

APPROVED



## The Anchor School

### Minutes

#### TAS General Board Meeting

Monthly Board Meeting

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#### Date and Time

Sunday January 29, 2023 at 10:00 AM

#### Location

Join Zoom Meeting

<https://us02web.zoom.us/j/85942969549?pwd=UURXNjIqd3FkZ1VSRVIEdHpqTmwxZz09>

Meeting ID: 859 4296 9549

Passcode: TAS

One tap mobile

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DRAFT MINUTES - NOT BOARD APPROVED

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#### Directors Present

D. Gregory, J. Burton, J. Whittington, L. Stephens, M. Sutton, T. Ramsey

#### Directors Absent

G. Matteson

#### Directors who arrived after the meeting opened

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L. Stephens

**Ex Officio Members Present**

J. Pinto Taylor

**Non Voting Members Present**

J. Pinto Taylor

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**I. Opening Items**

**A. Record Attendance**

**B. Call the Meeting to Order**

D. Gregory called a meeting of the board of directors of The Anchor School to order on Sunday Jan 29, 2023 at 10:14 AM.

**C. 1/29/23 Agenda**

J. Whittington made a motion to Approve the meeting agenda subject to moving Facilities update to later in the meeting sequence.

J. Burton seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

J. Burton	Aye
G. Matteson	Absent
M. Sutton	Aye
D. Gregory	Aye
J. Whittington	Aye
T. Ramsey	Aye
L. Stephens	Absent

**D. Approve Minutes**

T. Ramsey made a motion to approve the minutes from TAS General Board Meeting on 12-12-22.

J. Burton seconded the motion.

The board **VOTED** to approve the motion.

**Roll Call**

J. Burton	Aye
D. Gregory	Aye
L. Stephens	Absent
G. Matteson	Absent
T. Ramsey	Aye

**Roll Call**

J. Whittington Aye

M. Sutton Aye

**E. Public Comment**

Dawn Gregory invited public comment and seeing none proceeded with the meeting.

**II. Community Engagement Committee**

**A. TAS Marketing Updates/Strategy**

Jasmine Burton updated the Board on the social media marketing activities by Flylight, specifically the LinkedIn campaign. The Board discussed a focus on zip codes as part of the marketing plan efforts.

**B. Fellowships**

Jasmine Burton updated the Board on upcoming activities related to the New School Venture Fund Fellowship.

**C. Events**

Josh Pinto Taylor updated the Board regarding the recent school choice expo at Georgia State which resulted in good exposure, completed applications, and community awareness. Dr. Pinto-Taylor noted an increase in community engagement events over the next 3 months to meet enrollment targets, especially now that the school location/address has been finalized. A dashboard updating enrollment against target will be developed and provided to the Board.

**D. TAS Board Communications**

Jasmine Burton announced that information regarding Board social media (e.g. LinkedIn) marketing strategy and email standards will be sent to ensure consistent messaging. The Board was encouraged to use their various social media platforms to drive awareness and enrollment.

**III. Development**

**A. Board Fundraising**

Josh Pinto-Taylor reported that all Board Members have declared a monetary commitment and that the collection to date is around \$7000 (as reported in the portal). Maureen Sutton volunteered to manage the dashboard relative to stated Board giving commitment against collection. Dr. Pinto-Taylor encouraged the Board to think about different strategies to drive development such as naming classrooms. Discussion ensued around strategies to engage corporate donations and potential donor structure. L. Stephens arrived.

## IV. Finance

### A. Financial Health Report

Jaamal Whittington provided updates regarding the large transactions flowing through to date, that the TAS balance was in good shape relative to amount and flow, and the need to be attentive to financial activities over the next few months, especially as new hires are brought onboard. Josh Pinto-Taylor reported on grant applications in progress and status.

### B. CFO Vote

T. Ramsey made a motion to approve Dan Cembrola (EdTec) as The Anchor School, CFO.

J. Whittington seconded the motion.

The board **VOTED** to approve the motion.

#### Roll Call

M. Sutton	Aye
J. Burton	Aye
L. Stephens	Aye
D. Gregory	Aye
G. Matteson	Absent
J. Whittington	Aye
T. Ramsey	Aye

## V. Facility

### A. Facility Committee Brief

Laura Stephens provided an update on the efforts to finalize The Anchor School lease for 2460 Wesley Chapel Road, Decatur, GA 30035. The Board expressed their gratitude for the collective hard work of the Facilities team, especially Laura's efforts (supported by Franklin Street). Learnings from the commercial deal/approach will be aggregated and can be shared with other GA charter schools and support teams. The Board will consider a broader corporate recognition strategy for in-kind work/contributions.

### B. Executive Session - Discussion of facility and lease options pursuant to OCGA 50-14(b)(1)(B)

D. Gregory made a motion to move into executive session at 10:51am to discuss lease terms.

M. Sutton seconded the motion.

Discussion of lease terms lasted until 10:59am

The board **VOTED** to approve the motion.

## VI. Governance

### A.

## Compliance Requirements

Dawn Gregory reminded the Board to sign-up for the SCSC mandatory training sessions in March and April 2023. Jaamal Whittington will share information regarding Board fingerprinting and background checks, with the expectation that Board Members set appointments as soon as possible.

### B. Staff Handbook - Review

Josh Pinto-Taylor reported work on the staff handbook and that Board review/approval would occur at the February 2023 Board Meeting.

### C. Board Membership

L. Stephens made a motion to approve Emily Isbell as a Board Member.

J. Whittington seconded the motion.

The Board discussed and reviewed Emily Isbell's bio and resume for appropriateness as a Board Member.

The board **VOTED** to approve the motion.

#### Roll Call

L. Stephens	Aye
T. Ramsey	Aye
D. Gregory	Aye
J. Whittington	Aye
M. Sutton	Aye
J. Burton	Aye
G. Matteson	Absent

## VII. Closing Items

### A. Public Comment

No public in attendance.

### B. Summary of Actions

- Enrollment dashboard to be created for metric monitoring.
- Academic/Engagement committees to discuss enrollment strategies with TAS leadership.
- LinkedIn marketing strategy and email guidelines to be provided to the Board.
- Board financial commitment/collection dashboard to be created.
- Dan Cembrola appointed as TAS CFO.
- Corporate partnerships/in-kind contribution recognition strategy to be evaluated.
- High-level learnings from facilities procurement/lease negotiations to be aggregated.
- Board members to sign up for March and April SCSC mandatory trainings.

- TAS Staff Handbook to be presented for approval at next TAS General Board Meeting.
- Emily Isbell approved for TAS Board membership.
- Board members to set appointments for fingerprinting and background checks as soon as possible.

### **C. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 11:13 AM.

Respectfully Submitted,  
M. Sutton

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**The Anchor School** is a village of educators, families, and community members that partners with 6th through 12th-grade students who are developing the knowledge, skills, and confidence they need to thrive in school and beyond. Through our commitment to excellent instruction, community partnerships, and holistic student development, we cultivate anchors that build a more just and equitable future.

*\*In August 2022, the SCSC authorized TAS as a GA Charter School with approval to enroll students who will be in the 6th grade in the fall of 2023.*