



ATLANTA NEIGHBORHOOD CHARTER SCHOOL

helping students learn to use their minds well

Atlanta Neighborhood Charter School

Board Meeting

Date and Time

Tuesday February 28, 2017 at 6:30 PM EST

Location

ANCS Elementary Campus - 688 Grant St 30315

Notice of this meeting was posted at each campus and on the ANCS website in accordance with O.C.G.A. § 50-14-1.

Agenda

I. Opening Items

Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

C. Approve Minutes from December 2016 Board Meeting

D. Approve Minutes from Prior Board Meeting

Approve minutes for Board Meeting on January 17, 2017

E. PTCA Report

Standing monthly report from the ANCS Parent-Teacher-Community Association

F. Principals' Open Forum

Standing monthly opportunity for ANCS principals to share highlights from each campus.

II. Old Business

A. 2017-18 School Year Calendar

Vote on proposed 2017-18 school year calendar

B. FY17 Budget Amendment

Regular mid-year adjustment of ANCS budget in line with adjusted revenue and expense projections

III. Executive Director's Report

A. 2017-18 SY Enrollment Update

Update on enrollment process for 2017-18 school year

B. CREATE Teacher Residency Program Update

Quarterly update on CREATE Program

C. IB MYP Candidacy Update

Quarterly update on ANCS's IB Middle Years Programme candidacy phase

IV. Business & Operations

Business & Operations

A. Monthly financial statements & reports

V. Fund Development

Fund Development

A. Monthly fund development report

VI. Governance

A. Monthly Governance Report

VII. Educational Excellence

Educational Excellence

- A. Monthly Educational Excellence Report
- B. Public Affairs Subcommittee Report

VIII. Executive Session

- A. Executive Session

The board *may* enter into executive session to discuss matters related to personnel, real estate, student discipline, and/or litigation in accordance with O.C.G.A. § 50-14-1.

IX. Closing Items

- A. Brief Meeting Reflection

ANCS board reflection on governance practices from board meeting

- B. Adjourn Meeting

Coversheet

Approve Minutes from December 2016 Board Meeting

Section: I. Opening Items
Item: C. Approve Minutes from December 2016 Board Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Board Meeting on December 13, 2016

DRAFT



ATLANTA NEIGHBORHOOD CHARTER SCHOOL

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Atlanta Neighborhood Charter School

Minutes

Board Meeting

Date and Time

Tuesday December 13, 2016 at 6:30 PM

Location

ANCS Elementary Campus - 688 Grant Street 30315

Notice of this meeting was posted at each campus and on the ANCS website in accordance with O.C.G.A. § 50-14-1.

Directors Present

Eric Teusink, Joyce Gist Lewis, Leigh Finlayson, Lia Santos, Meeghan Fortson, Melissa McKay-Hagan, Mitch White, Narin Hassan, Nicholas Chiles, Philippe Pellerin, Ryan Camp, Tara Stoinski, Tiffany Mitchell

Directors Absent

None

Directors who arrived after the meeting opened

Joyce Gist Lewis

Ex Officio Members Present

Matt Underwood

Non Voting Members Present

Matt Underwood

Guests Present

Cathey Goodgame, Kari Lovell, Kristen German, Lara Zelski

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Mitch White called a meeting of the board of directors of Atlanta Neighborhood Charter School to order on Tuesday Dec 13, 2016 at 6:33 PM.

C. Approve Minutes from Prior Board Meeting

Leigh Finlayson made a motion to approve minutes from the Board Meeting on 11-15-16 Board Meeting on 11-15-16.

Lia Santos seconded the motion.

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

D. PTCA Report

The PTCA report was read by the board. The report highlighted membership, Winterfest, upcoming teacher appreciation, and upcoming 3rd Friday Coffee.

E. Principals' Open Forum

Lara Zelski highlighted Winterfest, MAP testing, and the learning going on throughout the elementary school. Cathy Goodgame talked about the MAP test, upcoming extended advisory day and described the various projects students will be taking part in.

II. New Business

A. 2017-18 Board Term Extensions

Term extensions and selection of board chair and vice chair for 2017-2018 school year. Discussed the amount of openings if Mitch is voted to extend his term as board chair.

Tiffany Mitchell made a motion to 1) extend Mitch White's term as Board Member be extended for one more year, 2) extend M. White's term as Chair of the ANCS Governing Board for the school year 2017-18; 3) that T. Stoinski continue to serve in her current role as Vice-Chair of the ANCS Board for the school year 2017-18; 4) extend L. Santos' term as an ANCS Board Member for one additional year, 5) extend L. Santos' term as Governance Committee Chair for the 17-18 school year.

Leigh Finlayson seconded the motion.

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

III. Executive Director's Report

A. New Student Enrollment Outreach for 2017-18 School Year

Update on plans for new student enrollment outreach and weighted lottery for 2017-2018 school year. Matt Underwood presented the changes to enrollment materials and flyers, as well as other forms of outreach (meetings, canvassing, etc.). Discussed contacting parents of students that did not get in last year (as well as pros and cons of doing so). Noted the differences in the application process this year. Lottery vendor will be selected by January. Next year planning on outreach efforts occurring a little earlier.

B. Fall 2016 Feedback Surveys

Highlights from Fall 2016 feedback surveys of students, teachers/staff and parents/guardians. Notable increase in student satisfaction at ANCS. Discussed the percentage of students who say an adult knows them well and ways the middle campus is working to increase these numbers.

C. 2016 CCRPI Scores

Provided the board with the background of the CCRPI scores, and the change in score calculations. The scores are taken for each campus. The goal of ANCS charter is to be higher than the state and the district. Scores from both campuses are higher than district and state. Scores were then broken down by elementary schools in the district, and middle schools in the district. ANCS will continue to focus on reading and math Milestones as well as attendance.

IV. Educational Excellence

A. Monthly Educational Excellence Report

No update
No Educational Excellence Committee report this month.

B. Public Affairs Subcommittee Report

Eric Teusink gave his monthly report.
Joyce Gist Lewis arrived.

V. Business & Operations

A. Monthly financial statements & reports

Budget is going well. Grants to Green update, lighting is done, low flow toilets are done, and health insurance open enrollment is complete. Health insurance has been switched to Cigna. Upgrading system to keep track of copies.

VI. Fund Development

A.

Monthly fund development report

\$28,544 brought in last month. The amount is a little bit lower than last year. GA gives day was very close to last year's donations. The donation page on the ANCS website is being updated with a new system. CREATE funds have been added to the fund development position. Possibly end up with two people for two part-time positions. Positions should be in place by January. Continuing to seek out Auction Chairs.

VII. Governance

A. Monthly Governance Report

Met with the succession committee. Executive director feedback survey has been emailed. Board governance committee meeting, board nominations and mid-year retreat date. Reminder that board recruitment is everyone's job.

VIII. Executive Session

A. Executive Session

The Board entered into Executive Session to discuss Matt Underwood's Professional Development Plans for Summer 2017

Philippe Pellerin made a motion to approve the Executive Director's Professional Development proposal as put forth in Executive Session.

Tara Stoinski seconded the motion.

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

IX. Closing Items

A. Brief Meeting Reflection

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:40 PM.

Respectfully Submitted,
Melissa McKay-Hagan

Coversheet

Approve Minutes from Prior Board Meeting

Section: I. Opening Items
Item: D. Approve Minutes from Prior Board Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Board Meeting on January 17, 2017

APPROVED



ATLANTA NEIGHBORHOOD CHARTER SCHOOL

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Atlanta Neighborhood Charter School

Minutes

Board Meeting

Date and Time

Tuesday January 17, 2017 at 6:30 PM

Location

ANCS Middle Campus - 820 Essie Ave 30316

Notice of this meeting was posted at each campus and on the ANCS website in accordance with O.C.G.A. § 50-14-1.

Directors Present

Eric Teusink, Joyce Gist Lewis, Leigh Finlayson, Lia Santos, Meeghan Fortson, Melissa McKay-Hagan, Narin Hassan, Nicholas Chiles, Philippe Pellerin, Tara Stoinski, Tiffany Mitchell

Directors Absent

Mitch White, Ryan Camp

Directors who arrived after the meeting opened

Eric Teusink, Joyce Gist Lewis, Philippe Pellerin

Ex Officio Members Present

Matt Underwood

Non Voting Members Present

Matt Underwood

Guests Present

Cathey Goodgame, Elizabeth Hearn, Kristen German, Lara Zelski, Mark Sanders, Maya Jenkins, McKenzie Wren

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Tara Stoinski called a meeting of the board of directors of Atlanta Neighborhood Charter School to order on Tuesday Jan 17, 2017 at 6:34 PM.

C. Approve Minutes from Prior Board Meeting

The minutes could not be seen on Board on Track. A vote will be taken next meeting.

D. PTCA Report

An overview of previous PTCA Events were reported. As well as upcoming events (bingo, looking for new PTCA leadership).

Joyce Gist Lewis arrived.

E. Principals' Open Forum

Middle Campus 1st grade reports went home electronically. A health insurance company filmed a commercial, and offered the school money which will be used on students to possibly see the movie Hidden Figures.

Lara presented the attendance rate of the elementary campus. 1st round of progress reports were sent home. The elementary campus is doing research to see whether to continue professional development in Writing Workshop or to move into Reading Workshop professional development.

Eric Teusink arrived.

II. New Business

A. 2017-18 School Year Calendar

The most significant differences in this school calendar are the October and February breaks.

B. FY17 Budget Amendment

Philippe Pellerin arrived.

Amended budget will be presented for a vote next month.

III. Executive Director's Report

A. Diversity & Equity Update

A letter will be in the Courier about the weighted lottery, and the importance of a diverse student body. February 1st the application will go out electronically. The application for the lottery is only a few questions (verification will occur after the lottery.) The amount of weight depends upon how many economically disadvantaged students apply. Diversity sessions will also be held with parents. The Diversity and Equity Education team will also do some work with the board. The various types of diversity work that has been done with leadership, and the school as a whole was presented to the board. McKenzie Wren asked the amount of time the board wanted to spend working on diversity work. The board can choose to work with the diversity team philosophically, or looking inward to own personal bias. There will most likely be a lack of closure, and a continuous journey. Suggestion of having a retreat that focuses on this work.

B. Faculty/Staff Quality of Life Initiative Update

Presented previous ways the school has focused on this initiative. Compensation policy is looking to be updated. Also a clearer articulation for pathways of growth. Also looking to offer a study grant opportunity for teachers at ANCS for 5+ years.

C. January Personnel Report

IV. Governance

A. Monthly Governance Report

Finalizing and prepping for board retreat on February 4th. Succession plan will be reviewed with Matt and Mitch upon Mitch's return. Discussed board application process.

V. Educational Excellence

A. Monthly Educational Excellence Report

Next set of MAP scores possibly having a presentation of the different extremes. Next meeting MAP scores will be discussed.

B. Public Affairs Subcommittee Report

Public Affairs Update. Looking forward to participate in day at the capitol.

VI. Business & Operations

A. Monthly financial statements & reports

Not much to report. APS Allocation went down, due to the decrease in class sizes. May end up with a higher overall revenue amount. A new copier system will be implemented

soon. Solar panels for the EC will be installed during February. The EC received money from the filming in December at the Ark of Salvation church.

VII. Fund Development

A. Monthly fund development report

No formal report. Fund development numbers are higher this December than last December. Fund development/CREATE program position has been filled. Provided an Auction update. Sara Massey and Angelique Dumas Edwards will be chairing the auction this year. The event is scheduled for Saturday, March 11 at the Georgia Freight Depot.

VIII. Closing Items

A. Brief Meeting Reflection

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:00 PM.

Respectfully Submitted,
Melissa McKay-Hagan

Coversheet

PTCA Report

Section: I. Opening Items
Item: E. PTCA Report
Purpose: FYI
Submitted by:
Related Material: PTCA_report_feb2017.pdf

ANCS PTCA Report February 2017

Mini Grants

8 total grant applications totaling \$8,515.60
6 elementary campus
2 middle campus
6 funded at \$4,999.60

Events

Run With the Wolves

PTCA General Meeting

March 14

PTCA Executive Committee

Open positions

Upcoming PTCA Events

Third Friday Coffee EC:
February 24

General Board Meeting
March 14

Submitted by Joy Gray Prince

Coversheet

2017-18 School Year Calendar

Section: II. Old Business
Item: A. 2017-18 School Year Calendar
Purpose: Vote
Submitted by: Matt Underwood
Related Material: ANCS_Calendar_2017-18_v4.pdf

BACKGROUND:

Proposed calendar for 2017-18 school year; originally presented for review at January 2017 board meeting

RECOMMENDATION:

Approve 2017-18 school year calendar as presented



ANCS Calendar 2017-2018

Color Key: ■ First/Last Day ■ Teacher Professional Learning Day (Students do not report) ■ Holiday

July 2017						
S	M	T	W	Th	F	S
2	3	4	5	6	7	1/8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

3-7 ANCS Closed
 19-21 New Employee Orientation
 24 Faculty/Staff Retreat
 25-31 Teacher Pre-Planning Days

August 2017						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

1 First Day of School for Students

September 2017						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

4 Labor Day

October 2017						
S	M	T	W	Th	F	S
1	2	3	4*	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

9 Teacher Professional Learning Day
 10-13 Fall Break

November 2017						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

7 Election Day
 20-24 Thanksgiving Break

December 2017						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

25-29 Winter Break

January 2018						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

1-4 Semester Break
 5 Teacher Planning Day
 15 M.L. King, Jr. Birthday

February 2018						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

19-23 Winter Break
 23 Teacher Professional Learning Day

March 2018						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

19 Teacher Professional Learning Day

April 2018						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

2-6 Spring Break

May 2018						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

24 Last Day of School for Students; Early Dismissal
 25 Teacher Postplanning Day
 28 Memorial Day

June 2018						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Coversheet

FY17 Budget Amendment

Section: II. Old Business
Item: B. FY17 Budget Amendment
Purpose: Vote
Submitted by: Ryan Camp
Related Material: WellnessProposal.docx
Budget Amendment Proposal.pdf

BACKGROUND:

Proposed budget amendments (includes proposed wellness program description)

Wellness Committee Health Incentive Program Proposal

January 17, 2017

Introduction: The ANCS Wellness committee of faculty and staff would be formed to create an in-house wellness program in order to motivate and encourage staff members to lead an active and healthy lifestyle. This program would replace the Humana Vitality wellness program that was available to staff in 2016.

Budget Estimation: \$40,000 for calendar year 2017. Unused funds would roll forward to 2018, reducing the amount necessary to budget.

Proposal: The committee is proposing that a wellness incentive program be put in place in February 2017 and run through the calendar year. All staff members would be eligible to receive no more than \$300 in reimbursement for health and wellness related activities/program.

Items eligible for reimbursement:


- Gym membership
- Yoga, Pilates or Barre classes
- A Class Pass membership
- Registration for road races, or bike races
- Atlanta Track Club membership (or a similar running club)
- Atlanta Bike Coalition membership (or a similar biking club)
- Personal training
- Weight Watchers

Items submitted for reimbursement will be reviewed by the full committee and reimbursements will be processed once per month.

In addition to the individual incentive program, the Wellness committee would use the remaining funds to sponsor programs at the school, such as; menu planning, smoothie or salad making class, paying for Run with the Wolves for staff members, yoga classes on campus.

Status	Draft
Year	FY 2017
Date	2/14/2017

Atlanta Neighborhood Charter School

		# of Students	643	661		
			FY 17 Original Approved Budget	ANCS Proposed Amendments FY17	ANCS Budget Changes Revised Total	
Income	Tab #				Notes	
		APS Allocation	\$ 8,297,406	\$ 475,660	\$ 8,773,066	
		APS Nursing & Transportation Allocation	\$ 54,308	\$ (1,935)	\$ 52,373	
		Beltline and APS reserve funds (proportionate)	\$ 323,300	\$ (323,300)	\$ -	This amount has been moved into the APS Allocation line
		FY15 .5% Admin fee refund	\$ -	\$ -	\$ -	
		Grants to Green FY17	\$ -	\$ 142,198	\$ 142,198	
		Title 2 Funding	\$ -	\$ 9,791	\$ 9,791	Actual to date - not sure if will receive more
		Facilities Grant	\$ -	\$ -	\$ -	
		CREATE Grant	\$ 90,000	\$ -	\$ 90,000	
		Sartain Lanier Grant	\$ -	\$ 15,000	\$ 15,000	
	<u>1.0</u>	Total Local/State Funding	\$ 8,765,014	\$ 317,414	\$ 9,082,428	
		Contributions				
		Fund Raising (Annual Campaign)	\$ 120,000	\$ 10,000	\$ 130,000	Donations are higher than last year
		Auction	\$ 100,000	\$ -	\$ 100,000	
		Major Donor Program	\$ -	\$ -	\$ -	
		Other Fundraising	\$ 3,000	\$ -	\$ 3,000	
	<u>1.1</u>	Total Contributions & Fundraising	\$ 223,000	\$ 10,000	\$ 233,000	
		Program				
		Supply Fee	\$ 7,000	\$ 8,800	\$ 15,800	MC is collecting supply fees
		Meal Program	\$ 250,000	\$ -	\$ 250,000	
		PTCA income	\$ 67,000	\$ -	\$ 67,000	
		Field Trips	\$ 25,000	\$ -	\$ 25,000	
		Grade Level Trips	\$ 100,000	\$ -	\$ 100,000	
		Athletics	\$ 15,000	\$ -	\$ 15,000	
		After School	\$ 223,000	\$ 77,000	\$ 300,000	Adjusted to reflect actuals to date
		Enrichment	\$ 40,000	\$ -	\$ 40,000	
	<u>1.2</u>	Total Program Income	\$ 727,000	\$ 85,800	\$ 812,800	
		Other Income				
		Interest Income	\$ 5,000	\$ (1,000)	\$ 4,000	Adjusted to reflect actuals to date
		Community Building	\$ 1,200	\$ -	\$ 1,200	
		Facilities Use	\$ -	\$ -	\$ -	
		Other	\$ 500	\$ 3,000	\$ 3,500	Adjusted to reflect actuals to date
	<u>1.3</u>	Total Other Income	\$ 6,700	\$ 2,000	\$ 8,700	
		Total Income	\$ 9,721,714	\$ 415,214	\$ 10,136,928	

Expense					
2.0	Total Salaries and Benefits		\$ 7,751,235		\$ 7,751,235
	Wellness Program Expense		\$ -	\$ 20,000	\$ 20,000
	Health insurance premium increase		\$ 80,000	\$ (80,000)	\$ -
		Teachers Institute / Retreat	\$ 2,000		\$ 2,000
		Conferences and workshops	\$ 37,500		\$ 37,500
		Staff Development - Travel	\$ 11,000		\$ 11,000
		Staff Development - Consultant	\$ 15,000		\$ 15,000
		Staff Devel Materials	\$ 1,500		\$ 1,500
2.1	Total Staff Development		\$ 67,000	\$ -	\$ 67,000
		Lunch Program Purchases (not including sal	\$ 160,000	\$ 10,000	\$ 170,000
		Athletics	\$ 35,000		\$ 35,000
		Enrichment	\$ 40,000		\$ 40,000
		After School Expenses	\$ 15,000		\$ 15,000
		Field Trips	\$ 27,500	\$ 6,000	\$ 33,500
		Grade Level Trips	\$ 100,000		\$ 100,000
		PTCA Expenses	\$ -		\$ -
		APS Support Services	\$ -		\$ -
		Saturday / Summer School	\$ 12,000	\$ 1,000	\$ 13,000
		Yearbook	\$ 3,000		\$ 3,000
		Total Program Expenses	\$ 392,500	\$ 17,000	\$ 409,500
	Curric.Mat & Exp	Classroom Supplies	\$ 110,152	\$ 16,000	\$ 126,152
		Instruct. / Curriculum Materials	\$ 70,000		\$ 70,000
		Total Curriculum Materials & Expenses	\$ 180,152	\$ 16,000	\$ 196,152
2.2	Total Curriculum & Program Expenses		\$ 572,652	\$ 33,000	\$ 605,652
		Pest Control	\$ 5,000	\$ (1,500)	\$ 3,500
		Janitorial Services	\$ 100,000		\$ 100,000
		Janitorial Supplies	\$ 13,500		\$ 13,500
		Sanitation	\$ 14,937	\$ (4,000)	\$ 10,937
		Supplies	\$ 2,500		\$ 2,500
		Total Building Services	\$ 135,937	\$ (5,500)	\$ 130,437
	Building Expenses	Building rent (Mortgage)	\$ 105,264		\$ 105,264
		Mobile Unit Lease (Net)	\$ 7,332		\$ 7,332
		New mobile unit at EC	\$ -		\$ -
		SWAT Budget	\$ 1,000	\$ (1,000)	\$ -
		Replacements - painting	\$ 20,000	\$ (4,000)	\$ 16,000
		Replacements - carpet/flooring	\$ 20,000	\$ (10,000)	\$ 10,000
		Repairs / Maintenance	\$ 100,000	\$ (30,000)	\$ 70,000
		Total Building Repairs/ Maintenance	\$ 253,596	\$ (45,000)	\$ 208,596
		Farm	\$ 3,600	\$ 2,000	\$ 5,600
		Repairs / Maintenance	\$ 10,000	\$ 2,500	\$ 12,500
		Total Grounds	\$ 10,000	\$ 2,500	\$ 12,500
		Utilities	\$ 125,000	\$ (15,000)	\$ 110,000
		Internet Service	\$ 10,000		\$ 10,000
		Alarm Monitoring & Servicing	\$ 5,000		\$ 5,000
		Telephone	\$ 5,500		\$ 5,500
		Total Telephone and Utilities	\$ 145,500	\$ (15,000)	\$ 130,500
2.3	Total Building Expenses		\$ 545,033	\$ (63,000)	\$ 482,033
	Prof. Services	Legal	\$ 23,000		\$ 23,000
		Accounting	\$ 5,000		\$ 5,000
		Auditing	\$ 33,000		\$ 33,000
2.4	Total Professional Services		\$ 61,000	\$ -	\$ 61,000
		Advertising/Web Costs	\$ 3,500	\$ 9,000	\$ 12,500
		Bank Service Charges	\$ 5,000	\$ (3,000)	\$ 2,000
		Dues and Subscriptions	\$ 10,000	\$ 1,500	\$ 11,500
		Insurance	\$ 40,000		\$ 40,000
		Hospitality	\$ 14,000		\$ 14,000
		Licenses and Permits	\$ 2,500	\$ 600	\$ 3,100
		IB Application Fee	\$ -		\$ -
		Miscellaneous	\$ 3,000		\$ 3,000
		Gov Board/Committee Costs	\$ 10,750		\$ 10,750
		Office supplies/Small Equipment	\$ 45,000	\$ (10,000)	\$ 35,000
		Payroll Service Fees	\$ 20,000	\$ 6,000	\$ 26,000
		Postage and Delivery	\$ 4,000	\$ 2,000	\$ 6,000
		Printing and Reproduction	\$ 500		\$ 500
2.5	Total Other Gen/Admin Expense		\$ 158,250	\$ 6,100	\$ 164,350
	Fundraising Expenses	Fund Deveolpment Software	\$ 5,000		\$ 5,000
		Direct Mail	\$ 5,000	\$ 5,000	\$ 10,000
		Auction	\$ 20,000		\$ 20,000
		Community Building	\$ 1,200		\$ 1,200
		Other Events	\$ 7,000		\$ 7,000
2.6	Total Fundraising Expenses		\$ 38,200	\$ 5,000	\$ 43,200
	Books, Equipment and Furniture	Library	\$ 12,000		\$ 12,000
		Furniture	\$ 25,000		\$ 25,000
		Technology: Service, training & supplies	\$ 7,500	\$ 10,000	\$ 17,500
		Special Education Equipment	\$ 5,000		\$ 5,000
		Grants to Green Improvements	\$ -	\$ 284,396	\$ 284,396
		Middle Campus Basement Renovation	\$ -	\$ 45,000	\$ 45,000
		Equipment: Purchase/Lease	\$ 10,000		\$ 10,000
		Copiers Expenses	\$ 50,000		\$ 50,000
		Computers: Software/Other	\$ 37,334		\$ 37,334
	Computers: Hardware	\$ 84,500		\$ 84,500	
2.7	Total Books/Equipment/Furniture		\$ 231,334	\$ 339,396	\$ 570,730
		Emergency Reserve Fund	\$ -		\$ -
		Facilities Reserve Fund	\$ 210,000		\$ 210,000
		Local/State Revenue Stabilization Fund	\$ -	\$ 150,000	\$ 150,000
		Technology Reserve Fund	\$ -		\$ -
		Total Reserve Funds	\$ 210,000	\$ 150,000	\$ 360,000
	Total Expenses		\$ 9,714,704	\$ 390,496	\$ 10,105,200
Operating Income/Loss			\$ 7,010	\$ 24,718	\$ 31,727

Coversheet

2017-18 SY Enrollment Update

Section: III. Executive Director's Report
Item: A. 2017-18 SY Enrollment Update
Purpose: Discuss
Submitted by: Matt Underwood
Related Material: 2017-18 new student enrollment update_Feb2017.pdf

BACKGROUND:

Update on new student enrollment for next school year



**ATLANTA NEIGHBORHOOD
CHARTER SCHOOL**

helping students learn to use their minds well

2017-18 SY NEW STUDENT ENROLLMENT UPDATE

New student enrollment outreach activities

1. New enrollment flyer created (in English and Spanish)
2. Enrollment flyer sent to preschool, day care, and pre-K programs in attendance zone
3. ANCS representatives discussed enrollment at Grant Park, Ormewood Park, and Summerhill community meetings in January/February
4. Enrollment yard signs posted around attendance zone
5. Posting of enrollment process through neighborhood email and social media groups
6. Informational meetings held at Martin St. Plaza and Trestletree Village Apartments

Information sessions

- Multiple information sessions held at each campus to help prospective families learn more about ANCS
- Grades K-5 sessions: 2/23 at 6:30 PM and 3/11 at 9 AM
- Grades 6-8 sessions: 2/25 at 9 AM and 3/2 at 6:30 PM

Enrollment and lottery process for 2017-18 SY

- Online application platform being used this year to simplify application and data collection processes
- Application includes opportunity for student to be voluntarily identified as “economically disadvantaged” based on ANCS enrollment policy
- Application will be live from Feb 13 to March 13
- Lottery scheduled for March 30
- At March board meeting, board will need to approve weight to use for weighted component of lottery

Applications received

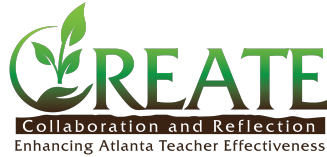
- As of February 23, 520 new student applications received (includes siblings, faculty/staff, and board member student applications)
- Approximately 36% of all applicants indicated “economically disadvantaged” status

Coversheet

CREATE Teacher Residency Program Update

Section: III. Executive Director's Report
Item: B. CREATE Teacher Residency Program Update
Purpose: Discuss
Submitted by: Elizabeth Hearn
Related Material: Board update_Feb2017.pdf

BACKGROUND:
Quarterly update on CREATE program



PROGRAMMING UPDATES - FEBRUARY, 2017

Total number of partner schools: 8; number of residents at each:

- Atlanta Neighborhood Charter (EC and MC)
 - 3 Y2 residents
 - 4 Y1 residents
- Burgess-Peterson Academy
 - 0 Y2 residents
 - 3 Y1 residents
- Fred Armon Toomer Elementary
 - 5 Y2 residents
 - 2 Y1 residents
- ML King, Jr. Middle
 - 4 Y2 residents
 - 5 Y1 residents
- Drew Charter (EA and JA/SA)
 - 2 Y2 residents
 - 4 Y1 residents
- Wesley International Academy
 - 3 Y2 residents
 - 4 Y1 residents
- The Kindezi School - Old Fourth Ward
 - 2 Y2 residents
- Thomasville Heights Elementary
 - 0 residents

Engagement with CREATE professional development:

Total number of residents in program: **42** (19 Y2 residents, 22 Y1 residents)

Total number mentors/CTs actively participating in CREATE: **58**

Total number participants in Critical Friends institutes since Jan2015 (approx. 15% repeats):
196

Total number who have attended winter meeting since Jan2015 (a few repeats): **68**

Total number who have experienced CBCT/Finding Center programming since Jan2015
(approx. 20% repeats): **136**

(continued)

Resident meetings content:

- Y2 residents meet 2x/month for 4.5 hours
 - CBCT meditation
 - Critical Friendship protocols used to look at work (assessments, adult work, student work) observe teaching
 - Practice/reflect on classroom instruction techniques
 - School tours/meet principals/observe teaching
 - Relax and catch up on work
- Y1 residents meet 1x/month for 4 hours
 - CBCT meditation
 - Critical Friendship protocols used to look at work (assessments, adult work, student work) observe teaching, examine work samples related to edTPA for purposes of certification
 - Practice/reflect on classroom instruction techniques
 - School tours/meet principals

CREATE research, conducted by Empirical Education (quantitative) and Georgia State University (qualitative), is focused on:

- teacher retention
- student achievement
- teacher effectiveness
- Resident's thoughts about teaching, through interviews and quarterly surveys
 - thoughts of quitting
 - teaching self-efficacy
 - relationships with colleagues and students
 - teacher "stories" through narrative inquiry interviews and focus groups
- school wide measures of student achievement (Milestones ELA and math, grades 3-8)
- school wide measures of school climate/STAR
- school wide measures of student high absenteeism (15 or more days/yr)

Summer programming for rising Year2 residents:

We have made significant changes in our approach to summer programming for the rising Year2 residents, based on our observations of how Year2 residents fared this year. All will be required to engage this summer programming for 5 weeks, all weekdays (May 30-June 30) and will be paid for their attendance.

The focus is shifting away from content knowledge in math, science, social studies and ELA to skills and levels of awareness that feel to us to be more urgent for new teachers:

- Issues of equity & social justice in education/bias within ourselves
- Getting to know/engaging the specific communities in which residents will be working
- Practicing specific instructional skills along the lines of, but not limited to the *Four Core Practices* CREATE has committed to teaching all residents during spring 2017, as indicated on the following page.
- Mindfulness/compassion-training

All residents (Y1 and Y2) are working with the CREATE team and their mentors/CTs on the following 4 core practices, as well as any other important personalized learning

Core practices, Spring Semester 2016-17

<p>Core Practice 1: Entering the Room (Routines & Procedures)</p> <p>...create and execute an effective procedure for having students enter the classroom.</p> <p>When students have a clear understanding of what they are to do when they enter the classroom, the teacher is able to keep pace and get right into the lesson. It is also a time to connect with students using greetings and other community-building rituals.</p>	<p>Core Practice 2: Materials Management (Routines & Procedures)</p> <p>...create and execute effective procedures for managing classroom materials.</p> <p>How many times have you lost instructional time to students finding a pencil, a piece of paper or other supplies? With clear and consistent procedures for accessing supplies, more time is available for instruction.</p>
<p>Core Practice 3: Attention-Getting Signals (Routines & Procedures)</p> <p>...create and execute an attention-getting signal working towards a 100% student response rate.</p> <p>Whether you're a new or experienced teacher, strategies for getting student attention are an important part of your classroom-management toolkit. 25 Attention-Grabbing Tips</p>	<p>Core Practice 4: Strong Voice (Classroom Management)</p> <p>...effectively use a “teacher voice” that is firm, but caring; assertive, but not hostile; and leaves no question in the mind of students as to who is the teacher.</p> <ul style="list-style-type: none"> • Economy of Language • Do Not Talk Over • Do Not Engage • Square Up/Stand Still <ul style="list-style-type: none"> • Quiet Power

Published Articles (Refereed):

Behizadeh, N., Thomas, C., & Cross, S. B. (accepted for 2017 issue). Building social capital and reflective practices: The impact of critical friendship on preservice teachers' deficit views of youth, families, and communities. *Journal of Teacher Education*. – [This is an article about the use of critical friendship groups during student teaching.](#)

Cross, S. B. (accepted for 2017 issue). Who owns the data, shares the stories, and has final responsibility? The borderland spaces between narrative inquiry and funded grant work. *Curriculum and Teaching Dialogue*. – [This is an article about attempting to use narrative inquiry to capture the experiences of participants engaged in our CREATE program.](#)

Cross, S. B. (2016). Reexamining pitfalls of experience in urban teacher preparation. *Journal of Urban Learning, Teaching, and Research*, 12, 116-123. – [Though not directly related to our grant work, this article is about pitfalls of experiences, including the standardization pitfall in teacher education. It points to the need for programs such as CREATE.](#)

Chapters in Books (Refereed): -- all chapters are about our grant work

Cross, S. B., Tanguay, C., Cannon, S. O., Williams, M. J., & Hale, J. J. (in press). It's time for a "Reboot": Shifting Preservice Teacher Education from Business Capital to Professional Capital. In R. Flessner & Dr. R. Lecklider (Eds.), *Case Studies of Clinical Preparation in Teacher Education*. Association of Teacher Educators.

Cross, S. B., Underwood, M., Hearn, E., Taylor, S., & Parrish, C. (in press). The new teacher residency project: Multiple layers of support and collaboration. In R. Flessner & Dr. R. Lecklider (Eds.), *Case Studies of Clinical Preparation in Teacher Education*. Association of Teacher Educators.

Underwood, M., Hearn, E., Cross, S. B., & Tanguay, C. (in press). The new teacher residency project: Motivation, partnership history, and the residency plan. In R. Flessner & Dr. R. Lecklider (Eds.), *Case Studies of Clinical Preparation in Teacher Education*. Association of Teacher Educators.

Published Proceedings (Refereed):

Cross, S. B. & Cannon, S. (2015). "You don't ask Paul Simon to do a duet with Nickelback": Examining mathematics teacher collaboration. In *Proceedings of the 37th annual meeting of the North American Chapter of the International Group for the Psychology of Mathematics Education*. East Lansing, MI: All Academic. – [A published proceedings paper about on of the original residents](#)

Submitted manuscripts, currently in review:

Cross, S. B., & Thomas, C. (submitted to *Middle Grades Review*; special issue: Partnerships for the Greater Good; Jan. 2017). *Mitigating first year burnout: How reimagined partnerships could support urban middle level teachers*. – [A submitted manuscript outlining the rationale for a program like CREATE, especially for training teachers in urban settings.](#)

Favors, S., Neely, A., Chisholm, G., & Cross, S. B. (submitted to *Transformative Pedagogies for Teacher Education: Moving Towards Critical Praxis in an era of Change*; Eds., A. E. Lopez, & E. L. Olan; Jan. 2017). Discomfort, resistance, and othering: A poetic inquiry into urban teacher preparation program redesign. – [Though not directly related to CREATE, this submitted book chapter outlines our experiences this fall working to redesign the BSE program that feeds into the CREATE program.](#)

Cross, S. B., Cannon, S. O., Williams, M. J., Hale, J. J., Donovan, M., Thomas, C., Chea, M., Bryant, M., & Downey, C. A. (submitted to *Curriculum Inquiry*, Dec. 2016). Criticality and the narrative inquiry table: Travel stories and tensions. – [A submitted manuscript related to the tensions and struggles felt as a research team grapples with how to best collaborate in research surrounding CREATE, and with how to engage in ethical and meaningful ways with our residents/participants.](#)

CREATE funding 2015-19																																															
Source	Year 1 - 2015					Year 2 - 2016					Year 3 - 2017					Year 4 - 2018					Year 5 - 2019																										
	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N
Education Department Investing in Innovation (i3)																																															
Governor's Office of Student Achievement (GOSA)																																															
RH Dobbs Foundation																																															
RH Dobbs Foundation																																															
Bill and Melinda Gates																																															
Zeist Family Foundation																																															
Belk Foundation																																															
Coca-Cola Company																																															
In-kind (such as consultants)																																															

Coversheet

IB MYP Candidacy Update

Section: III. Executive Director's Report
Item: C. IB MYP Candidacy Update
Purpose: Discuss
Submitted by: Cathey Goodgame
Related Material: Feb 2017 IB MYP Board Update.pptx
Aaron_Sam_Jan_06_2017.pdf

BACKGROUND:

Quarterly update on IB authorization process; includes sample student report

RECOMMENDATION:

N/A



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IB MYP Update - February 2017

Work with the teachers and staff

Scheduling work:

- November and December with volunteers
- January full faculty work and preferences

Reports:

-

Work with the students

Reports and Promotion Criteria:

- January 6: Reports and promotion criteria in grade level groups (Somer Hobby)
- January 25: Morning Meeting session about grades and reports (Cathey Goodgame)

Scheduling:

- February 7: Schedule preferences meetings with 6th and 7th graders (Somer Hobby and Cathey Goodgame)

Work with the families

Work in Progress: Policy Development

Assessment Policy

- February: Work during Faculty Meeting
- April: Faculty review draft of policy

Special Education Policy

- February: Initial small group meeting to develop plan
- March: Small group work
- April: Faculty review of draft policy

Academic Honesty Policy

- March: Begin small group work

Language Policy

- Small group work TBD

Authorization Timeline Update

- Original plan was to apply for Authorization in October 2017 and ask for our Authorization visit in Spring 2018
- Consultant let us know that “at the time of authorization schools must have implemented at least two consecutive years of the programme.”
- This means our new plan for Authorization is filing our application in April 2017 and asking for our visit in Fall 2018.



Atlanta Neighborhood Charter School
Semester 1 Report

Prepared: December 16, 2016

Student Name: Sam Aaron

Grade: Grade 6

Class Reports

Language and literature: Language and literature Grade 6 – Lindsey Brown, Desiree Bennett

MYP Assessment Criteria	Achievement Level	Maximum
A: Analysing		
Sam provides adequate identification and comment upon significant aspects of texts, provides adequate identification and comment upon the creator's choices, justifies opinions and ideas with some examples and explanations, though this may not be consistent; uses some terminology, identifies some similarities and differences in features within and between texts.	4	8
B: Organizing		
Sam makes adequate use of organizational structures that serve the context and intention, organizes opinions and ideas with some degree of logic, makes adequate use of referencing and formatting tools to create a presentation style suitable to the context and intention.	3	8
C: Producing text		
Sam produces texts that demonstrate adequate personal engagement with the creative process; demonstrates some thought or imagination and some exploration of new perspectives and ideas, makes some stylistic choices in terms of linguistic, literary and visual devices, demonstrating some awareness of impact on an audience, selects some relevant details and examples to support ideas.	3	8
D: Using language		
Sam uses an adequate range of appropriate vocabulary, sentence structures and forms of expression, sometimes writes and speaks in a register and style that serve the context and intention, uses grammar, syntax and punctuation with some degree of accuracy; errors sometimes hinder communication, spells/writes and pronounces with some degree of accuracy; errors sometimes hinder communication, makes some use of appropriate non-verbal communication techniques.	4	8
Totals:	14	32
Overall Grade in Class		
		N/A
Commitment to Guiding Principles Grade		
		4

Comments

Sam has shown strength this semester by being able to adequately comment upon a creator's choices and justify those choices with some examples. He can work to improve his work in the Producing text criteria. While he produces texts that adequately engage with the process and show exploration of an idea, focusing on the drafting process would enable him to engage with the process more deeply and make more thoughtful stylistic choices. Sam explained in his Individuals & Societies narrative, Sam earned a Commitment to Guiding Principles grade of 4.

Language acquisition: Spanish Phase 1

Grade 6 — Silvia Garcia

MYP Assessment Criteria

Achievement Level Maximum

A: Comprehending spoken and visual text

Sam identifies most basic facts, messages, main ideas and supporting details, has considerable awareness of basic conventions, engages considerably with the spoken and visual text by identifying most ideas, opinions and attitudes and by making a personal response to the text. Sam shows considerable understanding of the content, context and concepts of the text as a whole.

6 8

B: Comprehending written and visual text

Sam identifies most basic facts, messages, main ideas and supporting details, has considerable awareness of basic aspects of format and style, and author's purpose for writing, engages considerably with the written and visual text by identifying most ideas, opinions and attitudes and by making a personal response to the text. Sam shows considerable understanding of the content, context and concepts of the text as a whole.

6 8

C: Communicating in response to spoken and/or written and/or visual text

Sam responds to simple short phrases and basic information in spoken and/or written and/or visual text, though some responses may be inappropriate, interacts to some degree in simple and rehearsed exchanges, using verbal and non-verbal language, uses some basic phrases to communicate ideas, feelings and information on a limited range of aspects of everyday topics, communicates with some sense of audience.

4 8

D: Using language in spoken and/or written form

Sam writes/speaks making good use of a basic range of vocabulary, grammatical structures and conventions, generally accurately; when speaking, uses pronunciation and intonation with some errors, though these do not interfere with comprehensibility, organizes basic information and uses a limited range of basic cohesive devices accurately, usually uses language to suit the context.

5 8

Totals:	21	32
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Overall Grade in Class

5

Commitment to Guiding Principles Grade

6

Comments

Sam has shown particular strength when comprehending spoken, visual, and written text (Criteria A and B). He is consistently able to identify information and engage with the text. Sam can improve in the Communicating criteria. When asked to communicate information in Spanish, Sam attempts to respond but his responses are sometimes inappropriate for the context and he only demonstrates a limited range of topical understanding. Sam earned a Commitment to Guiding Principles grade of 6. He consistently follows the Guiding Principles in class and can further improve by working to positively encourage his peers when he sees they may not be making choices that follow the Guiding Principles.

Individuals and societies: Individuals and societies

Grade 6 — Lindsey Brown, Desiree Bennett

MYP Assessment Criteria	Achievement Level	Maximum
A: Knowing and understanding		
Sam recognizes some vocabulary, demonstrates basic knowledge and understanding of content and concepts through limited descriptions and/or examples.	2	8
B: Investigating		
Sam describes the choice of a research question, partially follows an action plan to explore a research question, uses a method or methods to collect and record some relevant information, with guidance, reflects on the research process and results with some depth.	4	8
C: Communicating		
Sam communicates information and ideas in a style that is not always clear, organizes information and ideas in a limited way, inconsistently lists sources, not following the task instructions.	1	8
D: Thinking critically		
Sam identifies some main points of ideas, events, visual representation or arguments, uses information to give adequate opinions, identifies the origin and purpose of sources/data, identifies some different views and suggests some of their implications.	3	8
Totals:	10	32
Overall Grade in Class		
		N/A
Commitment to Guiding Principles Grade		
		4

Comments

Sam has shown strength in the Investigating criteria this semester. He can describe the choice of a research question and find relevant information. He can improve in this area by ensuring he accurately follows the provided action plan and providing more detail in his research. Sam has struggled with the Communicating criteria. His information is often not organized in a way that others can understand his ideas. Additionally, he inconsistently cites the sources from which he gathered his information. Sam earned a Commitment to Guiding Principles grade of 4. He requires some prompting to work diligently and begin his work immediately, but usually responds to redirection positively.

Sciences: Sciences

Grade 6 — Humaira Afzal, Neil Wheeler

MYP Assessment Criteria	Achievement Level	Maximum
A: Knowing and understanding Sam is able to state scientific knowledge, apply scientific knowledge and understanding to solve problems set in familiar situations, apply information to make scientifically supported judgments.	5	8
B: Inquiring and designing Not Yet Assessed.	N/A	8
C: Processing and evaluating Sam is able to correctly collect, organize and present data in numerical and/or visual forms, accurately interpret data and outline results using scientific reasoning, outline the validity of a prediction based on the outcome of a scientific investigation, outline the validity of the method based on the outcome of a scientific investigation, outline improvements or extensions to the method that would benefit the scientific investigation.	6	8
D: Reflecting on the impacts of science Not Yet Assessed.	N/A	8
	Totals:	N/A 32
Overall Grade in Class		N/A
Commitment to Guiding Principles Grade		4

Comments

Sam demonstrates particular strength in the criteria of Processing and Evaluating. He is consistently able to collect and organize data and then interpret what the results mean. He can improve his performance in this area by working to connect the data to the science concepts learned in class so that his interpretations are accurate. Sam's weakness in science is in the Knowing and Understanding criteria. Again, while he is able to think of solutions for problems, he is inconsistent in using the scientific knowledge gained in class to provide evidence for his suggested solutions. We encourage Sam to ensure he asks questions in class if he needs clarification about the scientific concepts discussed in class. Sam earned a Commitment to Guiding Principles grade of 4. He requires some prompting to complete quality work in class that follows the directions, but he responds to that redirection positively.

Mathematics: Mathematics

Grade 6 — Humaira Afzal, Neil Wheeler

MYP Assessment Criteria	Achievement Level	Maximum
A: Knowing and understanding Sam is able to select appropriate mathematics when solving simple problems in familiar situations, apply the selected mathematics successfully when solving these problems, generally solve these problems correctly.	2	8
B: Investigating patterns Not Yet Assessed.	N/A	8
C: Communicating Sam is able to use some appropriate mathematical language, use different forms of mathematical representation to present information adequately, communicate through lines of reasoning that are able to be understood, although these are not always coherent, adequately organize information using a logical structure.	3	8
D: Applying mathematics in real-life contexts Sam is able to identify the relevant elements of the authentic real-life situation, apply mathematical strategies to reach a solution to the authentic real-life situation, state, but not always correctly, whether the solution makes sense in the context of the authentic real-life situation.	3	8
Totals:	N/A	32
Overall Grade in Class		N/A
Commitment to Guiding Principles Grade		3

Comments

Sam has shown strength this semester in the Communicating criteria. He is consistently able to communicate his math reasoning so that it can be understood, even if it isn't coherent. He can further improve in this area by taking time to ensure he asks himself "does this make sense" before moving to the next step in his work. Sam has struggled with the Knowing and Understanding criteria. He inconsistently selects the appropriate mathematics to solve problems and his accuracy when operating is also inconsistent. We encourage him to take time to check his work when using the four basic operations to make sure he hasn't made errors or forgotten steps. Sam earned a Commitment to Guiding Principles grade of 3. He needs some prompting to work diligently during class and inconsistently responds to teacher feedback when he has made a mistake. We encourage Sam to allow himself to accept mistakes as opportunities to improve his work.

Physical and health education: Physical Education

Grade 6 — Andrew Ross

MYP Assessment Criteria	Achievement Level	Maximum
A: Knowing and understanding Sam states physical health education factual, procedural and conceptual knowledge, identifies physical and health education knowledge to outline issues and solve problems set in familiar situations, applies physical and health terminology to communicate understanding.	5	8
B: Planning for performance Sam outlines a basic plan for improving health or physical activity, states the effectiveness of a plan based on the outcome.	4	8
C: Applying and performing Sam recalls skills and techniques, recalls strategies and movement concepts, applies information to perform.	4	8
D: Reflecting and improving performance Sam states a strategy to enhance interpersonal skills, states a goal to enhance performance, describes performance.	2	8
Totals:	15	32
Overall Grade in Class		N/A
Commitment to Guiding Principles Grade		4

Comments

Sam shows strength in the Knowing and Understanding criteria. He is able to outline physical education issues and solve problems, but would benefit from applying physical education more consistently. Sam has struggled with the Reflecting and Improving Performance criteria this semester. While he is able to state goals, he is still working to apply strategies discussed in class to improve performance. Sam earned a Commitment to Guiding Principles grade of 4. He requires some prompting to participate in class activities positively and to remain on task, but he generally responds to redirection positively.

Coversheet

Monthly financial statements & reports

Section: IV. Business & Operations
Item: A. Monthly financial statements & reports
Purpose: Discuss
Submitted by: Ryan Camp
Related Material: 01_31_17 Finance committe report (1).pdf
February 2017 Board Memo.pdf

BACKGROUND:
Regular monthly financial report and memo

RECOMMENDATION:
N/A

ATLANTA NEIGHBORHOOD CHARTER SCHOOL
Budget to Actual FY2017
YTD January 31, 2017

Period Ended 1/31/17

	YTD FY2016 Actual	YTD FY2017 Actual	YTD Budget	YTD \$Variance	FY2017 Budget
Income					
Local/State Funding	\$5,111,934	\$5,367,416	5,205,008	162,408	8,675,014
Grants	\$70,000	\$86,099	0	86,099	0
Title 2 Funding	\$0	\$9,791	0	0	0
Contributions & Fundraising	\$92,256	\$97,678	90,000	7,678	225,000
Prior year Facilites Grant & Title 1 Funds Received	\$129,225	\$0	0	0	0
Program Income	\$311,141	\$353,592	278,250	75,342	477,000
Nutrition Income	\$168,628	\$165,560	145,833	19,727	250,000
Other Income	\$3,586	\$4,937	3,908	1,029	6,700
Total Income	\$ 5,886,770	\$6,085,073	\$ 5,723,000	\$ 362,073	\$ 9,633,714

Expenditures

Salaries and Benefits	\$4,269,088	\$4,284,768	4,515,720	230,952	7,741,235
Professional Development	\$94,922	\$38,465	39,083	618	67,000
Curriculum & Classroom Expenses	\$102,226	\$139,010	120,101	(18,909)	180,152
Program Expenses	\$133,566	\$102,222	116,250	14,028	232,500
Building & Grounds	\$325,733	\$247,500	317,936	70,436	545,033
Fixed Asset Expenditures	\$57,871	\$198,434	105,778	(92,656)	181,334
Professional Services	\$44,708	\$27,140	30,500	3,360	61,000
Gen&Admin/Insurance/Interest Expense	\$109,063	\$111,236	92,313	(18,924)	158,250
Nutrition Program Purchases	\$103,556	\$107,249	93,333	(13,916)	160,000
Equipment Rental (Copiers)	\$30,380	\$33,275	29,167	(4,109)	50,000
Fundraising Expenses	\$10,712	\$9,887	9,550	(337)	38,200
Reserves Fund	\$0	\$122,500	122,500	0	210,000
Total Expenditures	\$5,281,825	\$5,421,688	\$ 5,592,232	\$ 170,544	\$ 9,624,704
Operating Income/Loss	\$ 604,945	\$ 663,386	\$ 130,768	\$ 532,617	\$ 9,010

* Offset is Title 2 Funds

\$4,348,487

ATLANTA NEIGHBORHOOD CHARTER SCHOOL
FY 2017 - Pro Forma Monthly Cash Flow Statement
January 31, 2017

	Allocation based on FTE Count = 665											FY17	
	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17
Revenue													
Local/State Funding	\$3,244	\$895,203	\$895,204	\$897,147	\$895,203	\$916,884	\$864,531	\$864,531	\$864,531	\$864,531	\$864,531	\$0	\$0
Grants	\$0	\$0	\$0	\$71,099	\$0	\$0	\$15,000	\$71,099	\$0	\$0	\$0	\$0	\$0
Title 2 Reimbursement	\$0	\$9,791	\$0	\$0	\$0	\$0	\$0	\$9,791	\$0	\$0	\$0	\$0	\$0
Contributions & Fundraising	\$3,718	\$3,996	\$6,412	\$22,875	\$20,560	\$29,014	\$12,046	\$7,500	\$120,000	\$7,000	\$7,000	\$3,000	\$0
Program Income	\$74	\$76,076	\$94,284	\$63,432	\$50,671	\$29,048	\$37,528	\$55,000	\$55,000	\$51,000	\$50,000	\$0	\$0
Nutrition Program Income	\$50	\$23,306	\$35,124	\$30,770	\$17,907	\$33,341	\$23,062	\$23,000	\$23,000	\$23,000	\$18,000	\$0	\$0
Prior year Facility Grant	\$121,225	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Income	\$506	\$201	\$920	\$3,340	\$183	\$136	\$408	\$500	\$550	\$550	\$550	\$550	\$500
Total Revenue	\$128,817	\$1,008,572	\$1,031,944	\$1,088,663	\$984,525	\$1,008,423	\$952,575	\$1,031,421	\$1,063,081	\$946,081	\$940,081	\$3,550	\$500
Expenditures													
Salaries and Benefits	\$602,109	\$611,390	\$642,228	\$650,882	\$657,742	\$651,790	\$639,708	\$640,000	\$640,000	\$640,000	\$640,000	\$600,000	\$600,000
Professional Development	\$10,825	\$5,978	\$1,838	\$10,034	\$5,395	\$7,905	\$2,953	\$5,500	\$5,500	\$5,500	\$5,500	\$0	\$0
Curriculum & Classroom Expenses	\$7,375	\$82,832	\$16,056	\$4,812	\$8,291	\$7,485	\$10,212	\$15,000	\$15,000	\$15,000	\$14,000	\$0	\$0
Program Expenses	\$1,908	\$8,347	\$28,289	\$21,443	\$12,698	\$16,951	\$16,869	\$20,000	\$35,000	\$35,000	\$35,000	\$0	\$0
Building & Grounds	\$32,331	\$36,132	\$38,933	\$34,359	\$28,905	\$29,413	\$52,916	\$45,000	\$45,000	\$45,000	\$45,000	\$43,500	\$43,500
Fixed Assets Expenditures	\$14,773	\$68,942	\$21,461	\$38,349	\$2,729	\$21,455	\$35,343	\$87,000	\$12,000	\$12,000	\$11,000	\$150,000	\$0
Professional Services	\$4,920	\$175	\$18,655	\$6,605	\$0	\$1,705	\$0	\$4,000	\$25,000	\$0	\$0	\$0	\$0
Gen&Admin/Insurance/Interest	\$19,646	\$28,909	\$21,288	\$18,055	\$8,839	\$13,565	\$10,421	\$10,000	\$10,000	\$10,000	\$10,000	\$4,000	\$4,000
Nutrition Program Expenses	\$897	\$20,899	\$19,935	\$20,476	\$14,523	\$13,701	\$16,979	\$13,000	\$20,000	\$15,000	\$15,000	\$0	\$0
Equipment Rental (Copiers)	\$7,561	\$74	\$2,495	\$5,041	\$3,366	\$3,505	\$5,422	\$6,000	\$6,000	\$6,000	\$5,000	\$0	\$0
Fundraising Expenses	\$106	\$0	\$2,679	\$3,695	\$2,476	\$37	\$1,500	\$5,000	\$20,000	\$6,700	\$1,000	\$0	\$0
Total Expenditures	\$702,452	\$863,679	\$813,857	\$813,750	\$744,965	\$767,512	\$792,322	\$850,500	\$833,500	\$790,200	\$781,500	\$797,500	\$647,500
Total Revenues - Total Expenditures	(\$573,635)	\$144,894	\$218,087	\$274,913	\$239,560	\$240,911	\$160,253	\$180,921	\$229,581	\$155,881	\$158,581	\$(793,950)	\$(647,000)
EOM Cash Balance	\$229,883	\$403,833	\$571,699	\$867,485	\$1,082,591	\$1,275,421	\$1,478,045	\$1,658,966	\$1,888,547	\$2,044,428	\$2,203,009	\$1,409,059	\$762,059
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Projected	Projected	Projected	Projected	Projected	Projected

Note: Adjusted to reflect only Bank of North Georgia operating accounts. Not including \$788k of investments

Total investments held by ANCS
1/31/2017

Institution	Investment	Amount
Atlantic Capital Bank	Operating accounts	1,478,045
		1,478,045
Edward Jones - Amex Bank	CD	225,000 2 year - matures Nov 2017
Edward Jones - Ally Bank	CD	200,000 2 year - matures Nov 2016
Self-Help Credit Union	CD	229,550 1 year - matures Oct 2016
Edward Jones Bank	Money Market	104,677 Money Market account
Self-Help Credit Union	Money Market	30,507 Money Market account
Total invested funds (not at ACB)		789,734
Total restricted funds - reserves		-492,820
Total unrestricted investments		296,914
Grand total ANCS funds		\$2,267,779



From: Ryan Camp

To: Governing Board of Directors

Cc: Kari Lovell, Matt Underwood

Re: February 2016 Business and Operations Report Summary

Date: February 14, 2016

Grants to Green – Installation of Solar Panels is slated to begin soon.

Facilities – Repairs to the Middle Campus basement have begun, We have included funding for additional renovation in the mid year budget revisions.

Budget revisions – Mid Year budget revisions have been proposed. See included budget: Each revision is accompanied by explanatory notes. A vote on revisions will be called.

Cash position - Cash and investment balance is \$2,267,779 with \$1,478,045 in operating cash and \$789,734 in CD and Money market accounts. \$492,820 of invested funds are allocated as reserve funds.

Coversheet

Monthly fund development report

Section: V. Fund Development
Item: A. Monthly fund development report
Purpose: FYI
Submitted by:
Related Material: February 2017 FD report.docx



February 2017 Fund Development Report

Monthly reporting:

Received this month: **\$2,694.32**

Total to date: **\$88,008.83**

2016 Comparison:

Month: **\$10,659.56**

Year to date: **\$84,013.26**

Activities:

Meeghan Fortson and Narin Hassan presented fund development goals and priorities to the ANCS board at the recent retreat at the beginning of this month.

This year's goals include meeting our \$200,000 annual campaign and auction goal, organizing annual campaign week activities, setting clear policies for gift processing, reporting, and gift recognition/donor relations, and ensuring that Kim Kurtz is trained to assist with fund development activities.

Meeghan Fortson , Narin Hassan, Kim Kurtz, and Matt Underwood met to review some of these goals on February 15.



Outreach/Communication:

A Gather and Grow newsletter/e-blast is planned for the first week of March. This will focus upon auction updates and information. Our final newsletter will be scheduled for early May right before annual campaign week (week of May 8).

Auction update:

The auction committee is continuing to solicit sponsors and donations. The donation deadline has been extended to March 3. The committee will be making a final push for donations and volunteers this week. A reminder that the auction will be held on Sat. March 11 at the Georgia Freight Depot from 5-11pm.



