

APPROVED



## The Anchor School

### Minutes

#### Board of Directors Meeting

Monthly BOD Meeting

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##### Date and Time

Monday February 12, 2024 at 7:00 PM

##### Location

Topic: TAS General Board Meeting Room

Join Zoom Meeting

<https://us02web.zoom.us/j/7641521775?pwd=U05NSDBWN3FEQmQ1RFdSWEIQbDBVQT09>

Meeting ID: 764 152 1775

Passcode: TAS

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- +1 669 900 6833 US (San Jose)
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Meeting ID: 764 152 1775

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Find your local number: <https://us02web.zoom.us/u/kcLvj6xFrf>

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### **Directors Present**

D. Gregory (remote), D. Grissom (remote), E. Desprez Isbell (remote), J. Anfield-El (remote), J. Burton (remote), J. Whittington (remote), L. Stephens (remote), N. LeBlanc (remote), T. Ramsey (remote), V. Thompson (remote)

### **Directors Absent**

*None*

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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 Monday Feb 12, 2024 at 7:08 PM.

### **C. Approve Minutes**

E. Desprez Isbell made a motion to approve the minutes from Board of Directors Meeting on 01-24-24.

V. Thompson seconded the motion.

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

### **D. Public Comment**

Public attendance but no public comment.

## **II. Finance**

### **A. Financial Statements Review**

No financial update this month since the Board meeting was moved up. Will be shared with the Board once ready.

## **B. Fundraising Updates**

- Fundraising task force has kicked off, and will meet bi-weekly.
- Determining on-going fundraising initiatives and one (possibly two) fundraising events to meet our FY24 goal of raising \$25,000.
- Task force will also establish a fundraising infrastructure for the 24-25 school year.

## **C. Facility Financing Vote**

L. Stephens made a motion to defer the Board's vote on a lending option until an upcoming meeting held on Feb 20.

D. Grissom seconded the motion.

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

### **Roll Call**

J. Anfield-El	No
D. Grissom	Aye
E. Desprez Isbell	No
D. Gregory	Aye
N. LeBlanc	Aye
V. Thompson	Aye
L. Stephens	Aye
T. Ramsey	Aye
J. Whittington	Aye
J. Burton	Aye

## **D. Fiscal Policies Updates**

- 3 areas that require corrective actions to our fiscal policies as determined by the SCSC:
  - Adding a grievance procedure
  - Updated language to Conflict of Interest policy
  - Fiscal: Including documentation for inventory control system and how we safeguard against theft, loss and damage
- Dr. Pinto-Taylor asks the Board to vote on approving the corrective action plan
  - Includes the Board signing an updated Conflict of Interest policy. Due to the SCSC by Feb 20.

T. Ramsey made a motion to approving the fiscal policy updates as determined in our corrective action plan.

E. Desprez Isbell seconded the motion.

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

## **E.**

## **Line of Credit Discussion**

- Dr. Pinto-Taylor and the Board are still exploring line of credit options
- A line of credit could help us with summer spending, and will help us maintain cash on hand (a requirement)
- The Executive Committee will investigate any mandated statutes for line of credit borrowing

## **III. Academic and Operations Updates**

### **A. Enrollment Updates**

- 81 students currently enrolled
- Keeping enrollment open through Spring
- Over 150 interested families
- Board efforts will be needed in March/April/May to maximize enrollment
- Staff canvassing happening soon - Board is invited to participate

### **B. Academic Dashboard(s)**

- Next academic dashboard will be ready in March

### **C. Teacher Credentials / Funding Implications**

- Some of the school's current teachers are not certified in Georgia (not a state requirement), but they must be on a 3-year plan towards certification (our own policy)
- Emily considers that we may want to have a separate pay scale for uncertified teachers

### **D. Operational Updates**

- All corrective action and fiscal policy updates were voted on in this meeting.

## **IV. Governance**

### **A. Executive Committee Briefing**

- The committee reviewed monitoring report; the Board has voted on those updated today.
- Next Board retreat in planning.

### **B. Policy & Procedure Reviews / Revisions**

- Dr. Gregory emailed the Board with extensive policies and procedures that the Board needs to review and potentially revise.

### **C. LKES Update**

- Several Board members are training to get certified
- Emily and Dr. Gregory have become certified
- Pre-evaluation conference will be held with Dr. Pinto-Taylor this Friday

### **D. Compliance, Regulatory, and Licensure Updates**

- Governance training must be completed by all Board members by April 30

### **E. HR Consultant Recommendation**

- The school has completed due diligence for an HR consultant for as-needed support
- Dr. Pinto-Taylor recommends a preferred consultant today

N. LeBlanc made a motion to approve the recommended consultant.

D. Grissom seconded the motion.

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

#### **Roll Call**

V. Thompson Abstain

## **V. Facility Updates**

### **A. Maintenance & Expansion**

- Laura is reviewing lease terms and CAM as we prepare for financing.

## **VI. Community Engagement**

### **A. Community Engagement Calendar**

- NewSchools Funder Partner visit happened on Feb 9
- Co-Design kick-off meetings will happen on Feb 29
- TAS canvassing with staff will happen on Mar 11
- Community Shoutouts have started

### **B. Leadership Engagement Calendar**

No updates

### **C. Public Comment**

## VII. Closing Items

### A. Commitment Summary

- Dr. Gregory, and Jaamal, Dr. Pinto-Taylor and EdTech will meet on Thursday
- Additional Board meeting will be held on Feb 20 to review/approve a lending option
- The Board commits to reviewing all procedures and policies for next month's meeting

### B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:01 PM.

Respectfully Submitted,

N. LeBlanc

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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.*