



ATLANTA NEIGHBORHOOD CHARTER SCHOOL

helping students learn to use their minds well

Atlanta Neighborhood Charter School

ANCS Governing Board Meeting

Virtual Meeting

Date and Time

Tuesday March 17, 2020 at 6:30 PM EDT

Location

Virtual Meeting

Meeting link: meet.google.com/qss-qpqd-zsd

Phone Number: 404-671-8414; PIN: 900 568 210#

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. 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.

- D. Approve Minutes from Prior Board Meeting

Approve minutes for ANCS Governing Board Meeting on February 18, 2020

E. Approve Minutes from Emergency Board Meeting

Approve minutes for Emergency Board Meeting on March 12, 2020

F. PTCA President Update

Report has been included in the packet.

II. Executive Director's Report

A. Update on 2020 New Student Applications & Lottery

This update will include a report on our 2019-2020 Outreach/Recruitment Efforts.

B. Charter Renewal Update

Standing agenda item for 2019-2020 year.

C. COVID-19 Update

III. Governance

A. Monthly Governance Report

B. Vote on Slate of New Board Members for 2020-2021

The board will vote on the proposed slate of new board members for the 2020-2021 Governing Board.

C. Vote to Create Task Force for Committee Composition & Support

The Board will vote to create a temporary task force for "Committee Composition & Support".

IV. Business & Operations

Business & Operations

A. Monthly Business & Operations Report

B. Facilities Update

C. Vote on New Intercom System

V. Fund Development

Fund Development

A. Monthly Fund Development Report

The Fund Development Committee did not meet in March, so there is no written report. Updated financials for the Gather & Grow Fund and the Auction will be reported at the April Board meeting.

VI. Educational Excellence

Educational Excellence

A. Monthly Educational Excellence Report

B. Public Affairs Subcommittee Report

VII. 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.

VIII. Closing Items

A. Adjourn Meeting

Coversheet

Approve Minutes from Prior Board Meeting

Section: I. Opening Items
Item: D. Approve Minutes from Prior Board Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for ANCS Governing Board Meeting on February 18, 2020

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 February 18, 2020 at 6:30 PM

Location

Middle Campus, 820 Essie Avenue, SE Atlanta, GA 30316

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

Directors Present

Emily Ormsby, Eric Teusink, Hanah Goldberg, Jason Rhodes, Jordache Avery, Kristen Frenzel, Lee Kynes, Meeghan Fortson, Nakia Echols, Sabrina Sexton

Directors Absent

Howard Franklin, Kristi Malloy, Laura Melton

Guests Present

Angela Christie, Barrett Krise, Ben Sutton (Committee Member), Carla Wells, Cathey Goodgame, Chuck Meadows, Cory Tiede, Daniel DuVal, Jen Singh, Jessica Gowen, Jon Wooten, Lara Zelski, Nancy Lamb, Nicole King, Paige Teusink, Renette Rier, Rhonda Collins, Sonia Toson, Stacy Robinson

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 Feb 18, 2020 at 6:33 PM.

C. Brain Smart Start

Chuck Meadows led a brain smart start.

D. Public Comment

None.

E. Approve Minutes from Prior Board Meeting

Sabrina Sexton made a motion to approve the minutes from ANCS Governing Board Meeting on 01-21-20.

Jason Rhodes seconded the motion.

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

F. PTCA Report

Brittany Gove presented her board report, included in the board packet.

G. Principals' Open Forum

Cathey Goodgame reported on events at the Middle Campus. Seventh and 8th graders went to Anti Defamation League and 6th graders went to the Breman Museum. Feedback from ADL and museum was very positive about students' questions and leadership.

8th graders are in middle of community project presentations. Dr. Goodgame reviewed some of the topics students are working on.

Lara Zelski reported on events at the Elementary Campus. The campus is enjoying Morning Meeting and black history month presentations, including a remarkable performance by a parent who is an opera singer.

Interview team has convened for selecting new staff for next school year. Interview day is March 6.

II. New Business

A. Wonderball Auction Update

Jennifer Singh, one of the auction chairs, presented on the Wonderball plans. Event is on March 7 at Ambient Studio. Have sold about 200 tickets so far. Jennifer reviewed auction team and set up/logistics/offerings for the event. Board members are encouraged to attend the VIP reception that evening to thank the school's most generous donors.

B.

A Look at the Elementary Campus

Lara Zelski and Nicole King presented on the Elementary Campus. They asked leadership team (one teacher from each grade level and others) and students to provide input on a series of questions about what makes ANCS special.

C. Update on 2020 New Student Applications & Weighted Lottery Vote

Eric Teusink and Chuck Meadows presented on the applications for the 2020-2021 school year. The application window closes March 2. Information for the discussion is covered in both the ED report and the Educational Excellence committee report. Based on early results, which indicate a low number of applications received from economically disadvantaged families, Teusink recommended a weight of 4. This is the highest weight the Board can adopt according to our charter.

III. Executive Director's Report

A. Charter Renewal Update

Chuck Meadows provided an update, included in his report and the board packet, on the charter renewal application.

Fine tuning language in application about project based learning to better reflect curricula at each campus.

On track to complete 30-45 days early.

B. School Wide Update

Chuck reviewed several items from his report regarding the school's focus on academic growth.

Chuck reviewed some issues with the use of the MAP testing in the winter and new information on how to capture more accurate results.

Chuck also shared concerns around attendance and how that impacts our CCRCI score. Communication will go out in the courier this week about attendance. Missing school in early grades is very hard to catch up on. Curriculum doesn't lend itself well to missing school. Hanah Goldberg recommended looking at the data more closely in committee and reporting back.

APS is considering changes to 2021-2022 calendar.

Chuck provided an admissions report for upcoming school year. 636 applications received so far, including 20% economically disadvantaged families (mostly from outside zone 1).

IV. Governance

A. Monthly Governance Report

No governance meeting this month; no report.

B. Nominations Task Force Update

Nakia Echols provided her update. Task force met several times over last month. Application deadline has closed, and invitations for interviews have been extended. Vote will be in March.

C. 2020-2021 Officers

Eric Teusink shared the Board's slate of officers and committee chairs for the 2020-2021 school year. It is included in the board meeting packet.

Lee Kynes made a motion to accept the slate of officers and committee chairs for the 2020-2021 year as proposed.

Nakia Echols seconded the motion.

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

V. Business & Operations

A. Monthly Business & Operations Report

No discussion.

B. Facilities Update

Jordache Avery provided an update on roof replacement and intercom. We are on track to replace the roof this summer. We received a grant to fund a new communications/intercom system; a "Fund-a-Need" effort at the March 7 Wonderball auction will help fund the remainder of the cost.

VI. Fund Development

A. Monthly Fund Development Report

Meeghan Fortson provided an update on fundraising. Details are included in her board report. Main focus is on the auction, which is separate from the Gather & Grow Fund but provides approximately \$60-80K to the school's operating budget each year. Board members are encouraged to attend the auction on March 7.

VII. Educational Excellence

A. Monthly Educational Excellence Report

Hanah Goldberg provided update on the educational excellence committee. Details are provided in her report in the board packet.

Chuck reviewed the charter goal for newly admitted students who are economically disadvantaged and the demographics for the current applicants for the 2020-2021.

Eric Teusink made a motion to set the lottery weight at 4 for economically disadvantaged students applying to the 2020-2021 school year.

Nakia Echols seconded the motion.

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

Discussion around whether the weight applies to siblings and children of teachers and board members and clarifying that in our charter.

B. Public Affairs Subcommittee Report

No report.

VIII. Executive Session

A. Executive Session

Eric Teusink made a motion to at 8:53 pm to enter into Executive Session to discuss personnel related matters.

Kristen Frenzel seconded the motion.

The board entered into executive session after a 5-minute break. Guests and staff members were excused from the meeting.

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

IX. Closing Items

A. Adjourn Meeting

Board came out of Executive Session at 9:53 pm.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:53 PM.

Respectfully Submitted,
Meeghan Fortson

Coversheet

Approve Minutes from Emergency Board Meeting

Section: I. Opening Items
Item: E. Approve Minutes from Emergency Board Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Emergency Board Meeting on March 12, 2020

APPROVED



**ATLANTA NEIGHBORHOOD
CHARTER SCHOOL**

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Atlanta Neighborhood Charter School

Minutes

Emergency Board Meeting

Via Phone

Date and Time

Thursday March 12, 2020 at 6:00 PM

Location

Call-in Number & Pin:

(US) +1 219-250-1878; PIN: 872 845 713#

Notice of this meeting has been posted in accordance with Georgia's open meetings requirements.

Directors Present

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

Directors Absent

None

Guests Present

Chuck Meadows (remote)

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 Thursday Mar 12, 2020 at 6:03 PM.

II. New Business

A. COVID-19 Preparedness

Eric Teusink (Board Chair) stated that he called an emergency board meeting without 24 hours notice to respond to the rapidly changing information about the COVID-19 virus.

Eric proposed that the Board vote on a resolution to give Chuck Meadows (Executive Director) authority to close the school in certain circumstances.

The board discussed and revised the resolution so that it reads as follows:

In response to COVID-19 outbreak, the Board of the Atlanta Neighborhood Charter School (the "School") believes it to be in the best interest of the students, faculty, staff, and wider School community to empower the School's Executive Director, Chuck Meadows (the "ED"), to rapidly close the School, if necessary. To that end, and in the following instances, the ED shall be empowered to close the school for up to three weeks, or greater than three weeks if the Atlanta Public Schools (APS) shall remain closed longer than three weeks, upon the occurrence of: (1) the closure of APS, (2) the closure of at least two of the following school systems: (a) Fulton County Public Schools, (b) DeKalb County Public Schools, (c) City Schools of Decatur, (d) Cobb County Public Schools or (e) Gwinnett County Public Schools, and/or (3) a student, member of the faculty and staff, or a member of their immediate household have a confirmed diagnosis of COVID-19. This power shall expire at midnight on June 30, 2020.

Sabrina Sexton made a motion to approve the resolution as revised.

Kristen Frenzel seconded the motion.

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

III. Closing Items

A. Adjourn Meeting

Meeghan Fortson made a motion to adjourn the meeting.

Lee Kynes 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 6:28 PM.

Respectfully Submitted,
Meeghan Fortson

Coversheet

PTCA President Update

Section: I. Opening Items
Item: F. PTCA President Update
Purpose: FYI
Submitted by:
Related Material: ANCS PTCA Board Report - 03.17.20.pdf



PTCA Board Report for March 17, 2020 Board Meeting
(Note: Prepared on March 13, 2020)

1. **ANCS Volunteer Needs During COVID-19:** The ANCS PTCA Executive Committee has been in touch with school leadership and has offered to take the lead on coordinating volunteers when/if they need help. We will send out communications recruiting volunteers once we know what efforts are needed and will also be working with room/advisory parents to help with individual classroom needs if there are any. On 03.13, we asked the school community to refrain from reaching out individually to faculty and staff asking how to help or what they need, in an effort not to overwhelm them.

2. **PTCA Event Considerations in Response to School COVID-19 Closing**
 - We have confirmed with GP Coffee House and Piedmont that Third Friday Coffee is canceled in March.
 - The Teacher and Staff Appreciation Week is currently still scheduled for the week of 3/30. Communications recruiting volunteers and details about the plan for each day went out earlier this week. (See attached) The committee is currently brainstorming ideas to show appreciation remotely during that same timing if school is still closed. We can still solicit for the digital videos, and but may not be able to provide the succulents because of challenging distribution logistics. A current idea is to still provide meals for any staff that may be onsite at both campuses that week although numbers will be lower and then possibly use leftover funds to provide restaurant gift cards instead to those not physically in the building. More to come.
 - Discussions and decisions about the newly proposed Middle Campus Car Wash (details below) and Run with the Wolves will be forthcoming.

3. **Upcoming Events**
 - 3/30-4/3 Teacher Appreciation Week
 - 3/? TBD MC Coffee (on date 5th graders visit)
 - 4/3 First Friday Fitness
 - 4/13 Exec Committee Meeting
 - 4/17 Third Friday Coffee
 - 5/2 Run with the Wolves
 - 5/12 PTCA General Meeting & Picnic
 - 5/18 Exec Committee Meeting

4. **Middle Campus Car Wash:** Prior to the COVID-19 issues, PTCA decided to host a Spring Car Wash fundraiser at the Middle Campus on Sunday, April 19th from 11am – 3pm. Cars will pull through the MC parking lot and MC students, with the supervision of adults, will wash and dry cars. We will have a tent with drinks and snacks for sale. We will have three volunteer shifts and will send out a signup genius closer to the event to recruit volunteers and also solicit supply donations. As a reminder, this came up during last year’s planning session when we decided to test a few fundraisers this year like the Kickball Tournament, Parents Day Out and a Car Wash once we decided to no longer host the Yard Sale.

5. **PTCA Executive Team Planning Meeting for 2020-21:** We will have PTCA Planning Meeting on March 28th 9am – Agenda will be draft budget, draft calendar, draft slate, volunteer recruitment needs, and proposed new initiatives (i.e. - Events hosted by Grade Level, PTCA Membership Incentive Program, BoxTops Money Special Grants Cycle.)

The PTCA's ANCS Teacher & Staff Appreciation Week Schedule of Events

All Week Long: Visit the Beacon for many discounts at local businesses! **Flip this page for details**
FREE yoga all week with Narin Hassan & Lynn Brandli @ Little Yoga Co-op (289 Little Street Se)
tendyoga.com or yogaposesdaily.org

Monday 3/30: **"Treat Yo Self"**...to some room service! Just when your blood sugar starts to drop and you don't think you can make it through Monday, we'll have your afternoon snack and drink delivered! (Please be sure to have your room tag delivered back to the labeled box in the faculty lounge by Friday 3/27 at 4pm)

6:30-7:30pm Free Yoga at Tend Yoga & Wellness with Narin Hassan

Tuesday 3/31: **Need something cute and low maintenance in your life?** We are gifting you with a succulent today! Keep your plant at school to decorate your classroom or enjoy it at home. Either way, we thank you for helping our children grow!

6:30-7:30pm Free Yoga at Tend Yoga & Wellness with Lynn Brandli

Wednesday 4/1: **Lunch is on us!** Enjoy Willy's catering from 10:45-12:45 in the faculty lounge. And, don't miss out on the pencil and marker bar...we know you can always use more! It's also time for the gift card raffle (At MC, during morning meeting and at EC during faculty meeting) and you won't want to miss morning meeting for a special surprise.

6-7am Free Yoga at Tend Yoga & Wellness with Lynn Brandli

6:30-7:30pm Free Yoga at Tend Yoga & Wellness with Narin Hassan

Thursday 4/2: **We love our TEA-chers!** - Stop by the faculty lounge for yummy muffins, coffee and hot tea! Also, be on the lookout for your students' artwork. They want to show you how much they adore you.

Friday 4/3: **Thanks a Lotto!** - Check your mailbox for a fun surprise! TGIF before spring break! - Also, be sure to attend morning meeting (EC) - we'll have a little something special to kick off your week away from school!

Sunday April 5

10-11:15am Free Yoga at Tend Yoga & Wellness with Narin Hassan

The PTCA's ANCS Teacher & Staff Appreciation Week
Beacon Week Promotions and Special **STAFF ONLY** Deals

Please note, deals are good from March 29-April 4 unless otherwise noted.

Thanks to the amazing businesses at the Beacon for supporting our wonderful staff.

Baker Dude: 20% discount off all in-store cafe menu purchases

Civil Axe Throwing: \$15/hour rate (discounted from \$20 or \$22 regular price) for staff only

The Cryogen+: Complimentary demo for [normatec compression](#) (15 minute therapy). Offer good at Grant Park and Hapeville locations. To schedule, call 470.428.2139 (waiver and registration required)

Divine Dermatology: 20% off services: Exclusions: discount cannot be applied to medical services. 20% is the maximum discount off of the base price of the service. (Ex. Botox if is already discounted at 15% off, teachers will receive only an additional 5% off for a total of 20%)

Grant Park Music: 1 free 30 minute trial lesson, no registration fees, 30% off first three months of lessons. Expires July 1st 2020. Offer good for both Grant Park, Alpharetta, and Brookhaven locations. Call 770.753.0322 or info@grantparkmusic.com for more information

Hotto Hotto Ramen & Teppanyaki: 15% off your total dinner bill (pre tax). Be sure to let your server know you are a staff member.

Iblet Studio: 10% discount to any ANCS faculty and employee for purchases of original artwork and commissions sold through the studio, Website: www.iblest-art.com and Instagram: @ibleststudio

Kindred Studio: \$25 off any 60+ minute facial for teachers who book that week with our esthetician, Susan. Book directly via email: [Hello@Kindredstudioatl.com](mailto>Hello@Kindredstudioatl.com).

Ritual Body Work: 20% off 60 or 90 min massages and 25% off Reiki (energy healing sessions), first come first serve, book online at ritualbodywork.com (mention you are ANCS staff). CC is required to hold the appointment.

SPRING BREAK SPECIAL

Café of Life Chiropractor: Staff may visit on **Monday April 6** from 11:30-1:30p for a free adjustment to anyone who is already under their care, and a discounted visit for new clients \$55 (vs. \$125). Must call to schedule ahead of time: 404.917.4992 or cafeoflifegp@gmail.com

Coversheet

Update on 2020 New Student Applications & Lottery

Section: II. Executive Director's Report
Item: A. Update on 2020 New Student Applications & Lottery
Purpose: Discuss
Submitted by:
Related Material: Executive Director's Report - 3-17-20.pdf

Executive Director's Report

March 17th, 2020

2020-2021 Outreach

- Georgia Charter Schools Association Charter Expo
- Two tours of each campus offered beginning in January (instead of only to accepted lottery applicants)
- Direct outreach to applicants during enrollment period
- Personal outreach via leadership team
- Visit to Sheltering Arms at Dunbar Elementary
- SchoolFinder page linked to ApplyAPS Charter platform
- Two on-site information sessions at each campus
- Targeted digital media advertisement

2020-2021 Outreach



Atlanta Neighborhood Charter School



Posted by Chuck Meadows

Friday at 9:46 AM · 🌐

We have one classroom teacher for every eleven students. Apply today to start your child's personalized learning journey at one of Atlanta's top-ranked public ch... See More



Opens in Messenger

Send Message

Lia Santos and 6 others

3 Shares

Like

Comment

Share

1,159 people reached >

Boost Again

2020-2021 Lottery Results

- 875 total applications
- 104 from Grant Park
- 59 from Ormewood Park
- 16 from Summerhill
- 204 applications from economically disadvantaged families

2020-2021 Lottery Results

Socio-economic diversity - economically disadvantaged applicants

1 of 2

1.	Kindergarten	Accepted	Grant Park
2.	Kindergarten	Accepted	Summerhill
3.	Kindergarten	Declined	Summerhill
4.	First grade	WL-3	Summerhill
5.	First grade	WL-4	Grant Park
6.	Second grade	WL-6	Summerhill
7.	Second grade	WL-4	Summerhill
8.	Third grade	WL-3	Ormewood Park
9.	Third grade	WL-8	Ormewood Park
10.	Fourth grade	WL-2	Ormewood Park

2020-2021 Lottery Results

Socio-economic diversity - economically disadvantaged applicants 1 of 2

11.	Fourth grade	WL-10	Tier 2
12.	Fifth grade	WL-8	Ormewood Park
13.	Sixth grade	Accepted	Summerhill
14.	Sixth grade	Offered	Summerhill
15.	Seventh grade	WL-7	Tier 2
16.	Seventh grade	WL-6	Tier 2

Coversheet

COVID-19 Update

Section: II. Executive Director's Report
Item: C. COVID-19 Update
Purpose: FYI
Submitted by:
Related Material: Copy of Home_Offsite Wolves Learning (HOWL) Public.pdf

H.O.W.L. Goals & Guidelines

Home / Offsite Wolves Learning



Opening Remarks

Media centers will remain open on a limited basis

School supplies will be available for pickup

Chromebook servicing will be available

The MC kitchen will remain open

Lesson planning & collaboration will continue onsite



Opening Remarks

All teachers will be required to follow the HOWL plan


HOWL will be consistent across each EC grade level
& MC content area

Special education requirements remain in place

Non-instructional staff will have assignments

Your attitude and mindset matter

Phase 1 (this week)

- 
- First assignment *posted on Wednesday* will be to set up their work space (more detail in grade band meetings)
 - Teachers begin to establish presence in online platforms.
 - Note students who have not participated, and reach out to families via phone (*for K-2 teachers, you will make contact with all families*)
 - Kids use this time to catch up on anything they are behind on and/or continuous assignments like reading logs, math practice, their AGP, etc.
 - Families will use this time to set up their learning space
 - Teachers will use this time to outline their plans and collaborate
 - *This means planning to deliver the same assignments on each grade level for each content area, so that all kids get the same experience*
 - ESS Case managers will initiate contact with families on their caseload & establish how best to communicate moving forward.
 - All IEP/eligibility meetings *will proceed on schedule via conference call.*



Phase 2 The next 10 school days (March 23-27 & March 30-April 3)

- During this phase teachers (gen. Ed, ESS, EIP) will post assignments on a regular schedule., This will be mostly review/enrichment or exploration, but not new information.
- There should be at least one or two community-wide broadcasts or video messages by the school leadership during this time.
- ESS case managers/associate teachers will begin to document their supports using the Documentation for Provision of Services Form - (submitted by Ashley to APS weekly)



Calendar

March

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
15	16 Professional Development (all teachers at school)	17 Phase 1	18 Phase 1	19 Phase 1	20 Phase 1	21
22	23 Phase 2	24 Phase 2	25 Phase 2	26 Phase 2	27 Phase 2	28
29	30 Phase 2	31 Phase 2				



Teacher Expectations (K-8)

Continue to hold teachers accountable for planning, collaborating, and meeting student needs.

- **Be Flexible**: There are plans, there will be hiccups, breathe through and always ask questions.
- **Schedule**: There will be certain aspects of this program that will be required to happen on a specific schedule. Please adhere to these requirements. Some meetings will need to happen face to face. Instructional Coaches will take the lead on this scheduling and you will need to seek child care as needed.
- **Consistency**: Use the templates and platforms required to plan and give feedback.
- **Accountability**: Follow through on the expectations set to provide further consistency for students.
- **Communication**: phone calls, email, video calls, facetime, virtual meetings - google doc etc.
- **Student Progress**: monitored through virtual spaces.
- **ALL** teachers in all subjects are expected to continue to deliver content through virtual spaces and platforms.



Connections - K-8

[H.O.W.L. Platform](#)

Whole School:

- Live stream morning meeting - administrator
- EC Wolf Pack Chant video
- MC In Lak'ech or Brain Smart Starts
- Physical activity videos and postings
- Change signage outside campuses ● post messages to our external signs ● “closed until further notice, stay safe.”
- Food pickup, tech clinic, library check out books.

Individual Classrooms:

- Sending home videos to recreate components of morning meeting/class routines (calendar, breathing, connections, etc.)
- Physical activity videos and postings
- Emails, phone calls, Google Classroom, SeeSaw, Videos (see [Teacher Expectations](#) for guidance)
- Video Read Alouds - If creating post privately and ask parent to not share out



Expectations of Students with the Support of Parent/Caregiver

- Students should understand that **Home/Off Site Learning** is an important part of this year's school experience.
- Designate time to complete assigned tasks
- Daily login/response - Appropriate to grade level.
- Complete daily assignments, as well as:
 - Read a physical book for a set number of minutes each day.
 - K-2nd - 30 minutes, Broken up between these items: Reading aloud, independent reading, and being read to aloud
 - 3rd-8th - 30 minutes
 - 30 minutes of IXL, Ascend, Lexia (Middle Campus)
 - Typing Practice (Elementary Campus)
 - 2nd-4th Typing Club
 - 5th Keyboarding without Tears



Parent/Caregiver Expectations

- Encourage consistent schedules for home learning days (wake-up, bed time, etc..)
- Make a schedule of simple tasks that a child can complete (read, IXL, Lexia, etc.)
- Make sure students have “space” for work to be completed.
- Respect confidentiality and privacy of our community. Do not repost videos or content.
- Keep school passwords to resources private.
- Get the username and password for the atlncs.org account for your students to check in on their activity.
- School device should be used for school work only. We prefer that students use their ANCS device for online work. This creates the expectation that it is “school time” when they are on their device and can only access their school account on these devices.
- If a student is unwell and unable to participate please inform teachers.
- Make learning schedule as appropriate for your family.
- Do not post academic or tech questions on social media, go to the source. Ask teachers, media and tech specialists directly.



Support Services

- **Special Education Teachers:** *Have to make sure that all students are able to access the work that is being assigned to gen ed students*
 - All learning specialists will provide individualized support & check ins with students that is documented daily and sent to APS weekly.
 - **Co-Teachers:** actively participate in the planning and delivery of all virtual/extended learning opportunities
 - **Resource Teachers:** actively plan and deliver individualized instruction via virtual/extended learning opportunities.
 - **Associate ESS Teachers:** Report daily to campus leads and provide supportive instruction to students via virtual/extended learning opportunities.
 - All learning specialists still adhere to IEP due dates/deadlines - the meetings happen!
 - Participate in IEP meetings via Google Hangouts

- **Gen Ed Teachers:**
 - Continue to collaborate with case managers about students with IEPs
 - Participate in any virtual IEP meetings as scheduled via Google Hangouts



H.O.W.L.

Home/Off Site Wolves Learning Platform

Elementary

Middle

ANCS Home Learning Days

Parent Expectations During Closure

- Encourage consistent schedules for home learning days (wake-up, bed time, etc..)
- Make a schedule of simple tasks that a child can complete (read, IXL, Lexia, etc.)
- Make sure students have "space" for work to be completed.
- Respect confidentiality and privacy of our community. Do not repost videos or content.



Coversheet

Monthly Governance Report

Section: III. Governance
Item: A. Monthly Governance Report
Purpose: FYI
Submitted by:
Related Material:
2020_03_05_governance_committee_monthly_meeting_minutes.pdf
Governance Committee Meeting Report for ANCS Board meeting March 17 2020.pdf

DRAFT



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

Atlanta Neighborhood Charter School

Minutes

Governance committee monthly meeting

Date and Time

Thursday March 5, 2020 at 8:00 AM

Location

EC room 105 (Chuck's office)

In accordance with Georgia's open meetings requirements, notice of this meeting has been posted at both campuses and on the ANCS website.

Committee Members Present

Kristen Frenzel, Kristi Malloy, Lee Kynes, Meeghan Fortson, Sabrina Sexton

Committee Members Absent

Nakia Echols

Committee Members Arrived Late

Meeghan Fortson

I. Opening Items**A. Record Attendance and Guests****B. Call the Meeting to Order**

Kristen Frenzel called a meeting of the Board Governance committee of Atlanta Neighborhood Charter School to order on Thursday Mar 5, 2020 @ 8:10 AM at EC room 105 (Chuck's office).

C. Approve Minutes

Lee Kynes made a motion to approve the minutes from. Governance committee monthly meeting on 01-09-20
Meeghan Fortson seconded the motion.

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

II. Board Governance

A. ED pulse survey - planning

Meeghan Fortson arrived late.

The committee discussed ways to support ED in third quarter.

B. ANCS Policy review

Policy review process - certain policies are being reviewed/revise by faculty/staff with internal expertise. The creation of a Bylaws task force was discussed.

C. Nominations

Discrete action items for onboarding new board members in spring 2020 were discussed.

D. Creation of a task force

Meeghan Fortson made a motion to propose to the full board to create a task force called committee composition and support.

Kristi Malloy seconded the motion.

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

III. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:14 AM.

Respectfully Submitted,
Kristen Frenzel

Governance Committee Meeting Report for ANCS Board meeting held March 17, 2020
Submitted by Kristen Frenzel, Chair of Governance Committee

Minutes from the meeting are attached as part of the Board packet. Additional detail around onboarding is included below.

Onboarding new board members:

Spring 2020

1. Chuck gives a tour of both campus, open to new and continuing board members
2. Chuck shares his email to prospective parents as an “elevator speech” for all board members to have as a reference
3. Charter board books - order and distribute by end of year or new board member retreat
4. In acceptance email, need to include the conflict of interest form(s) to be signed. (get pdf version from Meeghan)
5. Each new board member will be assigned a mentor. This person will have a coffee date with a new member to review the website, expectations for attendance and participation (again), orient to board software, brief overview of Open Records/Meetings, and details of their particular committee. This is not meant to substitute the new board member orientation but to start building community within the board.
6. Organize an end of year board social with leadership team.

Summer 2020

1. New board member retreat - assign some reading materials in advance, e.g. Bylaws, Strategic plan, Mission/Vision, share GCSA training slides and open records/meetings slides from attorneys

Coversheet

Vote on Slate of New Board Members for 2020-2021

Section: III. Governance
Item: B. Vote on Slate of New Board Members for 2020-2021
Purpose: Vote
Submitted by:
Related Material: 2020 2021 Slate of New Board Members.pdf

Slate of New Board Members for 2020-2021 year proposed by The Nominations Task Force

Board spots have been offered and accepted by the following candidates:

Angela Christie
Rhonda Collins
Barrett Krise
Ben Sutton
Carla Wells

We will vote on this slate of candidates during next week's board meeting (3/17/20), which all candidates plan on attending via Google Hangout/dial in.

Coversheet

Monthly Business & Operations Report

Section: IV. Business & Operations
Item: A. Monthly Business & Operations Report
Purpose: Discuss
Submitted by:
Related Material: BusOps Comm BOD Update_March 2020.pdf

March 2020

Business & Operations Committee Update



Financial

- ❑ Cash balance (period end 12/31/19) = \$3.0M
 - ❖ \$2.1M in Operating Account
 - ❖ \$865k in Investments (\$773k internally designated as restricted funds; \$92k in unrestricted funds)
- ❑ Revenue items of interest:
 - ✓ Cash position is strong; We do not currently anticipated funding disruptions
 - ✓ Strong financial performance against the YTD budget
 - ✓ We've built a strong level of reserved funds for summer months in which we do not receive APS allocations (cash target for summer months = ~\$2M)
 - ✓ FY 20-21 budget update:
 - APS has still not yet published pay scales or revenue projections for FY 20-21
 - Public budget draft review meetings have been delayed due to delay in information from APS
 - Current direction on budget from Executive Director is to publish a budget reflecting 0% increase in funding and expenses
 - Anticipate Board vote on final FY 20-21 budget during April or May Board meeting
- ❑ Other Items of Interest:
 - ✓ Committee completed annual policy review; final redline of policies will be sent to Governance Committee during April



Facilities & Grounds

- ❑ Roof project:
 - ✓ Roof on schedule for replacement this summer; APS has chosen the contractor
 - ✓ Scope has expanded and timeline has not; however, we are still on schedule for the work to begin
 - ✓ EC will be off-limits to all staff beginning on May 28th and until completion
 - ✓ Summer new hire orientations and retreats will need to occur at an alternate locations (e.g., MC); however parent orientations will need to occur at the EC
- ❑ Intercom System:
 - ✓ Grant of \$30k for each campus has been awarded to ANCS to defray some of the cost of the new system; grant funds were received in October and are reflected in the financials
 - ✓ Awaiting final quote from service provider; grant funds must be spent by April 15, 2020
 - ✓ Will require remote vote by Board prior to committing to a service provider
- ❑ MC Buildings and Grounds Project:
 - ✓ Park Pride engaged the students in a visioning process ; currently mapping out a master plan to incorporate that vision

ATLANTA NEIGHBORHOOD CHARTER SCHOOL
FY 2020 - Monthly Cash Flow Statement
February 29, 2020

	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	\$1,075,488	\$1,023,716	\$1,207,158	\$1,074,033	\$1,074,033	\$1,074,033	\$1,074,033	\$1,074,033	\$0	\$0
Grants	\$42,222	\$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
Contributions & Fundraising	\$8,677	\$6,206	\$17,900	\$32,640	\$17,030	\$3,293	\$33,756	\$29,259	\$90,000	\$14,000	\$19,586	\$4,000	\$0
Program Income	\$984	\$95,684	\$83,190	\$43,630	\$22,259	\$47,079	\$73,356	\$46,077	\$60,000	\$40,000	\$50,000	\$15,000	\$0
Nutrition Program Income	\$692	\$32,897	\$32,476	\$26,603	\$36,380	\$28,661	\$28,097	\$32,375	\$25,000	\$21,000	\$20,000	\$9,000	\$0
Other Income	\$543	\$320	\$3,746	\$420	\$472	\$542	\$545	\$544	\$1,000	\$1,000	\$1,200	\$1,000	\$500
Total Revenue	\$53,117	\$1,147,514	\$1,149,717	\$1,178,781	\$1,099,855	\$1,286,732	\$1,209,787	\$1,182,288	\$1,250,033	\$1,150,033	\$1,164,819	\$29,000	\$500
Expenditures													
Salaries and Benefits	\$694,360	\$740,951	\$911,052	\$824,345	\$810,253	\$961,386	\$774,876	\$805,788	\$760,000	\$760,000	\$760,000	\$755,000	\$760,000
Professional Development	\$10,656	\$6,839	\$706	\$39,168	\$12,773	\$8,391	\$628	\$22,451	\$5,000	\$10,000	\$5,000	\$10,000	\$0
Curriculum & Classroom Expenses	\$3,455	\$37,792	\$17,889	\$14,977	\$9,727	\$28,509	\$6,808	\$10,342	\$2,000	\$7,000	\$6,000	\$10,000	\$0
Program Expenses	\$4,517	\$8,602	\$6,893	\$5,127	\$5,610	\$16,453	\$12,206	\$28,262	\$31,000	\$10,000	\$20,000	\$10,000	\$0
Building & Grounds	\$105,726	\$54,761	\$44,976	\$46,336	\$44,923	\$43,048	\$55,708	\$44,697	\$50,000	\$45,000	\$40,000	\$45,000	\$36,000
Fixed Assets Expenditures	\$0	\$0	\$34,356	\$1,106	\$2,440	\$1,076	\$15,414	\$1,893	\$20,000	\$20,000	\$17,000	\$10,000	\$0
Professional Services	\$8,475	\$27,105	\$1,465	\$0	\$5,309	\$0	\$30	\$0	\$2,000	\$2,000	\$345	\$50	\$0
Gen&Admin/Insurance/Interest	\$46,431	\$38,785	\$28,633	\$22,568	\$30,952	\$21,845	\$22,753	\$18,114	\$15,000	\$15,000	\$15,000	\$3,498	\$5,000
Nutrition Program Expenses	\$888	\$22,750	\$21,663	\$19,585	\$23,882	\$13,716	\$19,467	\$23,105	\$21,000	\$16,000	\$15,315	\$2,500	\$0
Equipment Rental (Copiers)	\$2,115	\$1,879	\$5,140	\$4,753	\$4,672	\$4,284	\$5,251	\$2,669	\$4,500	\$4,000	\$4,000	\$4,000	\$0
Fundraising Expenses	\$2,125	\$2,519	\$3,306	\$1,695	\$726	\$824	\$132	\$6,876	\$35,000	\$500	\$500	\$0	\$0
Total Expenditures	\$878,749	\$941,984	\$1,076,078	\$979,661	\$951,266	\$1,099,533	\$913,273	\$964,198	\$945,500	\$889,500	\$883,160	\$850,048	\$801,000
Total Revenues - Total Expenditures	(\$825,632)	\$205,530	\$73,639	\$199,119	\$ 148,589	\$187,199	\$296,514	\$ 218,090	\$304,533	\$ 260,533	\$281,659	\$ (821,048)	(\$800,500)
EOM Cash Balance	\$759,211	\$837,208	\$1,082,984	\$1,462,560	\$1,591,001	\$1,744,460	\$1,949,331	\$2,092,338	\$2,396,871	\$2,657,404	\$2,939,063	\$2,118,015	\$1,317,515
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Projected	Projected	Projected	Projected	Projected

Note: Adjusted to reflect only Atlantic Capital Bank operating accounts. Not including \$865k of investments

ATLANTA NEIGHBORHOOD CHARTER SCHOOL

Budget to Actual FY2020

YTD February 29, 2020

Period Ended 2/29/20

	YTD FY2019 Actual	YTD FY2020 Actual	YTD Budget	YTD \$Variance	FY2020 Budget
Income					
Local/State Funding	\$6,886,477	\$7,479,239	\$6,993,211	486,028	9,990,302
Grants	\$31,599	\$42,222	\$0	42,222	0
Title 2 Funding	\$1,000	\$0	\$1,000	0	1,000
Contributions & Fundraising	\$119,281	\$148,761	\$105,414	43,347	233,000
Program Income	\$364,962	\$410,412	\$352,500	57,912	517,500
Nutrition Income	\$212,442	\$218,179	\$210,000	8,179	285,000
Other Income	\$10,460	\$7,687	\$4,561	3,126	8,700
Total Income	\$ 7,626,221	\$8,306,500	\$7,666,686	\$ 639,813	\$ 11,035,502

Expenditures

Salaries and Benefits	\$5,989,659	\$6,519,297	\$6,100,039	(419,258)	9,133,710
Professional Development	\$65,942	\$99,281	\$83,872	(15,409)	113,500
Curriculum & Classroom Expenses	\$141,253	\$130,004	\$165,290	35,286	190,000
Program Expenses	\$76,870	\$87,026	\$109,000	21,974	180,000
Building & Grounds	\$367,773	\$409,097	\$401,133	(7,964)	581,133
Fixed Asset Expenditures	\$120,918	\$96,252	\$160,000	63,748	227,000
Professional Services	\$47,117	\$40,388	\$30,606	(9,782)	35,000
Gen&Admin/Insurance/Interest Expense	\$147,878	\$221,522	\$151,502	(70,020)	200,000
Nutrition Program Purchases	\$133,469	\$145,057	\$125,185	(19,872)	180,000
Equipment Rental (Copiers)	\$51,378	\$30,763	\$33,500	2,737	50,000
Fundraising Expenses	\$13,489	\$18,077	\$15,416	(2,661)	51,400
Total Expenditures	\$7,155,746	\$7,796,765	\$7,375,543	\$ (421,223)	\$ 10,941,743
Operating Income/Loss	\$ 470,475	\$ 509,734	\$291,144	\$ 218,591	\$ 93,759

Total investments held by ANCS**2/29/2020**

Institution	Investment	Amount
Atlantic Capital Bank	Operating accounts	2,092,338
		2,092,338
Edward Jones - BMO Harris Bank	CD	200,000 matures 5/2020
Edward Jones - Morgan Stanley Bank	CD	128,000 matures 1/31/2022
Edward Jones - Money Market	Money Market	230,840
Self-Help Credit Union	CD	238,634 matures 10/2021
Self-Help Credit Union	Money Market	67,652
Total invested funds (not at ACB)		865,126
Total restricted funds - reserves		-772,820
Total unrestricted investments		92,306
Grand total ANCS funds		\$2,957,464



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

BUSINESS OPERATIONS CALENDAR FY2019-2020

August

- Confirm final changes to financial policy from May financial policy review
- Revise and publish Annual Financial Resolution
- Board votes on Annual Financial Resolution at August Board meeting
- Confirm Health Insurance administrator's attendance at August & September Business Operations Meeting
- Board votes to approve payment of budgeted fiscal year Tenure Bonuses

September

- Annual Audit Ends
- Confirm audit partner's attendance at October Board meeting to present audit to Board
- Health Insurance annual renewal strategy meetings with Business Operations Committee
- Tenure Bonuses Paid by End of Month

October

- Review Annual Audit Draft w/auditor in Business Operations Committee Meeting
- Review Health Insurance renewal rates with Business Operations Committee in October Meeting
- Annual Audit Presented to Board @ October meeting

November

- Investment Program review with Investment Advisor at November Business Operations Committee Meeting

December

- Health Insurance Open Enrollment begins
- Annual increases/pay scale policy reviewed by Business Ops Committee (dependent upon APS publishing their scale)
- Form 990 reviewed by Business Operations Committee
- Form 990 draft supplied to Board in December board meeting packet
- Form 990 filed (after Board review) and uploaded to ANCS website

January

- Health Insurance Program Plan Year Begins (January 1st)
- Annual Registration with Secretary of State due
- Contract renewal discussions begin (completion by May)
- Business Operations Committee receives annual increase/pay scale proposed changes from Compensation Committee (may push to February meeting if APS schedule has not been published)

February

- Financial Budget Review by Business Ops Committee (x2, if needed)
- Financial Budget Draft presented to Board
- Communicate dates of public budget draft review meetings (x2); can coincide with Business Operations Committee meeting and Governing Board Meeting
- Annual increases/pay scale policy approved by Governance Committee

March

- Public Budget Draft Meetings Held (x2)
- Budget voted on by Board

April

- Annual Financial Policy Review (review and confirm proposed changes for next FY)
- Confirm attendance of Property/Casualty Insurance administrator at May Committee Meeting (July 1 Renewal)

May

- Property/Casualty Insurance Program Review
- All contracts sent and executed (State Deadline = May 15)

June

None

July

- Property/Casualty Insurance Program Renewal (July 1st)

Coversheet

Monthly Educational Excellence Report

Section: VI. Educational Excellence
Item: A. Monthly Educational Excellence Report
Purpose: Discuss
Submitted by:
Related Material: Educational Excellence Committee Report 3_2020.pdf



Educational Excellence Committee Report – March 2020

ANCS Governing Board Meeting | March 17, 2020

I. Charter Renewal

- See Executive Director's report

II. Lottery and Outreach/Recruitment for 2020-2021 School Year

- See Executive Director's report

III. Potential Changes to Attendance Zone/Lottery

- *If* a change is proposed, will be brought to board by April meeting, with opportunity for community input (e.g., town hall, etc.) prior to board vote on charter renewal application in May/June

IV. Clarification regarding Attendance Definitions

- CCRPI is based on % of students absent < 10% of enrolled days
 - 2019:
 - EC: 97.51 (student); 96.74 overall (includes personnel)
 - MC: 97.89 (student); 97.49 overall (includes personnel)
- GOSA
 - defines chronic absenteeism as a student missing 10 percent or more of enrolled days
 - reports the percentage of students absent **0 to 5** days, **6-15** days, and **more than 15 days**
 - utilizes the following criteria for indicator rankings:
 - **Exemplary**: 5% or less absent more than 15 days
 - **Acceptable**: greater than 5% but less than 15% of students absent more than 15 days
 - **Unacceptable**: 15% or more of students absent more than 15 days

V. Understanding *Beating the Odds* Metrics

- A representative from GOSA presented to select members of Leadership Team and Board on March 9th; a full update will be presented at a future board meeting