



ATLANTA NEIGHBORHOOD CHARTER SCHOOL

helping students learn to use their minds well

Atlanta Neighborhood Charter School

ANCS Governing Board Meeting

Date and Time

Tuesday October 22, 2019 at 6:30 PM EDT

Location

Elementary Campus, 688 Grant St., Atlanta, GA 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. Brain Start Smart

D. Public Comment

Public comment can be used to share comments that are of general interest to the school community and/or related to an item on the meeting agenda.

E. Approve Minutes from Prior Board Meeting

Approve minutes for ANCS Governing Board Meeting on September 17, 2019

F. PTCA Report

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

G. Principals' Open Forum

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

II. New Business

A. Annual Audit Presentation

Aleisa Howell from Mauldin Jenkins, our audit firm, will present an overview of our required audit from FY19.

B. Middle Campus Update

As part of a series of ANCS Leadership Team updates at board meetings this year, Middle Campus Principal Cathey Goodgame will report on 2019-2020 key priorities and initiatives for the Middle Campus.

III. Old Business

A. Strategic Plan Vote

Board will vote to approve the updated strategic plan.

IV. Executive Director's Report

A. Communications Update

B. GaDOE Annual Report

Overview of the info ANCS provides to the Georgia Department of Education in our required annual report.

C. Charter Renewal Update

Standing agenda item for 2019-2020 year.

V. Governance

A. Monthly Governance Report

VI. Business & Operations

Business & Operations

A. Monthly Business & Operations Report

B. Annual Resolution Vote

Board will vote to approve the amended annual resolution and proposal recommended by the Business and Operations Committee.

C. Update on Replacement of HVAC Units on Roof

VII. Fund Development

Fund Development

A. Monthly fund development report

Distribute board pledge form

VIII. Educational Excellence

Educational Excellence

A. Monthly Educational Excellence Report

B. Public Affairs Subcommittee Report

IX. Closing Items

A. Adjourn Meeting

X. 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.

Coversheet

Approve Minutes from Prior Board Meeting

Section: I. Opening Items
Item: E. Approve Minutes from Prior Board Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for ANCS Governing Board Meeting on September 17, 2019

APPROVED



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

Atlanta Neighborhood Charter School

Minutes

ANCS Governing Board Meeting

Date and Time

Tuesday September 17, 2019 at 6:30 PM

Location

Elementary Campus, 688 Grant Street, SE Atlanta, GA 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

Emily Ormsby, Eric Teusink, Hanah Goldberg, Howard Franklin, Jason Rhodes, Jordache Avery, Kristen Frenzel, Kristi Malloy, Laura Melton, Lee Kynes, Meeghan Fortson, Nakia Echols, Sabrina Sexton

Directors Absent

None

Directors who arrived after the meeting opened

Lee Kynes

Guests Present

Aarti Sharma (GCSA), Ben Sutton (committee member), Cathey Goodgame, Chuck Meadows, Irina Brimmell (committee member), Kari Lovell, Kristen German, Lara Zelski, Nicole King, Paige Teusink

I. Opening Items

A.

Record Attendance and Guests

B. Call the Meeting to Order

Eric Teusink called a meeting of the board of directors of Atlanta Neighborhood Charter School to order on Tuesday Sep 17, 2019 at 6:36 PM.

Lara Zelski led us through a brain smart start

C. Public Comment

There were no public comments.

D. Approve Minutes from Prior Board Meeting

Sabrina Sexton made a motion to approve minutes from the Board Meeting on 08-20-19 Board Meeting on 08-20-19.

Kristen Frenzel seconded the motion.

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

E. PTCA Report

See PTCA report in packet.

Budget for membership is \$11,000. Tracking a little behind in memberships compared to last year. First grant cycle concluded Friday night. Want to talk with teachers on tips for getting approved. More than 200 people participated in Kickball tournament on 9/15, which is expected to net \$2k, a little less than yard sale, but we will make up for it with a dine out on Oct. 2nd at Woods Chapel BBQ. (recently added to calendar)

F. Principals' Open Forum

Elementary Campus has completed first six weeks, students are getting heavy in academics. Parent teacher conferences started yesterday. Tkes conferences are being held as well. Curriculum Conversation on literacy on Sept 25 after morning meeting.

Middle Campus - Update on sports teams and clubs, which have started. In morning meeting kids and teachers will do some sharing for Hispanic Heritage month. Monthly MYP meetings for IB.

II. New Business

A. Charter Renewal Process

Aarti Sharma attended the meeting on behalf of Elisa Falco from GCSA to discuss the Charter Renewal Consultant proposal put forth by Elisa. The Board has the option to hire a charter renewal consultant (GCSA) to oversee the renewal process or not. Chuck Meadows recommends that we hire GCSA and the board agreed. This does not require a board vote.

Ms. Sharma shared a basic timeline for charter renewal. The Board requested more detail from GCSA on the process, timeline, and specific deliverables included in the contract. The Educational Excellence Committee will oversee the renewal process and determine the school committee.
Lee Kynes arrived.

III. Old Business

A. 2019-2020 Schedule of Board & Committee Meetings

To comply with Georgia Open Meetings law, we will be posting a physical piece of paper at each campus with the date/time/location of all 2019-2020 Board meetings, including committee meetings. Committee chairs should send Meeghan Fortson (Secretary) committee meeting schedules.

B. Strategic Plan Update

Draft of the updated strategic plan was given to the board at the retreat. Eric Teusink is looking into whether our bylaws require a vote to adopt this updated version of our strategic plan, which will take us through the charter renewal. It will be revised again after charter renewal.

C. Communications Update

Sabrina Sexton reported there is ongoing work on overall communications strategies.

IV. Executive Director's Report

A. Executive Director's Report

See ED report in packet.

Chuck Meadows shared that the Atlanta Board of Education decided not to renew the contract of the current superintendent. We are unsure of how this will impact ANCS.

2019 MAP testing window was closed. Results show that our scores are higher than the national normal and overall, students this year had a slight up-tick compared to 2018 fall scores.

Mr. Meadows shared a proposed checklist for "Board in the Building", an effort to help board members stay connected with teachers, staff, and what's happening in the classrooms/on campus throughout the year. This is especially helpful for Board members who are not parents or do not have students at the Middle campus. Board members should contact principals if interested in classroom visit. Hanah Goldberg suggested that coordination and reminders from Chuck would be helpful.

V. Business & Operations

A.

Monthly Business & Operations Report

See Business & Operations report in packet.

Kari Lovell shared that ANCS received Golden Radish award.

Jordache gave an update on bids for new Intercom system, which will come before the board for a vote soon.

Jordache updated the Board on the HVAC unit that went out. It wasn't one of the original six that needed to be replaced. Discussed how to handle future emergency situations that may occur. This did not require a board vote as per the purchasing policy. Laura reported that there is a discrepancy between the purchasing/receiving policy and the annual financial resolution on the amount that requires a board vote. The committee will re-examine the purchasing policy and align these as part of our overall policy review. Once aligned, the board will vote on the proposal to add a board member as a check signer to the annual financial resolution.

VI. Fund Development

A. Monthly fund development report

See Fund Development report in packet.

Gather & Grow Fund solicitations have not gone out yet, but we've received gifts from monthly, recurring donors.

Successful major donor party last week (donors who gave \$1,000 and up last year).

We're in the second year of a unified corporate sponsorship program that supports operating budget and the PTCA, and so far \$30,000 has been raised, a strong total for early in the year. Nearly all of last year's sponsors have renewed their support. Board to encourage support from anyone they know who owns their own business. Meeghan Fortson will send sponsorship info to the Board.

VII. Educational Excellence

A. Monthly Educational Excellence Report

See Educational Excellence report in packet. Jason Rhodes and Hanah Goldberg will serve as liaisons during charter renewal. Working with Eric Teusink to invite members of the leadership team to Board meetings, so everyone can be kept abreast of key initiatives occurring at the school.

B. Public Affairs Subcommittee Report

Chuck Meadows and Howard Franklin both attended RedefineEd event.

Mr. Franklin attended APS Career Academy (a new initiative that will kick off at the start of 20/21 school year to train students that may not be looking at college).

Waiting on results of today's special election for school board District 2.

Working on grant funding and lobbying for CREATE, because funding is being cut.

VIII. Governance

A. Monthly Governance Report

See Governance report in packet. Kristi Malloy and Kristen Frenzel met with Lia Santos to talk with ED evaluation process.

We received report back from law firm reviewing our board policies.

IX. Closing Items

A. Adjourn Meeting

Kristen Frenzel made a motion to adjourn the meeting into training.

Howard Franklin seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:05 PM.

Respectfully Submitted,

Meeghan Fortson

Coversheet

PTCA Report

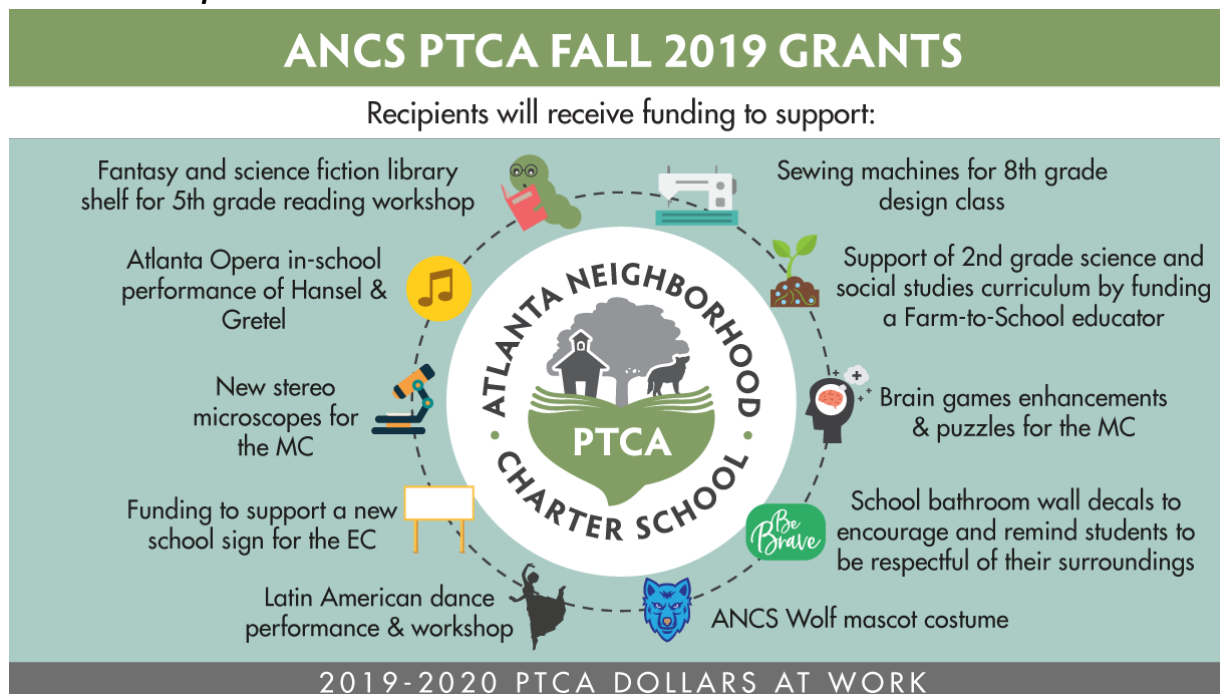
Section: I. Opening Items
Item: F. PTCA Report
Purpose: FYI
Submitted by:
Related Material: ANCS PTCA Board Report - 10.22.19.pdf



PTCA Board Report - Prepared October 18, 2019

1. **Membership Report:** Membership is holding steady at 269 memberships with 73 donated memberships. The PTCA will continue to encourage membership among the school community. The PTCA is on track with current expenditures outside of additional expenses for Kickball and the purchase of display screens as gifts to each campus. The bank account balance as of 9/30/19 was \$35,451.11. Significant sponsorship dollars have been raised to support the school but those funds have not yet been allotted to the PTCA yet. It is expected that we will reach our income goals. Not all Kickball proceeds and expenses have been accounted for yet but the event will net around \$1900.

2. **Fall Grant Recipients**



3. **Event Updates**

- a. Great turnout for first Dine Out. Raised \$910 from Wood’s Chapel. We are starting planning for our next – TBD.
- b. Great participation in Cardboard Challenge and Grandparents Special Friends day. Very difficult to get volunteers to commit in advance.
- c. Need to discuss Grandparents Special Friends Day EC registration protocol next year due to new security process.
- d. Fall Fest planning well underway for 11/2. Exploring options for games, obstacle course, Bubble Man, etc.
- e. Upcoming Events
 - i. 10/25 MC Coffee
 - ii. 11/1 First Friday Fitness
 - iii. 11/2 Fall Festival/Day
 - iv. 11/15 Third Friday Coffee

- v. 11/18 Exec Committee Meeting
- vi. 12/6 First Friday Fitness
- vii. 12/16 Exec Committee Meeting
- viii. 12/20 Third Friday Coffee

4. Committee Chairs and Vacancies

- a. Bingo Night, Marta Leo & Cathy McWhorter
- b. Cardboard Challenge, Marta Leo & Cathy McWhorter
- c. Car Wash, Chris Harbaugh
- d. Dine Outs/Parents Night Out, Lauren Sumrall & Alyssa Kopp
- e. Fall Fest, Amanda Evans & Dara Dearborn
- f. Friday Coffee, Bel Messaye & Sharda Mehta (EC), Stacey Armstrong (MC)
- g. Grandparents & Special Friends Day, Melissa Dreyer & Brett Albino (EC), Hannah Beth Millman (MC)
- h. Health & Wellness, Elise VanderMeer
- i. Kickball Tournament, Cindy Ryan
- j. Loyalty Programs, Katie Varner
- k. Paw Prints Art Book, VACANT**
- l. Related Arts, VACANT**
- m. Room/Advisory Parents, Jenny Shulz
- n. Run with the Wolves 5K, Amy Howard & **NEEDS CO-CHAIR**
- o. School Store, VACANT**
- p. Special Needs, VACANT**
- q. Sustainability, Jessica Harlan
- r. Teacher & Faculty Appreciation, Shelby Gutenberger
- s. Yearbook, Ginny Walton

Coversheet

Annual Audit Presentation

Section: II. New Business
Item: A. Annual Audit Presentation
Purpose: FYI
Submitted by:
Related Material: ANCS Financial Report Draft - V10.15.19.pdf

**ATLANTA NEIGHBORHOOD
CHARTER SCHOOL, INC.**

FINANCIAL REPORT

JUNE 30, 2019

DRAFT



PRELIMINARY DRAFT REPORT

This is a preliminary draft of the financial statements for the year ended June 30, 2019. We do not express an opinion at this time on the statements mentioned above because they are preliminary drafts and we have not as yet completed all of the auditing procedures which we consider necessary. These preliminary drafts are for review and discussion purposes only and are, therefore, subject to change. We ask that you delete all electronic records and destroy any printed copies when you have finished with them.

Mauldin & Jenkins, LLC

DRAFT

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.

FINANCIAL REPORT JUNE 30, 2019

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INDEPENDENT AUDITOR'S REPORT

**To the Board of Directors
Atlanta Neighborhood Charter School, Inc.
Atlanta, Georgia**

Report on the Financial Statements

We have audited the accompanying financial statements of **Atlanta Neighborhood Charter School, Inc.**, a Georgia not-for-profit organization, which comprise the statement of financial position as of June 30, 2019, and the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Atlanta Neighborhood Charter School, Inc. as of June 30, 2019, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited the Atlanta Neighborhood Charter School's 2018 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated October 30, 2018. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2019, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Matters

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated [REDACTED] 2019, on our consideration of Atlanta Neighborhood Charter School, Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. The report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Atlanta Neighborhood Charter School, Inc.'s internal control over financial reporting and compliance.

Atlanta, Georgia
[REDACTED], 2019

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.**STATEMENTS OF FINANCIAL POSITION
JUNE 30, 2019 AND 2018**

<u>Assets</u>	<u>2019</u>	<u>2018</u>
Current assets		
Cash	\$ 1,648,004	\$ 1,565,034
Certificates of deposit	548,990	530,828
Grants receivable	87,996	133,560
Current portion of contributions receivable	50,000	50,000
Prepaid expenses	-	6,941
Total current assets	<u>2,334,990</u>	<u>2,286,363</u>
Other assets		
Reserve accounts	238,634	235,874
Contributions receivable, net of current portion	100,000	50,000
Property and equipment, net	2,829,266	2,714,605
Total other assets	<u>3,167,900</u>	<u>3,000,479</u>
Total assets	<u>\$ 5,502,890</u>	<u>\$ 5,286,842</u>
<u>Liabilities and Net Assets</u>		
Current liabilities		
Accounts payable	\$ 55,445	\$ 64,790
Accrued payroll and benefits	1,112,918	983,413
Current portion of notes payable	50,270	42,605
Total current liabilities	<u>1,218,633</u>	<u>1,090,808</u>
Long-Term liabilities		
Notes payable, net of current portion and unamortized loan costs	923,543	970,674
Total liabilities	<u>2,142,176</u>	<u>2,061,482</u>
Net assets		
Without donor restrictions	3,163,277	3,067,847
With donor restrictions	197,437	157,513
Total net assets	<u>3,360,714</u>	<u>3,225,360</u>
Total liabilities and net assets	<u>\$ 5,502,890</u>	<u>\$ 5,286,842</u>

See Notes to Financial Statements.

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
STATEMENTS OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2019
(with comparative totals for 2018)

	2019			2018 Total
	Without Donor Restrictions	With Donor Restrictions	Total	
Public support and revenue				
Atlanta Public School funding	\$ 9,837,645	\$ -	\$ 9,837,645	\$ 8,771,446
Contributions and grants	514,672	125,210	639,882	694,543
Title II funding	-	-	-	-
Federal grants	1,153,128	-	1,153,128	767,149
Other government grants	1,425	-	1,425	157,816
In kind contributions	-	-	-	1,500
Student meal income	312,925	-	312,925	234,542
Other program income	537,344	-	537,344	506,655
Other income	33,713	-	33,713	11,304
	<u>12,390,852</u>	<u>125,210</u>	<u>12,516,062</u>	<u>11,144,955</u>
Net assets released from restrictions				
Satisfaction of restrictions	<u>85,286</u>	<u>(85,286)</u>	<u>-</u>	<u>-</u>
Total public support, revenue, and net assets released from restrictions	<u>12,476,138</u>	<u>39,924</u>	<u>12,516,062</u>	<u>11,144,955</u>
Expenses				
Program services				
Instructional expenses	5,589,756	-	5,589,756	4,881,914
Facilities expenses	637,200	-	637,200	584,722
Staff development expenses	2,579,871	-	2,579,871	2,615,802
Educational media services	-	-	-	-
After school program expenses	365,273	-	365,273	250,137
Student meal expenses	495,312	-	495,312	432,832
Other program expenses	17,000	-	17,000	23,942
Supporting expenses				
Fundraising expenses	139,520	-	139,520	123,599
General and administrative expenses	2,556,776	-	2,556,776	2,350,098
	<u>12,380,708</u>	<u>-</u>	<u>12,380,708</u>	<u>11,263,046</u>
Change in net assets	95,430	39,924	135,354	(118,091)
Net assets, beginning of year	<u>3,067,847</u>	<u>157,513</u>	<u>3,225,360</u>	<u>3,343,451</u>
Net assets, end of year	<u>\$ 3,163,277</u>	<u>\$ 197,437</u>	<u>\$ 3,360,714</u>	<u>\$ 3,225,360</u>

See Notes to Financial Statements.

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED JUNE 30, 2019 AND 2018

	<u>2019</u>	<u>2018</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Change in net assets	\$ 135,354	\$ (118,091)
Adjustments to reconcile change in net assets to cash provided by operating activities:		
Depreciation	227,907	211,962
Amortization	2,127	2,127
Decrease (increase) in prepaid expenses	6,941	(5,167)
(Increase) decrease in receivables	(4,436)	3,255
(Decrease) increase in accounts payable and accrued expenses	(9,345)	64,790
Increase in accrued payroll and benefits	129,505	63,912
Net cash provided by operating activities	<u>488,053</u>	<u>222,788</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Redemption of (investment in) certificate of deposit	(18,162)	(1,151)
Purchase of property and equipment	(342,568)	(272,350)
Net cash used in investing activities	<u>(360,730)</u>	<u>(273,501)</u>
CASH FLOWS FROM FINANCING ACTIVITIES		
Change in reserve accounts	(2,760)	(6,324)
Principal payments on note payable	(41,593)	(41,366)
Net cash used in financing activities	<u>(44,353)</u>	<u>(47,690)</u>
Net increase (decrease) in cash	82,970	(98,403)
Cash at beginning of year	<u>1,565,034</u>	<u>1,663,437</u>
Cash at end of year	<u>\$ 1,648,004</u>	<u>\$ 1,565,034</u>
SUPPLEMENTAL DISCLOSURES		
Interest paid during the year	<u>\$ 52,079</u>	<u>\$ 52,306</u>

See Notes to Financial Statements.

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC. NOTES TO FINANCIAL STATEMENTS

NOTE 1. ORGANIZATION

Neighborhood Charter School, Inc. (NCS), a Georgia not-for-profit organization, was formed on November 20, 1998 to operate a charter elementary school in Grant Park to serve Grant Park, Ormewood Park, and other in-town areas of Atlanta, Georgia. Southeast Atlanta Charter Middle School, Inc. (ACMS), a Georgia not-for-profit corporation, was formed on June 20, 2003 to operate a charter middle school in Ormewood Park to serve Grant Park, Ormewood Park, and other in-town areas of Atlanta, Georgia.

Effective May 19, 2011, the two schools merged and became Atlanta Neighborhood Charter School, Inc. (the "School"). The School was granted a charter by the Board of Education of the City of Atlanta for a five year term ending on June 30, 2016. The charter was renewed for an additional five-year term beginning on July 1, 2016 and expiring on June 30, 2021. The Charter permits the School to operate as a Charter School under the Atlanta Public School system, provided the School operates within the guidelines of the Charter and all applicable state and federal laws. Under the terms of the Charter, the School receives an allocation from the Atlanta Public Schools (APS) which is based on enrollment. The School's support comes primarily from state and local funding through the Atlanta Public Schools and from grants and contributions.

The mission of the School is to provide a learning environment for all students that demands high educational standards and high levels of parent/guardian involvement and responsibility.

Combined enrollment for the two campuses for the years ended June 30, 2019 and 2018 was 614 and 641 students, respectively.

NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The School prepares its financial statements in accordance with Financial Accounting Standards Board (FASB) Accounting Standards Codification (ACS) 958-205, *Not-For-Profit Entities*. Under FASB ACS 958, the School reports information regarding its financial position and activities according to two classes of net assets: with donor restriction and without donor restriction.

Contributions

Contributions are recognized when the donor makes a promise to give to the School that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in net assets with donor restriction if the restrictions expire in the fiscal year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in net assets with donor restriction depending on the nature of the restrictions. When a restriction expires, net assets with donor restriction are reclassified to net assets without donor restriction.

Contributed Services

Contributed services are recognized if the services received (a) create or enhance nonfinancial assets or (b) require specialized skills that are provided by individuals possessing those skills and would typically need to be purchased if not provided by donation. Contributed legal services during the years ended June 30, 2019 and 2018 totaled \$- and \$3,255, respectively.

In addition, many individuals volunteer their time and perform a variety of tasks that assist in the School's activities. The School receives numerous volunteer hours each year that are not valued in the financial statements.

NOTES TO FINANCIAL STATEMENTS

NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Revenue Recognition

Revenue from Atlanta Public Schools funding and revenue from program fees are recognized in the period the service is delivered. Grants are recognized as revenue when the related required expenditures have been incurred.

Cash

For the purpose of reporting cash flows, the School considers all demand notes and short-term investments with maturities of 90 days or less to be cash equivalents. At times, the School's cash balances exceed the federally insured limit.

Loan Closing Costs

Loan closing costs are amortized to interest expense on a straight-line basis over the life of the loan which approximates the effective interest method.

Fair Values of Financial Instruments

At June 30, 2019 and 2018, the carrying value of financial instruments such as cash, receivables, accounts payable, and borrowings under notes payable approximated their fair values.

Property and Equipment

The School capitalizes all expenditures for property and equipment in excess of \$500. Property and equipment are recorded at cost or fair value, if donated. Leasehold improvements are amortized over the life of the lease. Other property and equipment are depreciated using straight-line methods over their estimated useful lives as follows:

Building and building improvements	40 years
Computer equipment and software	5 years
Library books	7 years
Other equipment, furniture and fixtures	7 years

Tax Status

The School is exempt from income taxes under Section 501(c)(3) of the U.S. Internal Revenue Code and is classified as an organization which is not a private foundation under Section 509(a) of the U.S. Internal Revenue Code. The School qualifies for the charitable contribution deduction. Management does not believe there are any uncertain tax positions as defined by FASB ASC 740, *Income Taxes*.

Functional Allocation of Expenses

The costs of providing the various programs and other activities have been summarized on a functional basis in the statement of activities. Accordingly, certain indirect costs have been allocated among the programs and supporting services benefited. The expenses that are allocated include salaries and benefits which are allocated on the basis of estimates of time and effort.

NOTES TO FINANCIAL STATEMENTS

NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

New Accounting Pronouncement

In 2019, the School adopted ASU 2016-14, Not-for-Profit Entities (Topic 958) – Presentation of Financial Statements of Not-for-Profit Entities. The update addresses the complexity and understandability of net asset classification, deficiencies in information about liquidity and availability of recourses, and the lack of consistency in the type of information provided about expense and investment return. The School has implemented ASU 2016-14 and has adjusted the presentation in these financial statements accordingly. The ASU has been applied retrospectively to all periods presented, which did not have an effect on total net assets for the year ended June 30, 2019.

NOTE 3. LIQUIDITY AND AVAILABILITY

The School manages its liquidity by developing annual budgets that provide sufficient funds for general expenditures in meeting its liabilities and other obligations as they become due. Cash needs of the School are expected to be met on a monthly basis from contributions received without donor restriction, Atlanta Public School Funding, grant revenue, and other sources for general expenditures. Financial assets available for general expenditure, that is, without donor or other restriction limiting their use, within one year of the statement of financial position, comprise of the following:

Cash and cash equivalents	\$2,196,994
Grants receivable	<u>\$ 87,996</u>
	\$2,284,990

NOTE 4. PROPERTY AND EQUIPMENT

Property and equipment as of June 30, 2019 and 2018 is composed of the following:

	2019	2018
Buildings and building improvements	\$ 2,022,297	\$ 2,022,297
Leasehold improvements	1,651,783	1,555,741
Computer equipment and software	538,509	473,654
Library books	185,448	172,485
Other equipment	454,007	319,063
Furniture and fixtures	297,396	263,152
Less accumulated depreciation	(2,319,694)	(2,091,787)
Net property and equipment	\$ 2,829,266	\$ 2,714,605

Depreciation expense amounted to \$227,907 and \$211,962 for the years ended June 30, 2019 and 2018, respectively.

NOTES TO FINANCIAL STATEMENTS

NOTE 5. NOTES PAYABLE

	2019	2018
Note payable	\$ 978,067	\$ 1,019,660
Less unamortized loan cost	(4,254)	(6,381)
Note payable, net of unamortized loan cost.	973,813	1,013,279
Less current portion	(50,270)	(42,605)
	\$ 923,543	\$ 970,674

In June 2014, the School refinanced existing debt with a \$1,165,000 loan bearing a 5.11% fixed interest rate. On the fifth anniversary of the closing date, the interest rate will be adjusted to the greater of 4.5% or the mid-market semi-annual swap rate for USD swap transactions with a 2 year maturity plus 3.35%. The note requires monthly principal and interest installments based on a 20 year amortization with a final payment of all unpaid principal and interest due on its July 2021 maturity date. The loan is subject to a prepayment premium. The outstanding balance at June 30, 2019 and 2018 was \$978,067 and \$1,019,660, respectively.

The loan requires that the School maintain a minimum balance of \$225,000 in a reserve account providing additional collateral for the loan. The balance in the reserve account was \$238,634 and \$235,874 at June 30, 2019 and 2018, respectively.

The loan is secured by the building and improvements and requires minimum liquidity and debt service coverage ratio as described in the loan documents. At June 30, 2019 and 2018, the School was in compliance with these covenants.

Future maturities of the note payable are as follows:

Year ending June 30:	
2020	\$ 50,270
2021	53,096
2022	874,701
	\$ 978,067

The net unamortized amount of debt issuance cost as of June 30, 2019 and 2018 amounted to \$4,254 and \$6,381, respectively. The unamortized loan cost includes \$14,889 of loan costs at June 30, 2019 and 2018, and accumulated amortization of \$10,635 and \$8,508, respectively. Amortization expense amounted to \$2,127 for 2019 and 2018.

Total interest expense on all debt for the years ended June 30, 2019 and 2018 amounted to \$52,079 and \$52,306, respectively.

NOTES TO FINANCIAL STATEMENTS

NOTE 6. COMMITMENTS AND CONTINGENCIES

Operating Lease - Facility

The School (elementary campus) leases its building from the Atlanta Public Schools. The lease extends through August 31, 2021 unless the School loses its charter or Atlanta Public Schools needs the property in which case the lease requires sixty days' notice to be given. The School is not responsible for payment of any rent; however, the School is responsible for maintaining and repairing the property.

Operating Lease - Other

The School leases a modular building unit and various office equipment under non-cancelable operating leases. Rent expense for the years ended June 30, 2019 and 2018 amounted to \$36,828 and \$55,242, respectively. The leases require the following payments for the years ending June 30:

2020	\$	36,372
2021		34,661
		\$ 71,033

NOTE 7. RESTRICTIONS ON NET ASSETS

Net Assets with donor restriction at June 30, 2019 and 2018 are available as follows and are included in contributions receivable and cash:

	2019	2018
CREATE Teacher Residency program	\$ 197,437	\$ 157,513
	\$ 157,513	\$ 157,513

Of this amount, \$150,000 is also time restricted in line with the contributions receivable, for both the years ended June 30, 2019 and 2018.

NOTES TO FINANCIAL STATEMENTS

NOTE 8. NET ASSETS RELEASED FROM RESTRICTIONS

Net assets were released from donor restrictions during the years ended June 30, 2019 and 2018 by incurring expenses or acquiring capital assets satisfying the restricted purposes specified by donors as follows:

	2019	2018
CREATE Teacher Residency program	\$ 85,286	\$ 203,952
Capital improvements	-	15,000
	\$ 85,286	\$ 218,952

NOTE 9. RETIREMENT PLAN

The School participates in the Teachers Retirement System of Georgia (TRS). TRS, a cost-sharing multiple employer defined benefit plan (the "Plan"), is administered by the TRS Board of Trustees. Participation is available to all full-time public school employees as defined by the Plan. Participant employees contributed 6% of their annual salary for the years ended June 30, 2019 and 2018. The School contributed 20.90% and 16.81% of each participant's annual salary for the years ended June 30, 2019 and 2018, respectively. School contributions totaled \$1,284,817 and \$966,312 for the years ended June 30, 2019 and 2018, respectively.

NOTE 10. FUNCTIONAL EXPENSES

Expenses for the year ended June 30, 2019 were as follows:

	Program	Management and General	Fundraising	Total
Salary & Benefits	\$ 5,990,645	\$ 2,018,548	\$ 65,000	\$ 8,074,193
Pension	1,284,817	-	-	1,284,817
Payroll Taxes	511,520	-	-	511,520
Professional Fees	244,178	65,351	-	309,529
Advertising	-	-	9,948	9,948
Office	163,137	41,007	-	204,144
Technology	18,729	9,417	-	28,146
Occupancy	445,187	53,173	-	498,360
Travel	86,034	20,607	-	106,641
Conferences, Conventions, Meetings	19,581	-	-	19,581
Insurance	-	45,971	-	45,971
Professional Development	318,475	-	-	318,475
Classroom Expenses	189,524	-	-	189,524
Nutrition Program Expenses	194,075	-	-	194,075
Other	218,510	72,668	64,572	355,750
Depreciation	-	230,034	-	230,034
TOTALS	\$ 9,684,412	\$ 2,556,776	\$ 139,520	\$ 12,380,708

NOTES TO FINANCIAL STATEMENTS

NOTE 10. FUNCTIONAL EXPENSES (Continued)

Expenses for the year ended June 30, 2018 were as follows:

	<u>Program</u>	<u>Management and General</u>	<u>Fundraising</u>	<u>Total</u>
Salary & Benefits	\$ 5,562,134	\$ 1,875,711	\$ 65,000	\$ 7,502,845
Pension	966,312	-	-	966,312
Payroll Taxes	455,697	-	-	455,697
Professional Fees	122,085	64,861	-	186,946
Advertising	-	-	15	15
Office	89,864	32,121	-	121,985
Technology	21,617	6,626	-	28,243
Occupancy	405,410	52,738	-	458,148
Travel	32,144	8,899	-	41,043
Conferences, Conventions, Meetings	37,845	-	-	37,845
Insurance	-	40,125	-	40,125
Professional Development	550,207	-	-	550,207
Classroom Expenses	214,670	-	-	214,670
Nutrition Program Expenses	179,260	-	-	179,260
Other	152,104	54,928	58,584	265,616
Depreciation	-	214,089	-	214,089
TOTALS	<u>\$ 8,789,349</u>	<u>\$ 2,350,098</u>	<u>\$ 123,599</u>	<u>\$ 11,263,046</u>

NOTE 11. SUBSEQUENT EVENTS

The School has evaluated subsequent events, through [REDACTED], 2019, the date the financial statements were available to be issued.

SINGLE AUDIT SECTION

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ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2019**

<u>Pass-Through Grantor/Program Title</u>	<u>Date of Service</u>	<u>Grant Award #</u>	<u>Federal CFDA Number</u>	<u>Award Amount</u>	<u>Expenditures</u>
U.S. Department of Education Collaboration and Reflection to Enhance Atlanta Teacher Effectiveness in Mathematics and Science	1/1/15-12/31/19	U411C140133	84.411C	\$ 2,999,203	\$ 639,763
Passed Through Georgia State Univeristy: Collaboration and Reflection to Enhance Atlanta Teacher Effectiveness in Mathematics and Science	10/1/17-9/30/19	SP00013145-01	84.411C	\$ 1,002,627	\$ 513,365
Total 84.411C					<u>1,153,128</u>
TOTAL FEDERAL AWARDS					<u><u>\$ 1,153,128</u></u>

See Accompanying Notes.

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**ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2019**

NOTE 1. BASIS OF PRESENTATION

The accompanying Schedule of Expenditures of Federal Awards (the "Schedule") includes the federal grant activity of Atlanta Neighborhood Charter School, Inc. under programs of the federal government for the year ended June 30, 2019. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. Because the Schedule presents only a selected portion of the operations of Atlanta Neighborhood Charter School, Inc., it is not intended and does not represent the financial position, changes in net assets, or cash flows of Atlanta Neighborhood Charter School, Inc.

NOTE 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

NOTE 3. INDIRECT COST RATE

Atlanta Neighborhood Charter School, Inc. has not elected to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

**To the Board of Directors
Atlanta Neighborhood Charter School, Inc.
Atlanta, Georgia**

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Atlanta Neighborhood Charter School, Inc. (a not-for-profit organization), which comprise the statement of financial position as of June 30, 2019, and the related statements of activities, and cash flows for the year then ended, and the related notes to the financial statements, which collectively comprise the Organization's financial statements, and have issued our report thereon dated [REDACTED] 2019.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Atlanta Neighborhood Charter School, Inc.'s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Organization's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Atlanta, Georgia
[REDACTED], 2019

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

**To the Board of Directors
Atlanta Neighborhood Charter School, Inc.
Atlanta, Georgia**

Report on Compliance for Each Major Federal Program

We have audited Atlanta Neighborhood Charter School, Inc.'s (a not-for-profit organization) compliance with the types of compliance requirements described in *OMB Compliance Supplement* that could have a direct and material effect on each of the Organization's major federal programs for the year ended June 30, 2019. Atlanta Neighborhood Charter School, Inc.'s major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for Atlanta Neighborhood Charter School, Inc.'s major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the uniform guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Atlanta Neighborhood Charter School, Inc.'s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Atlanta Neighborhood Charter School, Inc.'s compliance.

Opinion on Each Major Federal Program

In our opinion, Atlanta Neighborhood Charter School, Inc. complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2019.

Report on Internal Control Over Compliance

Management of Atlanta Neighborhood Charter School, Inc. is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Atlanta Neighborhood Charter School, Inc.'s internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Atlanta Neighborhood Charter School, Inc.'s internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Atlanta, Georgia
[REDACTED], 2019

**ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2019**

SECTION I - SUMMARY OF AUDITOR'S RESULTS:

Consolidated financial statements:

Type of auditors' report issued	<u>Unmodified</u>	
	<u>Yes</u>	<u>No</u>
Internal control over financial reporting:		
Material weaknesses identified?	_____	<u>X</u>
Significant deficiencies identified not considered to be material weaknesses?	_____	<u>None reported</u>
Noncompliance material to the financial statements noted?	_____	<u>X</u>

Federal Awards:

Internal controls over major programs:		
Material weaknesses identified?	_____	<u>X</u>
Significant deficiencies identified not considered to be material weaknesses?	_____	<u>None reported</u>
Type of auditors' report issued on compliance for major programs	<u>Unmodified</u>	
Audit findings required to be reported in accordance with the Uniform Guidance	<u>None</u>	

Identification of major programs:

Collaboration and Reflection to Enhance Atlanta Teacher Effectiveness in Mathematics and Science	84.411C	
Dollar threshold used to distinguish between type A and type B programs	\$ 750,000	
	<u>Yes</u>	<u>No</u>
Auditee qualified as low-risk auditee?	<u>X</u>	_____
Financial statement findings?	_____	<u>X</u>
Findings and questioned costs for Federal awards?	_____	<u>X</u>

**ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2019**

SECTION II – FINANCIAL STATEMENT FINDINGS

None reported.

SECTION III – FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS

None reported.

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**ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
SCHEDULE OF PRIOR AUDIT FINDINGS AND QUESTIONED COSTS
YEAR ENDED JUNE 30, 20198**

SECTION II – FINANCIAL STATEMENT FINDINGS

None

SECTION III – FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS

None

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SUPPLEMENTARY INFORMATION

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INDEPENDENT AUDITOR'S REPORT ON SUPPLEMENTAL INFORMATION

**To the Board of Directors
Atlanta Neighborhood Charter School, Inc.
Atlanta, Georgia**

We have audited the financial statements of Atlanta Neighborhood Charter School, Inc. as of and for the year ended June 30, 2019, and have issued our report thereon dated [REDACTED], 2019, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements taken as a whole.

The supplemental statement of net position, statement of activities, balance sheet - governmental funds, statement of revenues, expenditures, and changes in fund balances - governmental funds and related reconciliations and selected notes are presented in accordance with Government Accounting Standards Board pronouncements as required by Atlanta Public Schools and the Georgia Department of Education and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Atlanta, Georgia
[REDACTED], 2019

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.**STATEMENT OF NET POSITION****JUNE 30, 2019****Assets**

Cash	\$ 1,648,004
Certificates of deposit	548,990
Grants receivable	87,996
Contributions receivable	150,000
Prepaid expenses	-
Long Term Assets	
Debt service reserve accounts	238,634
Capital assets (net of accumulated depreciation)	<u>2,829,266</u>
 Total assets	 <u>5,502,890</u>

Deferred Outflows of Resources

Related to defined benefit pension plan	<u>2,234,004</u>
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Liabilities

Accounts payable	55,445
Accrued payroll and benefits	1,112,918
Long term liabilities	
Note payable due within one year	50,270
Note payable due in more than one year	927,797
Net pension liability (see Note 5)	<u>8,566,243</u>
 Total liabilities	 <u>10,712,673</u>

Deferred Inflows of Resources

Related to defined benefit pension plan	<u>346,343</u>
---	----------------

Net Position

Net investment in capital assets	2,829,266
With donor restriction	
Restricted for use in future years	197,437
Nonspendable	238,634
Without donor restriction	<u>(6,587,459)</u>
 Total Net Position	 <u><u>\$ (3,322,122)</u></u>

See Independent Auditor's Report on Supplemental Information.

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.**STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2019**

	<u>Expenses</u>	<u>PROGRAM REVENUES</u>		<u>Net Revenues (Expenses) and Changes in Net Positions</u>
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	
GOVERNMENTAL ACTIVITIES				
Instruction	\$ 6,061,408	\$ 537,344	\$ -	\$ (5,524,064)
Support services				
Pupil services	23,234	-	-	(23,234)
Improvement of instructional services	2,475,031	-	1,800,794	(674,237)
Federal grant administration	591,110	-	-	(591,110)
General administration	64,737	-	-	(64,737)
School administration	925,001	-	-	(925,001)
Business administration	152,839	-	-	(152,839)
Maintenance and operation of plant services	898,585	-	-	(898,585)
Other support services	82,134	-	-	(82,134)
Operations of non-instructional services				
Debt service	52,079	-	-	(52,079)
After school services	365,273	-	-	(365,273)
Food services	496,928	312,925	0	(184,003)
	<u>\$ 12,188,359</u>	<u>\$ 850,269</u>	<u>\$ 1,800,794</u>	<u>\$ (9,537,296)</u>
GENERAL REVENUES				
Atlanta Public Schools Board of Education				\$ 9,837,645
Investment earnings				<u>27,354</u>
Total general revenues				<u>9,864,999</u>
CHANGE IN NET POSITION				327,703
NET POSITION - BEGINNING OF YEAR				<u>(3,649,825)</u>
NET POSITION - END OF YEAR				<u>\$ (3,322,122)</u>

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.**BALANCE SHEET - GOVERNMENTAL FUNDS****JUNE 30, 2019**Assets

Cash	\$	1,648,004
Certificates of deposit		548,990
Reserve accounts		238,634
Grants receivable		87,996
Contributions receivable		150,000
		<hr/>
Total assets	\$	<u>2,673,624</u>

Liabilities and Fund Balance

Liabilities		
Accounts payable	\$	55,445
Accrued payroll and benefits		1,112,918
		<hr/>
Total liabilities		<u>1,168,363</u>
Fund balance		
Nonspendable		238,634
Restricted		197,437
Unassigned		1,069,190
		<hr/>
Total fund balances		<u>1,505,261</u>
		<hr/>
Total liabilities and fund balance	\$	<u>2,673,624</u>

See Independent Auditor's Report on Supplemental Information.

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET
TO THE STATEMENT OF NET POSITION
JUNE 30, 2019

TOTAL FUND BALANCES - GOVERNMENTAL FUNDS		\$ 1,505,261
Amounts reported for Governmental Activities in the Statement of Net Position are different because:		
Capital assets used in Governmental Activities are not financial resources and, therefore, are not reported as assets in governmental funds		
These assets consist of:		
Buildings and building improvements	2,022,297	
Leasehold improvements	1,651,783	
Computer equipment and software	538,029	
Library books	185,448	
Other equipment	454,007	
Furniture and fixtures	297,396	
Accumulated depreciation	<u>(2,319,694)</u>	
		2,829,266
Some liabilities, including pension obligations, are not due and payable in the current period and, therefore, are not reported in the governmental funds		
Net pension liability		(8,566,243)
Notes payable		(978,067)
Deferred outflows and inflows of resources related to pensions are applicable to future periods and, therefore, are not reported in the governmental funds		
These consist of:		
Deferred outflows of resources - pension plan		2,234,004
Deferred inflows of resources - pension plan		<u>(346,343)</u>
NET POSITION OF GOVERNMENTAL ACTIVITIES		<u><u>\$ (3,322,122)</u></u>

See Independent Auditor's Report on Supplemental Information.

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2019

REVENUES

Federal funding	\$ 1,153,128
State funding	1,425
Contributions	639,882
Student activity fees	537,344
Student meal income	312,925
Other revenue	<u>33,713</u>
 Total revenues	 <u>2,678,417</u>

EXPENDITURES

Instruction	6,061,408
Pupil services	23,234
School administration	983,399
Business administration	152,839
General administration	64,737
Federal grant administration	626,282
Improvement of instructional services	2,546,212
Maintenance of operation of plant services	676,423
School nutrition program	516,654
After school program	365,273
Other support services	82,134
Capital outlays:	
Acquisition of capital assets	342,568
Debt service:	
Interest expense	52,079
Principal payments	<u>41,593</u>
 Total expenditures	 <u>12,534,835</u>

EXCESS OF EXPENDITURES OVER REVENUES

(9,856,418)

OTHER FINANCING SOURCES

Transfers from Atlanta Public Schools	<u>9,837,645</u>
 Total other financing sources	 <u>9,837,645</u>

NET CHANGE IN FUND BALANCE

(18,773)

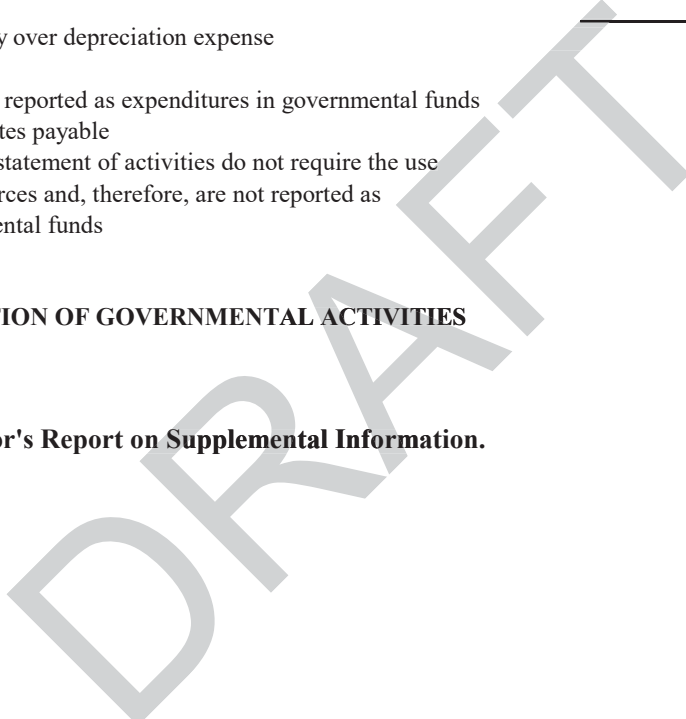
FUND BALANCE AT BEGINNING OF YEAR1,524,034**FUND BALANCE AT END OF YEAR**\$ 1,505,261

See Independent Auditor's Report on Supplemental Information.

**ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
RECONCILIATION OF THE GOVERNMENTAL FUNDS STATEMENT OF
REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES
TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2019**

TOTAL NET CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS	\$	(18,773)
Amounts reported for Governmental Activities in the Statement of Activities are different because:		
Capital outlays are reported as expenditures in governmental funds. However, in the statement of activities, the cost of capital assets is allocated over their estimated useful lives as depreciation expense.		
In the current period, these amounts are:		
Capital outlay	\$ 342,568	
Depreciation expense	(227,907)	
Excess of capital outlay over depreciation expense		114,661
Principal debt payments are reported as expenditures in governmental funds		
Principal payments on notes payable		41,593
Some items reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds		
Pension expense		190,222
		190,222
CHANGE IN NET POSITION OF GOVERNMENTAL ACTIVITIES	\$	327,703
		327,703

See Independent Auditor's Report on Supplemental Information.



ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
SELECTED NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2018

1. CAPITAL ASSETS

Each class of capital assets is as follows as of and for the year ended June 30, 2019:

	<u>Cost</u>	<u>Depreciation</u>
BUILDINGS AND BUILDING IMPROVEMENTS		
Beginning of year balance	\$ 2,022,297	\$ 300,815
Acquisitions	-	-
Dispositions	-	-
Depreciation expense	-	28,424
End of year balance	<u>\$ 2,022,297</u>	<u>\$ 329,239</u>
LEASEHOLD IMPROVEMENTS		
Beginning of year balance	\$ 1,555,741	\$ 809,609
Acquisitions	96,042	-
Dispositions	-	-
Depreciation expense	-	102,969
End of year balance	<u>\$ 1,651,783</u>	<u>\$ 1,011,578</u>
COMPUTER EQUIPMENT AND SOFTWARE		
Beginning of year balance	\$ 473,654	\$ 327,337
Acquisitions	96,042	-
Dispositions	-	-
Depreciation expense	-	55,903
End of year balance	<u>\$ 538,029</u>	<u>\$ 383,280</u>
LIBRARY BOOKS		
Beginning of year balance	\$ 172,485	\$ 132,337
Acquisitions	12,963	-
Dispositions	-	-
Depreciation expense	-	10,324
End of year balance	<u>\$ 185,448</u>	<u>\$ 142,661</u>

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
SELECTED NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2019

1. CAPITAL ASSETS (Continued)

Each class of capital assets is as follows as of and for the year ended June 30, 2019:

	<u>Cost</u>	<u>Depreciation</u>
OTHER EQUIPMENT		
Beginning of year balance	\$ 319,063	\$ 181,231
Acquisitions	126,446	-
Dispositions	-	-
Depreciation expense	-	11,485
	<u> </u>	<u> </u>
End of year balance	<u>\$ 545,007</u>	<u>\$ 192,716</u>
FURNITURE AND FIXTURES		
Beginning of year balance	\$ 254,654	\$ 241,418
Acquisitions	42,742	-
Dispositions	-	-
Depreciation expense	-	18,802
	<u> </u>	<u> </u>
End of year balance	<u>\$ 297,396</u>	<u>\$ 260,220</u>

2. LONG TERM LIABILITIES

Long term liabilities are as follows as of and for the year ended June 30, 2019:

Notes payable		
Beginning of year liability		\$ 1,019,660
Additions		-
Reductions		41,593
		<u> </u>
End of year balance		<u>\$ 978,067</u>
Balance due within one year		<u>\$ 50,270</u>
Amounts due in future years		
Year ending June 30, 2020		\$ 50,270
Year ending June 30, 2021		53,096
Year ending June 30, 2022		874,701
		<u> </u>
		<u>\$ 978,067</u>

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
SELECTED NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2019

3. RESERVE ACCOUNTS

Beginning of year balance	\$ 235,874
Additions	2,760
Reductions	-
End of year balance	\$ 238,634

4. NET POSITION AND FUND BALANCE ACCOUNTS

Nonspendable funds:	
Reserve accounts	238,634
	\$ 238,634

Restricted net assets at June 30, 2019 are available as follows:

CREATE Teacher Residency program	\$ 197,437
	\$ 197,437

Of this amount, \$150,000 is also time restricted in line with the contributions receivable.

5. RETIREMENT PLAN

Pensions

For purposes of measuring the net pension liability, deferred outflows of resources, and deferred inflows of resources related to pensions and pension expense, information about the fiduciary net position of the Teachers Retirement System of Georgia (TRS) and additions to/deductions from TRS's fiduciary net position have been determined on the same basis as they are reported by TRS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Plan Description

All teachers of the Atlanta Public School District (the "District"), as defined in §47-3-60 of the *Official Code of Georgia Annotated* (O.C.G.A.) and certain other support personnel as defined by §47-3-63, are provided a pension through the Teachers Retirement System of Georgia (TRS). TRS, a cost-sharing multiple employer defined benefit pension plan, is administered by the TRS Board of Trustees ("TRS Board"). Title 47 of the O.C.G.A assigns the authority to establish and amend the benefit provisions to the State Legislature. TRS issues a publicly available financial report that can be obtained at www.trsga.com/publications.

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
SELECTED NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2019

5. RETIREMENT PLAN (Continued)

Benefits Provided

TRS provides service retirement, disability retirement, and death benefits. Normal retirement benefits are determined as 2% of the average of the employee's two highest paid consecutive years of service, multiplied by the number of years of creditable service up to 40 years. An employee is eligible for normal service retirement after 30 years of creditable service, regardless of age, or after 10 years of service and attainment of age 60. Ten years of service is required for disability and death benefits eligibility. Disability benefits are based on the employee's creditable service and compensation up to the time of disability. Death benefits equal the amount that would be payable to the employee's beneficiary had the employee retired on the date of death. Death benefits are based on the employee's creditable service and compensation up to the date of death.

Contributions

Per Title 47 of the O.C.G.A., contribution requirements of active employees and participating employers, as actuarially determined, are established and may be amended by the TRS Board. Pursuant to O.C.G.A. §47-3-63, the employer contributions for certain full-time public school support personnel are funded on behalf of the employer by the State of Georgia. Contributions are expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. Employees were required to contribute 6.00% of their annual pay during fiscal year 2018. The School's contractually required contribution rate for the year ended June 30, 2019 was 20.90% of annual School payroll. The School's contributions to TRS were \$1,284,814 for the year ended June 30, 2019.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At June 30, 2019, the School reported a liability for its proportionate share of the net pension liability that reflected a reduction for support provided to the School by the State of Georgia for certain public school support personnel. The amount recognized by the School as its proportionate share of the net pension liability, the related State of Georgia support, and the total portion of the net pension liability that was associated with the School were as follows:

School's proportionate share of the net pension liability	\$ 8,566,243
State of Georgia's proportionate share of the net pension liability associated with the School	-
	-
Total	\$ 8,556,243

The net pension liability was measured as of June 30, 2018. The total pension liability used to calculate the net pension liability was based on an actuarial valuation as of June 30, 2017. An expected total pension liability as of June 30, 2018 was determined using standard roll-forward techniques. The School's proportion of the net pension liability was based on contributions to TRS during the fiscal year ended June 30, 2018. At June 30, 2018, the School's proportion was 0.046149% which was an increase (decrease) of (0.000573%) from its proportion measured as of June 30, 2017.

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
SELECTED NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2019

5. RETIREMENT PLAN (Continued)

For the year ended June 30, 2019, the School recognized pension expense of \$190,220 and revenue of \$0 for support provided by the State of Georgia for certain support personnel. At June 30, 2019, the School reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Difference between expected and actual experience	\$ 567,097	\$ 17,655
Changes of assumptions	129,262	-
Net difference between projected and actual earnings on plan investments	-	234,218
Changes in proportion and differences between School contributions and proportionate share of contributions	252,828	94,470
School contributions subsequent to the measurement date	<u>1,284,817</u>	<u>-</u>
Total	<u>\$ 2,234,004</u>	<u>\$ 346,343</u>

School contributions subsequent to the measurement date of \$1,284,817 are reported as deferred outflows of resources and will be recognized as a reduction of the net pension liability in the year ending June 30, 2019. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ending June 30:	
2020	\$ 575,828
2021	282,792
2022	(237,883)
2023	(24,003)
2024	6,110
Thereafter	<u>-</u>
	<u>\$ 602,844</u>

Actuarial Assumptions

The total pension liability as of June 30, 2018 was determined by an actuarial valuation as of June 30, 2017 using the following actuarial assumptions, applied to all periods included in the measurement

Inflation	2.75%
Salary increases	3.25% to 9.00%
Investment rate of return	7.50%, net of pension plan investment expense, including inflation
Postretirement benefit increases	1.5% semi-annually

Mortality rates were based on the RP-2000 Combined Mortality Table for Males and Females set back two years for males and set back four years for females.

The actuarial assumptions used in the June 30, 2015 valuation were based on the results of an actuarial experience study for the period July 1, 2009 to June 30, 2014.

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
SELECTED NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2019

5. RETIREMENT PLAN (Continued)

The long-term expected rate of return on pension plan investments was determined using a log-normal distribution analysis in which best-estimate ranges of expected future real rates of return (expected nominal returns, net of pension plan investment expense and the assumed rate of inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

<u>Asset class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return*</u>
Fixed income	30.00 %	(0.05)
Domestic large equities	39.80	9.00
Domestic mid equities	3.70	12.00
Domestic small equities	1.50	13.50
International developed market equities	19.40	8.00
International emerging market equities	5.60	12.00
Total	<u>100.00 %</u>	

*Rates shown are net of inflation

Discount Rate

The discount rate used to measure the total pension liability was 7.50%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that employer and State of Georgia contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the School's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the School's proportionate share of the net pension liability calculated using the discount rate of 7.50%, as well as what the School's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.50%) or 1-percentage-point higher (8.50%) than the current rate:

	<u>1% Decrease (6.50%)</u>	<u>Current Discount Rate (7.50%)</u>	<u>1% Increase (8.50%)</u>
School's proportionate share of the net pension liability	\$ 14,299,512	\$ 8,566,243	\$ 3,841,737

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
SELECTED NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2019

5. RETIREMENT PLAN (Continued)

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued TRS financial report which is publically available at www.trsga.com/publications.

Schedule of Proportionate Share of Net Pension Liability

	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
School's proportion of the net pension liability	.0046149%	0.046722%	0.046846%	0.044621%	0.042766%
School's proportionate share of the net pension liability	\$8,566,243	\$8,683,428	\$9,664,852	\$6,793,104	\$5,402,920
State of Georgia' proportionate share of the net pension liability associated with the school	-	-	-	-	-
Total	\$8,566,243	\$8,683,428	\$9,664,852	\$6,793,104	\$5,402,920
School's covered employee payroll					
School's proportionate share of the net pension liability as a percentage of its covered employee payroll	147%	158%	180%	145%	124%
Plan fiduciary net position as a percentage of the total pension liability	80.27%	79.33%	76.06%	81.44%	84.03%

Note: Schedule is intended to show information for the last 10 fiscal years. Additional years will be displayed as they become available.

Changes of Assumptions

In 2010 and later, the expectation of retired life mortality was changed to the RP-2000 Mortality Tables rather than the 1994 Group Annuity Mortality Table, which was used prior to 2010. In 2010, rates of withdrawal, retirement, disability, and mortality were adjusted to more closely reflect actual experience. In 2010, assumed rates of salary increase were adjusted to more closely reflect actual and anticipated experience.

ATLANTA NEIGHBORHOOD CHARTER SCHOOL, INC.
SELECTED NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2019

5. RETIREMENT PLAN (Continued)

Method and Assumptions Used in Calculations of Actuarially Determined Contributions

The actuarially determined contribution rates in the schedule of contributions are calculated as of June 30, three years prior to the end of the fiscal year in which contributions are reported.

The following actuarial methods and assumptions were used to determine the contractually required contributions for the year ended June 30, 2019 reported in that schedule:

Valuation date	June 30, 2013
Actuarial cost method	Entry age
Amortization method	Level percentage of payroll, open
Remaining amortization period	30 years
Asset valuation method	Five-year smoothed market
Inflation rate	3.00%
Salary increases	3.25% to 9.00%, including inflation
Investment rate of return	7.50%, net of pension plan investment expense, including inflation
Postretirement benefit increases	1.5% semi-annually

DRAFT

Coversheet

Strategic Plan Vote

Section: III. Old Business
Item: A. Strategic Plan Vote
Purpose: Vote
Submitted by:
Related Material: 2019.10.16 - Strategic Plan.pdf



ANCS

STRATEGIC PLAN

2019 - 2022

Executive Summary

The Atlanta Neighborhood Charter School (ANCS) is a K-8 charter school with two campuses formed by the merger of two successful charter schools that have been serving southeast Atlanta since 2002. ANCS is a member of the Coalition of Essential Schools (CES), a national network of schools focused on creating schools that are intellectually challenging, personalized, and democratic.

Our vision is to be a dynamic learning community where students become life-long learners, develop self-knowledge, and are challenged to excel. Our strategic goals are designed to help us fully embrace this vision and fulfill our mission.

ANCS has participated in a structured process to update its current strategic plan, which involved the Governing Board, teachers/staff, families, and the community. Feedback was gathered through PTCA meetings, surveys, board meetings, and email.

This three-year strategic plan is based on our 7 foundational priorities and is organized around 4 strategic goals (1) Educational Achievement & Opportunity (2) Equity and Inclusivity (3) Culture & Community and (4) Innovation.

These goals and objectives will guide and direct our governance, operations, financial investments and resource development over the next 3 years.

Shared Language

For the purposes of this Strategic Plan, we will use these definitions of the following terms:

Equity/Equitable/Equitably	Equity work is an ongoing process of recognizing and eliminating oppression, ending biases and ensuring equally high outcomes for all participants through the creation of inclusive and welcoming practices and conditions, interrupting injustices, and removing the predictability of success or failure as correlated with any social or cultural factors.
Inclusion	Authentically bringing traditionally excluded and/or marginalized individuals and/or groups into processes, activities, and decision/policy making in a way that shares power. [Source: OpenSource Leadership Strategies]
Diversity	All the ways in which people differ and all the different characteristics that make one individual or group different from another. It is all-inclusive and recognizes everyone and every group as part of the diversity that should be valued. A broad definition includes not only race, ethnicity, and gender — the groups that most often come to mind when the term "diversity" is used — but also age, national origin, religion, ability, sexual orientation, gender expression, socioeconomic status, education, marital status, and language. It also involves different ideas, perspectives, and values. [Source: - UC Berkeley Center for Equity, Inclusion and Diversity]
Culturally Responsive	A community-centered approach that recognizes the importance of all cultural backgrounds and experiences in all aspects of relationship building and learning. This approach is meant to identify and nurture the cultural strengths of our community and validate lived experiences.
Norms	Rules or expectations of behavior, which are based on shared beliefs and by which members of a community agree to be governed
Community	For the purposes of this document, the group of individuals who share an interest in the success of the Atlanta Neighborhood Charter School (ANCS); This group is not limited to simply those with children in attendance, but includes all who share intent, belief, preferences, needs, and risks related to our school.
Experiential Learning	The process of developing new understandings that includes passing through stages: of (1) having a concrete experience followed by (2) observation of and reflection on that experience which leads to (3) the formation of abstract concepts (analysis) and generalizations (conclusions) which are then (4) used to test hypothesis in future situations, resulting in new experiences. [adapted from Kolb's work]

Consolidation of Existing Strategic Goals

2014-2018 Existing Strategic Goals

Teaching & Learning

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

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

Faculty & Staff Development

To be a school of choice for talented educators through competitive compensation, quality professional development, and emphasis on employee well-being

Governance Capacity

To continue development of board capacity in strategic governance, resource development, and community outreach

Facilities & Operations

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

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

2019-2022 Strategic Goals

EDUCATIONAL ACHIEVEMENT & OPPORTUNITY

All students will be challenged and supported in academic growth as well as social-emotional and physical well-being through culturally responsive teaching and equity-focused practices

EQUITY & INCLUSIVITY

We will be a safe and welcoming school that honors the diversity of our school community and strives to provide equitable opportunities, experiences and outcomes for all students, faculty & staff, and parents & caregivers.

CULTURE & COMMUNITY

We will be a school family whose faculty & staff, parents, students, community and board work actively to respect each others' experiences and build trust through collaboration and effective communication.

INNOVATION

We will demonstrate the courage to challenge the status quo and continuously seek to improve.

Educational Achievement & Opportunity

Strategic Goal

All students will be challenged and supported in academic growth as well as social-emotional and physical well-being through culturally responsive teaching and equity-focused practices

1

Facilitate the development of faculty and staff understandings and attitudes that build empathy, compassion and inclusivity in educating the whole child



a.

Grow team of instructors and facilitators who can equip faculty and staff with understandings and attitudes that build empathy, compassion, and inclusivity

b.

Continue professional development with a focus on IB Development and culturally-responsive teaching practices



- Number of teachers & staff training to be facilitators of iGroup and ECCF institutes
- Number of CBCT-trained teachers
- Number of opportunities for faculty and staff to engage in equity-based learning

- Percentage of middle campus teachers and staff engaging IB training
- Percentage of teachers engaging in CRT trainings
- Survey data related to self-assessment of equity practices in the classroom
- Percentage of teachers formally observed utilizing CR teaching strategies

2

Identify and narrow existing gaps between demographic subgroups, starting with race & ethnicity, in academic and well-being opportunities and outcomes for students



a.

Ongoing evaluation of the effectiveness of current interventions alongside the introduction of new approaches as warranted



- Baseline comparison of academic and well-being outcomes (MAP, discipline, etc.) and regular tracking of progress in closing existing baseline gaps
- Baseline comparison of participation in academic and well-being extracurricular opportunities and regular tracking of progress in closing any existing baseline gaps

3

Incorporate best practices in student, faculty & staff well-being as a significant consideration in operational and facilities decisions



a.

Provide trainings for faculty & staff and students in: Wellness & Nutrition, Mindfulness, and Environmental Stewardship

b.

Pursue facilities and operations improvements with a focus on well-being

c.

Explore expansion of farm-to-school program into partnerships with additional schools and enhanced curriculum connections



- Survey and focus groups of faculty/staff and students on wellness measures
- Teacher attendance
- Employee participation in current wellness program
- Student participation in nutrition program

- Collaboration with employee wellness committee to identify potential facilities & operations improvements that have the potential to further bring about wellness

- Increase in number of partner schools participating in farm-to-school program
- Increase in number of menus tied to curriculum
- Increase in number of in-school learning opportunities that include the farm-to-table program

4

Strengthen the fundraising infrastructure to expand and diversify the sources of funding



a.

Expand and diversify the sources of funding for ANCS and CREATE

b.

Use of collected data to increase targeted fundraising efforts for ANCS and CREATE



- Number of external funding sources
- Increased engagement with donors

- Increase in funds raised
- Percent of families, faculty & staff, and board members donating to the annual campaign and volunteering
- Options for alternate giving methods (in lieu of cash contributions)

Equity & Inclusivity

Strategic Goal

We will be a safe and welcoming school that honors the diversity of our school community and strives to provide equitable opportunities, experiences and outcomes for all students, faculty & staff, and parents & caregivers.

1

Leverage the Diversity & Equity Action Team [DEAT] to increase engagement of the school community in discussion and to facilitate experiential learning about diversity, inclusion, and equity



a. Develop and adopt a value statement on equity and inclusivity

b. Continued support of DEAT by board and school leadership team

c. Increase precision and consistency of communication to prospective families about school purpose and mission



- Adopt and utilize a clear, succinct, and inspirational value statement which represents our beliefs

- Board representation on DEAT as well as quarterly reporting from DEAT to the Board

- Community-informed list of topics of interest for discussion series
- Number of participants, and their demographics, at DEAT-led activities

2

Intentionally pursue the creation of a safe and welcoming school environment that honors and reflects the racial and economic diversity of our community



a. Engage local communities of color and historically underserved communities to raise awareness of, and representation at, ANCS

b. Actively and intentionally recruit employees from educational communities with the diversity we seek



- Seek best practices for diversity-building from other schools that are diverse.
- Document and engage multi-year, strategic plan for improved community engagement
- Number of applications from faculty, staff, students, and families of color or from economically disadvantaged backgrounds
- Representation of faculty, staff, students, and families of color or from economically disadvantaged backgrounds

- Percentage of people of color, or peoples from economically disadvantaged backgrounds, applying for ANCS faculty and staff positions
- Percentage of current CREATE residents, or CREATE graduates, hired into vacant teaching positions

3

Increase culturally responsive spaces for all members of the school community to facilitate idea generation and receive feedback from all stakeholders



a. Hold affinity group sessions with faculty & staff, students and families

b. Collect feedback from people who choose to leave or do not attend ANCS



- Number of affinity group sessions with faculty, staff, students and families
- Feedback gathered via surveys of ANCS' diverse groups

- Data from exit surveys of families
- Data from surveys from families that apply but choose not to attend ANCS.
- Focus groups of community members who have not applied; care to share their perspective on the school

Culture & Community

Strategic Goal

We will be a school family whose faculty & staff, parents, students, community and board work actively to respect each others' experiences and build trust through collaboration and effective communication.

1 Facilitate opportunities for parents, caregivers, faculty & staff to collaborate in order to learn with and from each other



a. Strengthen engagement parents, caregivers, faculty, staff, and students

b. Increase opportunities for students to showcase their learning and interests to adults and each other.



- Attendance of parents, faculty & staff at ANCS PTCA meetings and events
- Annual survey of teachers/staff, parents, students re: engagement
- Attendance at community events each year.

- Number of student learning showcase opportunities

2 Improve communication through education about, and engagement with, established "family-school partnership" norms



a. Develop school communications plan that increases ease of, and opportunities for, communication via tools (systems, etc.)

b. Establish a shared understanding between parents, caregivers, faculty and staff regarding "family-school partnership" norms

c. Engage each board member in guided observation of classes at middle and elementary school campuses annually.



- Written school communication plan (to include norms above) completed and socialized
- Survey data from parents and teachers/staff related to effectiveness of communication

- Number of opportunities to educate all on norms
- Parent/faculty engagement with norms-setting opportunities

- Collaboration with employee wellness committee to identify potential facilities & operations improvements that have the potential to further bring about wellness

3 Improve communication and understanding of school mission and values.



a. Increase precision and consistency of communication around school purpose and mission for sharing with prospective families.

b. Review and revise (as needed) current online marketing tools (video, one-pager, website, etc).

c. Educate current families regarding how and why ANCS is different so that they can be ambassadors for school in greater community.

d. Collect feedback from people who choose to leave or do not attend ANCS.



- Adopt "elevator pitch" (1-3 sentence description of ANCS) for school community to learn and use

- Analysis of baseline website interest/traffic compared to revised online marketing tools
- Number of new student applicants in school lottery

- Creation and utilization of "ANCS 101" course or workshop session; widely advertise for new and existing families
- Identify ambassadors to represent school in the greater community

- Data from exit surveys of families
- Data from surveys from families that receive an offer of enrollment but choose not to attend
- Focus groups of community members who have not applied; care to share their perspective on the school

Innovation

Strategic Goal

We will demonstrate the courage to challenge the status quo and continuously seek to improve.

1

Continue to pursue cutting edge practices in facilities efficiency, technology, and nutrition to meet the needs of school community and reduce energy footprint



a. Develop a long-term site plan

b. Secure "green" grant funding



- Development and approval of long-term site plan
- Recognition as model/innovator/leader in farm to school movement (Georgia Organics recognition, etc.)

- Funds from grants for energy footprint reduction, nutrition, technology
- Decreased utility costs

2

Build capacity for Center for Collaborative Learning (CCL) to take on projects and partnerships that promote innovative practices at other schools



a. ANCS administration, faculty & staff, and board are informed about and engaged with CREATE programming

b. CREATE and CCL personnel will contribute to the national dialogue on teacher training through research, publications, conference presentations and school visits



- Creation and implementation of business plan
- Quarterly meetings between CCL Director and APS Office of Innovation

- Number of projects, partnerships, and school visits in which CCL is engaged annually
- Number of research publications and conference presentations in which CCL is engaged annually

3

Continued support of CREATE by ANCS board and leadership team



a. ANCS administration, faculty & staff, and board are informed about, and engaged with, CREATE programming and fundraising



- Continued quarterly report by CREATE to the Board
- Number of ANCS administrators, board members, and faculty & staff engaging in CREATE professional learning
- Engagement of ANCS leadership team members at CREATE events
- Percentage of targeted ANCS administrative time contributed in support of CREATE
- CREATE-facilitated reflective activity/presentation about new teacher needs occurs at New Employee Orientation and at least one faculty meeting per year

4

Demonstrate collective responsibility for the success of CREATE new teachers



a. Develop a differentiated interview process designed to highlight the strengths of CREATE residents during their interviews at ANCS



- Interview team consists of at least one early career (1-3 years in) teacher
- Documentation and adoption of one-on-one interview questions appropriate for first-year teachers

Coversheet


Communications Update

Section: IV. Executive Director's Report
Item: A. Communications Update
Purpose: FYI
Submitted by:
Related Material: Communications Update 10-22.pdf

Communications Update

- Limit mass emails within the school community
- Courier: Parents, faculty, staff & board members only
- Increase content on public Facebook page
- Reactivate Instagram account
- Restrict “friends and family” Facebook group to current parents/caregivers, faculty, staff & board members only

Communications Update




Chuck Meadows
1 hr



Hello friends of ANCS! As you may know, we're focusing this year on our first ANCS element: Building an empowered and inclusive community of parents, teachers, and educators. Part of this effort includes improving our social media presence and making the ANCS virtual community more interactive, engaging, and informative. **Starting on Thursday October 31, several ANCS staff members - myself included - will more actively engage in this group to post information, answer questions, and address comments.**

On that same date, membership in this group will be converted/limited to current parents/caregivers, faculty, staff and board members. This change is being made with the blessing of the group's founder. Those of you who are parents of alumni, interested community members, etc. can still stay connected to ANCS via our improved Atlanta Neighborhood Charter School Facebook page and our newly reactivated Instagram account. We have worked to make those platforms a more robust source of news and updates in hopes that all friends and supporters of ANCS will still be able to follow, engage, and participate in the larger ANCS community.

I'd like to thank the ANCS PTCA for the way they continue to work to keep our school community connected and informed, and thanks to each one of you for the role you play in making this school a great place for our students.

Chuck Meadows, Executive Director - ANCS

 Turn on job features for this post to reach more applicants.

  Mitch White, Suzanne Guy Mitchell and 19 others 1 Comment

Powered by BoardOnTrack

Coversheet

GaDOE Annual Report

Section: IV. Executive Director's Report

Item: B. GaDOE Annual Report

Purpose: Discuss

Submitted by:

Related Material:

Atlanta Neighborhood Charter School - 2019 Charter Schools Management Report (BoT) 3. Legal Compliance.pdf

Atlanta Neighborhood Charter School - 2019 Charter Schools Management Report (BoT) 1. Instructions.pdf

Atlanta Neighborhood Charter School - 2019 Charter Schools Management Report (BoT) 2. School Information.pdf

Atlanta Neighborhood Charter School - 2019 Charter Schools Management Report (BoT) 4. Education Service Provider.pdf

Charter Schools - 2019 Annual Report Form

MANAGEMENT REPORT

3. LEGAL COMPLIANCE

This section includes the legal requirements that your charter school committed to comply with in its charter contract.

199 For this section, please answer chose Always, Mostly, Sometimes, or Never from the drop-down menu.

200 If you answer Mostly, Sometimes or Never please provide an explanation in the Explanation column

		2018-19	2019-20	Explanation
201	1. Education Requirements			
202	a. Providing all federally and state mandated programs	Always	Always	
203	b. Adhering to graduation requirements	Always	Always	
204	c. Implementing state-adopted content standards	Always	Always	
205	d. Administering state assessments in the manner required by law and rule	Always	Always	
206	2. Data Reporting			
207	a. QBE/FTE data	Always	Always	
208	b. Personnel	Always	Always	
209	c. Student Record	Always	Always	
210	d. CCRPI data	Always	Always	
211	e. Special Education	Always	Always	
212	f. Data Surveys	Always	Always	
213	3. Financial Reporting			
214	a. Complete and on-time submission of financial reports, such as annual budgets, revised budgets	Always	Always	
215	b. Timely periodic financial reports as required by GaDOE or other state agency	Always	Always	
216	c. On-time submission and completion of annual independent audit by November 1	Always	Always	
217	d. CCRPI data	Always	Always	
218	e. Complete and on-time submission of program budgets	Always	Always	
219	4. General Governance			
220	a. Board policies	Always	Always	
221	b. Board bylaws	Always	Always	
222	c. Code of ethics	Always	Always	
223	d. Conflicts of interest	Always	Always	
224	e. Board composition and/or membership laws and rules	Always	Always	
225	f. Restrictions on compensation	Always	Always	
226	5. Georgia Open Meetings Act			
227	a. Open meetings (PLEASE PROVIDE A LINK TO 2018-19 MEETING NOTICES)	Always	Always	
228	b. Open records	Always	Always	
229	6. Management and Contractor Accountability			
230	a. Implementation of Teacher and Leader Keys Effectiveness Systems (TKES/LKES)	Always	Always	
231	b. Remedial action regarding employees not meeting expectations	Always	Always	
232	c. Actions to enforce contractual provisions or terminate the contract of noncompliant educational service providers or other contractors	Always	Always	

233	7. Students Rights	2018-19	2019-20	Explanation
234	a. Policies and practices related to admissions, lottery, waiting lists, fair and open recruitment, and enrollment (including rights to enroll or maintain enrollment)	Always	Always	
235	b. The collection and protection of student information (that could be used in discriminatory ways or otherwise contrary to law)	Always	Always	
236	c. Due process protections, privacy, civil rights, and student liberties requirements, including First Amendment protections and the Establishment Clause restrictions prohibiting public schools from engaging in religious instruction	Always	Always	
237	d. Conduct of discipline (discipline hearings and suspension and expulsion policies and practices)	Always	Always	
238	8. Students with disabilities rights	2018-19	2019-20	Explanation
239	a. Identification and referral of students who may have a disability	Always	Always	
240	b. Operational compliance regarding the academic program, assessments and all other aspects of the school's program and responsibilities	Always	Always	
241	c. Discipline, including due process protections, manifestation determinations, and behavioral intervention plans	Always	Always	
242	d. Appropriately implementing student Individualized Education Programs and Section 504 plans	Always	Always	
243	e. Ensuring appropriate access to the school's facilities and programs to students and parents	Always	Always	
244	9. English Language Learners (EL) Rights	2018-19	2019-20	Explanation
245	a. Required policies related to the service of EL students;	Always	Always	
246	b. Proper steps for identification of students in need of EL services;	Always	Always	
247	c. Appropriate and equitable delivery of services to identified students;	Always	Always	
248	d. Appropriate accommodations on assessments;	Always	Always	
249	e. Exiting of students from EL services; and	Always	Always	
250	f. Ongoing monitoring of exited students	Always	Always	
251	10. Employee qualification requirements	2018-19	2019-20	Explanation
252	a. Employee qualification requirements	Always	Always	
253	11. Employee Rights	2018-19	2019-20	Explanation
254	a. Family Medical Leave Act;	Always	Always	
255	b. Americans with Disabilities Act;	Always	Always	
256	c. Employment contracts; and	Always	Always	
257	d. Employee termination	Always	Always	
258	12. Criminal Records Checks	2018-19	2019-20	Explanation
259	a. Clearance certificates	Always	Always	
260	13. Facilities requirements	2018-19	2019-20	Explanation
261	a. Fire inspections and related records;	Always	Always	
262	b. Viable certificate of occupancy;	Always	Always	
263	c. Documentation of requisite insurance coverage;	Always	Always	
264	d. Approval from GaDOE regarding initial site selection and facility requirements; and	Always	Always	
265	e. Subsequent approvals as necessary from GaDOE regarding facility maintenance, expansion, or other facility changes	Always	Always	
266	14. Health and Safety Requirements	2018-19	2019-20	Explanation
267	a. Annual health assessments of students;			
268	b. Diabetes Medical Management Plans;			
269	c. Access to auto-injectable epinephrine and automate external defibrillators as appropriate;			
270	d. Scoliosis screening;			
271	e. Sexual Abuse education; and			
272	f. A physically safe and secure environment			
273	15. Nursing, food service, and transportation requirements	2018-19	2019-20	Explanation
274	a. Nursing			

275	b. Food service			
276	c. Transportation			
277	16. Georgia non-profit status	2018-19	2019-20	Explanation
278	a. Charter is held by a Georgia non-profit organization	Always	Always	
279	17. Essential and Innovative Features	2018-19	2019-20	Explanation
280	Implement curriculum and teaching practices that are guided by the Common Principles of the Coalition of Essential Schools	Always	Always	
281	Utilize project-based learning, constructivism, thematic learning, block scheduling, and an advisory program that is designed to help meet the development and academic needs of middle school-aged students	Always	Always	
282				
283				
284				
285				
286				
287				
288				

289	You have reached the end of Tab 3: Legal Compliance.			
290	Please proceed to Tab 4: Education Service Provider and continue answering the questions there.			

2019 CHARTER SCHOOL ANNUAL REPORT

MANAGEMENT REPORT

1. INSTRUCTIONS

THIS REPORT IS TO BE COMPLETED BY THE CHARTER SCHOOL'S MANAGEMENT

All charter schools are required by law to submit an Annual Report to the Georgia Department of Education by November 1 of each year [O.C.G.A. §20-2-2067.1(c)].

Your charter school's 2019 Annual Report requirement will be satisfied by completing the four (4) tabs in this Charter Schools Management Report form and submitting it along with required attachments (see list below) via email no later than 12:00 Midnight on Friday evening, November 1, 2019 (see submission instructions below).

OUTLINE

Tab 1: Instructions

Tab 2: School Information

Tab 3: Legal Compliance

Tab 4: Education Service Provider

REQUIRED ATTACHMENTS

1

2

You must submit up to six required items via a single email no later than 12:00 Midnight on Friday evening, November 1, 2019 to satisfy your charter school's annual report requirements as follows:

3

Attachment 1: This Management Report with answers to all the questions for both 2018-19 and 2019-20

4

Attachment 2: Proof of 2019 Georgia non-profit status

5

Attachment 3: Audit Report (audited financial statements)

6

Attachment 4: Management Report Submission Affidavit, signed by top manager at your charter school (e.g., CEO, Principal, Executive Director) and notarized

7

Attachment 5: Board Chair's Report, completed by your school's Governing Board Chair

8

Attachment 6: Board Chair Report Submission Affidavit, signed by Board Chair and notarized

TABLE 1

WHICH ATTACHMENTS IS YOUR CHARTER SCHOOL REQUIRED TO SUBMIT?

9

10

If your school is a...

Att. 2

Att. 3

Att. 4

Att. 5

Proof of 2019
GEORGIA non-
profit status

Audit Report

Management
Report
Submission
Affidavit

Board Chair
Report

10

A. Conversion charter school
+ Charter is held by a Georgia non-profit AND
+ School is INCLUDED in your local school system audit

YES

NO

YES

YES

11

B. Conversion charter school
+ In your first year of operation AND
+ Charter is held by a Georgia non-profit AND
+ School is NOT included in local school system audit

YES

NO

YES

YES

12

C. Conversion charter school
+ In your second or later year of operation AND
+ Charter is held by a Georgia non-profit AND
+ School is NOT included in local school system audit

YES

YES

YES

YES

13

D. Start-up charter school
+ In your first year of operation AND

YES

NO

YES

YES

14	+ Your school had NO Revenues or Expenditures in the previous year				
	E. <u>Start-up</u> charter school + In your first year of operation AND + Your school had Revenues or Expenditures in the previous year	YES	YES	YES	YES
15	F. <u>Start-up</u> charter school	YES	YES	YES	YES

+ In your second or later year of operation

INSTRUCTIONS FOR SUBMITTING REQUIRED ATTACHMENTS

To properly submit Attachment 1: Management Report Form, you must perform the following steps.

STEP ONE: Before you go any further, save this Excel spreadsheet on your computer. To do this:

Pull down the File menu from the upper left of your screen

Press "Save As"

Select "Desktop" or whatever location you chose on your computer

Enter "Your Charter School Name - Management Report 2019" -- *but be sure to enter the actual name of your school instead of "Your Charter School Name". Be sure to put your school name FIRST, as in the example.*

Press Save.

STEP TWO: Answer all the questions in Tabs 2-4.

Be sure to Save your file frequently while you are working on it so that you don't lose any of your answers.

STEP THREE: Once you have answered the questions, Save your file one last time.

STEP FOUR: Attach your completed Management Report file to an email addressed to kpritchard@doe.k12.ga.us along with the Attachments (2, 3, 4, 5, and 6) that you are required to submit (see list above, lines 9-15).

STEP FIVE: Enter "Annual Report 2019 - Your School Name" as the Subject line of your cover email (be sure to replace "Your School Name" with the actual name of your school)

STEP SIX: Indicate in your cover email what files you have attached to your email.

STEP SEVEN: Please indicate in your cover email which group (A-F) your school is in (*see list above, lines 9-15*).

STEP EIGHT: Press Send.

STEP NINE: Check to be sure you receive an email within one business day from kpritchard@doe.k12.ga.us in which we confirm that we received your submission.

STEP TEN: Check to be sure that you receive a follow-up email within **TEN** business days.

Once we receive your initial submission, we will review the annual report and submitted all required attachments.

We will then send you a follow-up email saying your submission was complete or that your submission is rejected.

If your submission is rejected, you will have to address the issues raised and then resubmit before the **November 1, 2019** deadline any file that needed to be revised .

PLEASE NOTE: Your legal obligation to submit your Annual Report is not met until you receive a follow-up email confirming that your submission is complete.

You should therefore not wait until November 1 to submit your Annual Report -- since you may have missed something and therefore would have no time to revise and resubmit your Annual Report Form and attachments.

We strongly recommend that you start answering the questions in Tabs 2-4 IMMEDIATELY upon receipt of this file.

To properly submit Attachment 2: Proof GEORGIA of non-profit status you must perform the following steps.

STEP ONE: Open an Internet browser window on your computer and go to <https://ecorp.sos.ga.gov/BusinessSearch>

STEP TWO: Type in your charter school's name -- or the name of the non-profit that holds your school's charter contract.

STEP THREE: Click on your school to bring up your most recent Business Information.

STEP FOUR: Click on the Filing History button near the bottom of the page.

STEP FIVE: Click on the blue Annual Registration (2019) link at the bottom of the Filing Type column on the right side of the page.

STEP SIX: Save your Annual Registration Form as a PDF file named "Your School Name - 2019 Non-Profit Status" (*be sure to replace "Your School Name" with the actual name of your school*)

STEP Seven: Attach the PDF file you saved in STEP SIX to the email you are sending us with your Annual Report materials.

46	To properly submit Attachment 3: Audit Report you must perform the following steps.
47	O.C.G.A. 20-2-2065(b)(7), the State Board of Education charter rules, and your charter contract require that you submit an independent Audit Report conducted by the State Auditor or a Georgia licensed CPA.
48	NOTE: The Audit Report must include the opinion of the auditor as regards the accuracy of your school's accounting records, financial position, change in financial position, compliance with rules of various governing entities, including GAGAS (Generally Accepted Government Auditing Standards (the "Yellow Book") or, for those schools not yet converted to GAGAS, compliance with GAAP (Generally Accepted Accounting Principles). Charter Schools as defined by O.C.G.A. 20-2-2062 are public schools, therefore the Governmental Accounting Standards Board (GASB) Statements and Interpretations constitute GAAP.
49	If your school's audit firm cannot complete your audit in time to submit it by November 1, 2019, then you must submit your school's <u>unaudited</u> financial statements (Statement of Net Assets, Statement of Activities, and all Fund Financial Statements that have yet to be audited) by November 1, 2019 <u>along with a letter from your auditor</u> explaining why the deadline will not be met -- and then submit the Audit Report when it is <u>completed</u> .
50	If this applies to your school, please note that your school's legal obligations are not met unless you BOTH submit the unaudited financial statements by November 1, 2019 AND submit the Audit Report when it is completed.
51	STEP ONE: Request that your Auditor present to you in a PDF file your FY 2019 Audit Report or (<i>if your Audit will not be done by November 1</i>) your FY 2019 unaudited financial statements with a letter explaining why the audit will not be done on time.
52	STEP TWO: Name the files <i>Your School Name - 2019 Audit Report</i> and attach the PDF file(s) you received from your Auditor in STEP ONE (on line 51 above) to the email you are sending us with your Annual Report Form.

53	To properly submit Attachment 4: Management Report Submission Affidavit , you must perform the following steps.
54	STEP ONE: Save the Word version of the Management Report Submission Affidavit on your computer. To do this:
55	Pull down the File menu from the upper left of your screen
56	Press "Save As"
57	Select "Desktop" or whatever location you choose on your computer
58	Enter "Your Charter School Name - Management Report Submission Affidavit" -- <i>but be sure to enter the actual name of your school instead of "Your Charter School Name"</i>
59	Press Save.
60	STEP TWO: Fill out the name of your school in the document
61	STEP THREE: Print the Affidavit
62	STEP FOUR: Have the top manager at your charter school (e.g., CEO, Principal, Executive Director) sign the Affidavit in front of a notary public and have the Affidavit notarized.
63	STEP FIVE: Scan and save the signed Management Report Submission Affidavit with "Your Charter School Name - Management Report Submission Affidavit" -- <i>but be sure to enter the actual name of your school instead of "Your Charter School Name"</i>
63	STEP SIX: Attach the signed and notarized Management Report Submission Affidavit file to the email you are sending with your Annual Report materials.

64	To properly submit <u>Attachment 5: COMPLETED Board Chair Report</u> , you must perform the following steps.
65	<u>STEP ONE:</u> Request the completed Board Chair Report from your Charter School's Governing Board Chair.
66	<u>STEP TWO:</u> Be sure the Excel file you received from your Board Chair is named " <i>Your School Name - Board Chair Report</i> " and attach it to the email you are sending us with your Annual Report materials.

67	To properly submit <u>Attachment 6: SIGNED AND NOTARIZED Board Chair Report Submission Affidavit</u> , you must perform the following steps.
68	<u>STEP ONE:</u> Request the signed and notarized Board Chair Report Submission Affidavit from your Governing Board Chair.
69	<u>STEP TWO:</u> Be sure this PDF file is named " <i>Your School Name - Board Chair Report Submission Affidavit</i> " and attach it to the email you are sending us with your Annual Report Materials.

70	Documents or Information you may need as you answer the questions in this Management Report
71	Legal Documents/Governance Information
72	{ Your school's current charter contract
73	{ Contact information for Chair of the School Governing Board
74	{ Board meeting minutes for the 2018-19 school year
75	{ Proof of non-profit status
76	Financial Documents
77	{ Statement of Net Assets
78	{ Unaudited Financial Statements
79	{ Contract agreements with service providers
80	{ Building ownership information or lease agreement
81	{ Contact info for CFO and Auditor
82	{ CFO's resume
83	Personnel Information
84	{ Certification information
85	{ Background check information
86	Enrollment Information
87	{ Enrollment numbers for the 2018-19 school year and an enrollment estimate for the 2019-20 school year
88	{ Lottery data and enrollment process

89	FILLING OUT THE REST OF THE 2019 MANAGEMENT REPORT FORM
90	To fill out the rest of the 2019 Management Report Form, please provide answers to each question beginning with Tab 2 and proceeding from tab to tab until you are done.
91	Instructions are provided throughout the Management Report Form to clarify what is being requested and where you should place your answers.
92	Please note that if you are asked to type in an answer, the cell will expand to hold your entire answer.
93	If you need additional info about anything in the Annual Report, <u>PLEASE SEND YOUR QUESTIONS VIA EMAIL (NO PHONE CALLS) TO kpritchard@doe.k12.ga.us</u> and <u>be sure to include your school name and the specific tab numbers and line number(s) about which you are asking.</u> You will receive a reply within five business days.
94	<u>YOU MUST EMAIL YOUR QUESTIONS; WE ARE UNABLE TO ANSWER PHONE CALLS ABOUT THE ANNUAL REPORT FORM FROM 130 SCHOOLS</u>
95	THANK YOU!

96	You have reached the end of Tab 1: Instructions.
97	Please proceed to Tab 2: School Information and begin answering the questions there.

Att. 6
Board Chair Report Submission Affidavit
YES
YES
YES
YES

YES
YES



Charter Schools - 2019 Annual Report Form

MANAGEMENT REPORT

2. SCHOOL INFORMATION

This section gives you a chance to provide basic information regarding your school's current charter contract, the grades you serve, your enrollment, your authorizer, and your lottery operations information. Please note that, where applicable, we included the information you submitted in last year's annual report, so all you have to do is check the accuracy of what is entered, change things that are different this year, and add in any missing information.

98	CONTACT INFORMATION FOR THE PERSON WHO COMPLETED THIS ANNUAL REPORT FORM	
99	Tell us how best to reach you in case we have any questions about any of your answers	Put your contact information in this column
100	Your name	Chuck Meadows
101	Your title	Executive Director
102	Your direct phone number	(404) 624-6226 ext. 105
103	Your email address	cmeadows@atncs.org

104	LEADERSHIP INFORMATION	Put current contact information in this column for the top manager at your charter school (e.g., CEO, Principal, Executive Director)
105	Principal name <i>(Please enter info for each campus)</i>	Lara Zelski - Elementary Cathey Goodgame - Middle
106	Title	Principal
107	Direct Phone Number	(404) 624-6226 - Elementary (678) 904-0051
108	Email Address	lzelski@atncs.org cgoodgame@atncs.org
109	Is this a new principal for current school year? (enter 1 for yes 0 for no)	0
110	If new Principal this year, please list the former Principal's name	

111	GRADES SERVED	2019-2020	2020-21	2021-22	2022-23	2023-24	2024-25
112	What grades are you serving?	K-8					

113	ENROLLMENT	2019-2020	2020-21	2021-22	2022-23	2023-24	2024-25
114	How many students did you have, or do you expect to have, <i>enrolled</i> in your school?	628					

115	LOTTERY	2019-2020	2020-21	2021-22	2022-23	2023-24	2024-25
116	Number of students enrolled using the statutory enrollment preference	245					
117	Number of students that have a sibling of a student enrolled in the charter school.	206					
118	Number of students that have a sibling of a student enrolled in another local school designated in the charter contract						
119	Number of students whose parent or guardian is a member of the governing board of the charter school or is a full-time teacher, professional, or other employee at the charter school.	39					
120	Number of students matriculating from a local school designated in the charter contract						
121	Number of students who matriculate from a pre-kindergarten program which is associated with the school, including, but not limited to, programs which share common facilities or campuses with the school or programs which have established a partnership or cooperative efforts with the school.						
122	Number of lottery participants for each year in which you had a lottery	477					
123	Number of open seats available before the lottery	35					
124	Number of students who accepted the seat they won via the lottery	35					
125	Number of students on the wait list as of the first day of school	403					
126	Did your school conduct a weighted lottery to fill any open seats?	1					
127	If yes, what weight was given for each category?						
128	Economically disadvantaged						
129	Students with disabilities	4					
130	Migrant students						
131	Limited English proficient students						
132	Neglected or delinquent students						
133	Homeless students						
134	How many seats were awarded to students in each weighted category?						
135	Economically disadvantaged						
136	Students with disabilities	9					
137	Migrant students						
138	Limited English proficient students						
139	Neglected or delinquent students						
140	Homeless students						
141	Did your school receive any out-of-district applications?	0					
142	Did you include out-of-district applicants in a lottery?	0					
143	If yes, enter the number of out-of-district lottery participants for each year in which you had a lottery						
144	If yes, enter the number of out-of-district students who accepted the seat they won via the lottery						
145	For which grades did you hold a lottery?	2019-2020	2020-21	2021-22	2022-23	2023-24	2024-25
146	K	1					
147	1	1					
148	2	0					
149	3	0					
150	4	0					
151	5	0					
152	6	1					
153	7	0					
154	8	1					
155	9						
156	10						
157	11						
158	12						

159	SCHOOL SAFETY PLAN	2019-2020	2020-21	2021-22	2022-23	2023-24	2024-25
160	When did your school last revise its safety plan following your annual review of that plan? (MM/YYYY)	July-18					
161	When was your staff trained (as required in O.C.G.A. 20-2-1185), on emergency planning, mental health awareness, school threat assessment, and school security?						
162	When did you last conduct a school site safety self-assessment?						
163	When did your local emergency management agency last review your school safety plan? (MM/YYYY)	July-18					
162	When did GEMAHS (Georgia Emergency Management Agency Homeland Security) last review your school safety plan? (MM/YYYY)	July-18					

163 SPENDING PRIORITIES		Enter percentages for each School Year					
164 Please list the percentages your school expended in each category for each school year. The percentages must total 100%.		2019-2020	2020-21	2021-22	2022-23	2023-24	2024-25
165	Administration (all non-instruction and non-facilities expenses)	13%					
166	Instruction (including teacher and substitute payroll expenses; textbooks; classroom supplies; classroom computers and instructional software; field trips; instructional equipment; library/media center payroll expenses, equipment & supplies; student assessment; classroom furniture; PE equipment; art supplies; and contracted education professional & technical services)	80%					
167	Facilities (including rent/lease/mortgage payments, grounds maintenance, maintenance & repair, utilities, fire safety & compliance, kitchen equipment, and security system)	7%					
168	MUST TOTAL 100% Total (Do Not Enter)	100%	0%	0%	0%	0%	0%

169 CAMPUS INFORMATION		Enter MAIN CAMPUS information in this column	Enter 3rd CAMPUS information in this column	Enter 4th campus information in this column
170	Name of campus (Please enter info for each campus)	ANCS - Elementary Campus		
171	How many years has this campus been located in this facility?	15		
172	Does the school own or lease/rent this facility?	Lease		
173	If lease/rent, who is your landlord?	APS		
174	If lease/rent, does your school have plans to purchase this or any other facility for this campus?	No		
175	If lease/rent, what is the whole dollar amount of the monthly mortgage or lease payment?	\$0.00		

176 TRANSPORTATION	Answer Here
177	Does your school provide student transportation? No
178	IF YES...
179	Is there any cost to the students?
180	IF YES...
181	What is the amount paid?
182	Do all students pay the same amount?
183	IF NO...
184	Which students pay different amounts and why?
185	How many students have left your school because of the cost of transportation?
186	How many students have been unable to enroll because of the cost of transportation?
187	Does your school provide FOR student transportation (i.e., provide public transportation access or an alternative)?
188	IF YES...
189	Is there any cost to the students?
190	IF YES...
191	What is the amount paid?
192	Do all students pay the same amount?

193 GRANTS	
193	Facilities Grant Enter the things you paid for with the grant
194	How did you, or do you plan to, spend the \$40,000 in State Facilities Grant funds in FY20?
195	Safety Grant Enter the things you paid for with the grant
196	How did you, or do you plan to, spend the \$30,000 in State Safety Grant funds in FY20? Emergency communication systems

197 You have reached the end of Tab 2: School Information.
198 Please proceed to Tab 3: Legal Compliance and continue answering the questions there.

Charter Schools - 2019 Annual Report Form

MANAGEMENT REPORT

4. EDUCATION SERVICE PROVIDER (ESP)

This section asks if your school uses an Education Service Provider and, if you do, it asks for information about your use of an ESP.

An Education Service Provider (ESP) is a for-profit or non-profit organization that contracts with a charter school to provide services including but not limited to, curriculum design development, student assessments, financial and operational management, facilities management, and human resources management, such as Education Management Organizations (EMOs), Charter Management Organizations (CMOs), and Education Service Organizations (ESOs).

	Enter Yes or No				
291	DO YOU USE AN ESP FOR ANYTHING AT ALL?				
292	2018-19	2019-20	2020-21	2021-22	2022-23
293	Did your school contract with an ESP?	No	No		
294	If you answered NO for 2018-19 AND 2019-20, please SKIP to line 346 at the bottom of this Tab.				
295	If you answered YES for 2018-19 OR 2019-20, please answer the questions on lines 297-345 below.				

	ESP NAME	Enter Yes or No				
295	ESP NAME					
296	Please indicate which ESP your school contracted with for each year	2018-19	2019-20	2020-21	2021-22	2022-23
297	Accelerated Learning Solutions					
298	Charter Schools USA					
299	Connections Academy					
300	Dubois Consortium of Charter Schools					
301	Edgenuity					
302	EdisonLearning					
303	K12, Inc.					
304	KIPP					
305	National Heritage Academies					
306	Prestige Charter School Solutions					
303	Other ESPs used (Please insert names in space below and indicate Yes for each year in which the ESP provided services for your school)	2018-19	2019-20	2020-21	2021-22	2022-23
304						
305						
306						

	ESP SERVICES	Enter Yes or No				
307	ESP SERVICES					
308	Please indicate which services your ESP or a company affiliated with your ESP provided to your school for each year	2018-19	2019-20	2020-21	2021-22	2022-23
309	Whole school management					
310	Curriculum					
311	Curriculum support					
312	Data management					
313	Extended day services (after school, Saturday session)					
314	Facility support or services					
315	Finances and budget, accounting, bookkeeping					
316	Food services					
317	Human resources/employment services					
318	Professional development and teacher training					
319	Purchasing					
320	Remedial education/tutoring					
321	Special Education					
322	Transportation support or services					
323	Other services provided (Please insert in space below)					
324						
325						
326						

	ESP COSTS	Enter percentage for each School Year				
327	ESP COSTS					
328	Please enter the percentage of your state and local revenues that you pay to your ESP for each year for the basic services they provide	2018-19	2019-20	2020-21	2021-22	2022-23
329	Please enter the percentage of your state and local revenues that you pay to your ESP or any company affiliated with your ESP for each year for your facility					
330	Please enter the percentage of your state and local revenues that you pay to your ESP or any company affiliated with your ESP for each year for any facility-related services they provide					
331	Please enter the percentage of your state and local revenues that you pay to your ESP or any company affiliated with your ESP for each year for any other additional services they provide					
332	Please enter the total percentage of your state and local revenues that you pay to your ESP or any company affiliated with your ESP for everything they do for you					

333	ESP ACCOUNTABILITY	Enter Yes, only for those that apply each School Year				
		2018-19	2019-20	2020-21	2021-22	2022-23
334	Do you (did you) have a tool and a process for evaluating the performance of your ESP, providing feedback to your ESP, and documenting their performance each year?					
335	If Yes, did you evaluate your ESP last year?					
336	If Yes, did your ESP's performance meet all, most, some, or none of your required standards last year?					
337	If your ESP's performance did NOT meet all your required standards last year, did you place them on an improvement plan?					
338	Do you have the right to terminate your ESP if they fail to meet your school's required standards?					
339	If you were to terminate your ESP, would you be required to pay them a termination fee ?					
340	If you were to terminate your ESP, would you be required to pay them all the money they lent to you (either directly or by deferring management fees) over the course of their management contract up until that point?					
341	If you were to terminate your ESP, would you be required to vacate your facility ?					
342	If you were to terminate your ESP, would you be required to purchase your facility?					

343	ESPs AND YOUR AUTHORIZER...	Enter Yes or No				
		2018-19	2019-20	2020-21	2021-22	2022-23
344	Does your authorizer include additional charter contract provisions that ensure rigorous, independent contract oversight by your school's governing board and your school's financial independence from the external provider?					
345	Does your authorizer review the proposed ESP contract as a condition of charter approval to ensure that it is consistent with applicable law, authorizer policy, and the public interest?					

346 **You have reached the end of Tab 4: ESP Information.**

347 **Please proceed to Line 16 of Tab 1 for instructions on submitting your 2019 Charter Schools Annual Report Form.**

1, professional
tions (EMOs),

2023-24

2023-24
2023-24

2023-24

2023-24

2023-24

2023-24



Coversheet

Charter Renewal Update

Section: IV. Executive Director's Report
Item: C. Charter Renewal Update
Purpose: FYI
Submitted by:
Related Material: Charter Renewal Update 10-22.pdf

Charter Renewal Update

- Task force being formed now, with a goal to launch by Oct. 30
- Initial tasks for November/December:
 - Draft executive summary
 - Begin drafting performance narrative
- Goal is to make the process broad, open and inclusive
- We believe ANCS to be the only APS charter up for renewal

Coversheet

Monthly Governance Report

Section: V. Governance
Item: A. Monthly Governance Report
Purpose: Discuss
Submitted by:
Related Material:
Governance Committee Meeting Report for ANCS Board meeting held Oct 22.pdf

Governance Committee Meeting Report for ANCS Board meeting held Oct 22, 2019
Submitted by Kristen Frenzel, Chair of Governance Committee

1. Process for policy review:

We have received policies from the lawyers on Thursday Oct 17th which contains policies that needed minor tweaks to comport with the law, or what were recommend for best practices. Governance Committee will review these suggestions by Nov 7th meeting. There is a second set of policies where there are substantive decisions to be made. We'll need the administration and/or board to review to make sure these policies reflect what we are currently doing in practice (or want to do in practice).

2. Annual Review of ED procedure:

1st and 3rd quarter evaluation - Informal feedback via Survey monkey gathered from full board and leadership team. The goal is to provide Chuck feedback by **end of October**. Kristen and Eric will **synthesize the feedback and** present to Chuck. The 3rd quarter evaluation will be completed in **April**, presented by end of April.

Mid-Year and Annual evaluation – We will use the BOT evaluation tool and Kristen, Kristi, Sabrina will to meet **on Oct 24th** and come up with final plan for tweaking the BOT tool to include questions based on ED specific yearly goals.

The timing for Mid-Year evaluation is still TBD but we hope that we will send out the evaluation to leadership team and Board by early **December** and provide feedback to Chuck by **end of January**. Similarly the timing for End of Year evaluation is to provide feedback to Chuck by **end of May/early June**.

Coversheet

Monthly Business & Operations Report

Section: VI. Business & Operations
Item: A. Monthly Business & Operations Report
Purpose: Discuss
Submitted by:
Related Material: BusOps Comm BOD Update_October 2019.pdf

October 2019

Business & Operations Committee Update



Financial

- ❑ Cash balance (period end 09/30/19) = \$1.9M
 - ❖ \$1.1M in Operating Account
 - ❖ \$854k in Investments (\$773k internally designated as restricted funds; \$81k in unrestricted funds)
- ❑ Revenue items of interest:
 - ✓ No currently anticipated funding issues
 - ✓ FY20 general fund allocation increases will be made, along with the FTE count adjustment, in November and reflected in the December payment
 - ✓ Unspent funds from the charter school administrative withholding will be calculated and communicated once the APS FY19 books are closed and paid as a lump-sum in December
- ❑ Expenses of interest:
 - ✓ Currently anticipating a 6% reduction in cost during the upcoming Health Insurance renewal
- ❑ Other Items of Interest:
 - ✓ FY18-19 audit is complete; auditors offered a clean opinion and will be present in the October board meeting to review the audit with the full board
 - ✓ Executive Committee identified a discrepancy between financial policy spending authority limits and the Annual Financial Resolution; proposing a vote to follow Resolution adopted in August board meeting in times of conflict and until discrepancies can be addressed



Facilities & Grounds

- ❑ Roof project:
 - ✓ Roof project will be postponed until May 2020 due to necessary structural repairs that must occur to support new roof
 - ✓ Still anticipate summer roof replacement timeline
- ❑ Intercom System:
 - ✓ Current intercom system requires upgrading; age of system makes it difficult and costly to obtain parts and services
 - ✓ Currently meeting with vendors to determine needs and scope
 - ✓ Grant of \$30k for each campus has been awarded to ANCS to defray some of the cost of the new system
- ❑ MC Buildings and Grounds Project:
 - ✓ Backyard Project still ongoing
 - ✓ Park Pride engaged the students in a visioning process ; currently mapping out a master plan to incorporate that vision

ATLANTA NEIGHBORHOOD CHARTER SCHOOL**Budget to Actual FY2020****YTD September 30, 2019**

Period Ended 9/30/19

	YTD FY2019 Actual	YTD FY2020 Actual	YTD Budget	YTD \$Variance	FY2020 Budget
Income					
Local/State Funding	\$1,987,871	\$2,024,812	\$1,998,060	26,752	9,990,302
Grants	\$0	\$42,222	\$0	42,222	0
Title 2 Funding	\$1,000	\$0	\$1,000	0	1,000
Contributions & Fundraising	\$10,204	\$32,782	\$33,414	(632)	233,000
Program Income	\$174,074	\$179,859	\$121,000	58,859	517,500
Nutrition Income	\$70,084	\$66,064	\$60,000	6,064	285,000
Other Income	\$1,170	\$4,608	\$1,361	3,248	8,700
Total Income	\$ 2,244,403	\$2,350,348	\$2,214,835	\$ 135,513	\$ 11,035,502

Expenditures

Salaries and Benefits	\$2,259,263	\$2,346,364	\$2,330,039	(16,325)	9,133,710
Professional Development	\$29,237	\$14,901	\$43,872	28,971	113,500
Curriculum & Classroom Expenses	\$111,317	\$59,136	\$125,290	66,154	190,000
Program Expenses	\$33,189	\$20,013	\$37,430	17,417	180,000
Building & Grounds	\$123,046	\$204,913	\$151,133	(53,780)	581,133
Fixed Asset Expenditures	\$62,926	\$34,356	\$60,000	25,644	227,000
Professional Services	\$30,247	\$37,045	\$14,476	(22,569)	35,000
Gen&Admin/Insurance/Interest Expense	\$77,144	\$113,354	\$71,502	(41,852)	200,000
Nutrition Program Purchases	\$51,750	\$45,301	\$42,185	(3,116)	180,000
Equipment Rental (Copiers)	\$16,724	\$9,134	\$12,500	3,366	50,000
Fundraising Expenses	\$6,826	\$7,949	\$4,616	(3,334)	51,400
Total Expenditures	\$2,801,669	\$2,892,466	\$2,893,043	\$ 577	\$ 10,941,743
Operating Income/Loss	\$ (557,266)	\$ (542,117)	(\$678,207)	\$ 136,090	\$ 93,759

ATLANTA NEIGHBORHOOD CHARTER SCHOOL
FY 2020 - Monthly Cash Flow Statement
September 30, 2019

		Allocation based on FTE Count = 620											FY21	
		Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20
Revenue														
Local/State Funding	\$0	\$1,012,406	\$1,012,406	\$999,030	\$999,030	\$999,030	\$999,030	\$999,030	\$999,030	\$999,030	\$999,030	\$999,030	\$0	\$0
Grants	\$42,222	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Title 2 Reimbursement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Contributions & Fundraising	\$8,677	\$6,206	\$17,900	\$16,000	\$14,000	\$14,000	\$14,000	\$14,000	\$90,000	\$14,000	\$19,586	\$4,000	\$0	
Program Income	\$984	\$95,684	\$83,190	\$60,000	\$50,000	\$33,500	\$38,000	\$50,000	\$60,000	\$40,000	\$50,000	\$15,000	\$0	
Nutriton Program Income	\$692	\$32,897	\$32,476	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$25,000	\$21,000	\$20,000	\$9,000	\$0	
Other Income	\$543	\$320	\$3,746	\$500	\$500	\$700	\$700	\$1,000	\$1,000	\$1,000	\$1,200	\$1,000	\$500	
Total Revenue	\$53,117	\$1,147,514	\$1,149,717	\$1,105,530	\$1,093,530	\$1,077,230	\$1,081,730	\$1,094,030	\$1,175,030	\$1,075,030	\$1,089,816	\$29,000	\$500	
Expenditures														
Salaries and Benefits	\$694,360	\$740,951	\$911,052	\$750,000	\$750,000	\$750,000	\$760,000	\$760,000	\$760,000	\$760,000	\$760,000	\$755,000	\$760,000	
Professional Development	\$10,656	\$6,839	\$706	\$10,000	\$10,000	\$10,000	\$5,000	\$5,000	\$5,000	\$10,000	\$5,000	\$10,000	\$0	
Curriculum & Classroom Expense	\$3,455	\$37,792	\$17,889	\$5,000	\$8,000	\$7,000	\$10,000	\$10,000	\$2,000	\$7,000	\$6,000	\$10,000	\$0	
Program Expenses	\$4,517	\$8,602	\$6,893	\$15,000	\$11,570	\$15,000	\$15,000	\$15,000	\$31,000	\$10,000	\$20,000	\$10,000	\$0	
Building & Grounds	\$105,726	\$54,761	\$44,976	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$45,000	\$40,000	\$45,000	\$36,000	
Fixed Assets Expenditures	\$0	\$0	\$34,356	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$17,000	\$10,000	\$0	
Professional Services	\$8,475	\$27,105	\$1,465	\$10,000	\$4,000	\$930	\$0	\$1,200	\$2,000	\$2,000	\$345	\$50	\$0	
Gen&Admin/Insurance/Interest	\$46,431	\$38,785	\$28,633	\$20,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$3,498	\$5,000	
Nutrition Program Expenses	\$888	\$22,750	\$21,663	\$20,000	\$15,000	\$14,000	\$17,000	\$17,000	\$21,000	\$16,000	\$15,315	\$2,500	\$0	
Equipment Rental (Copiers)	\$2,115	\$1,879	\$5,140	\$4,000	\$4,000	\$4,000	\$4,500	\$4,500	\$4,500	\$4,000	\$4,000	\$4,000	\$0	
Fundraising Expenses	\$2,125	\$2,519	\$3,306	\$3,000	\$2,800	\$1,000	\$2,000	\$2,000	\$35,000	\$500	\$500	\$0	\$0	
Total Expenditures	\$878,749	\$941,984	\$1,076,078	\$907,000	\$890,370	\$886,930	\$898,500	\$899,700	\$945,500	\$889,500	\$883,160	\$850,048	\$801,000	
Total Revenues - Total Expenditures	(\$825,632)	\$205,530	\$73,639	\$198,530	\$ 203,160	\$190,300	\$183,230	\$ 194,330	\$229,530	\$ 185,530	\$206,656	\$ (821,048)	(\$800,500)	
EOM Cash Balance	\$759,211	\$837,208	\$1,082,984	\$1,281,514	\$1,484,674	\$1,674,974	\$1,858,204	\$2,052,534	\$2,282,064	\$2,467,594	\$2,674,250	\$1,853,202	\$1,052,702	
	Actual	Actual	Actual	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	Projected	

Note: Adjusted to reflect only Atlantic Capital Bank operating accounts. Not including \$849k of investments

Total investments held by ANCS**9/30/2019**

<u>Institution</u>	<u>Investment</u>	<u>Amount</u>
Atlantic Capital Bank	Operating accounts	1,082,984
		<u>1,082,984</u>
Edward Jones - State Bank of India	CD	227,726 matures 2/2020
Edward Jones - BMO Harris Bank	CD	200,000 matures 5/2020
Edward Jones - Whitney Bank	CD	59,794 matures 10/2019
Edward Jones - Money Market	Money Market	64,782
Self-Help Credit Union	CD	238,634 matures 10/2019
Self-Help Credit Union	Money Market	<u>63,364</u>
Total invested funds (not at ACB)		854,300
Total restricted funds - reserves		<u>-772,820</u>
Total unrestricted investments		81,480
Grand total ANCS funds		\$1,937,284

Coversheet

Annual Resolution Vote

Section: VI. Business & Operations
Item: B. Annual Resolution Vote
Purpose: Vote
Submitted by: Laura Melton
Related Material: Financial_Resolution_FY20_Revised 10192019.pdf

BACKGROUND:

As discussed during the September board meeting, we've identified some discrepancies between the fiscal policies reported in the Annual Financial Resolution (voted upon in the August board meeting) and the school's documented financial policies. The identified discrepancies are related to the financial thresholds for contract and purchasing limits requiring board approval. As our financial policies are currently under legal review, the Business Operations Committee is proposing a vote to do the following:

RECOMMENDATION:

The Business Operations Committee proposes to add Emily Ormsby as a check signer to the ANCS operating account. Additionally, the Committee proposes that in cases of conflict between the Annual Financial Resolution adopted in the August 2019 Board Meeting and the documented Financial Policies, and until further written notice, the Annual Financial Resolution will prevail.



RESOLUTION

FINANCIAL INFORMATION

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

1. Banks where ANCS has accounts.

- Atlantic Capital Bank – Primary Operating Account
- 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 – Chuck Meadows
- Elementary Campus Principal - Lara Zelski
- Middle Campus Principal - Cathey Goodgame
- School Nutrition Director (nutrition program checks only) – David Bradley
- ANCS Governing Board Member – Emily Ormsby

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, Chuck Meadows, signs all employee contracts
- ANCS Governing Board Chair, Eric Teusink, signs the Executive Director's contract

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.

- As a part of its annual budget adoption process, the ANCS GBOD reviews and approves contribution levels to established reserve funds recommended by the Board's Finance and Operations Committee.

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.
- Form 990 is prepared by an external audit firm in conjunction with the close of the ANCS financial audit and is presented to the Governing Board prior to filing.
- Accounting software: Quickbooks Pro Non-Profit

Coversheet

Monthly fund development report

Section: VII. Fund Development
Item: A. Monthly fund development report
Purpose: Discuss
Submitted by:
Related Material: October 2019 Fund Development Board Report.pdf



Fund Development Report // October 2019
Prepared by Meeghan Fortson
ANCS Governing Board Meeting // October 22, 2019

2019-2020 Gather & Grow Fund

September donations received: **\$4,177**

Year to date: **\$10,990**

Goal: \$150,000

Board Participation: **8%**

Comparison to previous years:

2018 September donations received: **\$2,376**

2018 Year-to-Date: **\$7,993**

2017 September donations received: **\$2,850**

2017 Year-to-Date: **10,176**

2019-2020 Gather & Grow Fund:

The **2019-2020 Gather & Grow Fund** is off to a strong start and is tracking slightly ahead of our monthly goals.

New parents, major donors (\$1,000 and up), and current grandparents received personalized solicitation letters in the mail in September/October.

Solicitation letters to parents, personalized for each grade, will go in the mail with updated brochures later this month.

Corporate Sponsorships:

This is the 2nd year of our school-wide corporate sponsorships program. The funds raised from sponsorships are shared between the PTCA and the school's operating budget.

The sponsorship team of volunteers and staff met on **September 17** and **October 16** to review our solicitation strategy for sponsorships. So far, this group has raised **\$36,000** in corporate sponsorships towards our 2019-2020 goal of \$50,000. Last year, we raised \$36,000 in corporate sponsorships.

Information about sponsorships has been included in the Courier and an email to parents will be sent next week.

2020 Auction Update:

- The **2020 Wonder Ball Auction** will be held on **Saturday, March 7, 2020** at **Ambient Studios**. Fund Development Staff and volunteers are working to finalize Auction Chairs and hold the first planning meeting next week.
- New this year, there will be **four** co-chairs (volunteers) instead of two. We will also have hourly paid event staff rather than hiring an event consultant, which will save money and be a more efficient use of funds.
- Request for Auction donations will go out to the community later this month.

Other Recent Meetings/Activities:

- **October 9** - The Fund Development Committee met to review/discuss:
 - September financial report
 - Gather & Grow Fund
 - Corporate sponsorship update
 - Wonderball auction update
 - Board pledge form
 - Grandparent Solicitation
 - Restricted gift policy & a new restricted gift for Middle Campus “Backyard” project.
 - *Minutes from this meeting have been posted on [Board on Track](#).*
- **October 18** - Grandparents and Special Friends Day

Stephanie Galer and Meeghan Fortson staffed a Fund Development table at both campuses where grandparents were encouraged to give to the Gather & Grow Fund. Solicitation letters to current grandparents were mailed before fall break, and several grandparents brought their gifts with them or made them during the event. A follow-up email with a link to the giving site will go out next week.

Upcoming Activities:

- **Sponsorship Team Meeting:** Stephanie Galer, Meeghan Fortson, Rachel Higgins, Rachel Ezzo, and Jim Paisley will meet on **November 12** to discuss progress on 2019-2020 corporate sponsor solicitations.
- The next **Fund Development Committee** meeting is scheduled for **Wednesday, November 13 at 8:15 AM** at the Elementary Campus.

End of Report.

2019-2020 Fund Development Committee

Susannah Darrow*

Meeghan Fortson, *Chair*

Stephanie Galer*, *Fund Development Coordinator*

Narin Hassan*

Sabrina Sexton

Eric Teusink

**Non-Board Member*

Coversheet

Monthly Educational Excellence Report

Section: VIII. Educational Excellence
Item: A. Monthly Educational Excellence Report
Purpose: Discuss
Submitted by:
Related Material: Educational Excellence Committee Report 10_2019.pdf

Educational Excellence Committee Report – October 2019

ANCS Governing Board Meeting | October 22, 2019

I. Charter Renewal

- The Committee discussed the charter renewal process with GCSA’s Elisa Falco; a full update is included in this month’s Executive Director Report
- Elisa identified issues to attend to related to Goals 1 (Beating the Odds) and 4 (Increased Access)
 - Outreach strategy
 - Attendance zone and/or lottery changes
 - Over the course of next 2-3 months, the Committee will review data and create a menu of options to present to the board for a potential vote and implementation beginning with the lottery for the 2021-2022 school year