



ATLANTA NEIGHBORHOOD CHARTER SCHOOL

helping students learn to use their minds well

Atlanta Neighborhood Charter School

August Monthly Board Meeting

Date and Time

Tuesday August 15, 2017 at 6:30 PM EDT

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.

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:30 PM
Opening Items			
A. Record Attendance and Guests		Nicholas Chiles	1 m
B. Call the Meeting to Order		Mitch White	1 m
C. Approve Minutes from Prior Board Meeting	Approve Minutes	Nicholas Chiles	3 m
Approve minutes for May Monthly Board Meeting on May 16, 2017			
D. PTCA Report		Hannah Beth Millman	5 m
Standing monthly report from the ANCS Parent-Teacher-Community Association			
E. Principals' Open Forum		Cathey Goodgame	5 m

	Purpose	Presenter & Lara Zelski	Time
Standing monthly opportunity for ANCS principals to share highlights from each campus.			
II. New Business			6:45 PM
A. 2017-18 Board Meeting Calendar	Discuss	Mitch White	5 m
B. Proposed 2017-18 SY Strategic Plan Initiatives	Discuss	Matt Underwood	15 m
III. Executive Director's Report			7:05 PM
A. 2016-17 SY Final Performance Dashboard	Discuss	Matt Underwood	10 m
Review of final performance metrics from 2016-17 SY			
B. 2017-18 SY ANCS "By the Numbers"	Discuss	Matt Underwood	10 m
Student and faculty/staff data for 2017-18 SY			
C. 2017 GA Milestones Results	Discuss	Matt Underwood	15 m
Initial report on 2017 GA Milestones results			
IV. Business & Operations			7:40 PM
Business & Operations			
A. Monthly financial statements & reports	Discuss	Ryan Camp	15 m
B. FY18 Financial Resolution	Vote	Ryan Camp	5 m
Annual financial resolution			
V. Governance			8:00 PM
A. Monthly Governance Report	Discuss	Lia Santos	10 m
VI. Fund Development			8:10 PM
Fund Development			
A. Monthly fund development report	Discuss	Meeghan Fortson	10 m

	Purpose	Presenter	Time
VII. Educational Excellence			8:20 PM
Educational Excellence			
A. Monthly Educational Excellence Report	Discuss	Tiffany Mitchell	10 m
B. Public Affairs Subcommittee Report	FYI	Eric Teusink	5 m
VIII. Executive Session			8:35 PM
A. Executive Session	Vote	Mitch White	15 m
The board <i>may</i> 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			8:50 PM
A. Brief Meeting Reflection	Discuss	Mitch White	5 m
ANCS board reflection on governance practices from board meeting			
B. Adjourn Meeting	Vote	Mitch White	1 m

Coversheet

Approve Minutes from Prior Board Meeting

Section: I. Opening Items
Item: C. Approve Minutes from Prior Board Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for May Monthly Board Meeting on May 16, 2017

APPROVED



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

Atlanta Neighborhood Charter School

Minutes

May Monthly Board Meeting

Date and Time

Tuesday May 16, 2017 at 6:30 PM

Location

ANCS Middle Campus - 820 Essie Avenue 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, Mitch White, Narin Hassan, Nicholas Chiles, Philippe Pellerin, Ryan Camp, Tara Stoinski

Directors Absent

Tiffany Mitchell

Ex Officio Members Present

Matt Underwood

Non Voting Members Present

Matt Underwood

Guests Present

Cathey Goodgame, Hannah Beth Millman, Humaira Afzal, Joy Prince, Kari Lovell, Laura Melton, Nakia Echols, Travis Lovell

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 May 16, 2017 at 6:35 PM.

C. Approve Minutes from Prior Board Meeting

Melissa McKay-Hagan made a motion to approve minutes from the April Monthly ANCS Board Meeting on 04-18-17 with edit of Mitch's last name corrected. April Monthly ANCS Board Meeting on 04-18-17.

Leigh Finlayson seconded the motion.

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

D. PTCA Report

Appreciation of board members whose terms are ending:

Leigh Finlayson

Narin Hassan

Melissa McKay Hagan

Joy Prince, retiring from PTCA:

Had an excellent year.

Funded partially or fully 7 mini grants for middle campus and 14 for elementary campus.

Happy to support the faculty in improving the school.

Met or exceeded benchmarks on fundraising.

Run with the Wolves was a success.

Will make annual donation to ANCS.

Volunteerism was down, will need to renew interest in the coming year. Heavily represented by elementary parents - how do we engage the middle school parents?

Joy introduced Hannah Beth Millman, the new PTCA President.

E. Principals' Open Forum

Cathey Goodgame:

Eighth graders won a contest for national safe driving. Two 8th graders got to film their PSAs for safe driving, one in Atlanta and one in New York. Shared PSA that was created by Gabe Howland at the Middle Campus.

II. Old Business

A.

Proposed Compensation Policy Updates

Matt Underwood:

Spoke about profession growth opportunities - sending teachers to travel and learn.

Proposal: Compensation Benefits - trying to keep compensation competitive with other parts of Atlanta.

Proposing to adopt a tenure bonus program to encourage longer tenure. See attached document for tenure bonus amount.

Adopting this plan moving forward will be beneficial to teachers.

Lia Santos:

Spoke through the thinking and process behind the compensation plan. Talked about why the ten year bonus was recommended. Want to vote on it in the early stages of next school year.

Board asks questions about proposal. Proposal will be discussed further in the fall.

B. FY18 Budget

Ryan Camp:

Proposed the budget for next year. See attached document.

Relatively static budget, not many changes.

Board asks questions about the budget. There have been two public sessions for community feedback.

Joyce Gist Lewis made a motion to Adopt the proposed budget.

Philippe Pellerin seconded the motion.

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

III. New Business

A. Executive Director Succession Plan Policy

Matt Underwood:

The need for a succession plan for the executive director role because this is a good governance policy.

Philippe Pellerin made a motion to to approve.

Narin Hassan seconded the motion.

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

B. 2017-18 Board Officers and Committee Assignments

Mitch White:

Discussion of committee assignments and officerships. See attached report.

Need for a chair-elect in the upcoming year who will take the chairmanship from Mitch upon his leaving. This person should be willing to be board chair for two years, build strong relationships, be willing to lead through the strategic plan, and lead through the diversity plan. The most one can stay on the board is six years. Board can nominate themselves or other members. Ultimately the board votes for the chair. The earlier we can know this is better.

IV. Executive Director's Report

A. Review of 2016-17 Gallup Student Poll Data

Matt Underwood:

Overview of Gallup Student Poll. See attached document.

ANCS is overall doing better than the national average on student engagement in school.

V. Business & Operations

A. Monthly financial statements & reports

Ryan:

Overview of monthly financial report. See attached report.

We are getting the remainder of our Grants to Greens money which is being used successfully.

APS did a reevaluation of our allocation and we will receive an adjustment soon.

We are on track to be under budget.

Facilities - Basement area in the middle campus. We are putting in new floors, HVAC, and making it a usable space for the coming year.

B. Technology Subcommittee Report

Eric:

Technology update - See attached documents.

Teacher laptops needing to be replaced by newer models.

Purchasing additional Chromebooks due to testing requirements.

Network & firewall - getting outside consulting.

VI. Fund Development

A. Monthly fund development report

Narin & Meeghan:

Overview of Fund Development Report. See attached report.

Recent activities that have happened:

Carpool line up with elementary students.

Table set up with donuts for parents.

Newsletter.

Carpool at middle campus.

Courier front page blast.

Table at elementary.

Future activities:

Thinking about a manual for the auction.

Meeting with incoming PTCA president.

Reaching out to sponsors and donors - what worked what didn't to set up plans for next year

Another blast for end of the school year

Plan on transitioning through software implementation.

Idea of a sponsor recognition party.

VII. Governance

A. Monthly Governance Report

Lia:

Board Governance Highlights. See attached document.

Presenting the succession planning documents

Compensation policy

Tenure bonus program

Send out polls for board retreat

Executive Director evaluation through Board on Track.

VIII. Educational Excellence

A. Monthly Educational Excellence Report

Tara:

Educational Excellence and Accountability. See attached document.

Gallup Poll - more fine tuned data needed to understand deeper categories.

Diversity and Equity work - how to expand work and engage larger community.

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 9:00 PM.

Respectfully Submitted,
Melissa McKay-Hagan

Coversheet

PTCA Report

Section:	I. Opening Items
Item:	D. PTCA Report
Purpose:	FYI
Submitted by:	Hannah Beth Millman
Related Material:	PTCA Report August 2017.docx

ANCS PTCA Board Report August 2017

Overview

The PTCA Executive Committee is off to a strong start for the 2017-2018 school year!

Welcome Back Breakfast

Panera Bread delivered breakfast and coffee for all ANCS teachers and staff on Tuesday, July 25th. It was very appreciated and well-received.

Open House

PTCA members were present at both Open Houses, but it was decided not to have tables to recruit for membership. The first big membership push was done at the Ice Cream Social, since it is a PTCA-sponsored event.

Ice Cream Social

The Ice Cream Social was held at the MC on Friday, August 4th. The PTCA decided to rent an ice cream truck, to allow for more interaction with families - and more membership recruitment. We had a great turnout, AND came in under budget.

Membership

Since August 1st, we have welcomed close to 100 members to the PTCA! We are continuing our campaign by sending flyers home in folders, and rewarding students of member families with ice cream coupons from Dakota Blue. Many thanks to Megan Gatewood and Paige Teusink for leading the charge on this! Our goal is for 100% of families to join the PTCA.

Communication/Social Media

We will continue make use of the school's web site and social media pages on Facebook. Our new Fundraising/Social Media Coordinator, Rachel Ezzo, has been instrumental in this.

Committees

We are actively seeking co-chairs for several PTCA committees and events. We want to keep families engaged in volunteering in the ANCS community.

Goals

Increase PTCA membership
Increase ANCS/PTCA volunteerism
Increase PTCA awareness

Upcoming PTCA Events:

Next Executive Board Meeting:
Monday, August 21st at 7:00pm
At Brittney Grove's Home

Next Campus-Wide PTCA Meeting: Tuesday, September 12th at 6:30pm at the EC

Third Friday Coffee at EC: Friday, August 18th. We are hoping that Lauren Sumrall is going to take the lead moving forward. Hannah Beth is going to assist her with this one.

Coffees at MC: We are proposing merging MC Coffees with MYP meetings. Will update asap.

Yard Sale: September 21st - 23rd

Submitted by Hannah Beth Millman

Submitted by Hannah Beth Millman

Coversheet

Proposed 2017-18 SY Strategic Plan Initiatives

Section: II. New Business
Item: B. Proposed 2017-18 SY Strategic Plan Initiatives
Purpose: Discuss
Submitted by:
Related Material: ANCS Strategic Plan status update_July 2017.doc
ANCS Strategic Plan_proposed 2017 initiatives_updated July 2017.pdf



2014-2017 STRATEGIC PLAN

VISION

To be a dynamic learning community where students become life-long learners, develop self-knowledge, and are challenged to excel.

MISSION

ANCS uses the principles of the Coalition of Essential Schools to: **BUILD** an empowered and inclusive community of students, parents, and educators

ENGAGE the whole child—intellectually, social-emotionally, and physically

HELP all students to know themselves and to be known well by their community

CHALLENGE each student to take an active role as an informed citizen in a global society

COLLABORATE with the larger community to advocate for student-centered schools

Priority Goals

Teaching & Learning: To support academic, social-emotional, & physical growth of all students with high expectations for all, including exceeding external accountability standards.

Diversity: To build upon current diversity by creating proactive program to improve, retain, and realize benefits of student diversity that reflects socioeconomic and racial diversity of Jackson cluster.

Faculty & Staff Development: To be a school of choice for talented educators through competitive compensation, quality professional development, and emphasis on employee well-being.

Parent & Community Partnership: To strengthen the partnership between the school and its families and to engage the wider community—especially within APS—in partnerships for collaborative learning.

Fundraising & Resource Development: To strengthen fundraising infrastructure to expand and diversify sources of funding with a goal of 20% non-public funding and a reserve fund to weather funding drops.

Facilities & Operations: To plan for and implement facilities and technology improvements that result in consistency between campuses, enhanced school image, and promote sustainability.

Governance Capacity: To continue development of board capacity in strategic governance, resource development, and community outreach.

Accomplished Since 2014

1. Developed K-8 common grading practices
2. Evaluated, applied for, and accepted as IB MYP candidate school
3. Began phased class size reduction to lower student-teacher ratio to target levels
4. Increased student learning time in arts, Spanish, and physical activity
5. Researched and decided upon new external student assessments (MAP, TTCT, Gallup)
6. Assessed and revised student report card systems

1. Staff diversity coordinator role created
2. Supported legislative change allowing weighted enrollment lottery
3. Included Summerhill in priority attendance zone
4. Enhanced new student enrollment outreach to diversify applicant pool
5. Engaged with outside facilitators to support addressing issues of diversity and equity
6. Adopted policy to use weighted student enrollment lottery for increased economic diversity

1. Reconfigured weekly schedule to increase teacher collaboration time
2. Began implementation of new teacher and leader support/evaluation system
3. Assessed employee “quality of life” and developed plan to address recommendations
4. Increased employee compensation 9-11% based on tenure
5. Offered new employee wellness program
6. Drafted proposed updates to employee compensation policy

1. Established Center for Collaborative Learning and have facilitated activities for over 100 educators
2. PTCA/faculty developed guidelines for parent-school partnership
3. Expanded teacher residency program from ANCS to 9 additional schools through federal and private grants
4. Strengthened partnership with Maynard Jackson High School with nearly 90% of zoned students attending MJHS

1. Established reserve funds
2. Developed new annual campaign materials and activities, including improved donor recognition
3. Increased participation in annual campaign by approximately 15%
4. Awarded over \$4 million in grant funds
5. Created new ANCS marketing video
6. Refreshed ANCS website with enhanced features, user interface, and fundraising capabilities

1. Created multi-year technology plan
2. Developed “farm-to-school” meal program and increased participation in school food service
3. Identified short and long-term facilities needs and created facilities reserve fund
4. Completed over \$1 million in facilities and grounds improvements and recognized as national model for green building practices (Energy STAR, Green Ribbon, Better Buildings Challenge)

1. Enhanced board training through Board on Track
2. Strengthened board committees (members, frequency of meetings)
3. Established metrics for assessing effectiveness of board
4. Increased number of new board member applicants
5. Updated by-laws and added non-parent community members to board
6. Named Georgia Charter School of the Year and charter renewed by APS and GaDOE
7. Developed Executive Director succession plans



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Three Year Objectives

1. Develop K-8 learning expectations & desired outcomes
2. Develop plan for enhancing arts, technology, language, & health/wellness
3. Establish student assessment system

1. Develop diversity plan for outreach & support
2. Address enrollment/retention obstacles for underserved families
3. Develop plan to maximize benefits of student diversity

1. Enhance recruitment with focus on diversity, excellence, and high potential
2. Strengthen levers for retention (compensation, support needs)
3. Enhance development opportunities

1. Enhance parent/school partnership
2. Strengthen ANCS/APS/Jackson cluster relationship
3. Institute collaborative learning center for outreach and dissemination to wider community

1. Increase parent giving to 100% participation
2. Enhance donor outreach, management, & recognition efforts
3. Establish reserve funds of at least \$1 million & policy for their use

1. Develop long-term facilities plan
2. Build facilities reserve fund
3. Implement multi-year technology plan
4. Implement "farm to school" program

1. Establish advisory council or add community members to board
2. Develop plan for ongoing governance training
3. Create metrics to assess board performance

Strategic Initiatives for 2017-18

1. Work towards IB authorization
2. Continue class size reduction plan
3. Explore possible preK/preschool program partnership/development

1. Establish representative "diversity & equity" team to guide focus on 10th common principle
2. Collaborate with existing efforts to maintain affordable housing in attendance zone

1. Adopt new employee compensation policy
2. Plan for shared K-8 faculty meeting time to focus on schoolwide equity work

1. Support new PTCA executive committee
2. Begin planning for long-term sustainability of CREATE program

1. Implement new donor management system

1. Review and update technology strategic plan
2. Pursue external funding to deepen and expand "farm to school" program

1. Begin process of creating next multi-year ANCS strategic plan

Coversheet

2016-17 SY Final Performance Dashboard

Section: III. Executive Director's Report
Item: A. 2016-17 SY Final Performance Dashboard
Purpose: Discuss
Submitted by: Matt Underwood
Related Material: ANCS Performance Dashboard - 16-17 SY (1).pdf

ANCS Performance Dashboard

ANCS Performance Dashboard (last updated July 26, 2017)	K-8			
2016-17 SY	Jul-Oct	Nov-Feb	Mar-Jun	Notes
Educational Program Outcomes				
Avg % of students Proficient/Distinguished ELA EOG Milestones			60%	After 2017, goal to be above three-year avg
Avg % of students Proficient/Distinguished Math EOG Milestones			52%	4% increase since 2015; After 2017, goal to be above three-year avg
Percentage of students passing ELA EOG Milestones in top 10% of district			Yes	ANCS MC 2nd highest passing rate of all APS middle schools
Percentage of students passing Math EOG Milestones in top 10% of district			Yes	ANCS MC 3rd highest passing rate of all APS middle schools
National norm referenced test - MAP Reading (% of students meeting growth targets compared to national avg - conditional growth percentile rank)			62	target to be above 50
National norm referenced test - MAP Math (% of students meeting growth targets compared to national avg - conditional growth percentile rank)			62	target to be above 50
National norm referenced test - MAP Reading (average NPR)	89	85	87	target is to show growth & be at/above 70 NPR
National norm referenced test - MAP Math (average NPR)	77	72	79	target is to show growth & be at/above 70 NPR
<i>Critical/creative thinking assessment - Torrance Test of Creative Thinking composite average</i>			2nd: Verbal 90, Figural 96/7th: Verbal 98, Figural 98	<i>new charter goal; critical/creative thinking assessment will be given in 2nd and 7th grades to compare growth in standard scale score</i>
Students appropriately academically challenged (based on survey responses)	91%		92%	target is to be at/above 90%
CCRPI higher than district/state		Yes		required charter goal
School Climate & Culture				
% students receiving a level 3/4 behavioral referral	2%	4%	3%	target is to be under 5%
% students who feel safe at school (based on survey responses)	92%		92%	target is to be at/above 90%
<i>Student well-being measures higher than national avg (as measured by Gallup)</i>		Yes		<i>new charter goal; Gallup Student Poll given in grades 5-8 to measure "hope" and "engagement"</i>
% students absent 6 or more days	2%	12%	34%	<i>new charter goal; aim to be under 10%</i>
3-star rating or higher on Georgia Climate Star rating		Yes		<i>required charter goal; both campuses received 4 stars</i>
% students qualifying for FRL	15%			<i>new charter goal; aim to be between 30-50%</i>
Stakeholder Satisfaction				
Student satisfaction (based on survey responses)	94%		94%	target is to be at/above 90% or prior year baseline
Parent satisfaction (based on survey responses)	98%		97%	target is to be at/above 90% or prior year baseline
Teacher/staff satisfaction (based on survey responses)	96%		96%	target is to be at/above 90% or prior year baseline
Student re-enrollment for following school year	97%			
High School Readiness				
% of 9th grade alumni who respond that ANCS prepared them well for HS (based on alumni survey responses)	93%			target is to be at/above 90%
% ANCS alumni passing 9th Grade Lit/Comp EOC Milestones (as compared to district/state)	96% (63% /77%)			test typically taken in 9th grade

ANCS Performance Dashboard

% ANCS alumni passing Coord Algebra EOC Milestones (as compared to district/state)	89% (53% /71%)			test typically taken in 9th grade
% ANCS alumni passing Biology EOC Milestones (as compared to district/state)	88% (52% /67%)			test typically taken in 9th grade
% ANCS alumni passing U.S. History EOC Milestones (as compared to district/state)	87% (64% /76%)			test typically taken in 11th grade
Leadership & Organizational Performance				
% of responses rated "Strongly Agree or Agree" for "This teacher has helped my learning this year" (based on student survey responses)		87%		Previously used state-mandated personnel survey for this measure
Employee recruitment (% open positions filled by May 31)			99%	
Employee retention (% offered contracts who return)			91%	
Average daily employee attendance	96%	96%	96%	target is to be at/above 95%
Met all charter organizational goals	Yes			includes updating strategic plan, clean audit, & annual review of ED
Financial Management & Resource Development				
Annual campaign on track to financial goal		Yes	Yes	
Annual campaign family participation %			~50%	
Grant funds received	\$194,824	\$115,000	\$135,000	does not include federal Title grant dollars
Positive projected net operating income	Yes	Yes	Yes	

Coversheet

2017-18 SY ANCS "By the Numbers"

Section: III. Executive Director's Report
Item: B. 2017-18 SY ANCS "By the Numbers"
Purpose: Discuss
Submitted by: Matt Underwood
Related Material: ANCS by the numbers August 2017-18.pdf



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STUDENTS & FACULTY/STAFF - BY THE NUMBERS

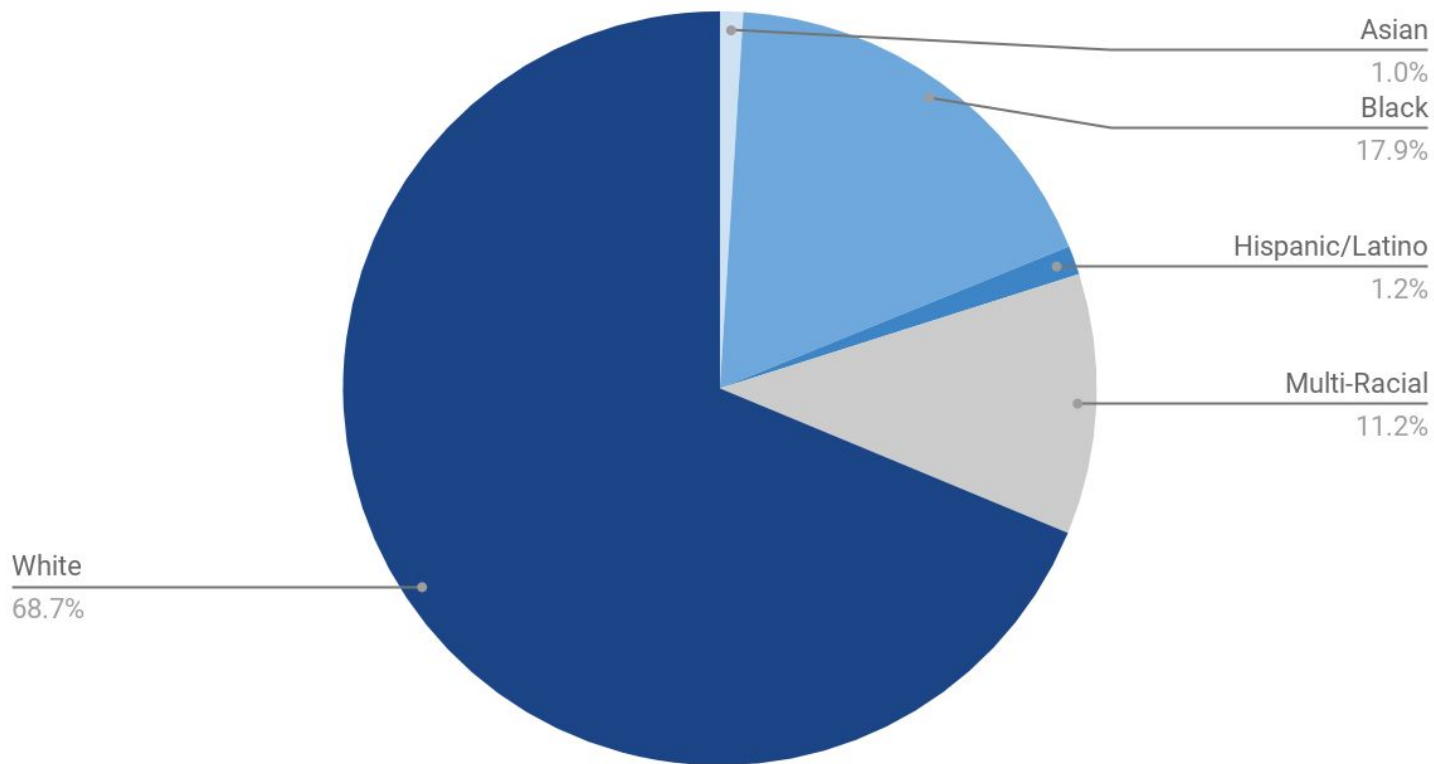
August 2017

Total Enrolled Students

- ***Grades K-5:*** 403 students
- ***Grades 6-8:*** 234 students
- ***Total:*** 637 students

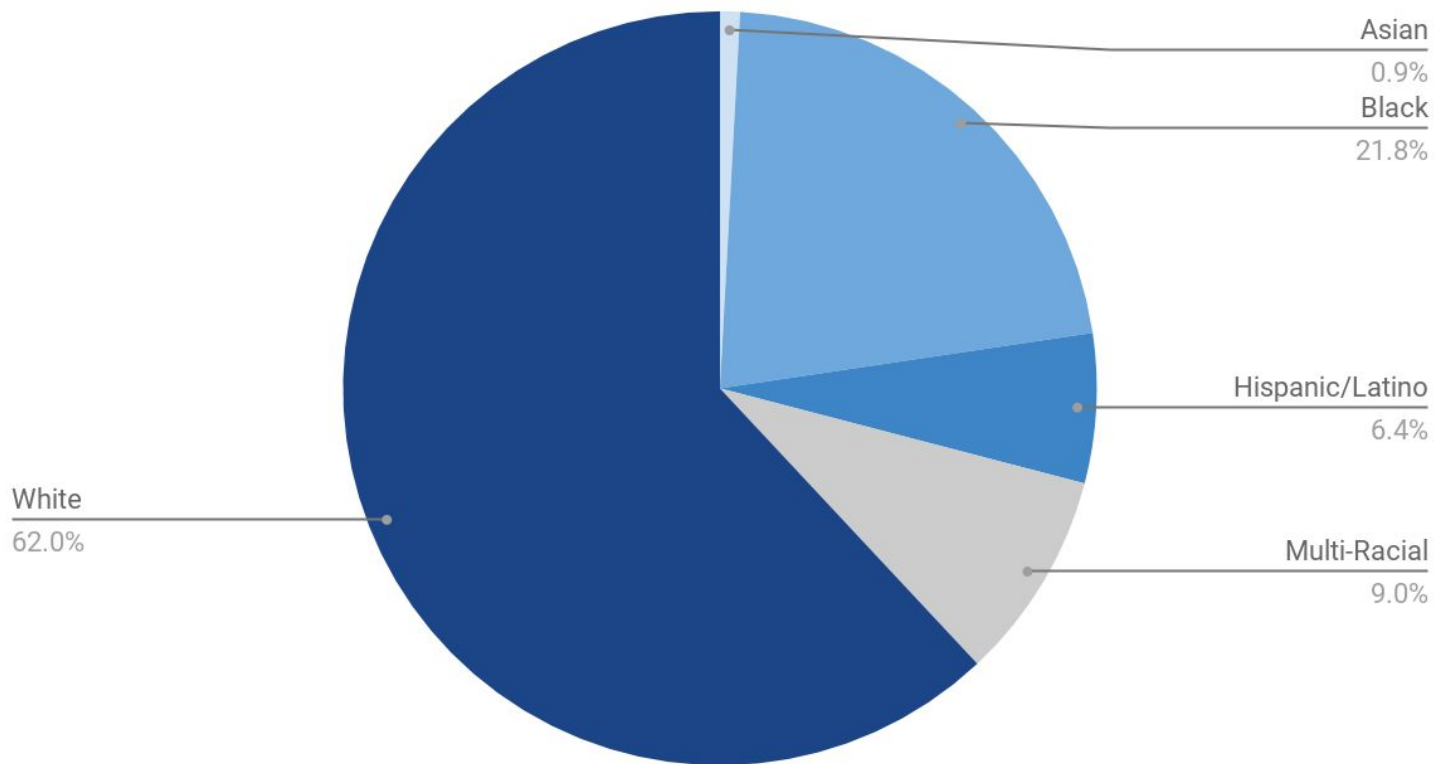
Race/Ethnicity - K-5 (all students)

Grades K-5 - Identified Race/Ethnicity



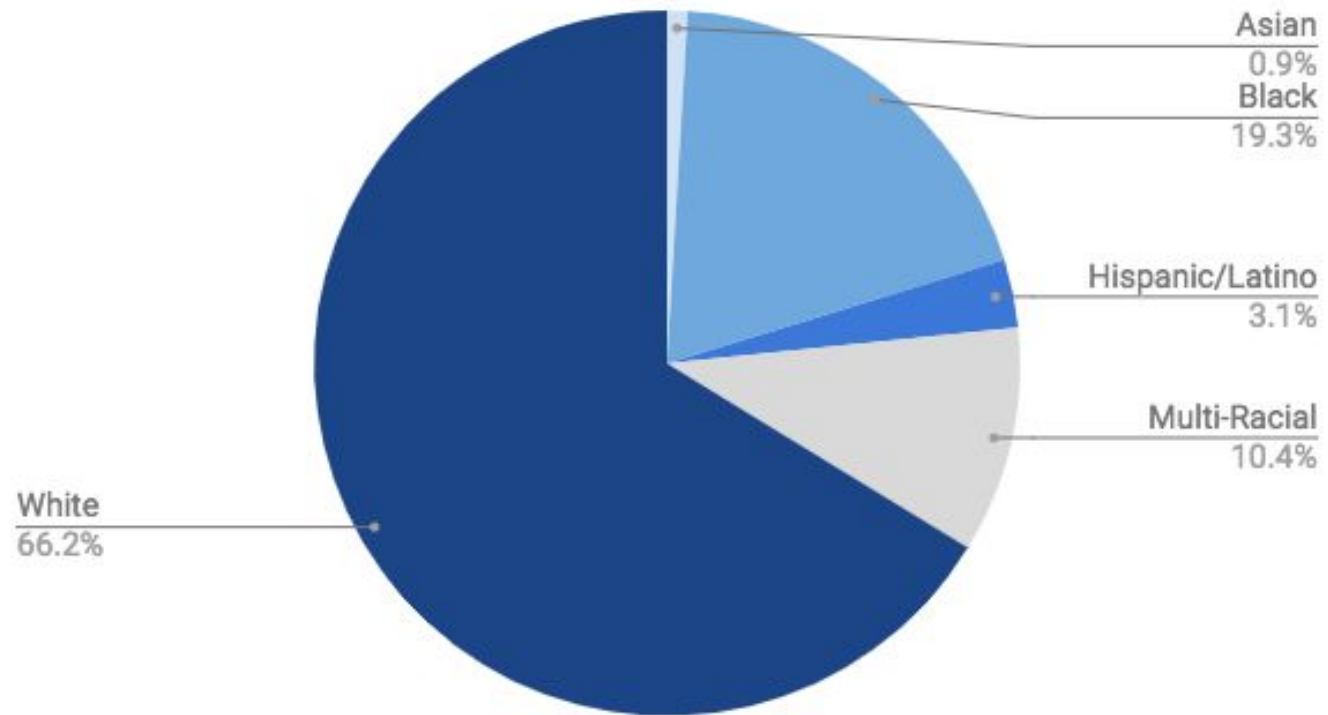
Race/Ethnicity - 6-8 (all students)

Grades 6-8 - Identified Race/Ethnicity



Race/Ethnicity - Schoolwide

Schoolwide - Identified Race/Ethnicity



New Students - Attendance Zones

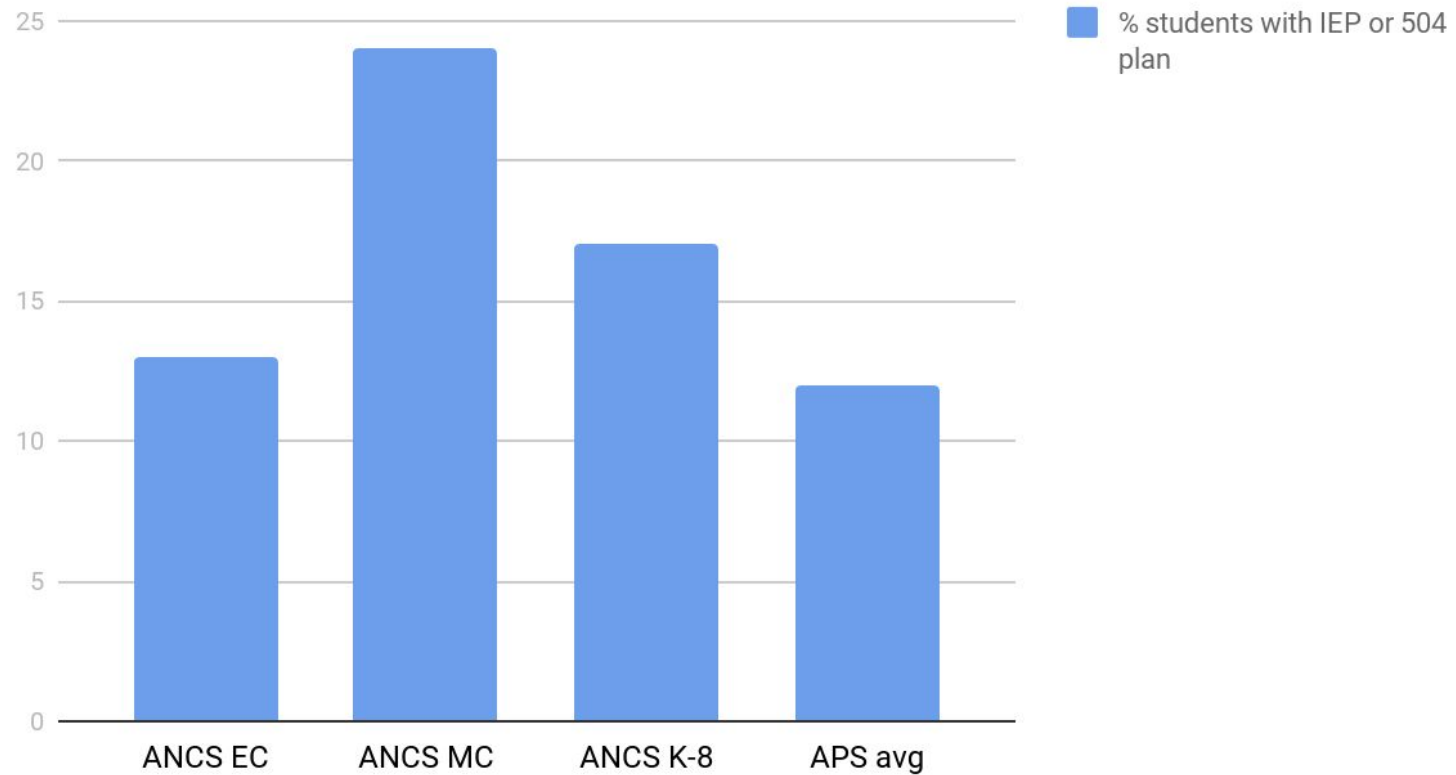
Zone 1 (Grant Park/Ormewood Park/Summerhill)	Zone 2 (Remainder of NPU-W)	Zone 3 (Remainder of Atlanta Public Schools zone)
78 students	4 students	5 students

New Students - Economically Disadvantaged Status

- 17 new students offered enrollment identified as “economically disadvantaged” on application
 - 13 of these students enrolled for 2017-18 SY (includes 4 siblings)
 - 2 declined offer of enrollment
 - 1 marked ED box in error
 - 1 thought application was for preK at ANCS
- Actual 2017-18 SY free/reduced price lunch percentage will be finalized in October

Students with IEP or 504 plan

Percentage of students with IEP or 504 plan



Student Demographic Data Trends

- **% students of color at EC *increased* by 4% from 2016**
- **% students of color at MC *decreased* by 5% from 2016**
- **10% of newly enrolled students from Summerhill (5% of all APS students in Jackson cluster live in Summerhill)**
- **% of students with IEP/504 *increased* by 3% from 2016 (bigger increase at EC)**

ANCS Employees

<i>Total number of employees</i>	109*
<i>% of instructional/support staff</i>	85%
<i>% with 5+ years of tenure at ANCS</i>	47%*
<i>% with advanced degree</i>	61%*
<i>% faculty/staff members of color</i>	34%*

* increase since 2016

A Decade of Service

5 employees just completed their 10th year at ANCS:

- Somer Hobby
- Maya Jenkins
- Molly Maland
- Matt Underwood
- Lara Zelski

Coversheet

2017 GA Milestones Results

Section: III. Executive Director's Report
Item: C. 2017 GA Milestones Results
Purpose: Discuss
Submitted by: Matt Underwood
Related Material: 2017 Milestones_ANCS_updated July2017.ppt (1).pdf



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2017 GEORGIA MILESTONES – INITIAL REPORT ON ANCS DATA *August 2017*

Georgia Milestones - *Background*

- All students in grades 3-12 took Milestones for first time in spring 2015; replaced CRCT and End of Course Tests
- In grades 3-8, tests given in ELA (reading/writing) and Math
- As of spring 2017, Sci and SS tests given only in grades 5 & 8
- Four performance levels
 - *Beginner*: do not yet demonstrate proficiency
 - *Developing*: demonstrate partial proficiency (passing)
 - *Proficient*: demonstrate proficiency
 - *Distinguished*: demonstrate advanced proficiency

Georgia Milestones - *Background*

- Milestones data required to be used for some *external* accountability purposes:
 - As a factor in student promotion in grades 3, 5, & 8
 - Teacher and leader evaluation scores (*note: In 2015 and 2016, state waived use of Milestones scores in student promotion decisions and teacher evaluations*)
 - Milestones data factors into schools' CCRPI scores

Georgia Milestones - *Background*

- ANCS also uses some Milestones metrics *internally* for educational program assessment purposes along with other data points, including:
 - MAP (nationally normed reading and math tests)
 - Torrance Test of Creative Thinking (critical & creative thinking ability)
 - Gallup student poll (student well-being and engagement)
 - Surveys of teachers/staff, parents, and students
 - Alumni outcomes

ANCS 2017 Milestones by Grade Level

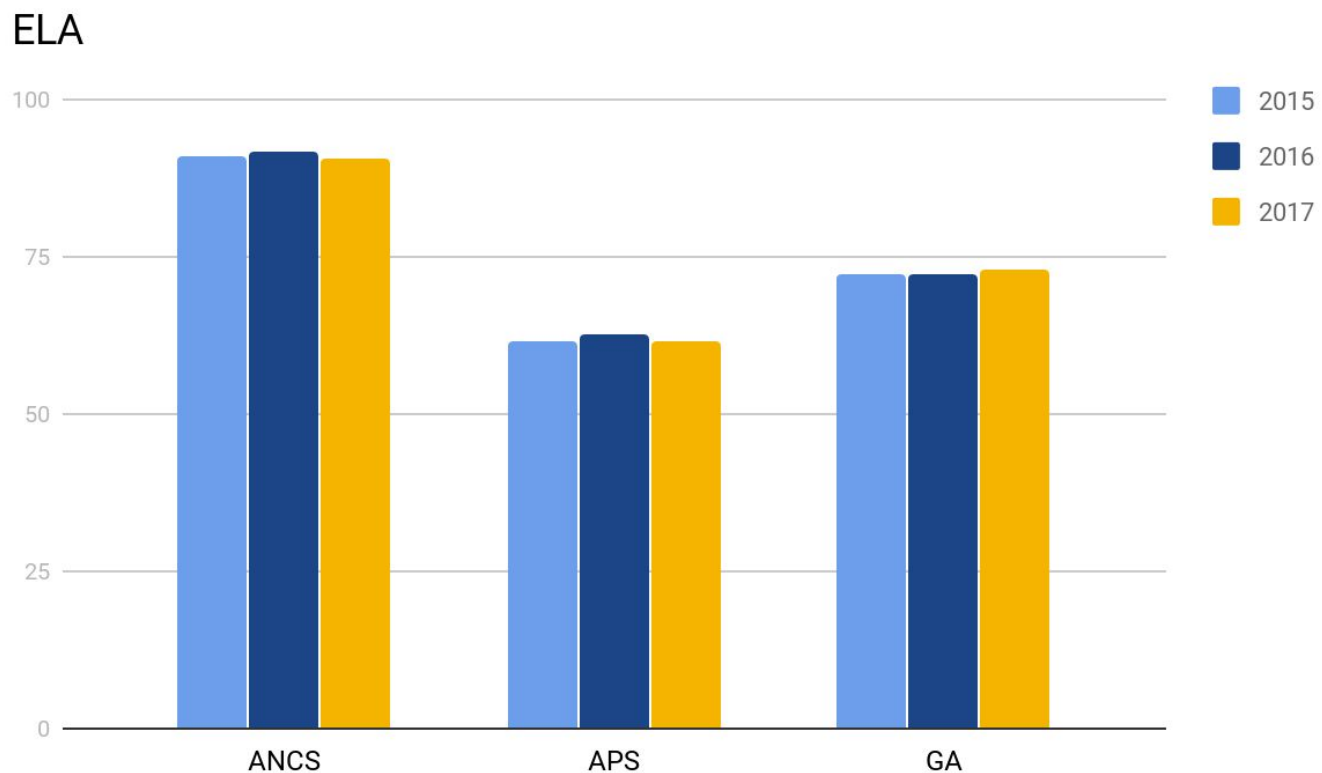
% Developing and Above/% Proficient and Above

Color coding to show + or - 5% cohort scores as compared to 2016

	ELA	Math	Science	SS
3rd	89%/52%	87%/52%		
4th	89%/59%	93%/57%		
5th	85%/67%	90%/54%	79%/78%	92%/58%
6th	85%/64%	86%/50%		
7th	93%/60%	94%/59%		
8th	94%/54%	86%/39%	73%/39%	81%/25%

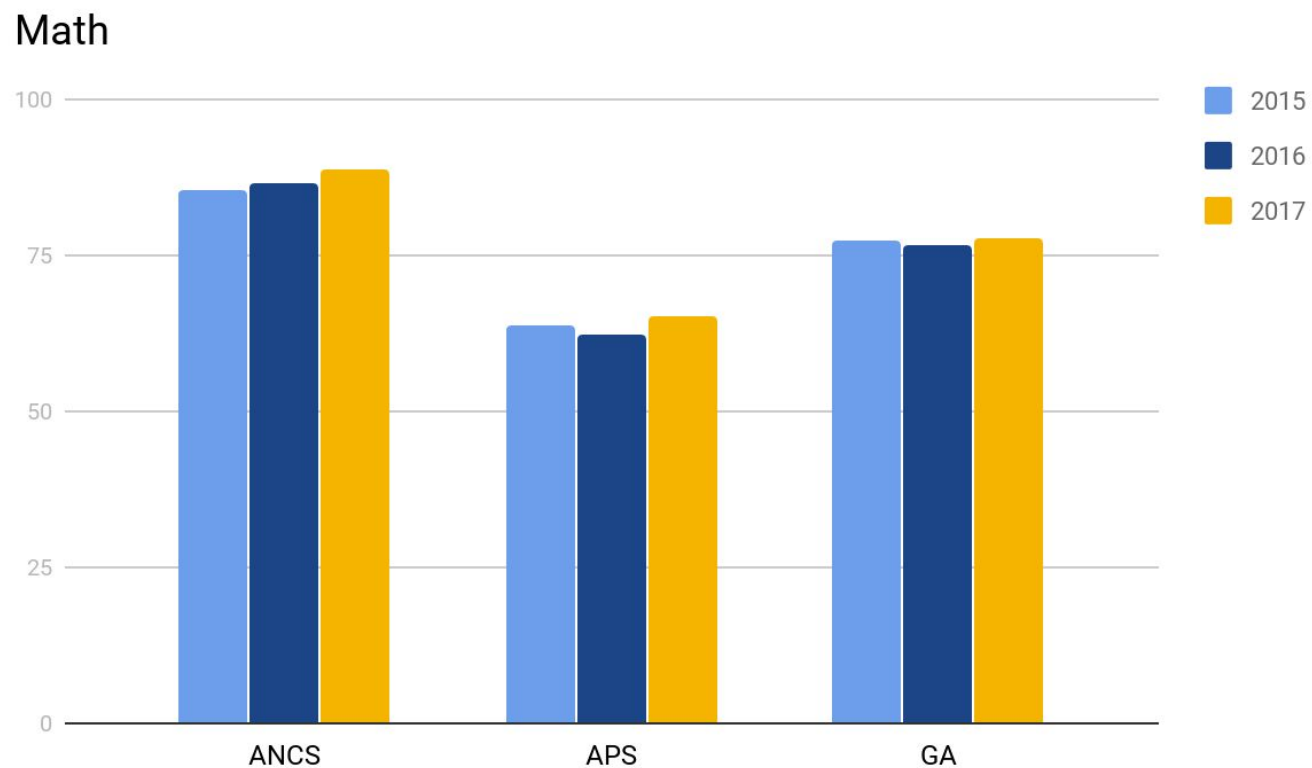
ANCS 2015-2017 Milestones - ELA

% Developing and Above



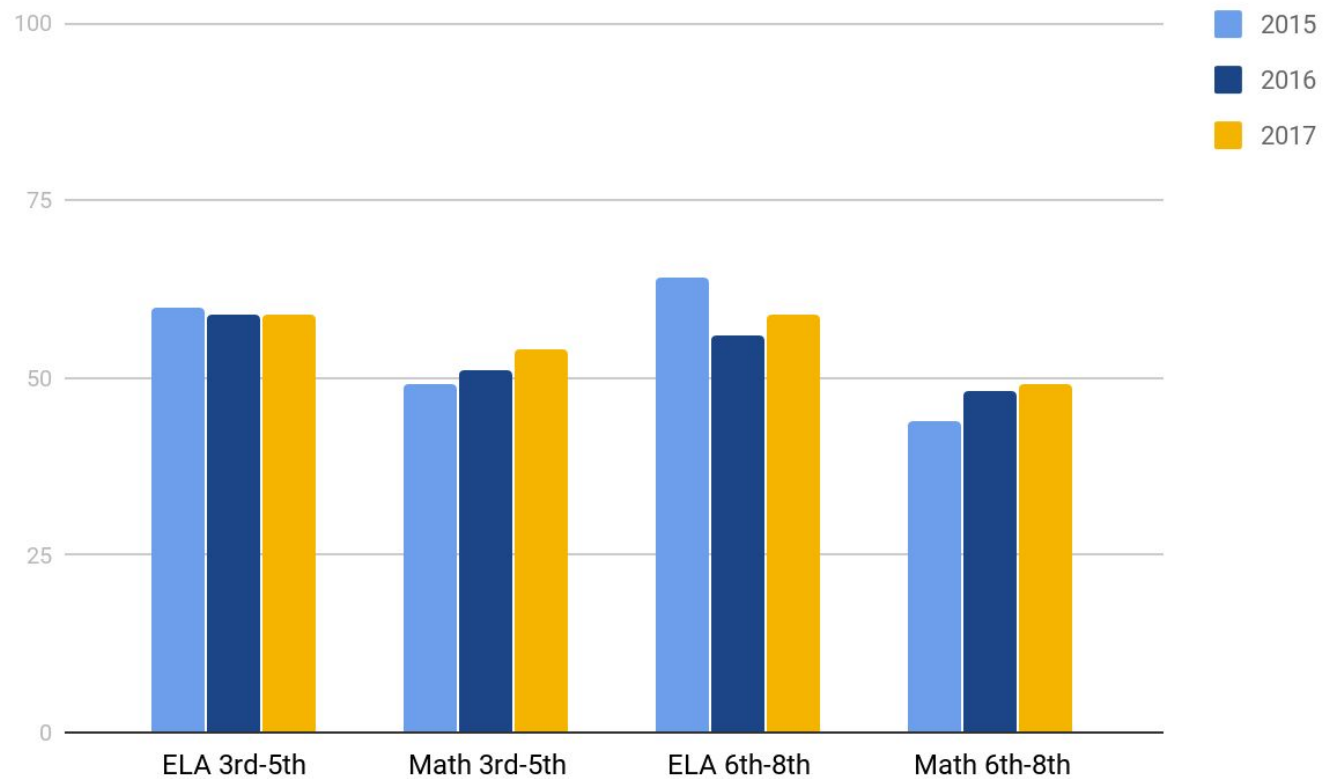
ANCS 2015-2017 Milestones - Math

% Developing and Above



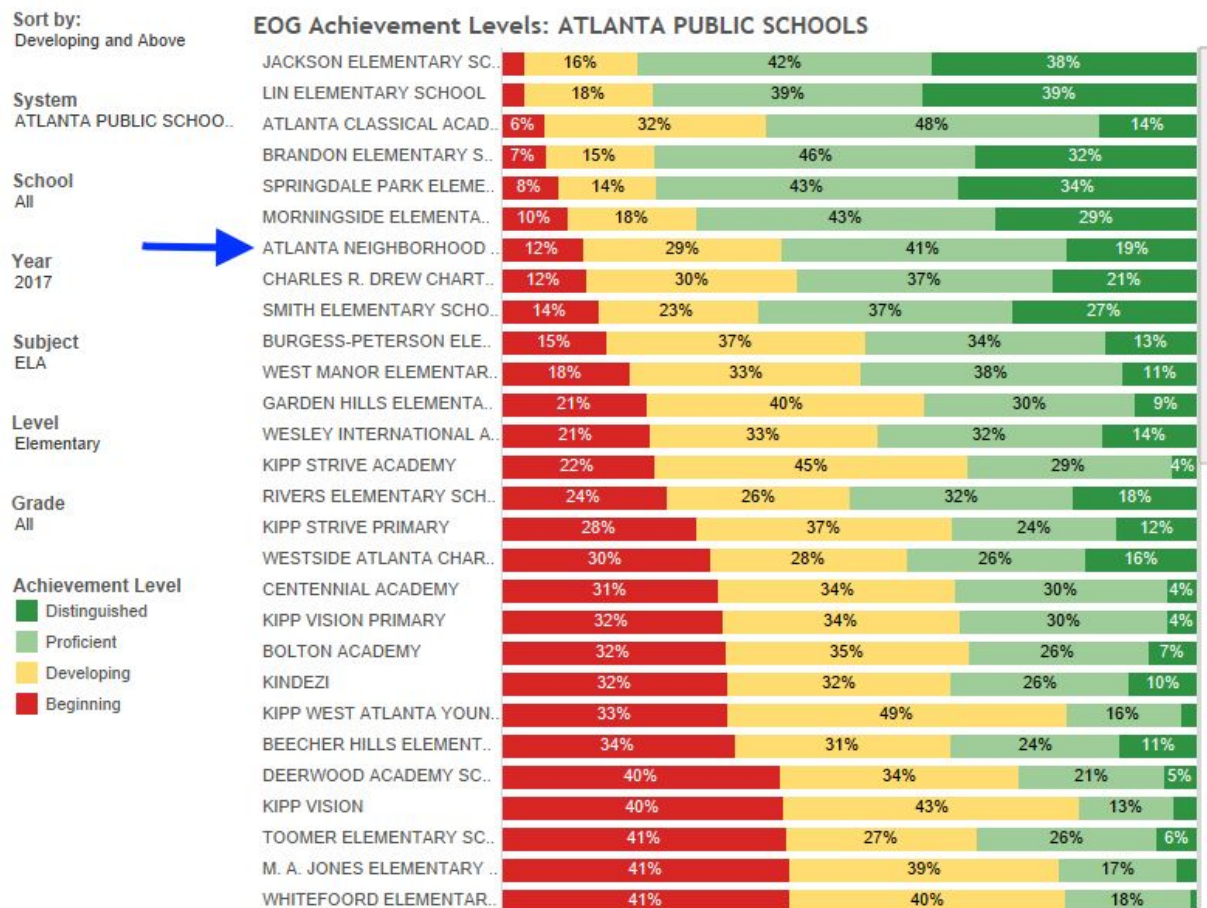
ANCS 2015-2017 Milestones Comparison

% Proficient & Above



2017 Milestones - ELA grades 3-5

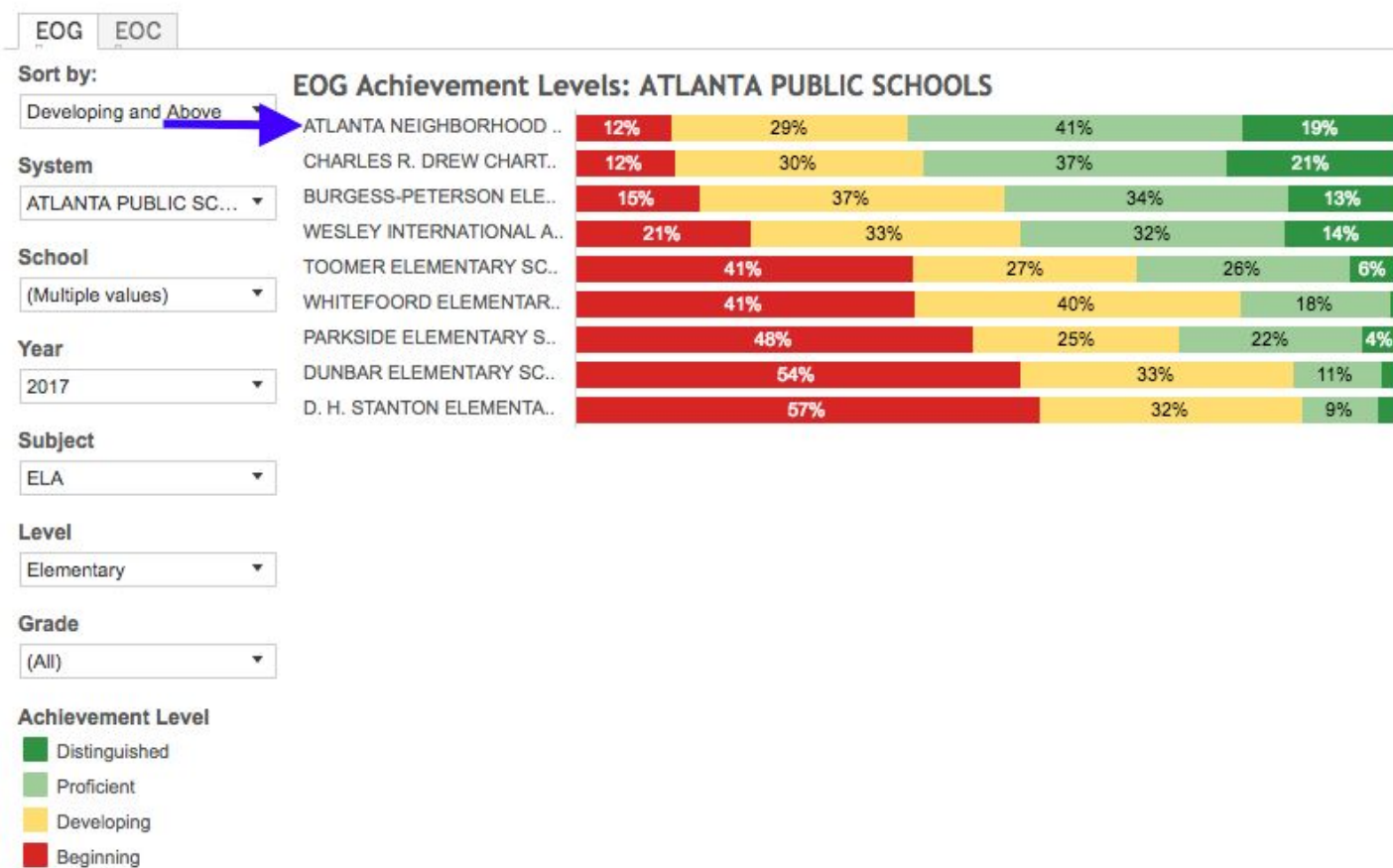
ANCS comparison to all other APS schools*



* note: 30 other APS elem schools not shown

2017 Milestones - ELA grades 3-5

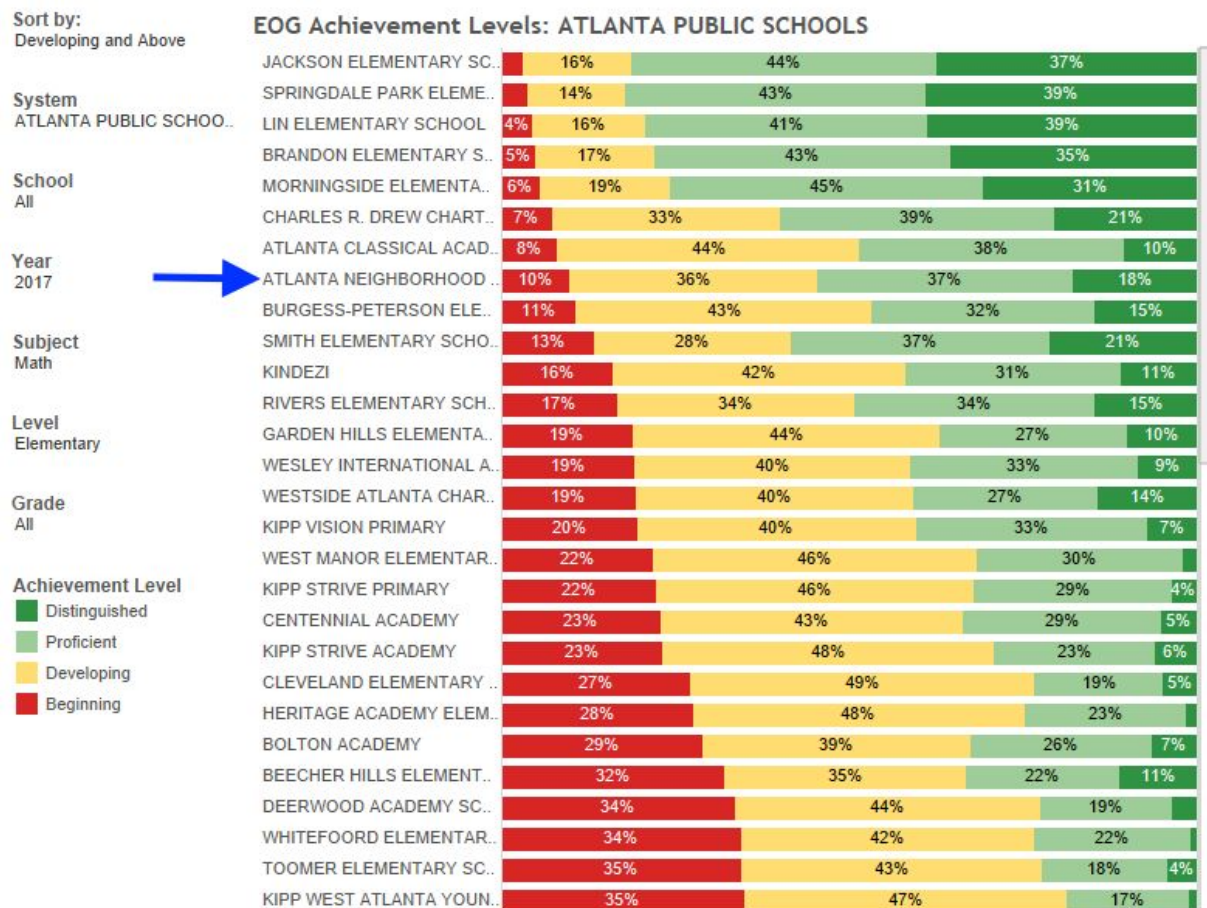
ANCS comparison to other Jackson cluster schools



* note: not all APS schools shown

2017 Milestones - Math grades 3-5

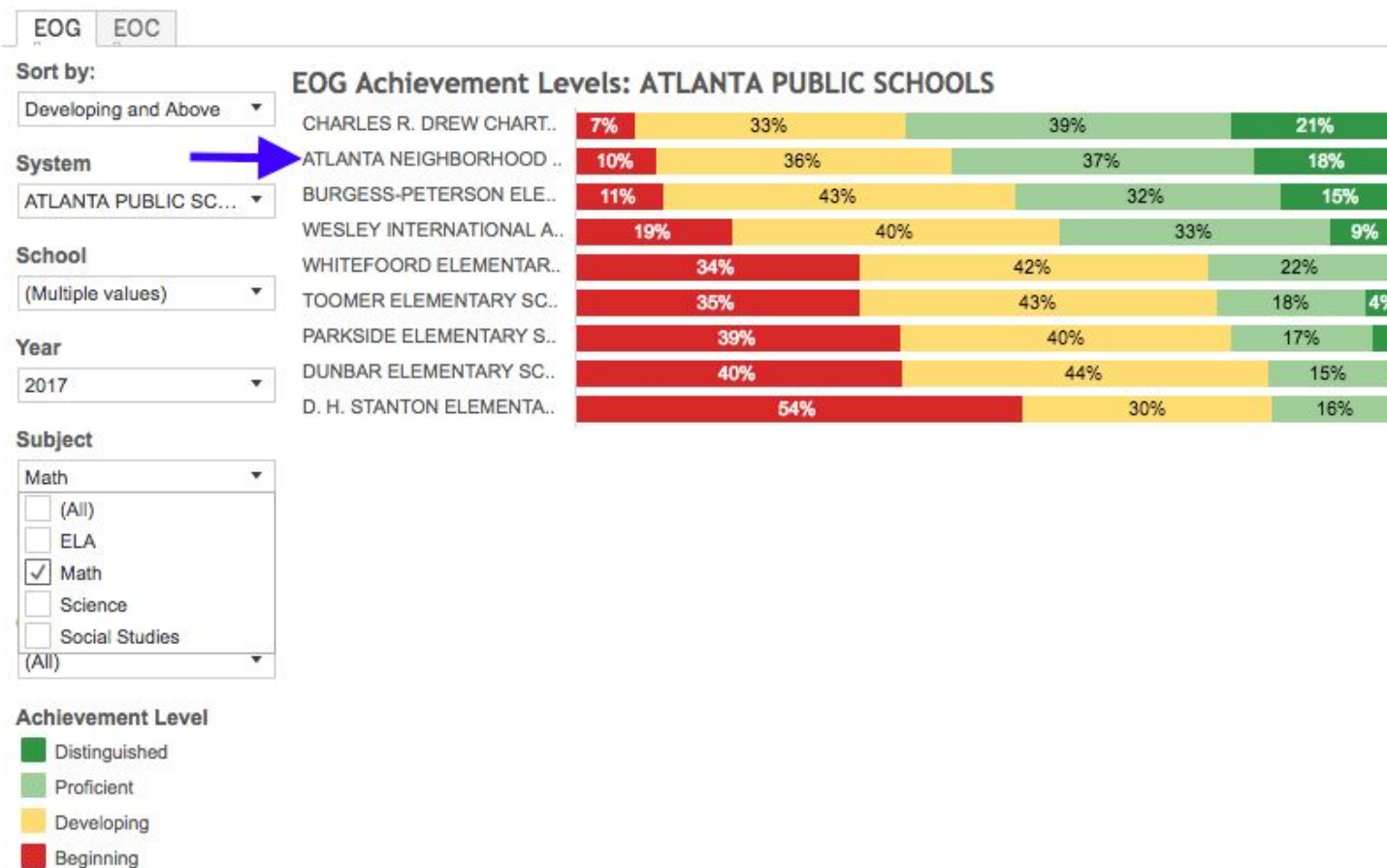
ANCS comparison to all other APS schools*



* note: 30 other APS elem schools not shown

2017 Milestones - Math grades 3-5

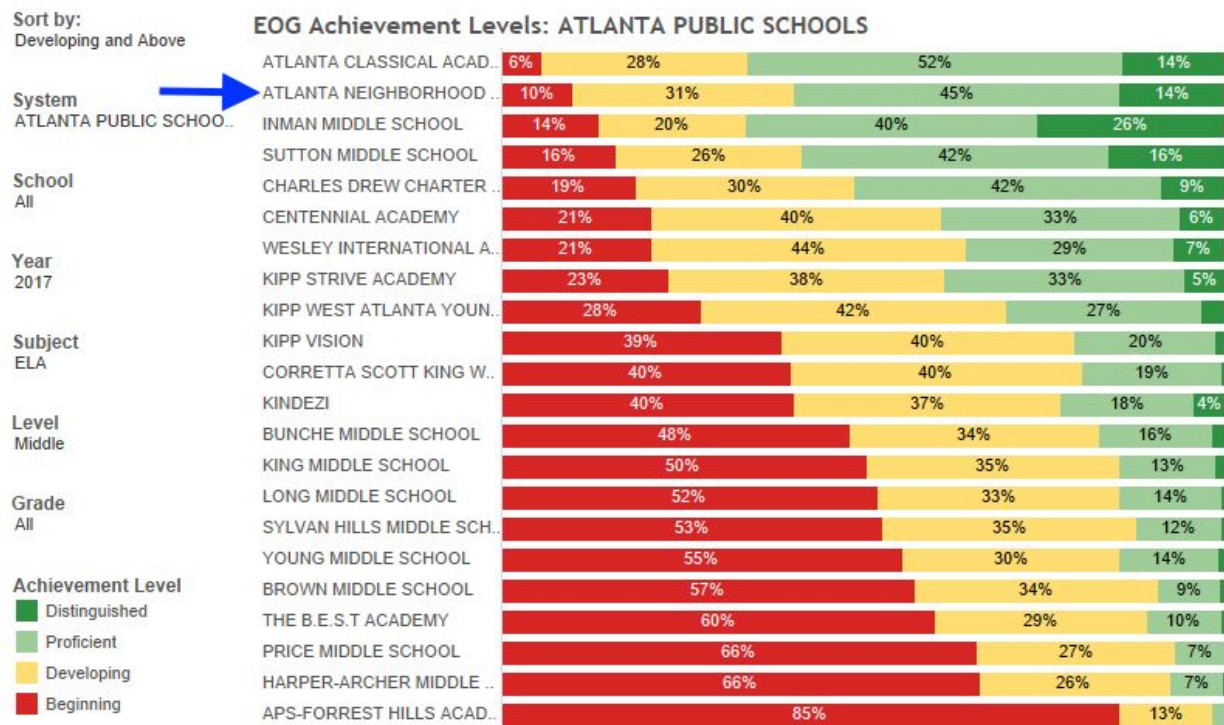
ANCS comparison to other Jackson cluster schools



* note: not all APS schools shown

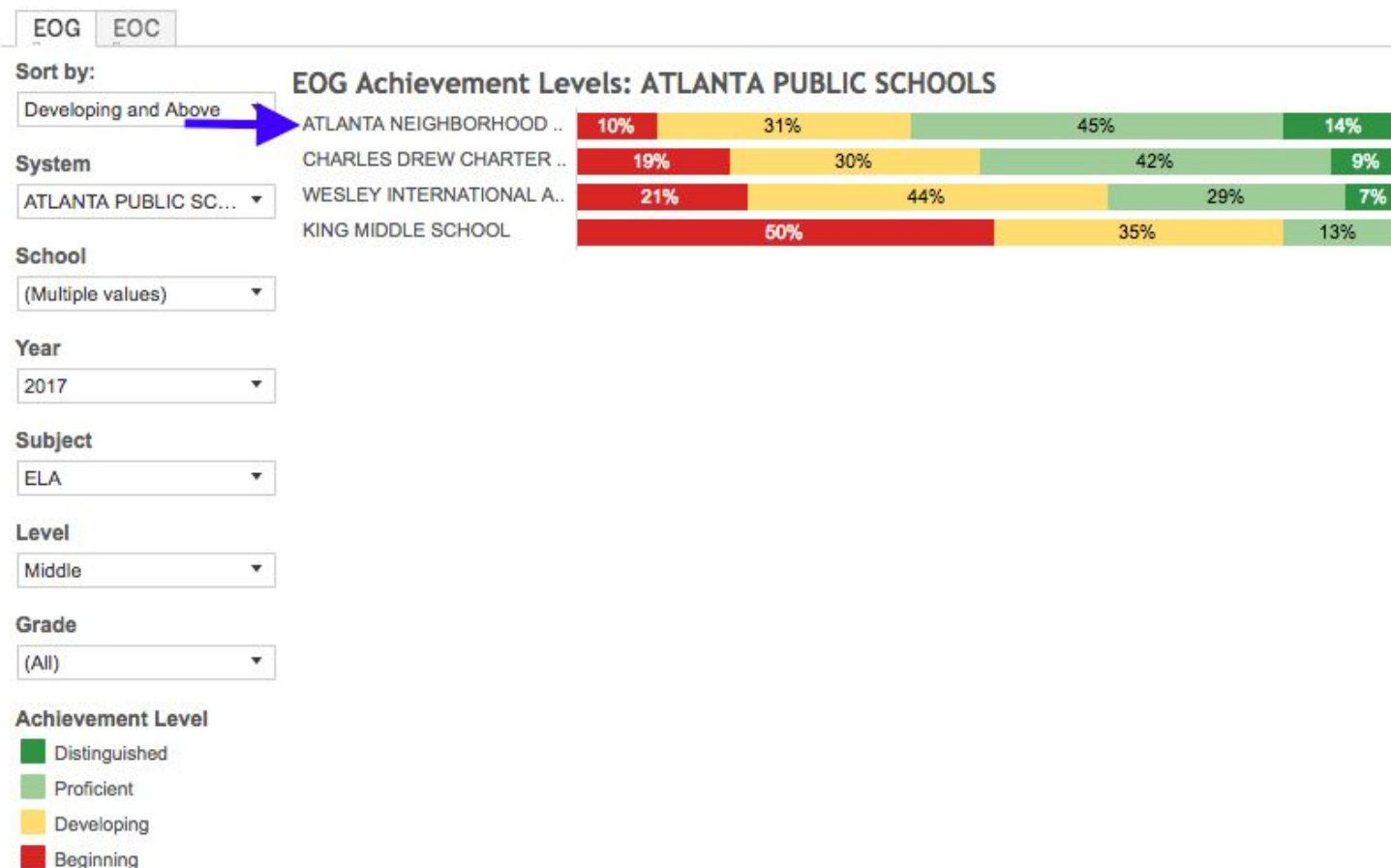
2017 Milestones - ELA grades 6-8

ANCS comparison to all other APS schools



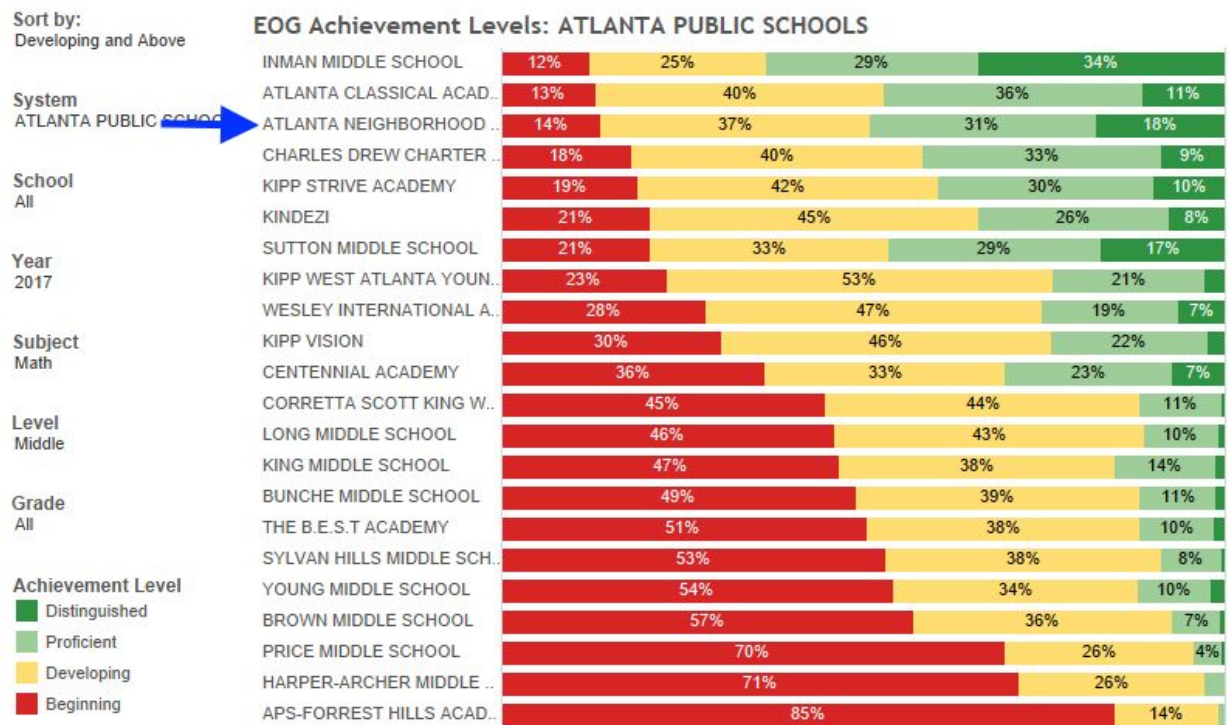
2017 Milestones - ELA grades 6-8

ANCS comparison to other Jackson cluster schools



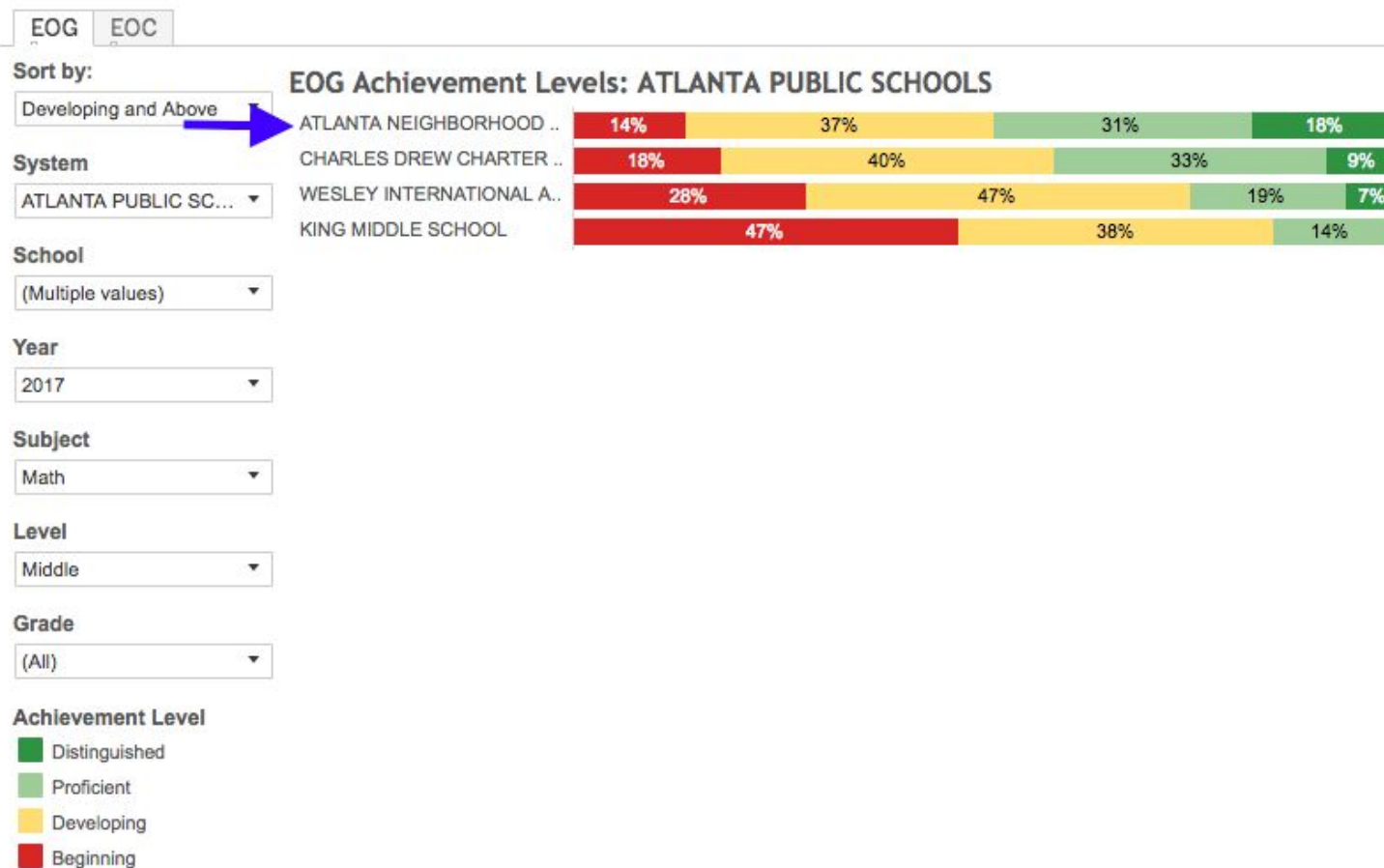
2017 Milestones - Math grades 6-8

ANCS comparison to all other APS schools



2017 Milestones - Math grades 6-8

ANCS comparison to other Jackson cluster schools



Coversheet

Monthly financial statements & reports

Section: IV. Business & Operations
Item: A. Monthly financial statements & reports
Purpose: Discuss
Submitted by:
Related Material: 07_31_17 Finance Committe Report FY18.pdf
August 2017 Board Memo.docx

ATLANTA NEIGHBORHOOD CHARTER SCHOOL
FY 2018 - Pro Forma Monthly Cash Flow Statement
July 31, 2017

		Allocation based on FTE Count = 665											FY19	
		Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18
Revenue														
Local/State Funding	\$0	\$891,497	\$891,497	\$891,497	\$891,497	\$943,870	\$891,497	\$891,497	\$891,497	\$891,497	\$891,497	\$891,497	\$0	\$0
Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$15,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Title 2 Reimbursement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000	\$0	\$0	\$0
Contributions & Fundraising	\$6,128	\$10,000	\$16,000	\$16,000	\$14,000	\$14,000	\$14,000	\$14,000	\$100,000	\$14,000	\$20,000	\$4,872	\$0	\$0
Program Income	\$720	\$70,000	\$90,000	\$60,000	\$50,000	\$29,500	\$33,000	\$50,000	\$60,000	\$40,000	\$50,000	\$15,080	\$0	\$0
Nutrition Program Income	\$144	\$24,000	\$30,000	\$30,000	\$15,000	\$30,000	\$20,000	\$25,000	\$25,000	\$21,000	\$20,000	\$9,850	\$0	\$0
Other Income	\$149	\$450	\$500	\$500	\$500	\$700	\$700	\$800	\$1,000	\$1,000	\$1,200	\$1,200	\$500	\$500
Total Revenue	\$7,141	\$995,947	\$1,027,997	\$997,997	\$970,997	\$1,018,070	\$974,197	\$981,297	\$1,077,497	\$967,497	\$983,697	\$31,002	\$500	\$500
Expenditures														
Salaries and Benefits	\$609,264	\$669,000	\$670,000	\$670,000	\$675,000	\$675,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$610,000
Professional Development	\$11,147	\$6,000	\$5,000	\$10,000	\$5,350	\$8,000	\$3,000	\$3,000	\$3,000	\$10,000	\$3,500	\$9,500	\$0	\$0
Curriculum & Classroom Expenses	\$23,756	\$85,000	\$16,000	\$5,000	\$8,000	\$7,500	\$10,000	\$15,000	\$2,000	\$8,000	\$6,000	\$9,900	\$0	\$0
Program Expenses	\$5,887	\$8,500	\$30,000	\$20,000	\$11,500	\$15,000	\$15,000	\$25,000	\$40,000	\$10,000	\$40,000	\$4,110	\$0	\$0
Building & Grounds	\$38,451	\$50,000	\$40,000	\$40,000	\$40,000	\$35,000	\$50,000	\$35,000	\$35,000	\$50,000	\$35,000	\$33,182	\$32,000	\$32,000
Fixed Assets Expenditures	\$100,629	\$50,700	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$3,000	\$2,000	\$2,000	\$2,000	\$500	\$0	\$0
Professional Services	\$7,320	\$200	\$15,000	\$15,000	\$4,000	\$930	\$0	\$1,200	\$3,000	\$2,600	\$700	\$50	\$0	\$0
Gen&Admin/Insurance/Interest	\$19,265	\$30,000	\$15,000	\$15,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$15,000	\$15,000	\$6,235	\$4,000	\$4,000
Nutrition Program Expenses	\$500	\$21,000	\$20,000	\$20,000	\$15,000	\$14,000	\$17,000	\$17,000	\$21,000	\$16,000	\$16,000	\$2,500	\$0	\$0
Equipment Rental (Copiers)	\$240	\$1,250	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$3,500	\$0	\$0
Fundraising Expenses	\$0	\$0	\$2,500	\$3,000	\$2,500	\$700	\$1,500	\$2,000	\$30,000	\$500	\$500	\$0	\$0	\$0
Total Expenditures	\$816,459	\$921,650	\$823,500	\$808,000	\$781,350	\$776,130	\$816,500	\$816,200	\$851,000	\$819,100	\$823,700	\$769,477	\$646,000	\$646,000
Total Revenues - Total Expenditures	(\$809,318)	\$74,297	\$204,497	\$189,997	\$189,647	\$241,940	\$157,697	\$165,097	\$226,497	\$148,397	\$159,997	\$(738,475)	\$(645,500)	\$(645,500)
EOM Cash Balance	\$670,881	\$745,178	\$949,675	\$1,139,672	\$1,329,319	\$1,571,259	\$1,728,956	\$1,894,053	\$2,120,550	\$2,268,947	\$2,428,944	\$1,690,469	\$1,044,969	\$1,044,969
	Actual	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected

Note: Adjusted to reflect only Atlantic Capital Bank operating accounts. Not including \$798k of investments

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

Period Ended 7/31/17

	YTD FY2017 Actual	YTD FY2018 Actual	YTD Budget	YTD \$Variance	FY2018 Budget
Income					
Local/State Funding	\$3,244	\$0	0	0	8,967,341
Grants	\$0	\$0	0	0	15,000
Title 2 Funding	\$0	\$0	0	0	1,000
Contributions & Fundraising	\$3,718	\$6,128	6,075	53	243,000
Prior year Facilities Grant & Title 1 Funds Received	\$121,225	\$0	0	0	0
Program Income	\$74	\$720	0	720	548,300
Nutrition Income	\$50	\$144	5,208	(5,065)	250,000
Other Income	\$523	\$149	181	(32)	8,700
Total Income	\$ 128,834	\$7,141	\$ 11,465	\$ (4,324)	\$ 10,033,341

0

Expenditures

Salaries and Benefits	\$602,109	\$609,263	680,072	70,809	8,160,860
Professional Development	\$10,825	\$11,147	6,458	(4,689)	77,500
Curriculum & Classroom Expenses	\$7,375	\$23,756	16,346	(7,410)	196,152
Program Expenses	\$1,908	\$5,887	18,750	12,863	225,000
Building & Grounds	\$32,331	\$38,451	40,136	1,685	481,633
Fixed Asset Expenditures	\$14,773	\$100,629	92,918	(7,712)	185,835
Professional Services	\$4,920	\$7,320	4,167	(3,153)	50,000
Gen&Admin/Insurance/Interest Expense	\$19,646	\$19,265	13,792	(5,474)	165,500
Nutrition Program Purchases	\$897	\$498	15,000	14,502	180,000
Equipment Rental (Copiers)	\$7,561	\$240	4,167	3,926	50,000
Fundraising Expenses	\$106	\$0	3,600	3,600	43,200
Reserves Fund	\$0	\$0	0	0	210,000
Total Expenditures	\$702,451	\$816,456	\$ 895,405	\$ 78,948	\$ 10,025,680
Operating Income/Loss	\$ (573,617)	\$ (809,316)	\$ (883,940)	\$ 74,624	\$ 7,661

\$715,827

Total investments held by ANCS**7/31/2017**

<u>Institution</u>	<u>Investment</u>	<u>Amount</u>
Atlantic Capital Bank	Operating accounts	670,881
		<u>670,881</u>
Edward Jones - Amex Bank	CD	225,000 2 year - matures Nov 2017
Edward Jones - Ally Bank	CD	200,000 2 year - matures Apr 2018
Self-Help Credit Union	CD	231,963 1 year - matures Oct 2017
Edward Jones Bank	Money Market	104,677 Money Market account
Self-Help Credit Union	Money Market	<u>36,427</u> Money Market account
Total invested funds (not at ACB)		798,067
Total restricted funds - reserves		<u>-562,820</u>
Total unrestricted investments		235,247
Grand total ANCS funds		\$1,468,948



From: Ryan Camp

To: Governing Board of Directors

Cc: Kari Lovell, Matt Underwood

Re: August 2017 Business and Operations Report Summary

Date: August 11, 2017

Cash Position – Cash and investment balance is \$1,468,948 with \$670,881 in operating cash and \$798,617 in CD and Money market accounts. \$562,820 of invested funds are allocated as reserve funds.

Allocation - The APS budget was written with the anticipation of the tax revenue increases that would have come along with the increased assessments. During our budgeting process we utilize the APS budget projections to determine what we believe our allocation will be. The initial budget forecasts and guidance from APS indicated that we could expect an increase of 5.8% to the local portion of our allocation. As always, we try to be very conservative when writing our budget so we forecast a bit less than that which amounted to an allocation increase of \$142k. This year the Fulton county tax assessor decided to freeze taxes at 2016 levels. APS just received their new estimate of the tax base and it appears that the APS budget could be impacted by approximately \$12 Million. However, At this time APS Finance leadership has decided not to make adjustments to the allocations until the tax digest can be fully analyzed. So at this time we are unsure as to how our allocation will be impacted. Due to conservative budgeting and allocation of prior years resources into reserve funds we do not anticipate that this will impact operations.

Grants to Green – Grants to green projects are almost complete. The only remaining item is the installation of solar panels. Currently we are working through final permitting.

Air Conditioner – As school started this year, one of the Air Conditioning units at the Elementary campus stopped functioning. Evaluation of it shows that it cannot be repaired and must be replaced. This is an unexpected major expense. The total cost is expected to be \$25k to \$30k. The cost is elevated due to the logistics of placing the new unit onto the roof. The roads and areas around the school are not weight rated high enough to sustain the weight of a crane that could hoist the unit up onto the roof. So we will have to hire a helicopter to place the new unit.

Coversheet

FY18 Financial Resolution

Section: IV. Business & Operations
Item: B. FY18 Financial Resolution
Purpose: Vote
Submitted by: Kari Lovell
Related Material: Financial_Resolution_FY18.docx



RESOLUTION – FY18

FINANCIAL INFORMATION

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

- 1. Banks where ANCS has accounts.**
 - Atlantic Capital Bank - Primary
 - Edward Jones Bank - C.D. & Money Market accounts
 - Self-Help Credit Union - C.D. & Money Market accounts
 - Elan (through ACB) – Credit Card account

- 2. Designated check signatories.**
 - Executive Director - Matt Underwood
 - Principals - Lara Zelski & Cathey Goodgame
 - School Nutrition Director (nutrition program checks only) – David Bradley

- 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.



Resolutions

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

- Mortgage Loan at Self-Help Credit Union

7. Confirmation of reserve fund policy.

- The reserve fund policy is reflected in board documents.

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 Finance & Operations. They can be accessed upon request.
- Accounting software: Quickbooks Pro Non-Profit

Coversheet

Monthly fund development report

Section: VI. Fund Development
Item: A. Monthly fund development report
Purpose: Discuss
Submitted by:
Related Material: August 2017 Fund Development Board Report.pdf



Fund Development Report // August 2017
Prepared by Meeghan Fortson
ANCS Governing Board Meeting // August 15, 2017

2016-2017 Gather & Grow Fund (Annual Campaign):

Year-End Total: **\$119,915**
Family Participation: **Approx. 50%**
(July 1, 2016 – June 30, 2017)

Comparison to last two fiscal years (as reported to Board):

2015-2016 Total: **\$122,507***

2014-2015 Total: **\$140,463****

**This total reflects donations through May 2016*

***This total includes \$15,407 from Auction*

2017-2018 Gather & Grow Fund (Annual Campaign):

July 2017 donations received: **\$2,658**
Year to date: **\$2,658**

Comparison to 2016:

July 2016 donations received: **\$3,213**
Year to date: **\$3,213**

Wrapping up 2016-2017:

At the May 2017 Board Meeting, we had raised **\$101,056** for the 2016-2017 Gather & Grow Fund and had just concluded annual campaign week (May 8-12), where we promoted the Gather & Grow Fund and our goal of 100 percent participation.

Fund Development efforts continued throughout May and June to wrap up the fiscal year. Meeghan Fortson and Narin Hassan met on **June 28** to draft two Gather & Grow e-blasts (sent on June 28 and June 30), reminding constituents to make their 2016-2017 gift by June 30. In addition, reminders were also posted on Facebook during the final week of the fiscal year.

These year-end efforts resulted in an additional **\$18,859** in May and June for the Gather and Grow Fund, bringing our final total to **\$119,915** as of June 30.



2017 Auction Wrap-up & Planning for 2018:

The 2017 Auction in March raised approximately **\$90,000** for the school's operating budget. Meeghan and Narin continued to wrap up Auction activities in May by meeting with Auction Sponsorship Chairs Michele Kresge and Megan Noble on **May 22** to debrief on their experience and gather feedback for soliciting sponsorships in future years. Kim Kurtz, Fund Development Assistant, attended the meeting as well. Meeghan and Narin are working to put together an auction manual with tips, timelines, guidelines, and other helpful information for future auction committees.

Plans for the 2018 Auction are already underway, and we hope to have more information to share at the next board meeting. The 2018 Auction is tentatively scheduled for **Saturday, March 3**.

Summer Meetings/Activities:

- **Meeting with PTCA Leadership:** On **May 31**, Meeghan and Narin met with Matt Underwood and new PTCA President Hannah Beth Millman and PTCA Fundraising Coordinator Rachel Ezzo to review fundraising guidelines, coordinate fundraising efforts, and discuss the calendar for the 2017-2018 year. We plan to meet periodically to coordinate fundraising efforts throughout the year.
- **Website Updates:** Over the summer, Meeghan and Narin worked with the school to create a Gather & Grow page on the ANCS website with fresh text and photos. The new page can be found under "Support ANCS" on the home page, and it provides information about the annual campaign: where the money goes, why it is important to give, how to make a gift, and a link to the donation form.
- **Registration Forms Update:** Meeghan and Narin also worked with Matt to update the Fund Development, Grandparent Info, and Student Profile registration forms that parents fill out each fall to ensure accurate collection of data and updated language about Fund Development.



- **Fundraising Software Update:** Also this summer, Matt, Narin, Meeghan, and Kim met several times to discuss our fundraising software/data management options. We have narrowed the search to two options and are close to making a decision after having participated in demos/meetings with the companies on **August 2**, **August 9**, and **August 10**. Once we decide on the platform that will work best for our needs, we will meet to create a timeline and plan for implementation.

2017-2018 Goals/Activities:

- Meeghan, Matt, Narin, and Kim met on **June 30** to discuss plans for the upcoming year including data management systems, new parent informational event, and updating our fund development materials. This fall, we will work on updating “rack cards” for Fund Development that can be used later in the year.
- Meeghan, Narin, and Kim met on **July 12** to review, itemize, and organize all annual campaign materials at the Elementary Campus as well as determine what materials need to be ordered for 2017-2018.
- Meeghan and Matt met on **July 27** to review the annual campaign calendar and strategy for the year. New this fall, we will hold a donor appreciation event to thank our major donors and sponsors from the 2016-2017 year and encourage their support again in the 2017-2018 year. We plan to send a fall solicitation mailer to parents and grandparents in early October.
- A Fund Development table (with Gather & Grow brochures, magnets, etc.) was set up on both campuses during their open houses on **July 31**.
- On **Sunday, August 13**, Matt and the ANCS Governing Board hosted “ANCS 101: Growing from Acorn to Oak”, an informational gathering for families of new students from 3:30 – 5:00 p.m. at the Elementary Campus. Matt Underwood provided a history of the school and how it was founded; Mitch White (Board Chair) gave an overview of the Governing Board and Charter Schools; Meeghan Fortson (Fund Development Chair) spoke about



the Gather & Grow Fund, the Auction, and volunteer opportunities. Kim Kurtz (Fund Development Assistant) also attended. Light refreshments and childcare were provided. A small but engaged group of parents attended. This year a Paperless Post invitation was created, and a follow-up mail was sent to all those invited after the event.

- In preparation for the Board Retreat next month, Matt Underwood, Mitch White, Meeghan Fortson, and Narin Hassan will meet on **Friday, August 18** to assess Fund Development activities in general, debrief from 2016-2017, and discuss strategy and goals for 2017-2018.

Coversheet

Public Affairs Subcommittee Report

Section: VII. Educational Excellence
Item: B. Public Affairs Subcommittee Report
Purpose: FYI
Submitted by:
Related Material: 2017.8.9 - PA Subcommittee Report.pdf



ANCS Public Affairs Subcommittee Report

From: Eric Teusink
To: ANCS Board of Directors
Date: August 15, 2017

Atlanta Board of Education

1. **ABOE SEAT 1** – Leslie Grant drew a challenger.
2. **ABOE SEAT 7 (AT LARGE)** – Candidates are Kandis Wood Jackson and John Wright.
3. **ABOE SEAT 3** – Candidates are Lewis Cartee, Charlie Stadtlander, Michelle Olypidiadis, Antoine Trammell, and Adzua Agyapon. Jennifer Lambert has dropped out.
4. **Candidate Forum**

Atlanta Charter Schools Roundtable

1. **Look to Schedule in next 1-2 months**

Georgia General Assembly

1. **No Report**