

Atlanta Neighborhood Charter School

Board Meeting

Date and Time

Tuesday September 15, 2015 at 6:30 PM

Location

ANCS Elementary Campus - 688 Grant St. 30315

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			5
F. Principals' Open Forum		Lara Zelski	15
II. Old Business			
A. Board committee structure - Proposed by-laws revision	Vote	Alice Jonsson	10
B. Approve board committee assignments	Vote	Mitch White	7
C. FY16 employee salary increase	Vote	Lia Santos	7
III. New Business			
A. Proposed board policy regarding legal representation at mediation	Discuss	Mitch White	5
IV. Executive Director's Report			
A. Proposed 2015-16 strategic plan initiatives	Discuss	Matt Underwood	15
V. Educational Excellence Committee			
A. Proposed FY16 committee goals	Discuss	Alice Jonsson	7
VI. Business & Operations Committee			
A. Monthly Business & Operations report	Discuss	Ryan Camp	10
B. Proposed FY16 committee goals	Discuss	Ryan Camp	7
VII. Fund Development Committee			
A. Monthly Fund Development report	FYI	Narin Hassan	5
B. Proposed FY16 committee goals	Discuss	Narin Hassan	7

VIII. Board Governance Committee

A. Proposed FY16 committee goals Discuss Lia Santos 7

IX. Executive Session

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

X. 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: sep2015JGP.pdf

Section: II. Old Business
Item: A. Board committee structure - Proposed by-laws revision
Purpose: Vote
Goal:
Submitted by:
Related Material: ProposedBylawchanges.pdf

Section: II. Old Business
Item: B. Approve board committee assignments
Purpose: Vote
Goal:
Submitted by:
Related Material: 2015-2016OfficersandCommitteeAssignmentsforVote (1).pdf
ANCS Chairs and Committees 9-2015.pdf

Section: III. New Business
Item: A. Proposed board policy regarding legal representation at mediation
Purpose: Discuss
Goal:
Submitted by:
Related Material: Litigation Policy for Board Vote 09.11.15.pdf

Section: IV. Executive Director's Report
Item: A. Proposed 2015-16 strategic plan initiatives
Purpose: Discuss
Goal:
Submitted by: Matt Underwood
Related Material: ANCS Strategic Plan_updatedSept2015.pdf

BACKGROUND:

Proposed strategic initiatives for 2015-16 school year aligned with three year strategic plan

RECOMMENDATION:
Approve

Section: **VI. Business & Operations Committee**
Item: A. Monthly Business & Operations report
Purpose: Discuss
Goal:
Submitted by:
Related Material: 08_31_15 Cash Flow .pdf
08_31_15 Finance Committee Report.pdf

Section: **VI. Business & Operations Committee**
Item: B. Proposed FY16 committee goals
Purpose: Discuss
Goal:
Submitted by:
Related Material: Business and Operations Committee Goals.pdf

Section: **VII. Fund Development Committee**
Item: A. Monthly Fund Development report
Purpose: FYI
Goal:
Submitted by:
Related Material: Fund development report Sept 2015.ppt
Sep 2015 Development Report.xlsx

ANCS PTCA Board Report September 2015

Overview

Teacher Appreciation

PTCA and Fund Development provided King of Pops Popsicles for the September 8 faculty meeting. We were given the opportunity to talk about our efforts in both areas and how much we need and count on teacher participation.

Mini Grants

September 25 deadline
Online application
Four applications to date

Membership

First annual Membership Drive

Five Components:

- Family membership
- EC Challenge
- MS Advisory Challenge
- EC Faculty Challenge
- MC Faculty Challenge

Yielded the following (as of 9/8/2015):

112 family memberships

22 individual memberships

Total 134

Last year's memberships: 110

Budget and Fundraising

Goal: Increase funds without adding new PTCA fundraisers

Challenges: no new fundraisers. We need to be strategic and creative about what we already do.

Communication/Social Media/Web site

Continuing to cross post among three ANCS Facebook sites

Web site updates in progress

PTCA General Meeting:

September 8 combined with a Dine Out

Attendance: approximately 30 parents

Committees

Principal's Coffee hosted on 8/28. Laura Finch is leading this effort and is working with Dr. Goodgame to offer interesting topics relevant to parents of middle schoolers.

Submitted by Joy Gray Prince

Upcoming PTCA Events

Dine Out: Doc Chey's
-September 7-14

Yard Sale: Elementary Campus
September 18-19

Picture Days: Elementary Campus
-September 21 (K-2) and 23 (3-5);
Make-Up Day: September 30
Middle Campus - September 24
(6-8); Make-Up: Day: October 1

Mini Grants
September 25

Cardboard Challenge
October 3

**Grandparents and Special
Friends Day**
-October 16

Fall Fest
-October 17

Sustainability efforts new co-chair at the EC. Will engage the committee for Hands on Atlanta Day on Oct 3

We want to continue to bridge the two campuses and keep MC families engaged in volunteering in the ANCS community.

Goals

Increase PTCA membership

PTCA quarterly newsletter to keep families informed

Increase attendance at PTCA general meetings

Proposed Bylaw changes:

ARTICLE III. Board

Section 9. Annual Meeting.

Change “every **May**,” to “every **year**,”

Section 10. Meeting of the Board.

Change “...quorum of **five (5)** voting members...” to “...quorum of **a simple majority of** voting members...”

ARTICLE IV. OFFICERS

Section 1. Number and Qualifications.

Change “The officers of ANCS shall consist of a Chair, **a Chair-Elect, a Recorder, and such other officers and assistant officers as may be deemed necessary, each of whom shall be confirmed by the Board.**” to “The officers of ANCS shall consist of a Chair, **either a Vice-Chair or a Chair-Elect, a Secretary, a Treasurer, and an Officer responsible for the Support and Evaluation of the Executive Director. Each officer shall be confirmed by a simply majority of the Board, either individually or as a slate.**”

Section 2. Election and Term of Office.

Change “..each **May**,...” to “...each **year**,”

Change “...which shall be elected **at** the January meeting.” to “...which shall be elected **no later than** the January meeting.”

Change “Each officer shall...” to “Each officer, **except the Vice-Chair and Chair-Elect**, shall”

Before “The Chair-Elect shall hold...” add “**The Vice-Chair shall hold office until a Chair-Elect is elected, at which point the Chair-Elect assumes the responsibilities of the Vice-Chair.**”

At the end of the section, after “...the July meeting.” add “**If the Chair is re-elected there shall be no Chair-Elect and the Vice-Chair shall continue in office until July 1st.**”

Section 3. Resignation, Removal and Vacancies.

Change "...Chair, Chair-Elect, **or Recorder.**" to "...Chair, Chair-Elect **or Vice Chair, or Secretary.**"

Section 4. Chair

Change "The Chair or Chair-Elect or both..." to "The Chair, **Vice-Chair** or Chair-Elect or both..."

Insert a new Section: "**Section 5. Vice-Chair.**" Subsequent sections will have to be renumbered but the current numbers are used in this document.

The Vice-Chair shall (a) assume the duties of the Chair in his or her absence; (b) assist the Chair in planning meetings; and (c) assume other responsibilities as agreed between the Chair and Vice-Chair, such as providing leadership to Committee Chairs and publically advocating for the school in a formal way.

Section 5. Chair-Elect. - Replace entire section with:

The Chair-Elect shall (a) assume the responsibilities of the Vice-Chair and (b) prepare to assume the role of Chair. The Chair-Elect should be selected from among the Board members who are not in the last year of their term on the Board.

Section 6. Recorder Secretary

Replace all references to "**Recorder**" with "**Secretary**" throughout. Add at the end. "**The Secretary shall also serve as the Parliamentarian, and is responsible for keeping track of time during Board meetings.**"

ARTICLE V. COMMITTEES

Section 1. Board Standing Committees.

Replace "**Accountability Compliance, and Curriculum**" with "**Educational Excellence and Accountability.**" At the end of this paragraph add, "**Develop and maintain all Board policies. Ensure board policies promote the principles of equity and diversity.**"

In "Business Operations" add at the end, "**Oversee the management and ownership of all buildings and real estate. Develop guidelines for the use and implementation of technology.**"

Remove "**Executive.**" paragraph in its entirety.

Fund Development. add “...and Major Gifts program...” after “Annual Campaign.” Add “fund” before “...development committee at the end.”

Add “Board” before “Governance” Remove “Act as the parliamentarian.” Change “Establish hiring, grievance, transfer, evaluation, and other personnel procedures.” Add “Support the Executive Director in matters of hiring, transfer, evaluation, and termination procedures as necessary. Remove “...and the Principals.”

Remove “Nominations” as a separate item and move all text starting with “Announce openings...” to the end of the “Governance.” paragraph.

**Atlanta Neighborhood Charter School
September 15, 2015**

*****Vote Required*****

2015-2016 Officers

Chair	Mitch White
Vice Chair	Tara Stoinski
Treasurer	Ryan Camp
Executive Director Support & Evaluation	Lia Santos
Secretary	Melissa McKay-Hagan

2015-2016 Committees

Board Governance	Lia Santos, Chair Leigh Finlayson Melissa McKay-Hagan
Business Operations	Ryan Camp, Chair Leigh Finlayson Philippe Pellerin
Educational Excellence & ACcountability	Alice Jonsson, Chair Tiffany Mitchell
Fund Development	Narin Hassan, Chair Philippe Pellerin Tara Stoinski

Officers

Name	2015-2016 Incumben Responsibilities	Comments
Chair	Mitch White Strategic Plan Facilitate Meetings Set Meeting Agenda Frequent Meetings with Executive Director	
Vice Chair	Tara Stoinski Facilitate Meetings when Chair is Out Train to possibly (but not definitely) become Chair / fill in Only in place when there is no Chair Elect	We have one of these at a time, but not both.
Chair Elect	N/A Fall 2015 Assume responsibilities of Vice Chair Train to become Chair	
Treasurer	Ryan Camp Financial Management	
Exec Director Support & Evaluation	Lia Santos Leadership Succession Plan Compensation CEO Evaluation (Mid Year and Year End) Personnel matters (when asked for advice)	
Secretary	Melissa McKay-Haga Meeting Minutes & Timekeeper Parlimenatrian	

Board Committees

Name	2015-2016 Chair	Responsibilities	Lead Board Committee Member:	Community Members:	Employee Members:
Board Governance	Lia Santos	Board Assessment	Melissa McKay-Hagan		
		Board Training	Melissa McKay-Hagan		
		CEO Evaluation and Support	Lia Santos		
		Nominations and Recruitment	Leigh Finlayson		
Business Operations	Ryan Camp	Buildings and Real Estate	Philippe Pellerin		Kari Lovell
		Finance	Ryan Camp		Kari Lovell
		Technology	Leigh Finlayson		Mike Boardman
Educational Excellence and Accountability	Alice Jonsson	APS/Community/Political - Activist, Expertise, Outreach, Legislation	Alice Jonsson	Erik Teusink	Elizabeth Hearn Elayna Wilson
		Education Goal Setting, Performance, and Measurement (Dashboard)	Alice Jonsson		
		Diversity	TBD		
		IB Program (long-term initiative)	Tiffany Mitchell		
Fund Development	Narin Hassan	Annual Campaign		Bill Turcott	
		Auction		Lori Howard	
		Branding/Media/Outreach	TBD		
		Major Donors	Philippe Pellerin / Tara Stoinski		
		Technology		Rachel Ezzo	

Litigation

Purpose

This policy governs the type of representation required for matters of litigation involving ANCS.

Duration

This policy is permanent, with amounts required for board approval subject to updates to financial policies.

Policy

SECTION 1. Notification to the Board

Pursuant to the policy [Executive Director Communication to the Board](#), the Executive Director will notify the Board of any pending legal action within two days of receiving notice.

SECTION 2. Legal Representation

When a representative from ANCS attends a mediation or settlement conference as the result of threatened or actual litigation that could foreseeably result in a financial obligation from ANCS, he or she shall be accompanied by an independent attorney (representing solely the interests of ANCS) knowledgeable in the relevant subject matter.

SECTION 3. Financial Settlements

In accordance with Board financial policies as outlined in [Financial Resolutions](#), any settlement amount of more than \$25,000 must be approved in advance by the ANCS Board.

Approval

Policy approval date:

[dd mmm yyyy]

Policy effective date:

[dd mmm yyyy]

Policy review date:

[dd mmm yyyy]



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

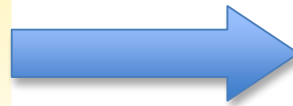
1. Determine major facilities needs
2. Establish technology committee and implement next phase of technology plan
3. Sustain and grow "farm to school"

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



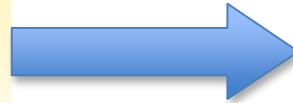
Teaching & Learning Initiatives for 2015-16

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.



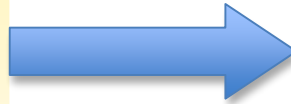
Outcome: By May 2016, elementary campus team led by Lara Zelski will finalize new K-5 report card format and system following period of study, revision, and teacher/parent focus group feedback. Additionally, following expected IB application approval, middle campus will purchase Managebac program and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

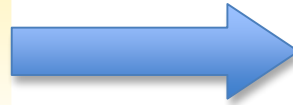


Outcome: By May 2016, an outside facilitator will work with diversity coordinator and K-8 leadership team to (1) assess ANCS faculty/staff members’ current needs and experiences related to working with a diverse student body and diverse group of colleagues and (2) structure and facilitate experiences 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.



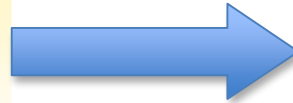
Faculty & Staff Development Initiatives for 2015-16

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.



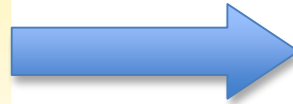
Outcome: By March 2016, the leadership team and appropriate board members will evaluate the recommendations of the “quality of life” study group and draft a plan for 2016 and beyond to strengthen quality of life for employees. The plan and any resource considerations will be presented to the full board.



Parent & Community Partnership Initiatives for 2015-16

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

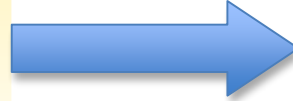
There are many elements of the ANCS educational program—portfolios, grading practices, Conscious Discipline, etc.—that may initially be difficult for some parents to fully understand, and, therefore, support their students with at home. Working collaboratively, the faculty and PTCA will strive to address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

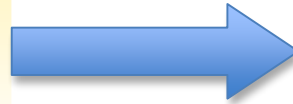


Outcome: In October 2015 and March 2016, Elizabeth Hearn (CREATE director) will give a detailed update to the ANCS board on the CREATE program implementation and its impact on ANCS and partner schools/organizations.



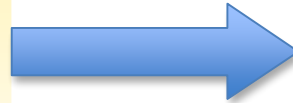
Fundraising & Resource Development Initiatives for 2015-16

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.



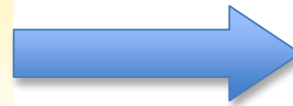
Outcome: By April 2016, the Fund Development committee will complete and present to the board a multi-year fundraising plan, including:

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



Governance Capacity Initiatives for 2015-16

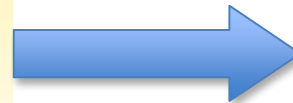
1. Enhance board member recruitment strategies: The governing board will continue to focus on efforts at recruiting new board members with an eye on attracting high-qualified, diverse applicants.



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
 FY 2015 - Pro Forma Monthly Cash Flow Statement
 August 31, 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	\$740,058	\$740,058	\$740,058	\$740,058	\$740,058	\$740,058	\$740,058	\$740,058	\$740,058	\$740,058	\$0	\$0
Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000	\$0	\$0	\$0	\$110,000	\$0	\$0	\$0
Contributions & Fundraising	\$3,593	\$3,690	\$26,000	\$26,000	\$26,000	\$26,000	\$26,000	\$26,000	\$126,000	\$26,000	\$26,000	\$26,000	\$26,000	\$0
Program Income	\$2,158	\$43,765	\$47,000	\$47,000	\$47,000	\$47,000	\$47,000	\$47,000	\$47,000	\$47,000	\$47,000	\$47,000	\$0	\$0
Nutrition Program Income	\$546	\$18,808	\$22,000	\$22,000	\$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	\$0
Other Income	\$523	\$7	\$870	\$870	\$870	\$870	\$870	\$870	\$870	\$870	\$870	\$870	\$870	\$870
i3 CREATE Grant Income	\$37,868	\$7,517												
Total Revenue	\$276,241	\$938,126	\$835,928	\$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	\$587,251	\$587,251	\$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	\$5,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$1,500	\$1,500	\$0	\$0	\$0
Curriculum & Classroom Expenses	\$5,483	\$43,960	\$9,600	\$9,600	\$9,600	\$9,600	\$9,600	\$9,600	\$9,600	\$9,600	\$9,600	\$9,600	\$0	\$0
Program Expenses	\$3,994	\$8,578	\$23,250	\$23,250	\$23,250	\$23,250	\$23,250	\$23,250	\$23,250	\$23,250	\$23,250	\$23,250	\$0	\$0
Building & Grounds	\$42,195	\$42,663	\$40,086	\$40,086	\$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)	\$30,000	\$5,000	\$5,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$0	\$0
Professional Services	\$4,355	\$3,610	\$5,000	\$1,500	\$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	\$19,000	\$19,000	\$18,500	\$18,500	\$18,500	\$18,500	\$18,500	\$18,500	\$18,500	\$18,500	\$10,000	\$14,500
Nutrition Program Expenses	\$352	\$15,547	\$13,000	\$13,000	\$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	\$3,500	\$4,000	\$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	\$1,000	\$500	\$500	\$500	\$500	\$500	\$1,000	\$500	\$500	\$500	\$0	\$0
Fundraising Expenses	\$150	\$785	\$2,000	\$2,000	\$2,000	\$1,300	\$1,300	\$1,300	\$30,000	\$1,300	\$1,100	\$0	\$0	\$0
i3 CREATE Expenses	\$13,436	\$25,014	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$668,872	\$789,264	\$738,687	\$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	\$97,241	\$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	\$433,044	\$560,785	\$689,026	\$812,967	\$956,907	\$1,080,348	\$1,275,589	\$1,401,030	\$1,636,671	\$1,054,455	\$441,739	
	Actual	Actual	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected

This line will wash with exper

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

nditures

ATLANTA NEIGHBORHOOD CHARTER SCHOOL
 Budget to Actual FY2016
 YTD August 2015

	Period Ended 8/31/2015				
	YTD FY2014 Actual	YTD FY2015 Actual	YTD Budget	YTD \$Variance	FY2016 Budget
Income					
Local/State Funding	\$673,873	\$979,226	748,889	230,338	7,488,885
Grants	\$234,165	\$0	0	0	20,000
Contributions & Fundraising	\$6,878	\$7,282	26,000	(18,718)	260,000
Prior year Facilities Grant & Title 1 Funds Received	\$0	\$116,667	0	116,667	0
Program Income	\$55,063	\$45,922	47,700	(1,778)	477,000
Nutrition Income	\$13,410	\$19,354	22,000	(2,646)	220,000
i3 CREATE Income	\$0	\$45,385	11,000	34,385	110,000
Other Income	\$763	\$529	870	(341)	8,700
Total Income	\$ 984,152	\$ 1,214,366	\$ 856,459	\$ 357,907	\$ 8,584,585

Expenditures					
Salaries and Benefits	\$955,377	\$1,146,421	1,174,501	28,081	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	\$60,634	\$22,973	16,083	(6,889)	54,500
Curriculum & Classroom Expenses	\$43,241	\$49,443	32,541	(16,902)	97,623
Program Expenses	\$4,297	\$12,571	23,250	10,679	232,500
Building & Grounds	\$123,097	\$84,859	80,172	(4,686)	481,033
Fixed Asset Expenditures	\$135,739	\$1,854	9,233	7,379	92,334
Professional Services	\$5,185	\$7,965	5,000	(2,965)	30,000
Gen&Admin/Insurance/Interest Expense	\$50,530	\$38,791	38,398	(393)	230,388
Nutrition Program Purchases	\$19,151	\$15,899	21,667	5,767	130,000
Equipment Rental (Copiers)	\$5,244	\$6,544	10,000	3,456	60,000
Furniture & Equipment (Non-Capitalized)	\$0	\$0	0	0	6,000
Fundraising Expenses	\$650	\$935	7,200	6,265	43,200
i3 CREATE Grant Expenses	\$0	\$38,450	0	(38,450)	0
Total Expenditures	\$1,403,145	\$1,458,138	\$ 1,418,046	\$ (40,092)	\$ 8,584,585
Operating Income/Loss	\$ (418,993)	\$ (243,772)	\$ (561,587)	\$ 317,815	\$ -

\$ (241,917)

\$ (241,918) From YTD Stmt of Activity

\$ 0

Business and Operations Committee Goals:

The overarching goal of the Business and operations committee is to ensure the financial viability of the schools operations and facilitate the strategic goals of building a facilities reserve fund and implementing a multi-year technology plan.

Ensuring the financial viability of the schools operation is the primary goal of the committee. This will be accomplished through responsible budgeting and oversight of operations.

In order to maintain the long-term fiscal health of the school, the Atlanta Neighborhood Charter School shall maintain the following four reserve funds:**Emergency Reserve Fund:**

The school will maintain an emergency reserve fund, to be used to provide for unforeseen extraordinary needs of an emergency nature; for example, costs related to a natural disaster, unforeseen and unusual building maintenance needs critical to the ongoing operation of the school, or an unexpected shortfall created by state or federal legislation; and safety needs. This reserve shall not be used to fund recurring budget items. Any additions to the reserve, or appropriations from the reserve, shall be approved by vote of a majority of the ANCS Board.

Facilities Reserve Fund:

The school will maintain a facilities reserve to be used for capital repairs, renovations, or additions to the existing facility or major equipment, and/or for the purchase or construction of new facilities or upgrades.

Local/State Revenue Stabilization Fund:

The school will maintain a Revenue Stabilization reserve in order to ensure that the variances in annual local/state allocation increases received from the state do not negatively impact the operations of the school. In years when the school's budgeted revenue projection exceeds the actual revenue received, funds will be drawn from the Revenue Stabilization reserve to make up the gap between the revenue projected and the revenue received. In years when the actual revenue received exceeds the school's budgeted revenue projection, the excess revenue shall be placed in the Revenue Stabilization Fund.

Technology Reserve Fund:

The school will maintain a Technology reserve in order to implement the existing multi-year technology plan and provide funding to keep pace with technology advances and leverage opportunities to advance learning for our students through technology.

These funds will be created and held separately from operational funds in order to maintain appropriate oversight of these funds. Funding of these will be done through monthly allocations to the funds that will be included as budget line items. The Business and operations committee will be discussing the amounts required to contribute to these funds, and bring those amounts to the board with the amended budget at the October meeting.

Fund Development Report

- “ Year to date received:\$8467.04
- “ Recent activities: Finalizing members and structure for the Fund development committee. We plan to have our first meeting at the end of this month (date to be finalized).
- “ Brochures and letterhead have been replenished for the year. A grandparent letter from Matt and Narin is drafted and will go out with the brochure by the first week of October (prior to GP and Special friends day).
- “ Fund development joined with PTCA to welcome faculty/staff to the new year at the school-wide meeting 9/9 and to share fund development news/initiatives for the year and thank faculty/staff for assistance with the auction and campaign.

- “ Planning for a mailer for families is under way and the goal is to have material ready by the end of October.
- “ Gather and Grow visibility on website: Narin has asked Biscuit studios to update the page and have more visibility for the campaign on the main ANCS page.
- “
- “ Auction update: Finalizing auction date and location: Contract has been received from Georgia Freight Depot, for Saturday, March 5; in the process of signing the contract
- “ We are close to finalizing auction chairs: a team of three parents are in conversation about leading; we will have confirmation by Monday, Sept. 15.

Other Fund Development News/Plans:

- “ Grandparents/Special Friend’s Day preparation: We will have a Fund development table at both campuses for GP day, and are coordinating plans for a possible additional opportunity for visitors to find out more about fund development and how to give.
- “ External fundraising/outreach:
 - “ ANCS is applying for a state charter schools facilities grant (expect to hear back in November). The Walton Foundation visited to learn more about ANCS and the Center for Collaborative Learning. They initiated contact and spent a couple of hours at the school the week of Sept. 7.

ANCS Annual Campaign Monthly Report

Month of Receipt	Jul-15 & Aug-15
Received this Month	\$8,467.04
2015 Auction	\$0.00
Total Received To Date	\$8,467.04
Count Of Donations	63
Thank You Letters Sent	0

	Method of Payment				TOTAL	
	Direct Mail	Online	Direct Debit ACH	Other	Received In Jul & Aug 2015	Received To Date
Parents and Guardians	\$435.00	\$5,445.00	\$480.00		\$6,360.00	\$6,360.00
Grandparents and Special Friends	\$83.34	\$600.00			\$683.34	\$683.34
ANCS Faculty and Staff		\$210.00	\$80.00		\$290.00	\$290.00
Other	\$1,133.70				\$1,133.70	\$1,133.70
AUCTION 2015					\$0.00	\$0.00
Total	\$1,652.04	\$6,255.00	\$560.00	\$0.00	\$8,467.04	\$8,467.04