

APPROVED



## The Anchor School

### Minutes

#### Executive Committee Meeting

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##### **Date and Time**

Tuesday February 6, 2024 at 7:30 PM

##### **Location**

Dr. Dawn Gregory is inviting you to a scheduled Zoom meeting.

Topic: TAS Executive Committee Meeting

Time: Jan 29, 2024 07:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/87903117385?pwd=dHINUEZtU3dyTEpDQ0VaVFZpclc0Zz09>

Meeting ID: 879 0311 7385

Passcode: TAS

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One tap mobile

+16469313860,,87903117385#,,,,\*578917# US

+13017158592,,87903117385#,,,,\*578917# US (Washington DC)

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Dial by your location

646 931 3860 US

Meeting ID: 879 0311 7385

Passcode: 578917

Find your local number: <https://us02web.zoom.us/j/87903117385?pwd=dHINUEZtU3dyTEpDQ0VaVFZpclc0Zz09>

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##### **Committee Members Present**

D. Gregory (remote), J. Anfield-EI (remote), J. Whittington (remote), N. LeBlanc (remote)

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## Committee Members Absent

None

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### I. Opening Items

#### A. Record Attendance

#### B. Call the Meeting to Order

N. LeBlanc called a meeting of the Executive Committee Committee of The Anchor School to order on Tuesday Feb 6, 2024 at 7:36 PM.

#### C. Approve Meeting Minutes (1/16/2024)

N. LeBlanc made a motion to approve the minutes from Executive Committee Meeting on 01-16-24.

J. Anfield-EI seconded the motion.

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

### II. Governance

#### A. SCSC Monitoring Report

- One appeal (monthly revenue reporting) was accepted, refuting one area of deficiency
- The committee agrees that the Board needs immediate notification of the monitoring reports upon receipt by school leadership, empowering the board to address any potential deficiencies.
- Some financial policies need to be addressed
- Committee will review Dr. Pinto-Taylor's response to the monitoring report as a first next step
- Identifying need for operational rigor, roles and responsibilities of the Board and Dr. Pinto-Taylor when it comes to items such as reviewing the SCSC monitoring report.
- Jamaal will investigate SCSC and state guidelines for the RFP process for financing Phase 2 of building development

#### B. Strategic Planning

- A request to review our enrollment process and strategy
- Committee needs to execute bonus and re-enrollment process for Head of School
- Dr. Pinto-Taylor has queued up the Employee Handbook and the Family Handbook reviews/revision
- Board needs to review and understand the LEA state handbook

- Jamaal needs to work with Dr. Pinto-Taylor on 2024-2025 school year salary ranges, as part of the budgeting process

### C. Board Retreat Planning

The board strategy calendar and tasks will be updated during the annual retreat.

## III. Closing Items

### A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:48 PM.

Respectfully Submitted,  
D. Gregory

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### Documents used during the meeting

- SCSC\_FY24\_Fiscal\_Monitoring\_Results.docx
- Governance Task Details 2024.docx

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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.*