



**ATLANTA NEIGHBORHOOD
CHARTER SCHOOL**
helping students learn to use their minds well

Atlanta Neighborhood Charter School

Board Meeting

Date and Time

Tuesday September 16, 2014 at 6:30 PM

Location

Middle Campus

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		Grace Burley	2
C. Approve Minutes	Approve Minutes	Melissa McKay-Hagan	3
D. Public Comment		Grace Burley	10
E. Principals Open Forum		Cathey Goodgame	5
F. PTCA Report - Rebecca Hudson		Grace Burley	10
II. Fund Development			
A. 2013-14 Charter Schools Annual Report	Discuss	Matt Underwood	10
B. Diversity Coordinator and Committee	Discuss	Matt Underwood	10
III. 2014-2015 Board Initiatives Overview			
A. Review of Initiatives Timeline	FYI	Grace Burley	10
IV. Educational Excellence			
A. Update on Strategic Plan	FYI	Alice Jonsson	5
V. CEO Support And Eval			
A. Monthly Financial Statements	Discuss	Mitch White	15
B. Annual Financial Resolution	Vote	Mitch White	5
C. ANCS Technology Plan Draft	FYI	Mitch White	10
VI. Business & Operations			
A. Fund Development Monthly Update	FYI	Narin Hassan	
VII. Board Governance			
A. Employee Hiring and Losses Report	FYI	Lia Santos	5
VIII. Other Business			

A. List of Upcoming Events	FYI	Grace Burley	2
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IX. Closing Items

A. Adjourn Meeting	Vote	Grace Burley	2
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B. Brief Meeting Reflection	Discuss	Grace Burley	5
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Agenda Cover Sheets

Section: **I. Opening Items**
Item: F. PTCA Report - Rebecca Hudson
Purpose: FYI
Goal:
Submitted by:
Related Material: PTCA Report September 2014.docx

Section: **II. Fund Development**
Item: A. 2013-14 Charter Schools Annual Report
Purpose: Discuss
Goal:
Submitted by: Matt Underwood
Related Material: Atl Neighborhood Charter - Annual Report 2014 for board.xlsx

BACKGROUND:

All charter schools are required by law to submit an Annual Report to the Georgia Department of Education by October 1 of each year [O.C.G.A. §20-2-2067.1(c)]. For this year, the GaDOE asked that existing charter schools simply update their 2013 report submissions.

Section: **II. Fund Development**
Item: B. Diversity Coordinator and Committee
Purpose: Discuss
Goal:
Submitted by: Matt Underwood
Related Material: ANCS Diversity Coordinator.pdf

BACKGROUND:

ANCS previously had a position of "diversity coordinator" as a role on the school's staff. With a focus on diversity in the strategic plan, reinstatement of this position will help in achieving objectives in this priority area.

Section: **III. 2014-2015 Board Initiatives Overview**
Item: A. Review of Initiatives Timeline
Purpose: FYI
Goal:
Submitted by: Grace Burley
Related Material:
ANCS Governing Board Initiative Timeline 2014 DRAFT 9-7-2014.pdf

BACKGROUND:

An overview of our estimated initiatives.

Section: V. CEO Support And Eval
Item: A. Monthly Financial Statements
Purpose: Discuss
Goal:
Submitted by:
Related Material: 08_31_14 Finance Committee Report p 2.pdf
08_31_14 Finance Committee Report.pdf
August 2014 Dashboard.pdf

Section: V. CEO Support And Eval
Item: B. Annual Financial Resolution
Purpose: Vote
Goal:
Submitted by:
Related Material: Financial_Resolution FY15.pdf

Section: V. CEO Support And Eval
Item: C. ANCS Technology Plan Draft
Purpose: FYI
Goal:
Submitted by:
Related Material:
Board Meeting 9-16-14 Tech Plan.pdf
FINAL DRAFT Atlanta Neighborhood Charter School Technology Plan 9-2-14.pdf

Section: VI. Business & Operations
Item: A. Fund Development Monthly Update
Purpose: FYI
Goal:
Submitted by: Narin Hassan
Related Material: Fund development report Sept.ppt

BACKGROUND:
Fund Development Report

Section: VII. Board Governance
Item: A. Employee Hiring and Losses Report
Purpose: FYI
Goal:
Submitted by: Lia Santos
Related Material: Sept 2014 employee hire report.pdf

BACKGROUND:

Monthly report on any employee hires and/or losses

ANCS PTCA Board Report September 2014

Overview

We welcomed over a hundred new members (families and individuals) to the PTCA this year. We are continuing to encourage families to join.

Thanks to the support of the ANCS Community for help with the 7th annual PTCA Yard Sale. This event takes a tremendous amount of effort and while we don't have final numbers we feel confident we've met our goal.

Challenges or Issues

We've agreed to take a leadership role for the ANCS Fall Fest which will move from being a fundraiser for the annual campaign to the PTCA. After much discussion it was agreed that the aims and the execution of the event are more in line with the mission and capabilities of PTCA. Annual campaign will in turn take a greater leadership role in Grandparents and Special Friends Day. This transitional year PTCA will fund GPSF Day and in the future will fund Fall Fest to eliminate the need to solicit so many sponsors.

We will begin conversations next month with Athletic Director Hall about how we can work together to support athletics.

Monthly Highlights

- We had great turn out for the September General PTCA Meeting. Feedback from parents was positive and a huge thank you to our presenters and Chef Bradley for the food.
- Delivered panoramic photographs of students and faculty at both campuses to the principals.

Upcoming PTCA Events

Picture Days: Elementary Campus
- September 23 (K-2) and 24 (3-5);
Make-Up Day: October 1
Middle Campus - September 25;
Make-Up Day: October 2

September 27: ANCS students to march in East Atlanta STRUT.

October 4: Cardboard Challenge

October 14: Dine Out with Mezcalitos

Charter Schools - 2013 Annual Report Form

1. INSTRUCTIONS AND REQUIRED ATTACHMENTS

All charter schools are required by law to submit an Annual Report to the Georgia Department of Education by October 1 of each year [O.C.G.A. §20-2-2067.1(c)].

Your charter school's 2013 Annual Report requirement will be satisfied by completing the five required tabs (Tabs 1-5) in this Charter Schools Annual Report Form and submitting this Form along with required attachments (see Tab 1 below) via email no later than 12:00 noon on Tuesday, October 1, 2013 (see submission instructions below).

In addition to the required tabs (which are highlighted in red), you are invited to complete additional OPTIONAL questions on your charter school's use of autonomy (Tab 6), its authorizers (Tab 7), and other questions regarding future plans, finances, and operations (Tab 8). These three tabs are highlighted in yellow.

If you contract with an EMO, CMO or other service provider, we invite you answer the OPTIONAL questions in Tab 9 (which is highlighted in blue).

Finally, if your school is a College and Career Academy, we invite you answer the OPTIONAL questions in Tab 10 (also highlighted in blue).

OUTLINE

Tab 1: Instructions and Attachments (Required)

Tab 2: Core Questions (Required)

Tab 3: Accountability (Required)

Tab 4: School Information (Required)

Tab 5: Best Practices (Required)

Tab 6: Autonomy (Optional)

Tab 7: Authorizer (Optional)

Tab 8: Other Questions (Optional)

Tab 9: EMO-CMOs (Optional, and only if applicable)

Tab 10: CCAs (Optional, and only if applicable)

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You must submit up to three required items via a single email no later than Tuesday, October 1, 2013 to satisfy your charter school's annual report requirements as follows.

Attachment 1: This Annual Report Form with answers to all the questions in Tabs 2-4

Attachment 2: Proof of non-profit status -- See *three exceptions below*

Attachment 3: Audit Report (Audited financial statements) -- See *two exceptions below*

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WHICH ATTACHMENTS ARE YOUR CHARTER SCHOOL REQUIRED TO SUBMIT?

If your school is a...	Att. 2 Proof of non-profit status	Att. 3 Audit Report
A. <u>Brand new</u> start-up OR conversion charter school + Opening in 2013-14 for the school's first year of operations	NO	NO
B. <u>Conversion</u> charter school + In your second or greater year of operations + Charter is NOT held by a non-profit + School is INCLUDED in your local school system audit	NO	NO
C. <u>Conversion</u> charter school + In your second or greater year of operations + Charter is NOT held by a non-profit + School is NOT included in your local school system audit	NO	YES
D. <u>Conversion</u> charter school + In your second or greater year of operations + Charter is held by a non-profit	YES	YES
E. <u>Start-up</u> charter school + In your second or greater year of operations	YES	YES

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INSTRUCTIONS FOR SUBMITTING REQUIRED ATTACHMENTS

To properly submit Attachment 1: Annual Report Form you must perform the following steps.

STEP ONE: Before you go any further, save this Excel spreadsheet on your computer. To do this:

Pull down the File menu from the upper left of your screen

Press "Save As"

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Select "Desktop"

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Enter "Your Charter School Name - Annual Report 2013" -- *but be sure to enter the actual name of your school instead of "Your Charter School Name"*

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Press Save.

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STEP TWO: Answer all the questions in Tabs 2-5.

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Be sure to Save your file frequently while you are working on it so that you don't lose any of your answers (see lines 16-20 above).

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STEP THREE: Once you have answered the questions in any optional tab you choose to fill in (tabs 6-10), Save your file one last time (*see lines 16-20 above*).

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STEP FOUR: Attach your completed file to an email addressed to BOTH lerste@doe.k12.ga.us AND jclarkedodd@doe.k12.ga.us along with the Attachments (2 and/or 3) that you are required to submit (*see line #6-12 above*).

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STEP FIVE: Enter *Annual Report 2013 - Your School Name* as the Subject line of your cover email (be sure to replace "Your School Name" with the actual name of your school).

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STEP SIX: Indicate in your cover email which of the three attachments are attached to your email.

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STEP SEVEN: If you are not required to submit Attachment 2 and/or 3, please indicate in your cover email which group (A-C) your school is in (*see line #6-12 above*).

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STEP EIGHT: Press Send.

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STEP NINE: Check to be sure you receive an email within one business day from lerste@doe.k12.ga.us or jclarkedodd@doe.k12.ga.us in which we confirm that we received your submission.

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STEP TEN: Check to be sure that you receive a follow-up email within two more business days.

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Once we receive your initial submission, we will review it to see if you answered all required questions and submitted all required attachments.

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We will then send you a follow-up email saying your submission was complete or that your submission is rejected.

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If your submission is rejected, you will have to address the issues raised and then resubmit a completed Annual Report Form and attachments before the October 1, 2013 deadline.

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PLEASE NOTE: Your legal obligation to submit your Annual Report is not met until you receive a follow-up email confirming that your submission is complete.

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You should therefore not wait until October 1 to submit your Annual Report -- since you may have missed something and therefore have no time to revise and resubmit your Annual Report Form and attachments.

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We strongly recommend that you start answering the questions in Tabs 2-5 IMMEDIATELY upon receipt of this file.

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To properly submit Attachment 2: Proof of non-profit status you must perform the following steps.

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STEP ONE: Open an Internet browser window on your computer and go to <http://corp.sos.state.ga.us/corp/soskb/csearch.asp>

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STEP TWO: Type in your charter school's name

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STEP THREE: Click on your school to bring up your most recent Annual Registration Form

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STEP FOUR: Print or save your Annual Registration Form as a PDF file

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STEP FIVE: Attach the PDF file you saved in STEP FOUR (*at Line #41 above*) to the email you are sending us with your Annual Report Form (*see Line #24 above*).

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To properly submit Attachment 3: Audit Report you must perform the following steps.

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O.C.G.A. 20-2-2065(b)(7), the charter rules and guidelines, and your charter contract require that you submit an independent Audit Report conducted by the State Auditor or a Georgia licensed CPA to the Charter School Division by October 1st of each year.

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NOTE: The Audit Report must include the opinion of the auditor as regards the accuracy of your school's accounting records, financial position, change in financial position, compliance with rules of various governing entities, including GAGAS (Generally Accepted Government Auditing Standards (the "Yellow Book") or, for those schools not yet converted to GAGAS, compliance with GAAP (Generally Accepted Accounting Principles).

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If your school's audit firm cannot complete your audit in time to submit it by October 1, 2013, then you must submit your school's unaudited financial statements (Statement of Net Assets, Statement of Activities, and all Fund Financial Statements that have yet to be audited) by October 1, 2013 along with a letter from your auditor explaining why the deadline will not be met -- and then submit the Audit Report when it is completed.

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If this applies to your school, please note that your school's legal obligations are not met unless you BOTH submit the unaudited financial statements by October 1, 2013 AND then submit the Audit Report when it is completed.

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STEP ONE: Request that your Auditor present to you in a PDF file your FY 2013 Audit Report or (if your Audit will not be done by October 1) your FY 2013 unaudited financial statements with a letter explaining why the audit will not be done on time.

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STEP TWO: Attach the PDF file(s) you received from your Auditor in STEP ONE (*at line #48 above*) to the email you are sending us with your Annual Report Form (*see Line #24 above*).

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Documents or Information you may need as you answer the questions in this Annual Report Form

Legal Documents/Governance Information

- Your school's current charter contract
- Contact information for Chair of the School Governing Board
- Board meeting minutes for the 2012-13 school year
- Proof of non-profit status (*if required -- see Lines #4 and #37 above*)

Financial Documents

- Statement of Net Assets
- Unaudited Financial Statements
- Contract agreements with service providers
- Lease agreement (*if school has a lease*)
- Contact info for CFO and Auditor
- CFO's resume

Academic Data

- Progress toward your academic goals
- Significant accomplishments in the 2012-2013 school year

Personnel Information

- Certification information
- Background check information

Enrollment Information

- Enrollment numbers for 2012-13 and 2013-14 school years
- Lottery data and enrollment process

General School Information

- District and School Codes (accessible via <https://portal.doe.k12.ga.us/login.aspx>)
- Principal contact information
- Address(es) for school campuses

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FILLING OUT THE REST OF THE 2013 ANNUAL REPORT FORM

To fill out the rest of the 2013 Annual Report Form, please provide answers to each question beginning with Tab 2 and proceeding from tab to tab until you are done.

Instructions are provided throughout the Annual Report Form to clarify what is being requested and where you should place your answers.

Please note that if you are asked to type in an answer, the cell will expand to hold your entire answer.

This Annual Report Form has been formatted so you can print the first four columns of all 10 tabs at once. To do so, select File from the menu in the upper left of your screen, select Print, and then select Print Entire Workbook.

If you need additional info about anything in the Annual Report Form, please send your questions via email to BOTH lerste@doe.k12.ga.us AND jclarkedodd@doe.k12.ga.us and be sure to include the specific line number(s) about which you are asking. You will receive a reply within two business days.

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THANK YOU!

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**You have reached the end of Tab 1: Instructions and Required Attachments.
Please proceed to Tab 2: Core Questions and begin answering the questions there.**

Charter Schools - 2013 Annual Report Form

2. CORE QUESTIONS (Required)

This section gives you a chance to share with us your school's significant accomplishments from the 2012-13 school year, along with basic information regarding your school's current charter contract, the grades you serve, your enrollment, your authorizer, and your lottery, governing board, finance, budget, and operations information.

Line #

90 CONTACT INFORMATION FOR THE PERSON WHO COMPLETED THIS SURVEY	
91 Tell us how best to reach you in case we have any questions about your survey answers	Put your contact information in this column
92 Your name	Matt Underwood
93 Your title	Executive Director
94 Your direct phone number	404-624-6226
95 Your email address	munderwood@atlncs.org

96 SIGNIFICANT ACCOMPLISHMENTS	
97 Please enter your charter school's official mission statement below	
98 <i>The mission of the Charter School is to use the common principles of the Coalition of Essential Schools to create a community of deeply engaged families and educators working to foster extraordinary levels of student achievement in an inclusive, constructivist learning environment that values every individual and prepares students to be effective global citizens in a diverse global society.</i>	
99 Please list up to five of your school's significant accomplishments for the 2012-13 school year in the spaces below. Please include any community partnerships or activities that were new for the 2012-13 school year. Additionally, if your school has seen any dramatic increases in student performance, please highlight those results here as one of your school's accomplishments.	
100 <i>Accomplishment #1</i>	On the 2014 CRCT: (1) the percentage of students exceeding standards on Reading, ELA, and Math increased from the year before, (2) 100% of all 5th
101 <i>Accomplishment #2</i>	On the 2014 Georgia Writing Tests: (1) 96% of 5th graders met or exceeded the standards, the highest percentage in the school's history, and (2)
102 <i>Accomplishment #3</i>	ANCS was named a finalist for the "Georgia Charter School of the Year" by the Georgia Charter Schools Association based on strong academic performance
103 <i>Accomplishment #4</i>	ANCS received nearly \$400,000 in grant funding, including a grant from the Aetna Foundation to create a health, food, and fitness program and the
104 <i>Accomplishment #5</i>	A diverse strategic planning committee helped to lead a process of updating ANCS strategic plan with broad stakeholder input, presented in a

105 ADDITIONAL SUCCESS INDICATORS	
106 Optional: Please enter any additional information you wish to provide that demonstrates the success of your charter school.	

107	CHARTER INFORMATION	
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108	CHARTER BASICS	Put information in this column
109	What is the name of your charter school that you use <i>in practice</i> (e.g., on your stationary)?	Atlanta Neighborhood Charter School
110	What is the <i>official</i> name of your charter school as listed in your charter?	Atlanta Neighborhood Charter School
111	What is the <i>beginning date</i> of your current charter term (MM/DD/YYYY)?	7/1/2011
112	What is the <i>ending date</i> of your current charter term (MM/DD/YYYY)?	6/30/2016
113	In what <i>month and year</i> was your <i>first charter approved</i> (MM/YYYY)?	Mar-11
114	In what <i>month and year</i> did your charter school first <i>open</i> (MM/YYYY)?	Jul-11
115	Is your school a Start-Up or a Conversion charter school?	Start-Up

116	AUTHORIZER INFORMATION	Put information in this column
117	Is your school a locally-approved school or a State Charter School?	Locally-Approved
118	If locally-approved, please provide the following information:	
119	Which school district(s) signed your charter?	Atlanta Public Schools
120	Name of your district's charter liaison	Allen Mueller
121	Charter liaison's title	Director, Office of Innovation
122	Charter liaison's direct phone number	404-802-2857
123	Charter liaison's email address	amueller@atlanta.k12.ga.us

124	GRADES SERVED AND TO BE SERVED	Put information in this column
125	What grades are you serving in 2013-14?	K-8
126	What grades will you serve at the end of your charter term?	K-8

127	ENROLLMENT	Put information in this column
128	How many students do you expect to have <i>enrolled</i> in your school in 2013-14?	Approximately 675

129	LOTTERY	
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130	LOTTERY		
131	Enter Yes or No for each School Year		
132	2012-13	2013-14	
132	Did your school conduct a lottery to fill any open seats?	Yes	Yes

133	LOTTERY DETAILS	Enter number for each School Year	
134	<i>If yes, please enter a number for each of the following:</i>	2012-13	2013-14
135	Number of lottery <i>participants</i> for each year in which you had a lottery	159	151
136	Number of <i>open seats</i> available before the lottery	31	65
137	Number of students who <i>accepted</i> the seat they won via the lottery	31	65
138	Number of students on the <i>wait list</i> as of the first day of school	152	150

139 **GOVERNING BOARD**

140	CHAIR OF THE GOVERNING BOARD	Enter answers for 2012-13 in this column	Enter answers for 2013-14 in this column
141	Name of your Governing Board Chair	Leslie Rowe	Grace Burley
142	Direct Phone Number	404-626-6224	404-376-0576
143	Email Address	lrowe@atlncs.org	gburley@atlncs.org
144	If you had more than one Governing Board Chair last year, please enter:		
145	Direct Phone Number of earlier Governing Board Chair		
146	Direct Phone Number		
147	Email Address		

148	GOVERNING BOARD MEMBERS AND MEETINGS	Enter answers for 2012-13 in this column	Enter answers for 2013-14 in this column
149	How many voting members are on the Governing Board?	9	9
150	How many meetings did the Governing Board have last year, and how many are scheduled for this year?	12	12
151	How many Governing Board members typically attended board meetings last year?	9	9

152	TRAINING FOR THE GOVERNING BOARD	Enter answers for 2012-13 in this column	Enter answers for 2013-14 in this column
153	How many <i>hours</i> of training were (and will be) offered to your governing board members?	Approximately 6	Approximately 6
154	<i>Who</i> did (or will) provide the governing board training?	Georgia Charter Schools	Georgia Charter Schools
155	What <i>topics</i> were and will be covered in the governing board training?	Board meetings structure and planning; governance	Board meetings structure and planning; governance
156	How many Governing Board members typically attended Board training?	9	9
157	How many Governing Board members attended <i>all</i> Board training sessions?	9	9
158	Did all Governing Board members attend <i>at least one</i> training session?	Yes	Yes

159 **OPERATIONS**

160	BACKGROUND CHECKS	Enter Answers in Space Below	
161	What percent of your current faculty and staff had a fingerprint/background check before they began employment at your school? <i>(Enter %)</i>	100%	
162	What percent of your faculty and staff have had a fingerprint/background check for the 2013-14 school year? <i>(Enter %)</i>	17%	
163	What percent of your current faculty and staff have a clearance certificate from GaPSC? <i>(Enter %)</i>	37%	

164	COMMON CORE PROFESSIONAL DEVELOPMENT	Enter Answers in Space Below	
165	What percent of your current faculty who teach <u>ELA</u> have completed the Common Core Professional Development ELA/Literacy Online Course? <i>(Enter %)</i>	0%	
	What percent of your current faculty who teach ELA have viewed the English Language Arts and CCGPS Professional Learning <u>WEBINARS</u> or recordings of <u>archived</u> WEBINARS? <i>(Enter %)</i>	0%	
166	What percent of your current faculty who teach Math have completed the Common Core Professional Development Math Online Course? <i>(Enter %)</i>	0%	
167	What percent of your current faculty who teach Math have viewed the Math and CCGPS Professional Learning <u>WEBINARS</u> and recordings of <u>archived</u> WEBINARS? <i>(Enter %)</i>	0%	

168	TKES/LKES	Enter Answers in Space Below	
169	Is your school participating in the 2013-2014 "hold harmless" TKES/LKES pilot option?	Yes	
170	Has your school completed the TKES/LKES training offered by your school district -- or, if you are a state charter school, by GaDOE?	Yes	
171	What percent of your teachers have completed the TKES orientation? <i>(Enter %)</i>	100%	
172	What percent of your teachers have completed their self-assessment on the 10 standards? <i>(Enter %)</i>	100%	

173	SCHOOL SAFETY PLAN	Enter Answers for each School Year	
		2012-13	2013-14
174	When did your school safety plan last revise its safety plan following your annual review of that plan? (MM/YYYY)	Jul-12	Jul-13
175	When did your local emergency management agency last review your school safety plan? (MM/YYYY)	Jul-12	Jul-13
176	When did GEMA (Georgia Emergency Management Agency) last review your school safety plan? (MM/YYYY)	Jul-12	Jul-13

177	RECORDS RETENTION	Enter Yes or No for each School Year	
		2012-13	2013-14

178	What is the title of the person on your staff who attended State records retention training in the past year?	Student Information Specialist	Student Information Specialist
179	What is the title of the person on your staff who is responsible for ensuring compliance with the State records retention schedule?	Student Information Specialist	Student Information Specialist

180	FINANCE & BUDGET		
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181	CHIEF FINANCIAL OFFICER	Enter answers for 2012-13 in this column	Enter answers for 2013-14 in this column
182	CFO's name	Kari Lovell	Kari Lovell
183	Direct Phone Number	404-624-6226	404-624-6226
184	Street Address	688 Grant St	688 Grant St
185	City	Atlanta	Atlanta
186	County	GA	GA
187	Zip Code	30315	30315
188	Email Address	klovell@atlncs.org	klovell@atlncs.org
189	Please indicate which of the following credentials your CFO has achieved (enter Yes or No for both years):	Enter Yes for all that apply in each School Year	
		2012-13	2013-14
190	Baccalaureate or higher degree in business, accounting, or finance from an accredited college or university	Yes	Yes
191	Minimum of four years experience in a field related to business or finance	Yes	Yes
192	Documented experience of ten or more years in the field of business and financial management	Yes	Yes

193	SPENDING PRIORITIES	Enter percentages for each School Year	
194		2012-13	2013-14
195	Administration (all non-instruction and non-facilities expenses)	4.50%	9.00%
196	Instruction (including teacher and substitute payroll expenses; textbooks; classroom supplies; classroom computers and instructional software; field trips; instructional equipment; library/media center payroll expenses, equipment & supplies; student assessment; classroom furniture; PE equipment; art supplies; and contracted education professional & technical services)	89%	83%
197	Facilities (including rent/lease/mortgage payments, grounds maintenance, maintenance & repair, utilities, fire safety & compliance, kitchen equipment, and security system)	6.50%	8.00%
198	Total (Do Not Enter)	1	1

199	FINANCIAL SUSTAINABILITY	Enter Yes or No for each School Year	
200		2012-13	2013-14
201	Did your school have (or is it projected to have) an <i>operating deficit</i> ?	No	No
202	Did your school have (or is it projected to have) a <i>cash reserve of 5% or more</i> ?	Yes	Yes

203	Did your school spend (or is it projected to spend) 15% or more of your operating budget on your <i>facility</i> (including rent/lease/mortgage payments, grounds maintenance, maintenance & repair, utilities, fire safety & compliance, kitchen equipment, and security system)?	No	No
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204	AUDIT INFORMATION		
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205	If your school is <u>required</u> to file Attachment 3 - Audit Report (see Lines #6-12 in Tab 1), please answer the following questions.		
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206	If your school is <u>NOT</u> required to file Attachment 3 - Audit Report (see Lines #6-12 in Tab 1), please skip to Line #220 below.		
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207	AUDIT FIRM	Enter answers for 2012-13 in this column	Enter answers for 2013-14 in this column
208	What is/was the name of your school's audit firm?	Warren Averrett	Warren Averrett
209	What is/was the license number of your school's audit firm?	454084437	454084437

210	AUDIT DEADLINE	Enter Yes or No
211	Will your school's audit firm have completed your audit in time to submit it by October 1, 2013?	Yes
212	If <i>NOT</i> , when will it be completed?	Enter completion date below (MM/DD/YYYY)

213	AUDIT RESULTS	Enter Yes for each School Year in which the answer applies	
214		2011-12	2012-13
215	For which of your audits did the report indicate you had received an <i>unqualified audit</i> ?	No	No
216	For which of your audits did the report include <i>findings or material weaknesses</i> ?	No	No
217	If findings or material weaknesses were NOT reported in either year on line #214 above, please proceed to Line #220 below.		
218	If findings or material weaknesses WERE reported in any year, please CONTINUE with the questions at Line #217 below.		

219	AUDIT RESPONSE - If findings or material weaknesses were reported in any year	Enter requested information for each School Year in which findings or material weaknesses were reported	
220		2011-12	2012-13
221	If findings or material weaknesses were reported in Line #214 above, what steps were taken to resolve and eliminate the finding or weakness?		

222	EDUCATION SERVICE PROVIDERS -- EMO (for-profit Education Management Organization), CMO (non-profit Charter Management Organization), or other service provider		
-----	---	--	--

223	DO YOU USE AN ESP FOR ANYTHING AT ALL?	Enter Yes or No for each School Year
-----	---	--------------------------------------

224	DO YOU USE AN ESP FOR ANYTHING AT ALL?	2012-13	2013-14
225	Did your school contract with an ESP for the 2012-13 school year or for the 2013-14 school year?	No	No
226	If NO for BOTH school years, please SKIP the next set of questions and proceed to Line #240 below.		

227	ESP NAME	Enter Yes only for those that apply in each School Year	
228	Please indicate which ESP your school contracted with for	2012-13	2013-14
229	Academica		
230	Charter Schools USA		
231	Connections Academy		
232	EdisonLearning		
233	Imagine Schools, Inc.		
234	K12, Inc.		
235	KIPP		
236	Mosaica Education, Inc.		
237	National Heritage Academies		
238	Other ESPs used (<i>Please insert names in space below and indicate Yes for each year in which the ESP provided services for your school</i>)	2012-13	2013-14
239	<i>Insert other ESP names here</i>		
240			
241			

242	You have reached the end of Tab 2: Core Questions.
-----	---

Charter Schools - 2013 Annual Report Form

3. ACCOUNTABILITY (Required)

This section gives you a chance to share your school's progress on the major academic and non-academic performance goals and measures in your charter contract.

The information for this section comes from both your charter contract (where you will find the goals and performance measures for each year) and your accountability system data (where you will find your actual performance for each year of your charter term)

INSTRUCTIONS:

1. Enter all the school years in your charter term in the green cells.
NOTE: You should enter the First Year of your charter in the First Year column (Column F), the Second Year of your charter in the Second Year column (Column K), and so on.
2. For Column E, refer to your current charter contract for the TOP FIVE academic and the TOP FIVE non-academic goals and up to five related performance measures for each of those 10 goals.
3. Enter the Target Performance for each year of your current charter term.
4. Enter the Actual Performance for each year of your current charter term that has already passed.
5. Finally, answer the three questions asked (in Columns H, I & J for the First Year of your charter; in Columns M, N & O for the Second Year of your charter, and so on) regarding whether the goal was met and, if not, why not, and what you did to address the failure to meet the goal.

NOTE: If you are in the first year of a newly renewed charter, enter your Goals, Performance Targets, and Actual Performance for each year of your just-ended charter.

NOTE: If you are in the first year of a brand new charter, enter only your Goals and Performance Targets for all five years.

	CHARTER GOALS AND PERFORMANCE MEASURES	ACCOUNTABILITY SPREADSHEET
244	Academic Performance Goals/Measures	Name of Goals and Performance Measures
245	ENTER THE SCHOOL YEAR IN THE GREEN CELLS	Performance Targets for FIRST YEAR of Charter Term
246	Academic Goal 1	2011-2012
247	Performance Measure 1.1	The Charter School will make Adequate Yearly Progress as defined by Georgia state requirements and No Child Left Behind. Students in all Subgroups will demonstrate proficiency and improvement over prior years' performance. (Note: AYP replaced with State Performance Targets (SPTs). For 2012, SPTs were Per charter
248	Performance Measure 1.2	During each year of the charter term, the Charter School will make Adequate Yearly Progress as demonstrated by meeting or exceeding the Annual Measurable Objectives for Mathematics and Reading/English Language Arts and all other requirements as established by the Department of Education. For 2012, SPTs were Per charter
249	Performance Measure 1.3	During each year of the charter term, the Charter School will demonstrate growth and increased rigor on the CRCT as represented by the following charts
250	Performance Measure 1.4	
251	Performance Measure 1.5	
252	Academic Goal 2	For 2012
253	Performance Measure 2.1	Each applicable year, students will demonstrate growth on the Iowa Test of Basic Skills (ITBS). Student cohorts will be formed in the third grade and will remain intact through the eighth grade. The performance on the third grade administration of the ITBS will set the baseline performance level for each cohort. Each cohort of third graders will get 10% closer to a NCE of 99 by the time that
254	Performance Measure 2.2	
255	Performance Measure 2.3	
256	Performance Measure 2.4	
257	Performance Measure 2.5	
258	Academic Goal 3	For 2012
259	Performance Measure 3.1	Each applicable year, students will demonstrate growth on the Georgia Writing Assessment. Student cohorts will be formed in the fifth grade and will remain intact through the eighth grade. The performance on the fifth grade writing assessment will set the baseline performance level for each cohort. Each cohort of fifth graders will decrease the students performing below standard by 20%
260	Performance Measure 3.2	
261	Performance Measure 3.3	
262	Performance Measure 3.4	
263	Performance Measure 3.5	
264	Academic Goal 4	90%
265	Performance Measure 4.1	The Charter School's Portfolio Assessment System will demonstrate student learning and progress annually across a variety of learning activities as derived from the requirements for the portfolio for each grade level. In an annual survey, at least 90% of families and students will indicate that the Portfolio Assessment System is an effective measure of student learning.
266	Performance Measure 4.2	
267	Performance Measure 4.3	
268	Performance Measure 4.4	
269	Performance Measure 4.5	
270	Academic Goal 5	
271	Performance Measure 5.1	
272	Performance Measure 5.2	
273	Performance Measure 5.3	
274	Performance Measure 5.4	
275	Performance Measure 5.5	
276	Non-Academic Performance Goals/Measures	Name of Goals and Performance Measures
277	ENTER THE SCHOOL YEAR IN THE GREEN CELLS	Performance Targets for FIRST YEAR of Charter Term
278	Non-Academic Goal 1	2011-2012
279	NA Performance Measure 1.1	Each year, the percentage of parents satisfied with the overall quality of their child's education as measured by a survey, shall meet or exceed 85%. 85%
280	NA Performance Measure 1.2	
281	NA Performance Measure 1.3	
282	NA Performance Measure 1.4	
283	NA Performance Measure 1.5	
284	Non-Academic Goal 2	Clean audit
285	NA Performance Measure 2.1	The Charter School will be economically sustainable. Each year, the Charter Schools will operate in a fiscally sound manner as measured by an external audit. Actual and proposed budgets for each school year will demonstrate effective allocation of resources. Balanced budget
286	NA Performance Measure 2.2	
287	NA Performance Measure 2.3	In each year of the charter, yearly balance sheets will demonstrate that the Charter School maintains adequate cash reserves. Cash reserves in
288	NA Performance Measure 2.4	In each year of the charter, the Charter School will meet all Generally Accepted Accounting Practices (GAAP) as demonstrated by external annual audit reports. Meet all GAAP
289	NA Performance Measure 2.5	
290	Non-Academic Goal 3	Update plan
291	NA Performance Measure 3.1	The Charter School's governing board will effectively promote the school's mission. The governing board will update the strategic plan for the Charter School annually. Update plan
292	NA Performance Measure 3.2	The governing board will conduct a formal quarterly review of the Executive Director. Reviews completed
293	NA Performance Measure 3.3	
294	NA Performance Measure 3.4	
295	NA Performance Measure 3.5	
296	Non-Academic Goal 4	
297	NA Performance Measure 4.1	
298	NA Performance Measure 4.2	
299	NA Performance Measure 4.3	
300	NA Performance Measure 4.4	
301	NA Performance Measure 4.5	
302	Non-Academic Goal 5	
303	NA Performance Measure 5.1	
304	NA Performance Measure 5.2	
305	NA Performance Measure 5.3	
306	NA Performance Measure 5.4	
307	NA Performance Measure 5.5	

You have reached the end of Tab 3: Accountability. Please proceed to Tab 4: School Info and continue answering the questions there.

Charter Schools - 2013 Annual Report Form

4. SCHOOL INFO (Required)

This section gives you a chance to share with us important information about your school's campuses and facilities and the grades you serve at each site, as well as information on the school leader at each site.

Line #

309

SCHOOL INFORMATION

310	CAMPUS INFORMATION	Enter MAIN CAMPUS information in this column	Enter 2nd campus information in this column
311	Name of campus (Please enter info for each campus)	ANCS - Elementary	ANCS - Middle
312	Street Address	688 Grant St.	820 Essie Ave.
313	City	Atlanta	Atlanta
314	County	Fulton	Fulton
315	Zip Code	30315	30316
316	Phone Number	404-624-6226	678-904-0051
317	Fax Number	404-627-8922	678-904-0052
318	Website	atlncs.org	atlncs.org
319	System Code	761	761
320	Building Code	505	206
321	School Code	505	206
322	Attendance Zone	Grant Park/Ormewood	NPU-W; City of
323	Grades offered at this site in 2013-14	K-5th	6th-8th
324	Do you plan to offer additional <i>grades</i> at this site in 2014-15?	No	No
325	If Yes, which grades will you add next year?		
326	Do you plan to add additional <i>enrollment</i> at this site in 2014-	No	No
327	If Yes, what percent increase in enrollment will you add next year?		
328	How many years has this campus been located in this facility?	10	7
329	Does the school own or lease/rent this facility?	Lease/rent	Own
330	If lease/rent, who is your landlord?	Atlanta Public Schools	
331	If lease/rent, does your school have plans to purchase this or any other facility for this campus?	No	
332	If lease/rent, what is the whole dollar amount of the monthly mortgage or lease payment?	\$0	\$9,200

333	LEADERSHIP INFORMATION	Enter MAIN CAMPUS information in this column	Enter 2nd campus information in this column
334	Principal name <i>(Please enter info for each campus)</i>	Lara Zelski	Cathey Goodgame
335	Title	Principal	Principal
336	Direct Phone Number	404-624-6226	678-904-0051
337	Email Address	lzelski@atlncs.org	cgoodgame@atlncs
338	Is this a new principal for 2013-14?	No	No
339	If new Principal this year, please list the former Principal's name for 2012-13		Matt Underwood

340 **You have reached the end of Tab 4: School Info.**
Please proceed to Tab 5: Best Practices and continue answering the questions there.

Charter Schools - 2013 Annual Report Form

5. BEST PRACTICES (Required)

Charter schools are known for implementing "Best Practices" in many areas -- from academics to operations to finances to governance.

This section gives you a chance to share with us all the best practices your school has already implemented or plans to implement this year.

We will be following up with you later for a separate study of the impact your best practices had on your performance outcomes -- and we will be sharing what is working in Georgia's charter schools in a report to be released later this year.

INSTRUCTIONS: For each best practice listed, please enter YES or PARTIALLY only for those that your school can provide hard evidence that it has or will fully or partially implement the practice.

Note: You do not have to provide hard evidence of these best practices as part of your Annual Report. It is not until we follow up with you later for the separate study of the impact your best practices had on your performance outcomes (mentioned above) that we will ask to see examples of the best practices being implemented at your school.

Line #

341

BEST PRACTICES

342

For which of the following **CURRICULUM** best practices can your school provide hard evidence that it has or will implement the practice?

343

CURRICULUM

Enter YES or PARTIALLY only for those that apply in each School Year

344

2012-13

2013-14

345

Advanced courses for middle grades

Partially

Partially

346

Advanced Placement courses

347

Career and technical education courses

348

College and career academy

349

Core Knowledge

350

Expeditionary Learning

351

Foreign language starting in early grades

352

If yes, at which grade did/will you start a foreign language?
(Enter grade for each year)

353

Gateway to College

354

International Baccalaureate Program

355

Learning-Focused

356

Montessori

357

Multiple Intelligences

358

Museum model

359

Paideia

360	Success for All		
361	STC for Children		
362	STEM		
363	STEAM		
364	Thematic Learning	Yes	Yes
365	Dual/Joint Enrollment in a post-secondary institution		
366	Work-based learning or internships outside of school for which students earn course credit		
367	Other Curriculum best practices <i>(Please insert in space below)</i>		
368	Understanding by Design	Yes	Yes
369			
370			

371	For which of the following <u>INSTRUCTION</u> best practices can your school provide <u>hard evidence</u> that it has or will implement the practice?		
372	INSTRUCTION	Enter YES or PARTIALLY only for those that apply in each School Year	
373		2012-13	2013-14
374	Constructivist or post-constructivist	Yes	Yes
375	Daily schedule posted for students to see	Yes	Yes
376	Data-driven instruction	Yes	Yes
377	If Yes to data-driven instruction, which method(s) does your school use?		
378	Student data binders in classroom	Yes	Yes
379	Data wall in faculty workroom or other non-public area		
380	Data wall in common area of the school		
381	<i>Other data-driven instruction (please enter below)</i>		
382			
383			
384	Differentiated instruction	Yes	Yes
385	Dual language		
386	Essential questions being addressed that day are posted for students to see	Yes	Yes
387	Hands-on, inquiry-based learning	Yes	Yes
388	Online or virtual courses		
389	Performance grouping (flexible grouping), with frequent	Yes	Yes
390	Project-based learning	Yes	Yes
391	RTI (Response to Intervention) for advanced students	Yes	Yes
392	RTI (Response to Intervention) for remedial students	Yes	Yes
393	Standards being taught that day are posted for students to see		
394	Virtual learning		
395	Other Instruction best practices <i>(Please insert in space below)</i>		
396	Co-teaching	Yes	Yes
397	Portfolio exhibitions	Yes	Yes
398			
399			

400	For which of the following <u>ASSESSMENT</u> best practices can your school provide <u>hard evidence</u> that it has or will implement the practice?		
401	ASSESSMENT	Enter YES or PARTIALLY only for those that apply in each School Year	
402		2012-13	2013-14
403	Use of a norm-referenced test (other than state assessments)	Yes	Yes

404	If your school uses a norm-referenced test or tests, please indicate which tests below for each year		
405	ITBS	Yes	Yes
406	MAP		
407	Other (Please enter names of tests below)		
408	STAR Reading and Math	Yes	Yes
409			

410	For which of the following <u>EFFECTIVE TEACHERS</u> best practices can your school provide <u>hard evidence</u> that it has or will implement the practice?		
411	EFFECTIVE TEACHERS	Enter YES or PARTIALLY only for those that apply in each School Year	
412		2012-13	2013-14
413	Continuous professional development in curriculum, instruction, and assessment	Yes	Yes
414	Professional development is <i>aligned</i> with instructional and/or operational <i>data</i>	Yes	Yes
415	Professional development is aligned with staff needs	Yes	Yes
416	On-site, full-time Curriculum Implementation Specialists in major subject areas	Yes	Yes
417	Curriculum Implementation Specialists spend time in the classrooms every day team teaching, coaching, modeling, and	Yes	Yes
418	On-site, full-time Behavioral Intervention Specialist		
419	Behavioral Intervention Specialist spends time in the classrooms every day team teaching, coaching, modeling, and observing		
420	New teacher mentoring and coaching	Yes	Yes
421	Teacher visits to effective schools and classrooms	Yes	Yes
422	Teacher peer-to-peer observations and feedback	Yes	Yes
423	Teacher collaborative <i>planning</i>	Yes	Yes
424	Teacher collaborative <i>grading</i>	Yes	Yes
425	Other <i>teacher-based</i> professional development (enter below)		
426	Critical friends groups	Yes	Yes
427			
428	Other <i>professional development</i> best practices (Please insert in space below)		
429			
430			
431			
432	Other <i>Effective Teachers</i> best practices (Please insert in space		
433			
434			
435			

436	For which of the following <u>INSTRUCTIONAL LEADERSHIP</u> best practices can your school provide <u>hard evidence</u> that it has or will implement the practice?		
437	INSTRUCTIONAL LEADERSHIP	Enter YES or PARTIALLY only for those that apply in each School Year	
438		2012-13	2013-14
439	Frequent classroom observations by Principal	Yes	Yes
440	Weekly observations of every classroom by Principal	Yes	Yes
441	Daily observations of every classroom by Principal	Partially	Partially
442	School focus walks	Yes	Yes
443	Review of focus walk data with staff	Yes	Yes
444	Regular review of instructional and operational data with staff	Yes	Yes

445	If Yes to "Regular review of instructional and operational data with staff", how frequently do these reviews occur?		
446	Use of leadership teams and master teachers	Yes	Yes
447	Monitor curriculum maps and lesson plans regularly	Yes	Yes
448	If Yes to "Monitor curriculum maps and lesson plans regularly", how frequently does this monitoring occur?		
449	Monitor fidelity to the instructional model and/or school philosophy	Yes	Yes
450	If Yes to "Monitor fidelity to the instructional model and/or school philosophy", how frequently does this monitoring occur?		
451	Monitor the use and effectiveness of professional development	Yes	Yes
452	If Yes to "Monitoring the use and effectiveness of professional development", how frequently does this monitoring occur?		
453	Monitor SPED compliance	Yes	Yes
454	If Yes to "Monitor SPED compliance", how frequently does this monitoring occur?		
455	Monitor RTI process	Yes	Yes
456	If Yes to "Monitor RTI process", how frequently does this monitoring occur?		
457	Other Instructional Leadership best practices (<i>Please insert in space below</i>)		
458			
459			
460			

461	For which of the following <u>EFFECTIVE OPERATIONS</u> best practices can your school provide <u>hard evidence</u> that it has or will implement the practice?		
462	EFFECTIVE OPERATIONS	Enter YES or PARTIALLY only for those that apply in each School Year	
463		2012-13	2013-14
464	Block schedule	Partially	Partially
465	Hybrid block schedule	Yes	Yes
466	Shortened class-time	No	No
467	Shortened day	No	No
468	Extended day	No	No
469	Extended year or year-round school	No	No
470	Extended week or weekend classes	Yes	Yes
471	Start the day with ELA/Reading	No	No
472	Start the day with 90 minutes or more of ELA/Reading	No	No
473	Uninterrupted 90 minutes or more of ELA/Reading at some point during the day	Yes	Yes
474	ELA/Reading taught across the curriculum	Yes	Yes
475	An hour or less of Math	No	No
476	90 minutes or more of Math	Yes	Yes
477	Math taught across the curriculum	No	No
478	An hour or less of Science	No	No
479	90 minutes or more of Science	Yes	Yes
480	Science taught across the curriculum	No	No
481	An hour or less of Social Science	No	No
482	90 minutes or more of Social Science	Yes	Yes
483	Social Science taught across the curriculum	No	No
484	Specials rotation includes Music	Yes	Yes
485	Specials rotation includes Art	Yes	Yes
486	Specials rotation includes Physical Education	Yes	Yes
487	Specials rotation includes a foreign language	Yes	Yes
488	Other Specials included in the rotation (<i>please list below</i>)		
489	Performing Arts	Yes	Yes
490			

491			
492	Multi-age grouping	Yes	Yes
493	Grades subdivided into small groups such as "houses" or	Yes	Yes
494	Single gender classes	No	No
495	Single gender school	No	No
496	Small class sizes	Yes	Yes
497	If small class sizes, what is average class size? 20 (K-5), 25 (6		
498	Looping	Yes	Yes
499	Personalized student learning plans	Yes	Yes
500	Personalized Student Achievement Plans (PSAPs)	No	No
501	Before school program	No	No
502	After school program	Yes	Yes
503	Pre-Kindergarten program	No	No
504	Community service opportunities	Yes	Yes
505	Transportation	Partially	Partially
506	Daily transportation	No	No
507	Transportation for programs	Yes	Yes
508	School nutrition program (breakfast/lunch)	Yes	Yes
509	Wrap-around services for <i>students</i>	Yes	Yes
510	What services are offered to <i>students</i> ?		
511	Wrap-around services for <i>families</i>	No	No
512	What services are offered to <i>families</i> ?		
513	Succession plan for Principal	Yes	Yes
514	Succession plan for other school leaders	Yes	Yes
515	Vertical and horizontal teaming	Yes	Yes
516	Regular assemblies	Yes	Yes
517	If Yes to "Regular assemblies", how frequently do the assemblies occur? Daily (K-5). Weekly (6-8)		
518	Regular communication with <i>all stakeholders</i> via newsletters, website, social media, etc.,	Yes	Yes
519	If Yes to "Regular communication...", how frequently does such communication occur? Daily		
520	If Yes to "Regular communication...", how frequently does communication with <i>parents</i> occur? Daily		
521	Academic and fiscal data is shared at least annually with	Yes	Yes
522	Use of community members and resources to enhance instructional program	Yes	Yes
523	Other Effective Operations best practices (<i>Please insert in</i>		
524			
525			
526			

527	For which of the following <u>ORGANIZATIONAL CULTURE</u> best practices can your school provide <u>hard evidence</u> that it has or will implement the practice?		
528	ORGANIZATIONAL CULTURE	Enter YES or PARTIALLY only for those that apply in each School Year	
529		2012-13	2013-14
530	Current student work placed on classroom and hallway walls	Yes	Yes
531	Positive discipline plan (<i>describe below</i>)	Yes	Yes
532			
533	Conscious Discipline	Yes	Yes
534	Positive Behavioral Interventions & Supports (PBIS)	Yes	Yes

535	Student uniforms	No	No
536	Faculty & staff uniforms	No	No
537	Collaborative culture among leadership, faculty & staff	Yes	Yes
538	Professionalism apparent across leadership, faculty & staff	Yes	Yes
539	Good working relationships across the leadership, faculty & staff	Yes	Yes
540	Personal relationships don't interfere with leadership, faculty & staff professional relationships	Yes	Yes
541	Leadership avoids favoritism	Yes	Yes
542	Parents feel welcome in the building	Yes	Yes
543	Parent involvement and volunteering is strong	Yes	Yes
544	Parents feel empowered within the school but do not interfere with school operations	Yes	Yes
545	Parents have effective organization to engage them in supporting the school	Yes	Yes
546	Personal relationships don't interfere between parents and leadership, faculty & staff	Yes	Yes
547	Bright colors on walls and floor	Yes	Yes
548	Well-lit classrooms	Yes	Yes
549	Well-lit common areas	Yes	Yes
550	Clean building	Yes	Yes
551	Clean restrooms	Yes	Yes
552	Clean school grounds	Yes	Yes
553	Building in good repair	Yes	Yes
554	Grounds in good repair	Yes	Yes
555	Other Effective Operations best practices (<i>Please insert in space below</i>)		
556			
557			
558			

559	For which of the following <u>GOVERNANCE</u> best practices can your school provide <u>hard evidence</u> that it has or will implement the practice?		
560	GOVERNANCE	Enter YES or PARTIALLY only for those that apply in each School Year	
561		2012-13	2013-14
562	Board has a leadership succession plan	Yes	Yes
563	Board meetings focus primarily on education	Yes	Yes
564	Board meetings include frequent review of student assessment results	Yes	Yes
565	Board meetings include a review of curriculum effectiveness	Yes	Yes

566	Board meetings include a review of the effectiveness of instructional methods	Yes	Yes
567	Board members participate in guided classroom walkthroughs at least once per year	Yes	Yes
568	Board members focus on governance and stay out of management decision making	Yes	Yes
569	Board members do not interfere with school operations	Yes	Yes
570	Board members donate volunteer time to the schools	Yes	Yes
571	Board members donate financially to the schools	Yes	Yes
572	Other Governance best practices <i>(Please insert in space below)</i>		
573			
574			
575			

576	For which of the following <u>OTHER BEST PRACTICES</u> can your school provide <u>hard evidence</u> that it has or will implement the practice?		
577	OTHER BEST PRACTICES <i>(enter below)</i>	Enter YES or PARTIALLY only for those that apply in each School Year	
578		2012-13	2013-14
579			
580			
581			
582			
583			
584			
585			
586			

587	You have reached the end of Tab 5: Best Practices.
588	You have therefore finished the five required tabs (Tabs 1-5) in this Charter Schools Annual Report Form.
589	If you choose to skip the remaining OPTIONAL questions in Tabs 6-10, you can now submit this Form along with required attachments (see Line #13 in Tab 1 for submission instructions).
590	If you choose to answer some or all of the OPTIONAL questions, please proceed now to Tab 6: Autonomy and answer the questions there.

Charter Schools - 2013 Annual Report Form

6. AUTONOMY (Optional)

You are not required to answer these questions, but we recommend that you do so since we would like your school to be included in our Fall 2013 analysis of the reasons some schools do so well at serving their students. This analysis will be included in our "Beating the Odds" analysis of charter schools CCRPI performance.

THANK YOU!

The basic "Charter Bargain" is an exchange of Autonomy for Accountability in which a charter school is granted the freedom to control everything about the school in exchange for agreeing to being held accountable for higher school performance.

This section gives you a chance to share with us all the ways your charter school has exercised Autonomy or *plans* to exercise Autonomy this year.

In other words, which of the many charter school freedoms from the law, rules and regulations, the State, and your local school district (if you are locally approved) have you used or will you use?

We will be following up with you later this fall for a separate study of the impact of your use of autonomy on your performance outcomes as part of the "Beating the Odds" CCRPI performance analysis.

NOTE: If you did NOT exercise autonomy in an area, please indicate whether it was Not Needed or Not Permitted by your local school district.

Line #

592

AUTONOMY

593

Which of the following decisions has your school's Principal/Leader or charter school governing board directly or indirectly made or affirmed? (For 2013-14, please indicate which decisions they are expected to directly or indirectly make or affirm)

594	CONTROL OVER THE PEOPLE IN THE SCHOOL	Enter Yes, Not Needed, or Not Permitted for those that apply in each School Year	
		2012-13	2013-14
595			
596	Professional development requirements and planning for staff	Yes	Yes
597	Selection of professional development vendors and resources	Yes	Yes
598	Evaluation of staff	Yes	Yes
599	Issuance of annual employment contracts from the non-profit governing board	Yes	Yes
600	At-will employment	Yes	Yes
601	Control over number of positions budgeted, type of positions, qualifications, roles, and job descriptions	Yes	Yes
602	Determine whether certification will be required	Yes	Yes
603	Control over ALL hiring decisions, transfers, promotion, demotion, lateral moves, and termination of all faculty and staff	Yes	Yes

604	Manage human resources independent of the local district including human resources policies, procedures, and handbooks	Yes	Yes
605	Establish work schedules of faculty and staff (hours per day, days per year, calendars, etc.)	Yes	Yes
606	Establish compensation model including salary schedules, bonus or performance based increases, supplements, and personal and professional leave, health, dental, disability, and other benefit plans offered (other than TRS, which is mandated)	Yes	Yes
607	Establish pay scale, experience, training, and other matters related to substitute teachers	Yes	Yes
608	Other examples of personnel autonomy and use of personnel waivers (enter in space below)		
609			
610			
611			

612	CONTROL OVER WHAT OCCURS IN THE SCHOOL	Enter Yes, Not Needed, or Not Permitted for those that apply in each School Year	
613		2012-13	2013-14
614	Selection of curriculum, including any changes in curriculum as needed to improve student achievement	Yes	Yes
615	Choose instructional delivery model(s)	Yes	Yes
616	Selection of courses and programs offered	Yes	Yes
617	Choice of textbooks, technology, and instructional materials	Yes	Yes
618	Establish additional graduation requirements	Yes	Yes
619	Set course and credit requirements	Yes	Yes
620	Establish seat time	Yes	Yes
621	Set student technology and physical education skill requirements	Yes	Yes
622	Create or modify Career Pathway curricula	Not needed	Not needed
623	Choose dual enrollment options	Not needed	Not needed
624	Choose credit recovery options	Not needed	Not needed
625	Utilize on-line learning platforms (i.e., Georgia Virtual School)	Not needed	Not needed
626	Establish additional mastery level requirements for performance	Yes	Yes
627	Select additional formative and/or summative assessment to determine student levels of mastery and growth	Yes	Yes
628	Establish delivery model, scheduling, staffing, and supplemental services for ELL, SPED, gifted and remedial programs	Yes	Yes
629	Establish curriculum maps, pacing charts, and methods for monitoring the curriculum	Yes	Yes

630	Establish lesson plan requirements for teachers	Yes	Yes
631	Set school calendar, including length of school year, holidays, early release days, etc.	Yes	Yes
632	Set daily/weekly school and/or class schedules, including length of school day	Yes	Yes
633	Select co-curricular and extracurricular activities	Yes	Yes
634	Establish after school and Saturday programs as needed	Yes	Yes
635	Set enrichment and/or advisory periods as needed	Yes	Yes
636	Establish fieldtrips including locations, date	Yes	Yes
637	Establish placement and promotion criteria	Yes	Yes
638	Set class size / student:teacher ratios	Yes	Yes
639	Set staff-to-student ratios for non-class times (i.e., lunch, recess, specials, transitions, etc.)	Yes	Yes
640	Set grading and reporting policies, plans, process, schedules, and formats	Yes	Yes
641	Manage curriculum and instruction affairs independent of the local district including curriculum and instruction policies, procedures, and handbooks	Yes	Yes
642	Other examples of curriculum and instruction autonomy and use of waivers (enter in space below)		
643			
644			
645			

646	CONTROL OVER THE SCHOOL'S FINANCES & BUDGET	Enter Yes, Not Needed, or Not Permitted for those that apply in each School Year	
		2012-13	2013-14
647			
648	Set budget priorities with funds received and exercise discretion over expenditure for all state and local funds, and as permissible, federal funds	Yes	Yes
649	Manage fiscal affairs independent of the local district, including financial policies and standard operating procedures	Yes	Yes
650	Choose CFO for the school and hold the CFO accountable for the school's finances	Yes	Yes
651	Choose independent auditor for the school	Yes	Yes
652	Obtain financing for the school, including ensuring that the school receives all the per-pupil funding to which it is entitled and raising additional funds through fundraising efforts	Yes	Yes
653	Maintain a reserve fund	Yes	Yes
654	Other examples of finance or budget autonomy and use of waivers (enter in space below)		
655			

656			
657			

658	CONTROL OVER THE SCHOOL'S OPERATIONS	Enter Yes, Not Needed, or Not Permitted for those that apply in each School Year	
659		2012-13	2013-14
660	Determine how the school uses the facility	Yes	Yes
661	Establishes school partnerships for school growth	Yes	Yes
662	Selects vendors aligned with needs of the school	Yes	Yes
663	Manages transportation decisions, including authority to contract for transportation service	Yes	Yes
664	Manages food service decisions, including authority to contract for food service	Yes	Yes
665	Selects information systems (i.e., Student Information System, financial information systems)	Yes	Yes
666	Establishes school size	Yes	Yes
667	Establishes school grade span different from typical primary, elementary, middle and high school public school models (i.e., 4-8, K-8, K-12)	Yes	Yes
668	Authority over attendance policies	Yes	Yes
669	Establish student code of conduct and behavior policies, plans, processes, and formats	Yes	Yes
670	Manage operational affairs independent of the local district including operational policies, standard operating procedures, and handbooks	Yes	Yes
671	Other examples of operational autonomy and use of waivers (enter in space below)		
672			
673			
671			

672	WAIVERS		
673	MOST VALUABLE WAIVERS USED	Enter Yes only for the MOST valuable waivers in each School Year	
674		2012-13	2013-14
675	Which of the following waivers were <i>most valuable</i> to your charter school in each year?		
675	Most Frequently Used		
676	65% Rule	Not needed	Not needed
677	Attendance	Not needed	Not needed
678	At-will contracts	Yes	Yes
679	Calendar flexibility	Yes	Yes
680	Certification - Administrators	Yes	Yes
681	Certification - Others	Yes	Yes
682	Certification - Teachers	Yes	Yes
683	Class size	Not needed	Not needed

684	Expenditure controls (expenditure of funds required)	Yes	Yes
685	Personnel required - employee classification	Yes	Yes
686	Salary schedule - Bonuses	Yes	Yes
687	Salary schedule - Rates	Yes	Yes
688	Others Used Regularly		
688	Alternative/Non-Traditional Education Programs (to address seat time requirements in grades 6-12)	Not needed	Not needed
689	Comprehensive Health and Physical Education as it relates to required minutes of instruction	Not needed	Not needed
690	Early Intervention Program (EIP) delivery requirements	Not needed	Not needed
691	English Language Learning Program (EL) delivery requirements	Not needed	Not needed
692	Gifted Program delivery requirements	Not needed	Not needed
693	Guidance Counselors	Not needed	Not needed
694	Promotion, Placement and Retention as it relates to protocols in the decision making process	Yes	Yes
695	Remedial Education Program (REP) delivery requirements	Not needed	Not needed
696	Seat time associated with the Graduation Rule	Not needed	Not needed
697	Statewide Passing Score (for districts desiring to issue standards based report cards in grades 4-12)	Not needed	Not needed
698	Other Waivers Also Used (<i>Please insert in space below</i>)		
699			
700			
701			

702	<p>You have reached the end of Tab 6: Autonomy.</p> <p>Please proceed to Tab 7: Authorizer and continue answering the questions there.</p>
-----	--

ANCS Diversity Coordinator

Responsibilities of role:

- Work with school leadership to insure the school and its enrollment process is well-publicized across the city and to insure barriers to entering into the enrollment process (language, lack of information, inability to attend information sessions, etc.) are removed for families
- Work with school leadership and parent leadership to help welcome families into the school and educate families about the educational program
- Recruit members for and serve as the facilitator of the school's diversity committee (composed of parents and teachers) and work with the committee's members to (1) conduct an annual diversity needs and attitudes assessment of the school community and (2) plan and implement appropriate diversity programming, activities, and/or training for students, faculty/staff, and/or families
- Collect and analyze demographic data related to student enrollment and attrition by attendance zone, race/ethnicity, gender, etc. and report on the analysis of this data annually

Reports to: Executive Director

Compensation: Annual stipend supplement of \$2,500

Qualifications:

- At least two years experience working at ANCS
- Experience working on issues of diversity and with people of diverse backgrounds, particularly in regards to socioeconomic status and race/ethnicity
- Demonstrated skill in facilitating groups

ANCS Governing Board Initiative Timeline 2014-2015

Task	Area	Status	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Teaching and Learning	School Leadership												
IB Task Force led by Cathey Goodgame	Goodgame												
By February, the task force will bring a fully-vetted recommendation to the board as to whether ANCS should pursue IB authorization.	E.D.												
Common Grading Practices	E.D.												
By October, the faculty/staff will adopt common grading practices that reflect 1.CES principles 2.Consistency across grade levels/campuses within the developmental differences as appropriate 3. Need for clarity in communicating information to parents.	E.D.												
Student Performance Assessments	E.D.												
By January 2015, the leadership team will present to the board a system of student performance assessments to measure student progress across all domains. This presentation will include an explanation of each assessment tool (including the new Georgia Milestones tests), what it measures, initial benchmarks where possible, and any associated costs.	E.D.												
Reduction of Class Size	E.D												
By March 2015, the leadership team will present to the board a plan for the phased reduction in class sizes across the school to support teaching and learning objectives and to align with budget priorities.	E.D												

Total investments held by ANCS

8/31/2014

Institution	Investment	Amount
Bank of North Georgia	Money Market	164.87
Bank of North Georgia	Operating accounts	<u>315,530.43</u>
		315,695.30
Edward Jones	CD	225,000.00 2 year - matures Nov 2015
Self-Help Credit Union	CD	226,219.21 2 year - matures Oct 2015
SunTrust Bank	CD	<u>206,300.81</u> 1 year - renews automatically
Total invested funds (not at BoNG)		657,520.02
Grand total ANCS funds		973,215.32

ATLANTA NEIGHBORHOOD CHARTER SCHOOL

Budget to Actual FY2015

YTD August 2014

Period Ended 08/31/2014

	YTD Actual	YTD Budget	YTD \$Variance	Annual Budget
Income				
Local/State Funding	\$673,873	\$690,938.20	(\$17,065)	\$6,909,382
Grants	\$234,165	\$0.00	\$234,165	\$0
Contributions & Fundraising	\$6,878	\$39,166.67	(\$32,289)	\$235,000
Program Income	\$68,473	\$76,916.67	(\$8,444)	\$461,500
Other Income	\$763	\$10,833.33	(\$10,071)	\$65,000
Total Income	\$ 984,152	\$ 817,855	\$ 166,297	\$ 7,670,882

Expenditures

Salaries and Benefits	\$955,377	\$ 1,018,944.33	\$ 63,568	\$ 6,113,666
Professional Development	\$60,634	\$ 9,750.00	\$ (50,884)	\$ 58,500
Curriculum & Classroom Expenses	\$43,241	\$ 14,720.50	\$ (28,521)	\$ 88,323
Program Expenses	\$4,297	\$ 50,777.50	\$ 46,480	\$ 304,665
Building & Grounds	\$123,097	\$ 80,448.17	\$ (42,649)	\$ 482,689
Books/Equipment/Furniture	\$135,739	\$ 24,489.00	\$ (111,250)	\$ 146,934
Professional Services	\$5,185	\$ 5,000.00	\$ (185)	\$ 30,000
Other Gen/Admin/Insurance Expense	\$50,530	\$ 20,013.33	\$ (30,516)	\$ 120,080
Nutrition Program Purchases	\$19,151	\$ 31,133.33	\$ 11,982	\$ 186,800
Equipment Rental (Copiers)	\$5,244	\$ 5,500.00	\$ 256	\$ 33,000
Fundraising Expenses	\$650	\$ 16,416.67	\$ 15,767	\$ 98,500
Total Expenditures	\$1,403,145	\$ 1,277,193	\$ (125,952)	\$ 7,663,157
Operating Income/Loss	\$ (418,993)	\$ (459,338)	\$ 40,345	\$ 7,725

Business Operations Dashboard

Finance “Big Rocks”	Operations “Big Rocks”
<ul style="list-style-type: none"> ✓ Refinancing for MC <input type="checkbox"/> Produce 2015–2016 Annual Budget <input type="checkbox"/> Annual Financial Audit Report / Firm Selection (March 2015) <input type="checkbox"/> Fixed Asset Audit <input type="checkbox"/> Support for Charter Renewal 	<ul style="list-style-type: none"> ✓ Implement “in-house” food service <input type="checkbox"/> Approve Technology Plan (Oct. 2014) <input type="checkbox"/> Phase One MC projects <input type="checkbox"/> Long-term facilities plan
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <ul style="list-style-type: none"> ✓ Completed <input type="checkbox"/> In Progress <input type="checkbox"/> Not Started </div>	
Operating Cash (Checking + MMA) (as of 9/11/14)	\$316K (Bank of North Georgia)
Investments (CDs) (as of 9/11/14)	\$658K (Edward Jones + Self-Help + SunTrust)
Line of Credit (as of 9/11/14)	\$0K
# Students (as of 9/11/14)	667
YTD Operation Income or (Loss) (as of 9/11/14)	\$(418,993)

RESOLUTION 2014-2015

FINANCIAL INFORMATION

As required by the ANCS Governing Board of Directors Financial Policy, the following information is presented for the 2014-2015 Financial Resolution.

1. Banks where ANCS has accounts.

- Bank of North Georgia - Primary
- Edward Jones (BMW Bank of North America) - C.D.
- SunTrust Bank - C.D.
- Self-Help Credit Union – C.D.
- PayPal - Clearing Account for donations & payments

2. Designated check signatories.

- Executive Director - Matt Underwood
- Principals - Lara Zelski & Cathey Goodgame
- GBOD Finance Chair – Mitch White
- PTCA account only - PTCA Treasurer – Erin Miller

3. Limits of checks and payments expressed in dollar amounts.

- Payments over \$25,000 must be approved by Governing Board.

4. Designee/signatory for all employee contracts.

- Executive Director, Matt Underwood signs all employee contracts.

5. Confirmation and approval of any ongoing vendor contracts that may have changed since the approval of the budget. This includes any contracts for outside services such as field trip operators/providers. This also includes contract limits.

- GBOD must approve vendor contracts over \$25,000 or any vendor providing services directly to students/families on behalf of the school that total more than \$25,000.
- Executive Director approves all others.



6. Confirmation of any lines of credit or loans that need to be re-signed/re-authorized.

- Line of Credit at Bank of North Georgia renews on 12/14/2015
- Mortgage Loan at Self-Help Credit Union must be refinanced by 2021.

7. Confirmation of reserve fund policy.

- The reserve fund policy development is in progress.

8. Confirmation of where financial records and documents are kept and how they are accessed.

- Financial records are kept in the office of the Director of Business & Operations. They can be accessed upon request. Accounting software : Quickbooks for Non-Profits

Related Policies

See "Financial Resolutions" on page 34

Approval

Policy approval date:
[dd mmm yyyy]

Policy effective date:
[dd mmm yyyy]

Policy review date:
[dd mmm yyyy]



ATLANTA NEIGHBORHOOD
CHARTER SCHOOL

helping students learn to use their minds well

Technology Plan 2014-2017

Governing Board Meeting September 16, 2014



- Technology committee formed January 2014
 - Subcommittee of Business Operations Committee
- Goals:
 - Review current status
 - Make recommendation for multiple-year tech plan
- Members:
 - Mike Boardman (MC Tech Specialist)
 - Cheryll Booth (EC Tech Specialist)
 - Erik Droutman(Parent)
 - Jill Hanson (EC Media Specialist)
 - Jim Draughn (Parent)
 - Kari Lovell (Director of Bus. Ops.)
 - Lindy Settevendemie (MC Teacher)
 - Mitch White (Board)



- Met approximately 10 times Jan-May
 - Calendered meetings
 - Copied PTCA President, Executive Director on most correspondence
- DRAFT plan finalized over the summer
 - Presenting to PTCA September 9th, 2014
 - Presenting to Governing Board September 16th, 2014
 - Will be presenting to faculty during meetings in September
 - Governing Board vote expected October 21st, 2014



- **Guiding Principles:**
 - Technology should support our goal of personalized instruction
 - Technology should be ONE tool to promote personalization, project-based learning, and authentic assessment
 - Teachers and students should be the primary drivers of how technology is used; they should have flexibility in how and when to use technology
 - Technology should be readily accessible, reliable, and easy-to-use



Embrace Google Apps for Education (GAFE)

- Cloud storage
- Collaboration (Docs, Sheets, Presentation)
- Email for faculty and staff
- 5th-8th graders will get personal accounts without email
- Free, and not dependent upon APS



Upgraded wireless

- Enterprise-grade, reliable, fast, wireless that requires minimal management
- Almost everything else depends on this
- Also important as testing goes online
- Completed July, 2014



Teacher Laptop Replacement Schedule

- Adopt a standard of teacher laptop replacement every three years
 - $\frac{1}{3}$ of teachers should receive a new laptop every year
 - In no case should a teacher ever have a laptop older than four years

Student Computers

- Enough to support three classes using simultaneously
- Must support all APS / DOE testing requirements
- Maintain library and lab on MC for full class groups



Explore ways to reduce paper consumption

- GAFE document sharing with older students
- Print management software on copiers
- Improved diagnostic information

Enterprise and campus-wide solutions for:

- Firewall and content-filtering
- Antivirus software
- Student Information System

Explore hiring 3rd technology resource (2015-2016)



- Questions or feedback:

- Mike Boardman (MC Tech Specialist)

- Cheryll Booth (EC Tech Specialist)

- Erik Droutman (Parent)

- Jill Hanson (EC Media Specialist)

- Jim Draughn (Parent)

- Kari Lovell (Director of Bus. Ops.)

- Lindy Settevendemie (MC Teacher)

- Mitch White (Board) mwhite@atlanacs.org or 404-808-3436

September 2014
Atlanta Neighborhood Charter School
Technology Plan: July 2014 – June 2016

Technology Committee

The technology committee was formed by the Governing Board of Directors as an ad-hoc sub-committee of the business and operations committee of the Board in January of 2014. Its charge was to develop a multiyear technology plan for the school in support of the school’s mission and vision. The committee met approximately eight times over three months to inventory the current state of our technology and develop specific recommendations. The current technology committee is comprised of the following members:

- Cheryll Booth, EC technology specialist
- Mike Boardman, MC technology specialist
- Erik Droutman, parent
- Jill Hanson, EC library media specialist
- Jim Draughn, parent
- Kari Lovell, Director of Business Operations
- Lindy Settevendemie, MC teacher
- Mitch White, governing board member and committee chair

In addition, the chair of the of the business and operations committee (Gabe Damiani), the executive director (Matt Underwood), and the president of the PTCA (Rebecca Hudson) have been regularly copied on all committee correspondence and activity.

In order to ensure execution of this plan and continuity with its conclusions, the current technology committee recommends that the committee become a standing committee, with regular meetings scheduled monthly or quarterly starting in the 2014-2015 school year. The committee should regularly update the Governing Board at least twice a year.

Technology Vision – a teacher and student-driven approach

As a member of the Coalition of Essential Schools, ANCS is committed to personalized instruction based on individual needs and interests as well as the performance of authentic tasks. As a hands-on, constructivist community, we view technology as *one tool* to promote personalization, project-based learning, and authentic assessment. Teachers and students are empowered to explore creative and varied methods of instruction and learning, some of which will include technology, some of which will not. It is the goal of the school to provide reliable, easy-to-use technology tools to its teachers and students to support their learning goals. Teachers and students are the primary drivers of how technology will be used in a certain learning activity; the vision of the school is to make technology *available* and to provide the appropriate professional development and training to make the use of that

technology effective. Lessons and indeed classrooms will vary greatly in how often and how deeply technology is used, and that variance is consistent with the mission of the school. Our goal vis-à-vis technology is to make sure teachers and students have it available to use at their discretion.

Technology goals for 2014-2017 include:

- Standardizing around Google as our **cloud-based storage, backup and email system** for faculty and staff, and providing professional development for best practices in using the system.
 - Introducing student-managed accounts in the 5th grade (without email) allowing student storage, ownership and management of school work as directed by teachers.
 - Allowing and supporting management of student school accounts to personal accounts at the end of 8th grade as students graduate.
- Installing a robust, **centrally managed wireless network** ensuring reliable access throughout both campuses and capable of supporting several hundred devices connected simultaneously.
- Implementing a **three-year purchase cycle for teacher laptops** so at a minimum all lead teachers receive a new MacBook every three years.
- Maintaining **laptop carts** sufficient to support use during three classes on each campus simultaneously, and support all online standardized testing.
- Implementing a **flexible content-filtering system** that protects our students while giving teachers and staff maximum flexibility to use creative and appropriate websites.
- Implementing a standard, **school-wide anti-virus program** that protects all devices and programs from current known threats based (Potential vendor TBD)
- **Reducing printing and copying** costs while allowing teachers and staff to control what they print via a **print management system** and awareness campaign.
- Implement a **standard student gradebook system across both campuses** when gradebook committee has finalized its requirements.
- Maintain the use of the **current website** to support all public-facing communication needs including teacher websites, blogs, calendars, and other parent, student, and community communication.
- Continue to support the current **Destiny library inventory and management system**
- Continue to support the business office and its accounting system.
 - Ensure routine backup of business office files and programs
- Continue to support having **permanently installed projectors** for use in every classroom
- Continue to support having document cameras available as needed
- Evaluate and support the Student Information System and systems for Development / Advancement / Fundraising as needed
- Explore the **addition of a third, full-time technology employee** in addition to technology specialists on both campuses. Two full-time people currently support the technology needs of 669 students and 93 employees.
 - A primary goal of adding this employee is to **increase the amount and quality of professional development** we can provide our teachers.

Technology Budget:

Various line items on past budgets have corresponded to technology-related items, including telephones, copiers, Internet service, staffing for two full time technology specialists, and miscellaneous equipment and computers. During the past three to four years when state and local revenues were cut to the lowest level in school history, there was no budget for replacement of teacher laptops and many maintenance functions went unaddressed. The technology committee has requested an increase in the annual budget of \$45,000 starting in 2014-2015 to create a three-year cycle of laptop replacement (for teachers), routine maintenance, the implementation of content-filtering and anti-virus programs, and related items. We also incurred a one-time \$24,900 expense in FY2014 to upgrade the wireless network.

Line Item	Category	Description	2014-2015 Budget**
2.3	Telephone and Utilities	Internet Service	\$8,820
2.3	Telephone and Utilities	Telephone	\$4,500
2.5	Gen/Admin	Copiers	\$30,000
2.7	Books/Equip./Furn.	Tech: Service, Training, & Supplies	\$7,500
2.7	Books/Equip./Furn.	Computers: Software/Other	\$7,334
2.7	Books/Equip./Furn.	Computers: Hardware	\$100,500*
Total			\$158,654

*Includes purchase of two new laptop carts and \$45,000 for teacher laptops, anti-virus program, content filtering, and a replacement reserve.

** Excludes personnel costs. Technology staffing for 2014-2015 includes two FTEs; expenses not included above. Third technology FTE may be added in 2015-2016 depending on budget.

Fund Development Report

- “ August 2014 total received:\$5495.58.
- “ Year to date received:\$6,877.80.
- “ Recent activities: Annual Campaign table was set up at State of the School meeting. We will setup for the next meeting for kindergarten families on Sept. 23 and at GP Special Friends Day/Fall Festival
- “ A new informational rack card has been prepared to distribute to families. It provides basic information about how funding works at ANCS and breaks down what funding we receive and why we need an annual campaign and auction. The card was shared at the “State of the School meeting” in August. We will also distribute in student folders.

- “ Preparation of Annual Campaign mailer is under way. Goal is to have the mailer ready by early October. New yard signs are being created for both campuses and a new thermometer for webpage.
- “ Event Updates:
- “ Date for first Fund Development social for new families is being finalized (Sept. 29 or Oct 5).
- “ Auction update: Finalizing auction date and location: Georgia Freight Depot, Saturday, March 7; 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:

- “ Possible weekly courier section on Annual Campaign beginning in October: short posts with info about fundraising at ANCS and importance of participation. Include “Why I give” narratives from grandparents, parents, teachers, students. Include these as facebook posts as well.
- “ Grandparents/Special Friend’s Day and Fall Festival: The PTCA has requested a switch of these events so that Fall Festival falls under PTCA and GPSF falls under Fund Development and has more direction from the school staff. Matt and Narin have met with Rebecca to discuss this transition and will slowly shift in this direction with this in place fully next year.
- “ Planning fundraising/Annual Campaign booth at Fall Festival and Annual Campaign ‘Kick-off’ activities for weekend of GPSF and Fall Festival

**Atlanta Neighborhood Charter School
Employee Hires and Losses Report - September 2014**

New Hires

Name	Position	Education	Certification Status	Years of Experience
Dorothy (Dottie) Pettes	Special Education Teacher (MC)	M.Ed, Hunter College	Georgia certification – special education	25+

Losses

Name	Position	Reason	Effective Date
Lillian Ransijn	Special Education Teacher (MC)	Resignation – moving out of state	9/22/14