committee 2015-16

Diversity:

Participate in welcoming Summerhill into our community. Ongoing.

-Went door-to-door in Martin Street Plaza with approximately fifteen faculty and staff members on 10-15. Passed out about fifty family tickets to the ANCS Fall Fest.

International Baccalaureate:

Collaborate with administration on an open house to inform the community about IB and how it should play out at ANCS over the next couple of years. By Nov. PTCA meeting.

Assessments:

Teach the board about the standardized tests we will be using this year.

Measures of Academic Progress (MAP) (Entire board by March 2016)

Milestones (By Feb.)

Organize presentation on how the CCRPI score is generated. (TBD)

Report Cards:

Teach the board how our report cards work and why we use the system(s) we use.
Date: Prior to the 2nd term report card.

Have member of the Report Card Task Force explain to the board what they are doing and why.

Help administration with focus groups we will be having on report cards. Date:
TBD

Public Affairs:

Provide basic monthly reports highlighting legislative and policy matters at both the city and state level. The reports will provide short summaries of pending legislation and policy initiatives. The aim of the report is to provide the board with a basic understanding of the public policy environment, and in so doing, encourage board engagement in the legislative process in Georgia.

Provide leadership, guidance, and education for the board in regards to the next round of SPLOST funding. This shall include educating the board on SPLOST, working to get ANCS needs onto the funding list, and, assuming ANCS needs were included on the SPLOST list, working to coordinate a GOTV effort with parents, supporters, and community stakeholders.

ATLANTA NEIGHBORHOOD CHARTER SCHOOL
 FY 2015 - Pro Forma Monthly Cash Flow Statement
 September 30, 2015

Allocation based on FTE Count = 669													
	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
Revenue													
Local/State Funding	\$155,967	\$823,259	\$820,011	\$740,058	\$740,058	\$740,058	\$740,058	\$740,058	\$740,058	\$740,058	\$740,058	\$0	\$0
Grants	\$0	\$0	\$0	\$0	\$0	\$20,000	\$0	\$0	\$0	\$0	\$110,000	\$0	\$0
Contributions & Fundraising	\$3,593	\$3,690	\$2,737	\$26,000	\$26,000	\$26,000	\$26,000	\$26,000	\$126,000	\$26,000	\$26,000	\$26,000	\$0
Program Income	\$2,158	\$43,765	\$53,877	\$47,000	\$47,000	\$47,000	\$47,000	\$47,000	\$47,000	\$47,000	\$47,000	\$0	\$0
Nutriton Program Income	\$546	\$18,808	\$38,643	\$22,000	\$22,000	\$22,000	\$22,000	\$22,000	\$22,000	\$22,000	\$22,000	\$0	\$0
Prior Year Title 1 & Facilities Grant	\$75,586	\$41,081	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Income	\$523	\$7	\$251	\$870	\$870	\$870	\$870	\$870	\$870	\$870	\$870	\$870	\$870
i3 CREATE Grant Income	\$37,868	\$7,517	\$88,500										
Total Revenue	\$276,241	\$938,126	\$1,004,020	\$835,928	\$835,928	\$835,928	\$855,928	\$835,928	\$935,928	\$835,928	\$945,928	\$26,870	\$870
Expenditures													
Salaries and Benefits	\$552,057	\$594,363	\$594,278	\$587,251	\$587,251	\$587,251	\$587,251	\$587,251	\$587,251	\$587,251	\$587,251	\$555,000	\$555,000
Professional Development	\$17,323	\$37,082	\$1,036	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$1,500	\$1,500	\$0	\$0
Curriculum & Classroom Expenses	\$5,483	\$43,960	\$14,341	\$9,600	\$9,600	\$9,600	\$9,600	\$9,600	\$9,600	\$9,600	\$9,600	\$0	\$0
Program Expenses	\$3,994	\$8,578	\$10,322	\$23,250	\$23,250	\$23,250	\$23,250	\$23,250	\$23,250	\$23,250	\$23,250	\$0	\$0
Building & Grounds	\$42,195	\$42,663	\$37,587	\$40,086	\$40,086	\$40,086	\$40,086	\$40,086	\$40,086	\$40,086	\$40,086	\$40,086	\$40,086
Fixed Assets Expenditures	\$3,933	(\$2,079)	\$30,896	\$5,000	\$5,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$0	\$0
Professional Services	\$4,355	\$3,610	\$15,970	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500	\$0	\$0
Gen&Admin/Insurance/Interest	\$23,014	\$15,776	\$12,466	\$19,000	\$18,500	\$18,500	\$18,500	\$18,500	\$18,500	\$18,500	\$18,500	\$10,000	\$14,500
Nutrition Program Expenses	\$352	\$15,547	\$19,741	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$0	\$0
Equipment Rental (Copiers)	\$2,580	\$3,964	\$7,436	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
Furniture & Equip (Non Capitalized)	\$0	\$0	\$0	\$500	\$500	\$500	\$500	\$1,000	\$500	\$500	\$500	\$0	\$0
Fundraising Expenses	\$150	\$785	\$5,244	\$2,000	\$2,000	\$1,300	\$1,300	\$1,300	\$30,000	\$1,300	\$1,100	\$0	\$0
i3 CREATE Expenses	\$13,436	\$25,014	\$84,850	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$668,872	\$789,264	\$834,166	\$708,187	\$707,687	\$711,987	\$711,987	\$712,487	\$740,687	\$710,487	\$710,287	\$609,086	\$613,586
Total Revenues - Total Expenditures	(\$392,631)	\$148,862	\$169,853	\$ 127,741	\$ 128,241	\$123,941	\$143,941	\$ 123,441	\$195,241	\$ 125,441	\$235,641	\$ (582,216)	(\$612,716)
EOM Cash Balance	\$199,945	\$ 335,803	\$499,476	\$ 627,217	\$ 755,458	\$879,399	\$1,023,339	\$ 1,146,780	\$1,342,021	\$ 1,467,462	\$1,703,103	\$ 1,120,887	\$508,171
	Actual	Actual	Actual	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected

This line will wash with expenditures

Note: Adjusted to reflect only Bank of North Georgia operating accounts. Not including \$472k of investments

ATLANTA NEIGHBORHOOD CHARTER SCHOOL
 Budget to Actual FY2016
 YTD September 30, 2015

Period Ended 9/30/2015

	YTD FY2014 Actual	YTD FY2015 Actual	YTD Budget	YTD \$Variance	FY2016 Budget
Income					
Local/State Funding	\$1,347,746	\$1,799,237	1,497,777	301,460	7,488,885
Grants	\$435,541	\$0	0	0	20,000
Contributions & Fundraising	\$19,866	\$10,019	52,000	(41,981)	260,000
Prior year Facilities Grant & Title 1 Funds Received	\$0	\$116,667	0	116,667	0
Program Income	\$124,755	\$99,800	95,400	4,400	477,000
Nutrition Income	\$38,764	\$57,997	44,000	13,997	220,000
i3 CREATE Income	\$0	\$133,885	22,000	111,885	110,000
Other Income	\$1,477	\$780	1,740	(960)	8,700
Total Income	\$ 1,968,149	\$ 2,218,385	\$ 1,712,917	\$ 505,468	\$ 8,584,585

\$2,084,501

Expenditures

Salaries and Benefits	\$1,620,854	\$1,740,698	1,761,752	21,054	7,047,007
FY2016 Health Insurance Contingency	\$0	\$0	0	0	80,000
Prior Year - Final NTRP expense	\$0	\$31,433	0	(31,433)	0
Professional Development	\$64,610	\$23,009	20,625	(2,384)	54,500
Curriculum & Classroom Expenses	\$50,385	\$63,784	48,812	(14,973)	97,623
Program Expenses	\$21,748	\$22,893	46,500	23,607	232,500
Building & Grounds	\$163,076	\$122,445	120,258	(2,187)	481,033
Fixed Asset Expenditures	\$305,692	\$38,162	18,467	(19,696)	92,334
Professional Services	\$5,185	\$23,935	7,500	(16,435)	30,000
Gen&Admin/Insurance/Interest Expense	\$79,392	\$51,257	57,597	6,340	230,388
Nutrition Program Purchases	\$34,440	\$35,641	32,500	(3,141)	130,000
Equipment Rental (Copiers)	\$10,500	\$13,981	15,000	1,019	60,000
Furniture & Equipment (Non-Capitalized)	\$0	\$0	0	0	6,000
Fundraising Expenses	\$715	\$6,179	10,800	4,621	43,200
i3 CREATE Grant Expenses	\$0	\$123,300	0	(123,300)	0
Total Expenditures	\$2,356,597	\$2,296,717	\$ 2,139,810	\$ (156,907)	\$ 8,584,585
Operating Income/Loss	\$ (388,448)	\$ (78,332)	\$ (426,893)	\$ 348,562	\$ -

\$2,135,254

Total investments held by ANCS
9/30/2015

Institution	Investment	Amount
Bank of North Georgia	Money Market	201,456.78
Bank of North Georgia	Operating accounts	<u>298,019.31</u>
		499,476.09
Edward Jones	CD	230,794.73 2 year - matures Nov 2015
Self-Help Credit Union	CD	227,496.23 1 year - matures Oct 2015
Self-Help Credit Union	Money Market	<u>14,811.46</u> Money Market account
Total invested funds (not at BoNG)		473,102.42
Grand total ANCS funds		972,578.51



From: Ryan Camp

To: Governing Board of Directors

Cc: Kari Lovell, Matt Underwood

Re: October Business and Operations Report Summary

Date: October 20, 2015

Our financial position continues to be strong. There are some budget variances as explained below:

Revenue: Local and State funding continues to be higher than anticipated. We will show overages in this category until budget revisions are completed and we account for the new funding levels.

Salaries and Benefits: This month's report reflects the first pay period after salary increases took effect. Therefore the overages reflected will be increase next month as there will be a full month of increased salaries.

Curriculum and Classroom expenses: This overage is reflective of some seasonality. Much of the budget for Classroom expenses is frontloaded toward the beginning of the year. The committee is looking into historical spend to ensure that the funding of this line item is adequate or if there needs to be an adjustment made to the amended budget.

Professional Services: Again this reflects some seasonality. The bulk of this expense is for the Audit, therefore this line item should come back to expectations as the year progresses.

Nutrition program purchases: This overage reflects stronger than expected participation in the school lunch program, and is offset by the revenue overages in nutrition income.

Cash position

The committee is currently evaluating investment opportunities to ensure that cash balances remain within FDIC limitations and for establishing reserve funds. Ga Fund 1 is an option that we are evaluating. Ga Fund 1 is an investment fund that is offered by the State of Georgia to counties, municipalities, public colleges and universities, boards of education, special districts, state agencies, and other authorized entities as a conservative, efficient, and liquid investment alternative.

ANCS Fund development committee meeting minutes
Friday, Oct. 2, 2015

Present: Narin Hassan (chair), Matt Underwood (ex officio), Amy Damiani, Bill Turcotte, Lori Howard

Absent: Phillippe Pellerin, Tara Stoinsky

Meeting began at 8:25am

Narin opened the meeting with a committee overview including members, areas of focus, and committee goals. The committee met casually next year but is now a formal ANCS Board committee. Narin then reviewed the agenda and went over key timelines/initiatives for the year.

Amy Damiani raised a question about Grandparents' Day/Fall Festival ownership and suggested revisiting the discussion regarding this weekend with the PTCA. Committee discussed the need to clarify how fundraising works for the ANCS community (PTCA vs Fund Development) and also suggested a better "shared model" with PTCA so funds can come into the school budget directly from events like Fall Festival (which was originally created for Fund Development support).

Committee discussed building the "Gather and Grow" brand and design for the year. Amy D. will be photographing at both campuses. Narin will be working with Amy on art direction to develop messaging for this year (key images: gardens/kitchen; children learning outdoors, small groups of teachers and students; more images from MC campus to balance last year's brochure). Possible features for the year: "Why I give" narratives; kids penny drive; alumni high school and college student narratives; RWTW race sponsorships.

Narin shared timelines for graphic design and committee discussed the need for more design support for materials. Matt will contact Lucy Fry/Biscuit to get a sense of their availability for Fund Development this year. Some other parent designers may be willing to pitch in if Lucy has limited availability.

Committee began to discuss possible "major gifts" levels and ways to balance encouraging participation with new levels. Amy suggested having a "high bar" with levels to encourage competition. Committee all agreed to develop these levels for the materials this year, and to have better ways to thank and recognize sponsors (eg. link on the website and a thank you reception catered by school chef). The

committee discussed the need for software or better ways to track giving over several years.

Narin and Matt shared the idea of an alumni event in February—Amy suggested May at the end of the year when alumni can come back. Committee agreed to organize a homecoming event after annual campaign week in May.

Narin raised the topic of board giving. The committee agreed that \$500 was a good start. Committee also discussed how board members can assist with solicitation/sponsorship and fundraising beyond the \$500 in direct donations.

Narin also discussed reaching out to local businesses early in the year and providing a list of ways for them to support ANCS: direct donations (including sponsoring a child at \$400), the auction, RWTW, etc.

Matt let the committee know about Georgia Gives day in November. Committee agreed that this would be a good opportunity to follow up with.

Committee members will meet next week to put together campaign mailing to go out to grandparents before G/SF Day (Narin is having the letters printed and brochures are ordered and ready to mail).

Meeting adjourned at 9:26am

Fund Development Report

- September 2014 total received:\$3208.84
- Year to date received:\$11,675.88.
- Recent activities: ANCS grandparents were sent a letter and campaign brochure (mailed Oct 8-10). A campaign table was set up for GP Special Friends Day (Oct 16). We received a large number of donations at GP Day—sending mailers ahead of the event increased giving levels. New yard signs for the front of each building are up at both campuses.
- New Annual campaign mailer design: Photographs were taken for the mailer this month. Amy Damiani and Narin Hassan are reviewing images and working on art direction for the design. The goal is to have mailers sent to families in the first week of November.

- Annual Campaign Updates:
- The Fund Development committee met on Oct. 2. Agenda items included setting goals for the year, discussing branding and design for the campaign, reviewing initiatives (see goals material for more information) and board giving.
- “Why I Give” narratives: we are gathering narratives to use in campaign material and on the ANCS courier/newsletters
- Major giving program: The committee began to discuss a major giving program. Narin has started a draft of possible giving levels. Ideally, these would be included in our new mailer.
- Software: Narin met with new parent Rachel Ezzo to discuss software and has been researching various options. Narin has been in contact with Greater Giving to see if they have software that is compatible with the auction software we already use.

Other Fund Development News/Plans:

- Auction update: The auction contract is confirmed for March 5 at the Georgia Freight Depot.
- Lori Howard is confirmed as chair; a few other parents have been contacted to see if they have interest.
- Narin has contacted Greater Giving to confirm that we would like to use their auction software again and to request the names of consultants to help with entry, web design, technology support.
- The Fund development committee discussed having better cohesion between the auction and annual campaign in terms of sponsor outreach and the development of a major donor program. One idea is to create a “fund a cause” or paddle raise portion of the auction where donors can give directly to a specific cause and we can track giving.

ANCS Fund Development Goals: 2015-16

Fund Development Committee:

Narin Hassan (Chair)

Matt Underwood

Tara Stoinski and Philippe Pellerin (Board members)

Lori Howard (Community member)

Amy Damiani (Community member)

Bill Turcotte (Community member)

(Rachel Ezzo will serve as a subcommittee member and consultant for technology/software)

Key initiatives/goals:

1. Build the Gather and Grow Brand: develop messaging, create new initiatives and new materials, build outreach to the community/businesses/grandparents through mailers, newsletters, personal phone calls/follow up. Remind donors about giving options such as recurring payments, stock, corporate matching. Create longer-term campaign goals and strategies.
2. Develop a major gifts program/donor levels within campaign and establish better strategies for recognizing donors and sponsors.
3. Continue to build the success of the auction through our current model, but with greater assistance from hired staff. Building stronger links between annual campaign and auction in terms of sponsor outreach and messaging
4. Improve technology/reporting systems and improve assessment of data to review participation and build outreach (eg. phone outreach; recognition for families with consistent participation)
5. Develop board giving and community outreach programs: produce guidelines for board member giving/encourage board members to support the campaign and fund development.

Strategy/Timeline for Goal 1: Gather and Grow Branding

October-December 2015:

--Grandparent outreach: G&G brochure/Grandparent letters (Oct)

--Parent outreach: Produce new mailer for

parents/teachers/community. Key messaging: celebrating our success as GA Charter of the year/highlighting ways that funding will help us continue to thrive and reduce class sizes, retain faculty and programs, support nutrition/gardens/related arts, improve buildings (Nov)

- Business outreach: send G&G brochure and letters to local businesses (Nov); create “sponsor a child” program and major gifts plan
- Collect and publicize “Why I give” narratives for courier and newsletters (from parents, teachers, board, etc)
- Remind families about corporate matching and stock giving options
- Newsletter: to be sent out by Oct. 30; Holiday reminder Dec. 15
- Fund Development Booths at GP Day
- Update yard signs /Update website with clearer links to giving page

January-May 2015:

- Develop poster/materials for the front of each building/Update yard signs
 - Plan Annual Campaign week with videos (including alumni videos)
 - Plan RWTW Sponsorship campaign
 - Align Auction more closely with Annual campaign (develop sponsor benefits/outreach)
- Plan an alumni/celebration event for May following annual campaign week

Strategy/Timeline for goal 2: Major gifts

- Establish major gift levels and promote through mailers and newsletter (Nov)
- Announce levels for giving beginning with \$1000 as major gift
- Announce key timelines and options for giving/remind that we count one-time donations and recurring within the major giving plan
- Strategize recognition efforts (eg. naming all donors on our website; organizing a reception for major donors in February; offering dinner with board members/Matt/others as special recognition for major sponsors and donors; thanking sponsors and donors on Facebook and courier, etc)

Strategy/Timeline for goal 3: Auction support/Annual campaign and auction collaboration

December-March

- Hire a consultant/part time contractor to assist with donation software and auction planning
- Find ways to align auction with annual campaign to increase participation numbers (eg. “paddle raise” or “fund a cause” where parents can give directly to a cause at the auction and we can track giving)
- Build “Wonder Ball” brand and continue efforts for outreach through auction—eg. invite major sponsors to attend/receive VIP tables, etc
- Strategize sponsor recognition: create an auction lead role focused upon business and sponsor recognition/thank you letters, align this role with annual campaign efforts for business outreach

Strategy/Timeline for goal 4: Improving technology and assessment

- Research software programs and assess needs (October)
- Transfer data and begin use of software by December 2015
- Assess giving (percentage of families/patterns) February 2016
- Direct outreach to families based upon patterns in May 2016

Strategy/Timeline for goal 5: Board giving and community outreach

- Establish "give or get" minimum for board members (\$500 in direct giving and possibly \$500 in a get/sponsorship/event—this would allow all board members to be part of the major donors list at a \$1000 level).
- Recognize board member giving: website/reception/"Why I Give" narratives in newsletter and facebook etc
- Create outreach efforts through board (board involvement with auction: gaining sponsors and items/outreach to local businesses with Gather and Grow campaign; outreach to foundations and grant institutions)
- Organize reception or event for foundations/vendors/grant institutions to meet with Matt and ANCS board/Assist Matt with external funding efforts and outreach
- Create 3-5 year plan for fund development including ways to attract new foundations/external funds

Follow up on issues from 2014-15:

- Discuss GP Day/Fall Festival goals and ownership with PTCA (shared weekend)
- Balance sponsorship efforts between RWTW and auction (ensure RWTW focuses upon health and wellness businesses and all solicitation takes place after auction)
- Ensure that auction sponsors and donors are recognized and thanked
- Solidify branding support for annual campaign and auction

Grants/foundation outreach:

- Plan meetings with potential funders, foundations. Follow up with foundations that have supported us to ask for their suggestions/advice and potential funders
- Find funding sources for particular initiatives (eg. physical education and nutrition)
- Create a file of potential opportunities and drafts of our key messaging/needs

2015 - 2016 School Year: Governance Committee Goals and Activities

Primary objectives for the committee are:

- 1 Board Recruitment and Nominations Committee
- 2 Board Training and Assessment
- 3 Executive Director Evaluation and Support

Estimated timing
In person Board activity

		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Notes and Progress
1	Board Recruitment and Nominations Committee	Primary Responsibility												
1.1	IDENTIFY 3 TO 4 MEMBERS FOR NOMINATION COMMITTEE	Leigh												Suggestions so far: Leigh, Lia, Matt, Mitch and Tiffany, ask for interest during October Board Meeting in order to select team no later than November.
1.2	FINALIZE NOMINATION COMMITTEE	Leigh												Vote on committee at November Board meeting. If we select 4 new Board Members for next year, the "roll off" based on terms will be 4, 4, and 4 (equal number of people rolling off at the same time).
1.3	ASSESS SKILLS AND EXPERIENCE NEEDED - Notify community (ANCS and non-ANCS) on web page and as often as possible at public, live events (e.g., morning meetings, town halls, etc.)	Board and Leadership Team					Mid-Year Retreat							Goal: Ensure everyone agrees on the skills and experience needed to bridge any skill gaps, fill gaps based on prior board member term expiring, and goals/objectives of the committees. Agree and finalize at mid-year retreat prior to interviews.
1.4	DEBRIEF FROM LAST YEAR - Discuss what went well and what did not last year, to improve this year	Board and Leadership Team					Mid-Year Retreat							
1.5	PUBLICIZE AND RECRUIT - Notify community (ANCS and non-ANCS) on web page and as often as possible at public, live events (e.g., morning meetings, town halls, etc.)	Leigh												Goal: Increase diversity representative of our community (including non ANCS parents)
	PUBLICIZE AND RECRUIT (Continued) - Send formal announcement via a letter in the courier (possibly rather than Principal letter?)	Leigh												
1.6	ACCEPT APPLICATIONS AND CONDUCT INTERVIEWS - Accept applications in January and February - Interview in March	Leigh (materials) Committee (interviews)					Apps	Apps	Interview					
1.7	FINALIZE NEW BOARD MEMBERS - Select final nominations based on interviews - Present slate to Board for vote	Committee (select) Leigh (present slate)							Select	Slate				Vote on slate at April Board meeting.
1.8	RECRUIT FOR COMMITTEE MEMBERS & ACTIVITY - Ongoing recruitment of non-Board members to join committees and be involved in committee activities	Board and Faculty												Goal: Have at least one non-Board member on each committee 1) Eric T on Academic Excellence 2) TBD
2	Board Training and Assessment	Primary Responsibility												
2.1	ASSESS TRAINING NEEDS - Review BoardOnTrack assessment results to determine skill gaps that could benefit from training	Melissa					Mid-Year Retreat							Assess needs early in the year. Plan specific training for the Mid-Year Retreat, if applicable to all. Potentially have BoardOnTrack representation in person at retreat.
2.2	TAKE ADVANTAGE OF BOARD ON TRACK RESOURCES - Publicize BoardOnTrack training offerings - Send targeted reminders for specific trainings relevant to individuals and committees based on skills assessment above	Melissa (reminders) Board (training)												Track progress and provide updates at Board meetings, when relevant. This is a requirement of all GA Charter School Boards.
2.3	UTILIZE BOARD ON TRACK TOOLS - Calendar all committee meetings, RSVP for all meetings via BOT, etc.	Melissa ("how to") Board (training)			How To									Melissa will give a How To on committee calendaring at October Board Meeting. Other How Tos TBD and tracked here.
2.4	MID YEAR RETREAT - All attend, Melissa facilitate planning (logistics and agenda/content)	Melissa (planning) Board (participate, provide content and facilitation)					Mid-Year Retreat							Having a Mid-Year Retreat was very useful and effective last year. It is a great way for new members to ask questions and provide input after they've been on the Board a few months. This is also a time for everyone to get together informally more than once a year (Summer Retreat).
2.5	OTHER TBD - TBD													
3	Executive Director (ED) Evaluation and Support	Primary Responsibility												
3.1	ED MID YEAR EVALUATION - Solicit feedback via BoardOnTrack tool (leadership team and Board) - Ask Matt to conduct self assessment - Develop feedback summary for discussion - Discuss and document (assessment, progress, and action items) - Present summary of review during Executive Session	Lia (lead) Board, Leadership Team and Matt (participate)					Collect Fdback Deliver to Matt	Present						Lia is leading the feedback. Mitch is involved, as available.
3.2	ED CONTRACT - The ED contract is up for renewal at the end of the school year. We want to be proactive in developing his new contract.	Mitch and Lia (lead) Board and Matt (participate)		Discuss	Discuss	Draft	Review with Matt Lawyer Review	Vote						- Preliminary discussion during Executive Session (Sep) - Mitch and Lia had further discussion following that meeting - Engaged lawyer to review draft contract, when available
3.3	FACULTY COMPENSATION REVIEW - APS recently published their pay scales so these will be compared to ANCS pay levels, where APS information is available.	Matt and Lia			Conduct & Report									- Lia conducted a review of the ANCS pay compared to the newly published APS scale (October with Matt). - Summary of results will be provided at October Board meeting.
3.4	LEADRESHIP TEAM COMPENSATION STUDY - An input into the ED and Principal contracts.	Lia				Conduct	Report							This is Lia's field of work so she will conduct a 990 analysis to determine if there are inputs available that would be useful when re-writing the contract(s).
3.5	SUCCESSION PLANNING - Matt requested this planning in the event of an emergency or unanticipated departure of the ED and/or Principal(s)	Matt and Lia					Discuss	Discuss	Report					We anticipate this will require multiple working sessions. Once those are complete we will provide a report at the Board meeting.
3.6	ED YEAR END YEAR EVALUATION - Same steps as 3.1	Same as 3.1									Collect Fdback	Deliver to Matt	Present	Same as 3.1

Personnel Committee Report

Monthly Update (September)

- ▶ Lia Santos, Board Governance Committee Chair, did not have a working laptop last month to prepare for the Board Meeting. Due to this, her report was provided verbally but not attached to the meeting materials. Notes from this meeting are provided in the Board Meeting notes.
- ▶ A summary of the updates provided last month are provided here:
 - The **CEO Evaluation** from last school year is complete. Lia needs to gather all documents and send them to Matt, for documentation purposes.
 - There was a **Board Governance Committee Meeting** on August 27th. Items discussed were team members, roles, responsibilities, team structure, and high level goals for the year.
 - Due to responsibilities, they decided that the **Committee Chair** would be the individual on the committee who is responsible for conducting the CEO Evaluation. And that this position would be on the **Executive Committee** of the Board.
- ▶ Matt and Lia (Board Governance Committee Chair) had their **monthly meeting** and discussed the following desired activities for this school year:
 - **3% increase** for all faculty, and reasons for this recommendation (voted and approved at the September Board Meeting)
 - **Compensation comparison** to APS scale
 - **Succession plan** is desired, to prepare for any unplanned departures (ED and Principals)

Personnel Committee Report

Monthly Update (October)

- ▶ The Board Governance Committee met October 1, 2015 from 8am to 9am. Highlights from the meeting are as follows:
 - **Identified key goals and objectives** for this school year. They are provided as a separate document that also indicates the timeframe for each activity. Progress against these goals will be added throughout the year.
 - Discussed the **nominations committee** and made suggestions on who should likely be on the committee based on background, length of term, etc. These are also documented on the goals sheet. We would like to present the committee for a vote at the November Board meeting. Please contact Leigh if you are interested.
 - Discussed multiple opportunities for **Board Recruitment** including a letter from Leigh, in person information sessions (during introduction at certain sessions), and ongoing informal recruitment that we hope everyone is doing.
 - Reviewed the calendar to determine an approximate timeframe for the **Mid-Year Retreat**. It will be here before we know it! We are hoping that BoardOnTrack may be able to attend.
 - Determined upcoming priorities: In November, Lia will conduct a **990 review** of similar organizations to gather information on compensation packages; November/December Lia and Mitch will draft new **Executive Director contract**

Personnel Committee Report

Monthly Update (October)

- ▶ Matt and Lia had their monthly meeting on October 6 from 2:30pm to 3:30pm. Highlights from the meeting are as follows:
 - Conducted analysis of **ANCS salaries compared to the APS pay scale** (recently updated and posted) to ANCS pay levels (after 3% increase), where there is a comparison job
 - The analysis was conducted at the employee level. As expected, ANCS salaries are slightly below those at APS (within ~5%).
 - There were no anomalies at the employee level, which would indicate that certain faculty members are being paid higher/lower on the comparison scale than others.
 - Where there were slight variations, the reasons were documented (e.g., new hire, one pay scale step at APS that has a greater % difference from the other steps, ANCS faculty with stipends, etc).
 - There are many reasons why faculty members join and stay at ANCS which offset the pay levels that are slightly lower than APS. Matt is working with a committee right now to assess “what matters most” to the ANCS faculty. Money is always important, but we want to make sure we understand the other factors that make this a great place to work. We will utilize the results of this study to guide recognition and rewards targeted to enhance the unique teaching that the ANCS faculty member most desire.
Please know that there will be more to come and/or report here.

Attachments

The following files are attached to this PDF: You will need to open this document in an application that supports attachments (i.e. [Adobe Reader](#)) in order to access these files.

2015 and 2016 Business and Operations Committee Goals.xlsx

Oct 2015 Development Report - Sep Donations.xlsx

Fund%20development%20activities%202015-16.xlsx

2015 and 2016 Governance Committee Goals.xlsx