



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

# Atlanta Neighborhood Charter School

## **ANCS Governing Board Meeting**

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### **Date and Time**

Monday June 21, 2021 at 6:30 PM EDT

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

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### **Agenda**

#### **I. Opening Items**

Opening Items

- A.** Record Attendance and Guests
- B.** Call the Meeting to Order
- C.** Brain Smart Start
- D.** Public Comment
- E.** Approve Minutes from Prior Board Meeting  
Approve minutes for ANCS Governing Board Meeting on May 17, 2021
- F.** Thanks to Outgoing Board Members

#### **II. Executive Director's Report**

- A.** Executive Director's Report

**III. Business & Operations**

Business & Operations

- A. Monthly Business & Operations Report
- B. Vote on Vendor Contracts for Facilities/Grounds Enhancements

**IV. Governance**

- A. Monthly Governance Report
- B. Vote on Policy Revisions
- C. Vote on Slate of Board Officers for 2021-2022

**V. Fund Development**

- A. Monthly Fund Development Report

**VI. Educational Excellence**

- A. Monthly Educational Excellence Report
- B. Vote on Changes to School Day Schedule

**VII. Required Board Training Update**

- A. Training Update

**VIII. Executive Session**

- A. Executive Session

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

**IX. Closing Items**

- A. Adjourn Meeting

# Coversheet

## Approve Minutes from Prior Board Meeting

**Section:** I. Opening Items  
**Item:** E. Approve Minutes from Prior Board Meeting  
**Purpose:** Approve Minutes  
**Submitted by:** Jason Rhodes  
**Related Material:** Minutes for ANCS Governing Board Meeting on May 17, 2021

APPROVED



**ATLANTA NEIGHBORHOOD  
CHARTER SCHOOL**

helping students learn to use their minds well

## Atlanta Neighborhood Charter School

### Minutes

#### ANCS Governing Board Meeting

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

Monday May 17, 2021 at 6:30 PM

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

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##### **Directors Present**

Angela Christie (remote), Barrett Coker Krise (remote), Ben Sutton (remote), Carla Wells (remote), Emily Ormsby (remote), Hanah Goldberg (remote), Jason Rhodes (remote), Jordache Avery (remote), Kristen Frenzel (remote), Kristi Malloy (remote), Lee Kynes (remote), Rhonda Collins (remote), Sabrina Sexton (remote)

##### **Directors Absent**

None

##### **Guests Present**

Allyson Hage (remote), Arnold Pierce (remote), Cathey Goodgame (remote), Chuck Meadows (remote), Jerry Hanes (remote), Lara Zelski (remote), Mark Sanders (remote), Markecia Jacobs (remote), Meeghan Fortson (remote), Nancy Lamb (remote), Nicole King (remote), Noel Christy (remote), Paige Teusink (remote), Rhiannen Laurent (remote), Santina Cambor (remote), Tilifayea Griffin (remote)

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#### **I. Opening Items**

##### **A. Record Attendance and Guests**

##### **B.**

## **Call the Meeting to Order**

### **C. Brain Smart Start**

Chuck Meadows led the Brain Smart Start

### **D. Public Comment**

### **E. Approve Minutes from Prior Board Meeting**

Sabrina Sexton made a motion to approve the minutes from ANCS Governing Board Meeting on 04-19-21.

Kristi Malloy seconded the motion.

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

### **F. PTCA President Update**

Paige Teusink reported that the PTCA's revised fundraising goal had been met, that yearbooks were out, and provided a preview of planning for 2021-2022. See packet for complete report.

### **G. Principals' Open Forum**

Cathey Goodgame reported that Milestone testing was complete, that exhibitions were underway, and that the Middle Campus was looking forward to its drive-thru graduation celebration.

Lara Zelski reported on preparations for end-of-year celebrations.

## **II. Executive Director's Report**

### **A. Looking Ahead to 2021-2022**

Chuck Meadows announced the receipt of new CARES Act funding, provided an overview of plans for summer supplemental learning, and reported on plans for a return to full-time, in person instruction in the fall. See packet for complete report.

## **III. DEAT Update**

### **A. Monthly DEAT Report**

Jason Rhodes reported on the conclusion of the 2020-2021 DEAT Book Club and podcast discussions, announced the departure of Equity Support Coordinator Tilifayea Griffin, and thanked her for her service to ANCS, and discussed the impact of the need to fill the Equity Support Coordinator position on diversity outreach plans for 2021-2022. See packet for complete report.

## **IV. Business & Operations**

### **A. Monthly Business & Operations Report**

Emily Ormsby reported that the school was in a strong cash position, and that there were a number of facilities and grounds projects necessary maintain the quality and safety of school facilities. Chuck Meadows provided an overview of needs in this area, and the board discussed options for making funds available to undertake these projects in Summer, 2021.

### **B. Vote to Amend FY2022 Budget**

Emily Ormsby made a motion to reallocate COVID contingency funds in FY2021 Budget to facilities and grounds.

Kristi Malloy seconded the motion.

After board discussion, the agenda item "Vote to Amend FY2022 Budget" became a vote to redirect contingency funds in the FY2021 Budget

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

## **V. Governance**

### **A. Monthly Governance Report**

Lee Kynes reported on the upcoming Executive Director evaluation. See packet for complete report.

### **B. Vote on Policy Revisions**

Lee Kynes made a motion to pass the Governance Committee's recommended changes to transportation and nutrition policies.

Rhonda Collins seconded the motion.

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

## **VI. Fund Development**

### **A. Monthly Fund Development Report**

Sabrina Sexton announced that the Gather and Grow Campaign had already exceeded its annual goal, and that the Fund Development Committee had approved recommendations to changes in fund development policy that have been sent to the Governance Committee for approval prior to a full board vote. See packet for complete report.

## **VII. Educational Excellence**

### **A. Monthly Educational Excellence Report**

Hanah Goldberg reported that the Leadership Team is considering changes in the 2021-2022 daily schedules at both campuses. Any proposed changes will be shared with the school community so that stakeholder input can be gathered prior to a vote by the board

at the June meeting. Hanah also provided an overview of the results of the spring administration of the MAP assessment. See packet for complete report.

## **VIII. Required Board Training Update**

### **A. Training Update**

Jason Rhodes provided an update on requirements for completing required board training. See packet for complete report.

## **IX. Executive Session**

### **A. Executive Session**

Jason Rhodes made a motion to enter into Executive Session to discuss personnel issues.

Sabrina Sexton seconded the motion.

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

## **X. Closing Items**

### **A. Adjourn Meeting**

Angela Christie made a motion to adjourn the meeting.

Jason Rhodes 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 8:59 PM.

Respectfully Submitted,  
Jason Rhodes

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## **Documents used during the meeting**

- PTCA Report - 05.17.21 Governing Board Meeting.pdf
- Executive Director's Report 5\_17\_21.pdf
- May 2021 - DEAT Update.pdf
- BusOps Comm BOD Update\_May 2021 (1).pdf
- May\_Board\_Governance\_Report (1).pdf
- Nutrition and Transportation Policies.pdf
- Fund Development Committee Report May 2021.pdf
- Educational Excellence Committee Report 5\_2021.pdf
- F20 - S21 MAP.pdf

- W20 - S21 MAP.pdf
- May 2021 - Training Update.pdf



# Coversheet

## Executive Director's Report

**Section:** II. Executive Director's Report  
**Item:** A. Executive Director's Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** Executive Director's Report - 6-21-21.pdf

# Executive Director's Report

June 21, 2021

# COVID-19 Cases in Fulton County

## Two Week Average

February 22:	248 cases per 100,000
March 15:	169 cases per 100,000
April 19:	142 cases per 100,000
May 17:	91 cases per 100,000
June 21:	34 cases per 100,000

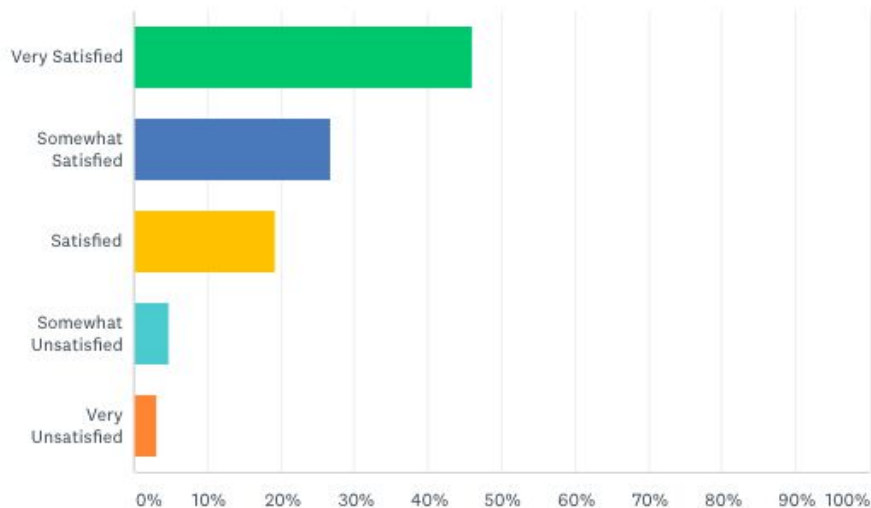
# COVID-19 Guidance

- New guidance for schools issued by the Georgia Department of Public Health
- No revisions in mandates yet from Atlanta Public Schools

# End of year parent/caregiver survey results

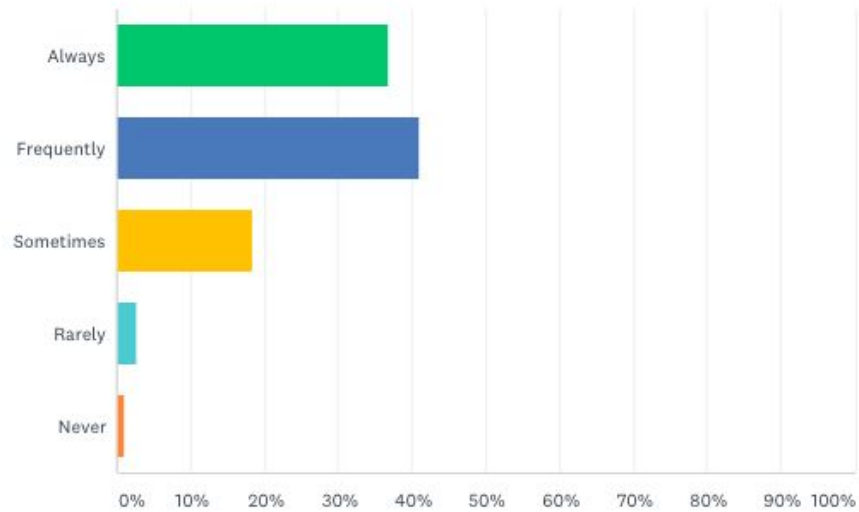
# Overall, I am satisfied with the quality of my student's education at ANCS.

Answered: 187 Skipped: 10



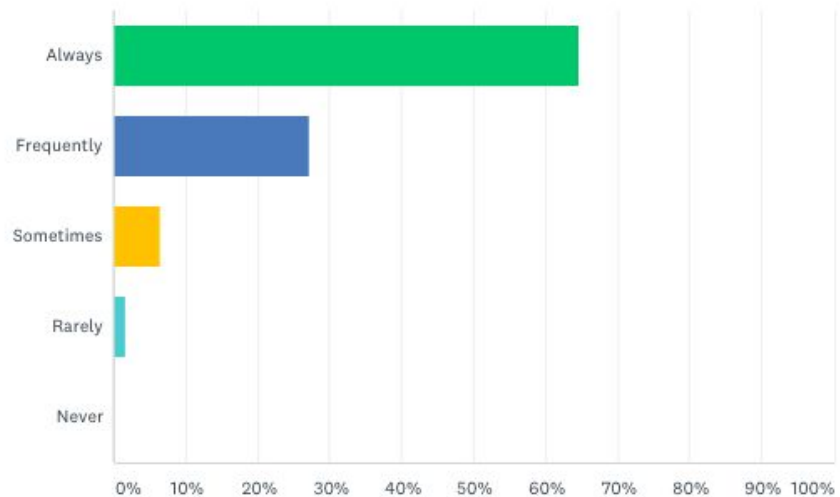
ANSWER CHOICES	RESPONSES
▼ Very Satisfied	45.99% 86
▼ Somewhat Satisfied	26.74% 50
▼ Satisfied	19.25% 36
▼ Somewhat Unsatisfied	4.81% 9
▼ Very Unsatisfied	3.21% 6
<b>TOTAL</b>	<b>187</b>

Answered: 185 Skipped: 12



ANSWER CHOICES	RESPONSES
Always	36.76% 68
Frequently	41.08% 76
Sometimes	18.38% 34
Rarely	2.70% 5
Never	1.08% 2
<b>TOTAL</b>	<b>185</b>

Answered: 187 Skipped: 10

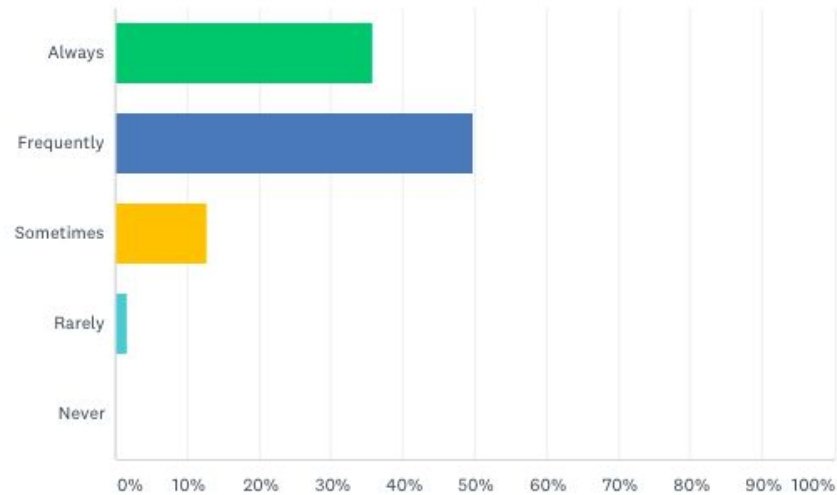


ANSWER CHOICES	RESPONSES
Always	64.71% 121
Frequently	27.27% 51
Sometimes	6.42% 12
Rarely	1.60% 3
Never	0.00% 0
<b>TOTAL</b>	<b>187</b>



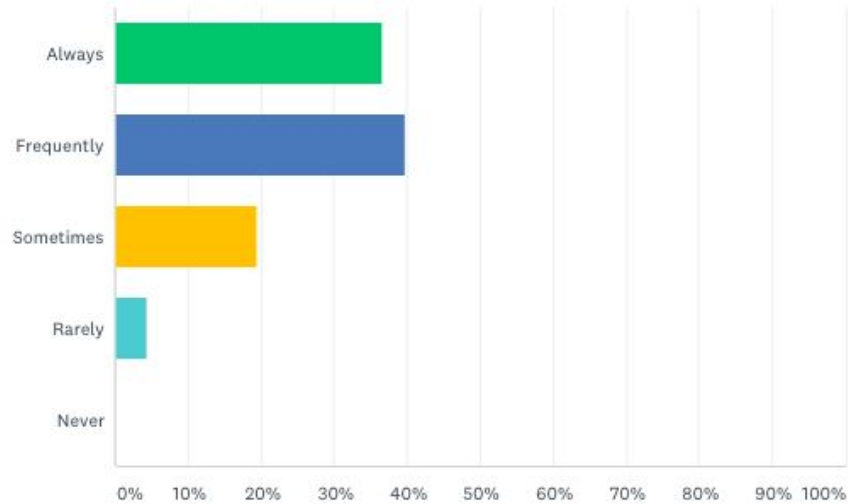
# Overall my student is engaged in meaningful learning at ANCS.

Answered: 187 Skipped: 10



ANSWER CHOICES	RESPONSES
Always	35.83% 67
Frequently	49.73% 93
Sometimes	12.83% 24
Rarely	1.60% 3
Never	0.00% 0
<b>TOTAL</b>	<b>187</b>

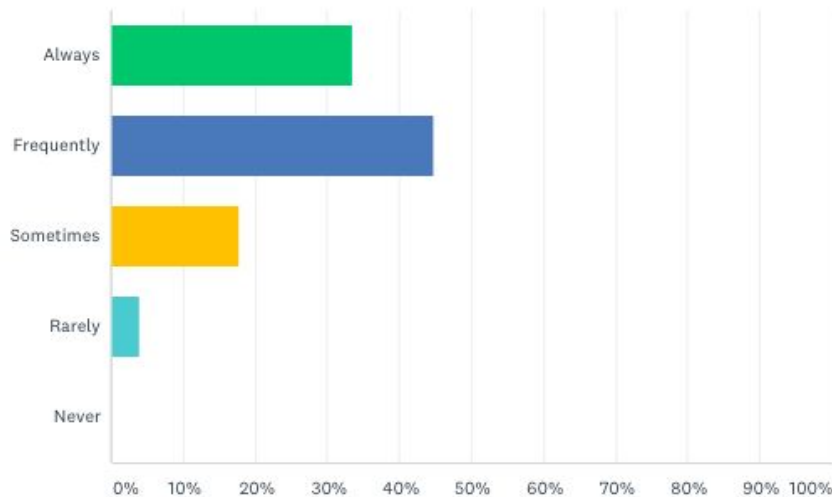
Answered: 186 Skipped: 11



ANSWER CHOICES	RESPONSES
Always	36.56% 68
Frequently	39.78% 74
Sometimes	19.35% 36
Rarely	4.30% 8
Never	0.00% 0
<b>TOTAL</b>	<b>186</b>

# The school effectively communicates about decisions, news, events and educational issues.

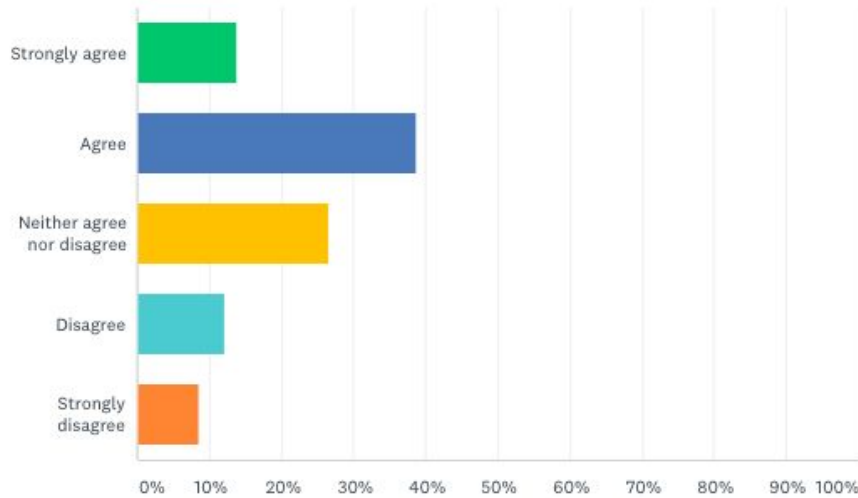
Answered: 179 Skipped: 18



ANSWER CHOICES	RESPONSES	
Always	33.52%	60
Frequently	44.69%	80
Sometimes	17.88%	32
Rarely	3.91%	7
Never	0.00%	0
<b>TOTAL</b>		<b>179</b>

# I feel my student grew academically through remote learning during the course of this year.

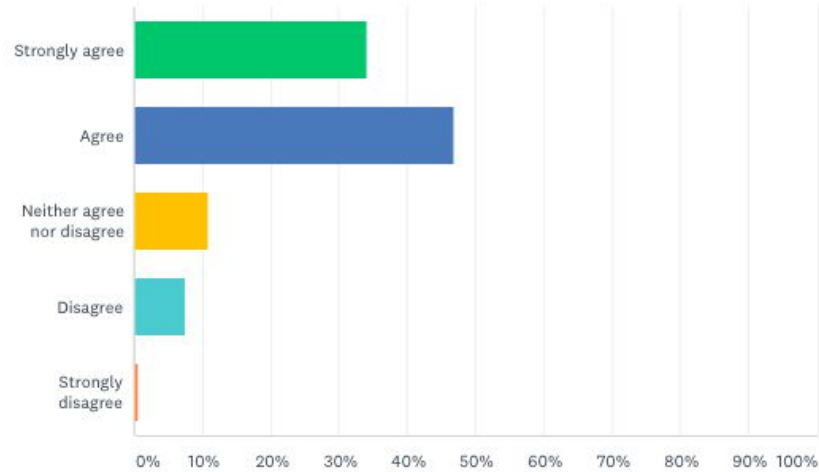
Answered: 173 Skipped: 24



ANSWER CHOICES	RESPONSES	
Strongly agree	13.87%	24
Agree	38.73%	67
Neither agree nor disagree	26.59%	46
Disagree	12.14%	21
Strongly disagree	8.67%	15
<b>TOTAL</b>		<b>173</b>

Atlanta Neighborhood Charter School - ANCS Governing Board Meeting - Agenda - Monday June 21, 2021 at 6:30 PM  
Overall, I am satisfied with the way ANCS had managed and responded to COVID-19.

Answered: 173 Skipped: 24



ANSWER CHOICES	RESPONSES
Strongly agree	34.10% 59
Agree	46.82% 81
Neither agree nor disagree	10.98% 19
Disagree	7.51% 13
Strongly disagree	0.58% 1
<b>TOTAL</b>	<b>173</b>

I do think return to the classroom occurred a bit too quickly but otherwise I felt making vaccinations available and routine testing of teachers was a great feature and should continue.

This may not be as much of an issue going forward if we are back in person, but I was often confused by the number of different websites and logins and online resources for each of my kids. I was not always clear what each site was used for, when they were used, if it was optional or required, and what my responsibility as the parent was or if they were just for use during school hours. It would be helpful to have a comprehensive list (per grade) of links to each website/program, their purposes & when they should be used (i.e. during school or for extra work after school), if they need parental supervision on these sites, and how to log on. Thank you for taking all of this feedback into consideration!

Please never send a recorder home again.  
Thank you in advance.



# Responding to the impacts of COVID-19 on the academic environment

# Responding to the effects of COVID-19 on the academic environment

Wednesday/Saturday in-person supplemental instruction

Summer Supplemental Learning (Elementary Campus)

Summer Supplemental Learning (Middle Campus)

Summer Tutoring

Extended School Year (special education)

After School Tutoring

Earlier Start to Saturday School

Focus on Phonics & Literacy (Elementary Campus)

Math-Centric Supplemental Instruction (Middle Campus)

Full-time Multi-Tiered System of Support Coordinator

# Updates/New information

## Opening agenda: 2021 Retreat at Savanna Hall

- 8:00 am - 8:45 am      Arrival/mingling
- 8:45 am - 9:05 am      Recognition and introductions
- 9:05 am - 9:35 am      Welcome
- 9:35 am - 10:05 am      The 5 Elements
- 10:05 am - 10:15 am      Break/Raffle
- 10:15 am - 10:30 am      Why I Teach - Jacquoia Rockmore

# Fiscal update: USDA Reimbursement



*Educating Georgia's Future*

June 21, 2021

David Bradley  
Director  
Atlanta Neighborhood Charter School Nutrition  
820 Essie Ave SE  
Atlanta, GA 30316

# \$446,020.08

Dear Mr. Bradley:

The Georgia Department of Education School Nutrition Program's implementation plan for the School Programs Emergency Operation Costs Reimbursement Program has been approved by the USDA Food and Nutrition Service (FNS).

This letter is to inform you that Atlanta Neighborhood Charter School will receive Emergency Operational Funds for March, April, May and June 2020 via one lump sum payment in the amount of \$446020.08.

Your School Food Authority will receive these funds in the same manner you receive all other reimbursement funds. Please find attached a Q&A on program reimbursement for Emergency Operational Costs for Child Nutrition Programs during the COVID-19 pandemic.

There will be more information forthcoming on when and how these funds will be disbursed to each district.

We will be following up with a Constant Contact link for more information on how these funds will be utilized in your program.

If you have any questions and/or concerns, please contact Paige Holland at [pholland@doe.k12.ga.us](mailto:pholland@doe.k12.ga.us) or 404-938-9671.

Sincerely,

A handwritten signature in black ink, appearing to read 'Dr. Linette Dodson'.

Dr. Linette Dodson, RD, LD, FAND, SNS  
State Director, School Nutrition Program

# Coversheet

## Monthly Business & Operations Report

**Section:** III. Business & Operations  
**Item:** A. Monthly Business & Operations Report  
**Purpose:** Discuss  
**Submitted by:** Emily Ormsby  
**Related Material:** BusOps Comm BOD Update\_June 2021.pdf

# Business Operations/Finance Committee Update

- Cash balance (period end 5/31/2021) = \$4.6M.
- \$895K in Investments (\$565k internally designated as restricted funds; \$329k in unrestricted funds)
- Middle Campus mortgage refinance – no update.
- CARES Act funding breakdown:
  - Following is a breakdown of funding available to ANCS. The School has not drawn down any of these funds at present. The funds are to be used for any category of expenses connected to COVID response, mitigation, or academic recovery.

Funding Round	MC	ED	Total
CARES Act I	91,363.29	155,831.76	247,195.05
CARES Act II	357,222.00	609,287.00	966,509.00
CARES Act III	802,268.85	1,368,371.98	2,170,640.83
	1,250,854.14	2,133,490.74	3,384,344.88

- Discussion of summer facilities/grounds enhancements and **vote on vendor contracts.**

June 2021

**ATLANTA NEIGHBORHOOD CHARTER SCHOOL**  
**Budget to Actual FY2021**  
**May 2021**

	YTD FY2021		YTD REVISED		YTD \$Variance	YTD % Variance		FY2020		Variance Explanation
	Actual	Budget	Revised Budget	% of Annual Budget						
<b>Income</b>										
APS Allocation Payment	\$ 11,263,133	11,057,490	\$ 205,644	2%	A	\$ 11,057,490	102%			
Local/State Funding	-	155,832	(155,832)	0%	B	155,832	0%			
Grants	116,049	170,031	(53,982)	-32%	B	170,031	68%			
Title 2 Funding	-	1,000	(1,000)	0%		1,000	0%			
Contributions & Fundraising	124,579	95,645	28,935	30%	C	105,000	119%			
Program Income	83,706	478,677	(394,971)	-83%	D	511,773	16%			
Nutrition Income	25,408	92,724	(67,316)	-73%	E	101,000	25%			
Other Income	1,878,464	21,450	1,857,014	8657%	F	21,841	8600%			
Interest & Dividend Income	8,777	8,680	97	1%		9,130	96%			
<b>Total Income</b>	<b>\$ 13,500,116</b>	<b>\$ 12,081,528</b>	<b>\$ 1,418,588</b>	<b>12%</b>		<b>\$ 12,133,097</b>	<b>111%</b>			
<b>Expenditures</b>										
Salaries and Benefits	\$9,610,524	\$ 8,870,076	\$ (740,448)	-8%	G	\$ 10,143,660	95%			
Professional Development	\$11,004	\$ 10,000	(1,004)	-10%		12,000	92%			
Curriculum & Classroom Expenses	303,126	\$ 548,958	245,832	45%	H	641,888	47%			
Program Expenses	2,567	\$ 30,000	27,433	91%	D	30,000	9%			
Building & Grounds	603,462	\$ 521,498	(81,964)	-16%	I	602,903	100%			
Fixed Asset Expenditures	13,592	\$ 27,407	13,815	50%		31,407	43%			
Professional Services	52,208	\$ 65,500	13,293	20%		69,500	75%			
Gen&Admin/Insurance/Interest Expense	313,204	\$ 394,084	80,880	21%	J	429,084	73%			
Nutrition Program Purchases	122,776	\$ 103,122	(19,654)	-19%		109,000	113%			
Equipment Rental (Copiers)	28,785	\$ 33,788	5,003	15%		37,955	76%			
Fundraising Expenses	9,431	\$ 24,275	14,844	61%		25,700	37%			
<b>Total Expenditures</b>	<b>\$ 11,070,680</b>	<b>\$ 10,628,709</b>	<b>\$ 441,971</b>	<b>4%</b>		<b>\$ 12,133,097</b>	<b>91%</b>			
Operating Income/(Loss)	\$ 2,429,437	\$ 1,452,820	\$ 976,617	67%		\$ 0				
Net Other Rev.(Exp) - CREATE	\$ (97,247)					\$ (0)				
<b>Net Revenue</b>	<b>\$2,332,190</b>					<b>\$ 0</b>				

**EXPLANATIONS OF BUDGET TO ACTUAL VARIANCES**

**A - APS Allocation Payment income** is above YTD budget because the monthly APS Allocation in February 2021 and April 2021 increased as compared to \$1.1 million received monthly from APS since the beginning of the year. ANCS recognizes APS allocation formula revisions may occur based on confirmed student enrollment.

**B - Local/ State Funding and Grant Income** are both under YTD revised budget amount by \$155K and \$54K, respectively.

Local / State Funding is \$155K under YTD revised budget based on delayed receipt of grant funds from APS for CSP (Charter School Program). The CSP Grant was provided to APS schools for preparation of remote / hybrid instructional needs as a result of COVID-19 protocols (e.g. computers, software/internet access, virtual instruction materials, etc.).

Grant Income is \$54K under YTD revised budget based on delayed receipt for facility related grant.

**C - Contributions & Fundraising income** reflects recent December 2020 fundraising efforts, resulting in \$12K in cash receipts in May 2021. As a result, actual income of \$124K is \$28K greater than YTD revised budget.

**D - Program income and Program expense** are \$394K and \$27K under YTD revised budget, respectively, consistent with the prior month. As noted in the previous month, the Business Office reclassified \$240K for CREATE grant funding previously recorded under Program Income. The Business Office noted the \$88K revenue is properly reflected in Net Other Rev/(Exp) - CREATE YTD balance.

**E - Nutrition Income** is \$67K under YTD revised budget due to the campus closure during the COVID-19 restrictions, consistent with the previous month.

**F - Other Income** reflects the recognition of income earned when ANCS obtain notification of full forgiveness of the 2020 PPP Loan in the amount of \$1.85 million coupled with a reduction of the Notes Payable balance (see "Cash Balance" schedule tab).

**G - Salaries and Benefits expense** is \$740K over the YTD revised budget. This change is attributed to the increase of Stipends (e.g. employee bonuses) totaling \$171K paid during April 2021. There was an increase of 124K for the month of May 2021 in the areas of Salaries, Teacher Retirement System, and Health Insurance Premiums.

**H - Curriculum & Classroom expenses** actual YTD amount is \$245K less than revised budgeted amounts. The fluctuation is based on substantially less instructional supplies and materials needed for the approximately 60% of students returning to campus during February and March. It appears the investment in materials prior to students return, the reliance on technology, and slower "burn or use" rate of certain supplies is contributing to reduced expenses.

**I - Building & Grounds expense** actual YTD amount is \$82K more than revised budgeted amount based on continued enhancements completed in January 2021 in anticipation of students return to the classroom. There was a slight increase in expenses in May compared to last month.

**J - General Admin expense** actual YTD amount is \$88K less than revised budgeted amount. This YTD fluctuations reflects multiple PCA (post closing adjustments) recorded in April and May from G&A to respective expense accounts.



# Coversheet

## Vote on Vendor Contracts for Facilities/Grounds Enhancements

**Section:** III. Business & Operations  
**Item:** B. Vote on Vendor Contracts for Facilities/Grounds Enhancements  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Atlanta Neighborhood Charter School-Phase 1 Proposal (1).pdf



Landscape Services Agreement

May 26, 2021

**Submitted To:** Atlanta Neighborhood Charter School  
 Tova Baruch  
 820 Essie Ave., SE  
 Atlanta, GA 30316

**Project Name:** Atlanta Neighborhood Charter School  
**Proposal #:** 58556  
**Contact:** 404.874.2626  
**Email:** [tbaruch@atlncs.org](mailto:tbaruch@atlncs.org)

**Site Address:** 820 Essie Ave., SE  
 Atlanta, GA 30316

**Scope**

Ed Castro Landscape will provide the materials and labor outlined below to complete the following phase 1 landscape renovations.

Construction Administration

- a) Construction administration and designer layout of the project.
- b) Mobilization to site throughout the project.

Description	Quantity	Units	
Construction Administration	1.00	each	
<b>Price</b>			<b>\$2,500.00</b>

General Conditions

- a) Provide and install 4 rolls of silt fence to prevent erosion during the project.
- b) Provide and install 3 rolls of tree fence around protect existing trees.
- c) Provide and install a gravel construction entrance for use throughout the project and remove when finished.

Description	Quantity	Units	
Silt Fence, 3'x48' C-Pop (fabric w/ mesh grid & 2"x2"x3' oak stake)	4.00	3' x 48' rolls	
Tree Save Fence, 4' x 100'	3.00	roll	
Porta Potty/Job Toilet	2.00	Monthly	
Construction Entrance, Install	1.00	each	
Construction Entrance, Remove	1.00	each	
<b>Price</b>			<b>\$5,969.88</b>

Demolition

- a) Demolish and haul off existing asphalt pathways within limits of scope.

Description	Quantity	Units	
Asphalt/concrete Demolition and Hauloff	3,000.00	sf	
<b>Price</b>			<b>\$8,571.43</b>

**Grading**

- a) Provide 2.5 days of machine and hand grading throughout the project to articulate grades.

Description	Quantity	Units	
Caterpillar	3.00	day	
Grading Labor/Hand Work	2.50	day	
<b>Price</b>			<b>\$7,275.31</b>

**Drainage**

- a) Provide and install catch basins around perimeter of synthetic turf area to capture and move water to existing drains.  
 b) Provide and install 580 linear ft. of french drains under synthetic turf to create a more environmentally friendly approach.

Option: To remove sub surface drainage, deduct \$6000.00.

Description	Quantity	Units	
Drain Pipe, 6" x 10' PVC SDR-35 Solid Stick	290.00	linear ft	
Drain Pipe, 8" X 10' Pvc Sdr-35 Solid Stick	110.00	Linear Ft	
Drain Pipe, 4" x 10' PVC SDR-35 Stick	110.00	linear ft	
Tee, 6" PVC SDR-35	7.00	each	
Elbow, 6" 90 Degree PVC SDR-35	1.00	each	
Tee, 8" PVC SCH-40	3.00	Each	
Reducer, 8" X 6" PVC	2.00	Each	
Catch Basin Kit, 12" w/ Grate, Plug & Outlet	17.00	each	
ADS Drain Pipe, 4" perforated, sock & gravel	580.00	linear ft	
<b>Price</b>			<b>\$20,308.21</b>

**Irrigation Modifications-Allowance**

- a) The following is a budgetary allowance to modify existing irrigation system including the following.
1. Cap off rotor zones in rear lawn area.
  2. Relocate or modify 2 zones to provide pop up spray irrigation to proposed plantings along rear foundation of building.

Description	Quantity	Units	
Irrigation Adjustments - Allowance	1.00	each	
<b>Price</b>			<b>\$4,000.00</b>

**Concrete Pathways**

- a) Form and pour 3825 sq. ft. of regular broom finish concrete to create walking path around synthetic turf area per plans.  
 b) Concrete to be 4" thick and 3000PSI.

Description	Quantity	Units	
Concrete Pathways	3,825.00	sf	
<b>Price</b>			<b>\$28,818.49</b>

**Synthetic Turf**

- a) Provide and install a crusher run base for synthetic turf.
- b) Provide and install 10,825 sq. ft. of GB90 synthetic turf with silica sand and green sand topping.

Options:

- 1. To install over a 5/7 and 8/9 stone base (more environmentally friendly approach, add \$12000.00
- 2. To install a GB 57 sports turf with geoinfill, add \$15,000.00.

Description	Quantity	Units	
Synthetic Turf-GB90 with silica sand/rubber infill	10,825.00	sf	
<b>Price</b>			<b>\$198,507.09</b>

**Planting Allowance**

- a) Provide and install (5) 3" caliper shade trees per conceptual plan.
- b) Provide and install (40) 3 gal. shrubs along rear foundation of building.
- c) Provide and install (150) 1 gallon perennials/ groundcovers along the rear foundation of building.

Description	Quantity	Units	
Shade Tree	5.00	3"	
Landscape Shrub	40.00	3 gallon	
Perennials and Groundcovers	150.00	1 gallon	
<b>Price</b>			<b>\$6,625.00</b>

**Soils and Mulching**

- a) Provide and incorporate 8 cubic yds. of biodynamic blend soil to improve soil composition for proposed plantings.
- b) Provide and install 40 cubic yds. of hardwood mulch along rear foundation planting areas and areas for future benches.

Note: To mulch under trees at current location of gaga pit, add \$1550.00.

Description	Quantity	Units	
Soil, Venn Garden Mix	8.00	cu yds	
Mulch, Hardwood (bulk)	40.00	cu yds	
<b>Price</b>			<b>\$3,538.17</b>

**Repair Sod**

- a) Provide and install up to 4 pallets of sod to replace sod that will be damaged at the construction entrance.

Description	Quantity	Units	
Sod, Zoysia Zeon	2,016.00	square ft	
<b>Price</b>			<b>\$3,528.00</b>

**Final Site Detailing**

- a) Remove and haul off all debris generated by the above listed work.
- b) Wash down hardscapes to remove soil deposited through landscape installation.
- c) Lightly prune installed plantings to shape.
- d) Detail area of work.

Description	Quantity	Units	
Final Site Detailing	0.75	day	
Dumpster for Waste, 30 cu yds-Jobsite	1.00	each	
<b>Price</b>			<b>\$2,488.72</b>
<b>Landscape ServicesTotal:</b>			<b>\$292,130.30</b>

**Terms & Conditions**

The proposed payment schedule for this project would be...

- 1. 30% upon acceptance.
- 2. Bi-weekly progress billings based on percent complete.
- 3. 10% upon completion of any punch items.

**Please Note:**

- Ed Castro Landscape will take proper steps to locate standard utilities, and use caution during construction while working near utilities. However, ECL is excluding the cost of repairs of damage to existing utilities, including, but not limited to; invisible dog fence, irrigation, landscape lighting, domestic water line, and improperly marked utilities.
- If damage occurs, ECL will ensure proper management to restore services for the Homeowner. Due to the nature of this work, ECL can not provide an accurate estimate beforehand. An invoice will be submitted to Homeowner for full reimbursement.

**TERMS & CONDITIONS**

In consideration of the mutual promises and covenants herein made, the parties hereto agree as follows:

**1. JOB DESCRIPTION**

1.1 Part of this agreement sets forth the materials and labor specifically needed to complete the job Purchaser has requested be done by Seller and contains herein the purchaser price agreed to by the parties hereto. ACCEPTANCE BY PURCHASER OF THE TERMS AND CONDITIONS OF THIS AGREEMENT AND OF THE MATERIALS, LABOR AND PURCHASE PRICE SET FORTH SHALL CREATE A BINDING CONTRACT. The performance of this Contract shall be completed according to the terms and conditions set forth.

**2. LIMITED WARRANTY AND DISCLAIMER**

2.1 Plant material furnished and installed by Seller shall be warranted for a period of six (6) months from date of planting. Purchaser agrees to notify Seller in writing at Seller's place of business, of any plants that died or are dying during the warranty period. Notification by phone will not be acceptable. Failure to submit written claims to Seller within the warranty period specified herein shall deem a waiver by Purchaser of such claim.

2.2 Plants existing on the site and transplanted shall not be guaranteed

2.3 No guarantee is made as to any existing trees.

2.4 Any plant(s) damaged through no fault of Seller (e.g. such as by insufficient watering practices, cold, insects [such as bores in pine trees], fire, dogs, vandalism, etc.) are specifically excluded from the warranty made herein and will not be replaced at Seller's expense.

2.5 Seller shall not be responsible for loss or death of plant(s) due to Purchaser's failure to properly protect or maintain said plants.

2.6 Plants shall include and are deemed to mean trees, shrubs, flowers and other foliage but shall not include lawn grass of any type.

2.7 Lawn grass installation work is only guaranteed as to proper installation practices and not as to final results. Purchaser agrees that the Seller's responsibility for lawn planting ceases upon completion of seeding, sprigging or sodding operation.

2.8 Plant sizes specified herein are in accordance with U.S.A.S. Standard for Nursery Stock, 1969, sponsored by the American Association of Nurserymen.

2.9 Except as stated above, Purchaser accepts plants "as is" and SELLER MAKES NO REPRESENTATION OR WARRANTY OF ANY OTHER KIND, EXPRESS OR IMPLIED, WITH RESPECT TO THE PLANTS, WHETHER AS TO THE MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR ANY OTHER MATTER. THERE ARE NO WARRANTIES WHICH EXTEND BEYOND THE DESCRIPTION SET FORTH HEREIN. The purpose of this disclaimer is to limit the Seller's liability except as agreed to herein. The measure of damage set forth herein is intended to modify and replace those damages available to Purchaser for breach of warranty under the Georgia Uniform Commercial Code and limited recovery to the amount set forth in this Contract. The remedies provided herein are exclusive of all others available to Purchaser.

2.10. Seller makes no representation as to the effectiveness of herbicides used and does not warranty final results.

2.11 Prices contained herein reflect normal subsurface condition. If there exists a condition (i.e. rock) not anticipated, Ed Castro Landscape will notify the client and submit a proposal for costs of correcting measures if needed.

2.12 All hardscape work is guaranteed for a period of 1 year from completion.

2.13 Ed Castro Landscape will take proper steps to locate standard utilities and use caution during construction while working near utilities. However, ECL is excluding the cost of repairs for damage to existing utilities including, but not limited to invisible dog fence, irrigation, landscape lighting, domestic water line, and improperly marked utilities. If damage occurs, ECL will ensure proper management to restore services for the Homeowner, and an invoice will be submitted to the Homeowner for full reimbursement if and when such charges apply.

2.14 The Seller assumes that an available power and/ or water source shall be accessible when needed. In the absence of said source, the Homeowner will be made aware and asked to provide, or ECL will submit a proposal for costs if needed.

2.15 No Warranties shall be honored until the contract is paid in full.

### **3. SELLER'S DUTIES AND STANDARD OF CARE**

- 3.1 All work is to be completed in a workmanlike manner according to standard practices, and upon completion of the work, the work site will be left clean and free of debris.
- 3.2 Seller will not be responsible for any seepage or other water leakage that may occur as a result of its planting, removing and replanting plants next to any structure located on worked property.
- 3.3 All reasonable caution will be taken to prevent damage to existing walls, driveways and other pavement, septic tanks and underground utility lines; provided, however, the Landscape Contractor cannot be responsible for damage to said facilities resulting from ordinary care in the execution of the work herein.
- 3.4 This Contract is based on all grades being within one tenth of one foot of finish grade prior to the Landscape Contractor starting work unless otherwise stipulated herein.
- 3.5 This Contract is based on the site being free of debris prior to the Landscape Contractor starting work unless otherwise stipulated herein.
- 3.6 This Contract does not include additional fill dirt from off the site as may be necessary to establish the proper grade unless otherwise stipulated herein.
- 3.7 This Contract is subject to change as may be required by local building and/or zoning codes.
- 3.8 Planting time of plants specified herein is subject to the seasonal availability of the plant material.
- 3.9 Completion of this Contract is contingent upon strikes, weather, accidents or delays beyond Seller's control.

### **4. PURCHASER'S DUTIES**

- 4.1 Work involving the piping away of water from downspouts does not include any modification in the existing downspouts. If modifications are necessary (including the removal of elbows or waterproofing walls) it is the Purchaser's responsibility and a firm whose business is installing and repairing gutters and downspouts or waterproofing should do the work.
- 4.2 The Purchaser is responsible for determining the location and properly marking all property and building lines that may be pertinent to the execution of the work outlined herein.

### **5. LIMITATION OF LIABILITY**

- 5.1 All plants covered under the limited warranty which die during the warranty period will be replaced one (1) time only at no charge to Purchaser.
- 5.2 LIMITATION OF LIABILITY. PURCHASER'S EXCLUSIVE REMEDY FOR CLAIMS ARISING HEREUNDER SHALL BE FOR DAMAGES. SELLER'S NEGLIGENCE, ALLEGED DAMAGED OR DEFECTIVE GOODS, IRRESPECTIVE OF WHETHER SUCH DEFECTS ARE DISCOVERABLE OR LATENT, SHALL IN NO EVENT EXCEED THE PURCHASE PRICE OF THE PARTICULAR GOODS WITH RESPECT TO WHICH LOSSES OR DAMAGES ARE CLAIMED, OR, AT THE ELECTION OF THE SELLER, THE REPAIR OR REPLACEMENT OF DEFECTIVE OR DAMAGED GOODS. IN NO EVENT, INCLUDING IN THE CASE OF A CLAIM OF NEGLIGENCE, SHALL SELLER BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES. Seller will make no cash refunds for work performed. PURCHASER AGREES THAT SELLER'S LIABILITY SHALL BE LIMITED TO THE ORIGINAL COST OF THE PLANTS AND MATERIALS.

### **6. PAYMENT**

- 6.1 All work requires a down payment. Payment schedule is stated agreement.
- 6.2 All work is to be fully paid for upon completion (i.e. net upon completion). Failure of Purchaser to remit full amount due upon completion shall result in this Contract being in default and Seller shall have the right to exercise those remedies listed under Article VII of this Contract.
- 6.3 Any cost increases (i.e. cost increases passed through to Seller) for plants, supplies and materials, which may be included in the items listed on this agreement shall be passed through to Purchaser, which cost increases are made a part of this Contract and which Purchaser agrees to pay to Seller upon request.

### **7. DEFAULT AND REMEDIES**

- 7.1 Any amount in default shall bear interest of 1 1/2 % per month from date of default and continuing until paid in full.
- 7.2 Until such time as full and final payment has been received by Seller, Purchaser agrees that title to all materials and plants furnished by Seller pursuant to this Contract shall remain in Seller's name and that Seller or its agents may enter Purchaser's premises in order to remove some or all of said material and plants.
- 7.3 In the event any or all of the amount due under this Contract is collected by or through an attorney, Purchaser hereby agrees to pay all reasonable attorney's fees, costs and other charges involved in collecting amounts in default.
- 7.4 All remedies stated herein are cumulative, and failure to exercise some or all such remedies shall not constitute a waiver or modification of this Contract.

### **8. MISCELLANEOUS**

- 8.1 Seller may withdraw this proposal if not accepted within thirty (30) days.
- 8.2 If any item or paragraph is found to be void or unenforceable for any reason, then this Contract shall be read and construed as if such item or paragraph had never been a part of this Contract.
- 8.3 This Contract shall be construed, enforced and interpreted according to the laws of the State of Georgia.
- 8.4 The singular shall be construed, where necessary, to mean the plural, and the plural the singular.
- 8.5 This contract is not binding until signed by Purchaser and accepted by an authorized agent of Seller.

### **9. MODIFICATION**

- 9.1 This Contract contains the entire agreement of the parties hereto, and no representations, inducements, promises or agreement, oral or written or otherwise between the parties, not embodied herein, shall have nor be of any force effect; any such representations, inducements, or promises or agreements being merged herein making this the final and expressed contract of the parties.
- 9.2 This Contract or the attachments hereto may be amended by the parties hereto from the time to time, but only if such changes, modification or amendments are in writing and agreed to by both parties. Except as changed, modified or amended, this Contract shall continue to remain in full force and effect.

I, (we) the undersigned Purchaser(s), have read and understood the above Contract and accepted it, as written.

**NOTE: IF PURCHASER IS NOT OWNER OF PROPERTY, OWNER MUST ACKNOWLEDGE THIS CONTRACT PROPOSAL BY SIGNING BELOW. OWNER OR PURCHASER (S) (OR BOTH) RECOGNIZE THAT THIS CONTRACT PROPOSAL CREATES JOINT AND SEVERAL LIABILITY UPON OWNER WITH PURCHASER FOR FULL PAYMENT OF THE CONTRACT PROPOSAL PRICE**

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Chris Hopper

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Date

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Accepted:

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Date

# Coversheet

## Monthly Governance Report

**Section:** IV. Governance  
**Item:** A. Monthly Governance Report  
**Purpose:** FYI  
**Submitted by:** Lee Kynes  
**Related Material:** June 2021 Board Governance Report.pdf



## **ATLANTA NEIGHBORHOOD CHARTER SCHOOL**

### **BOARD GOVERNANCE COMMITTEE REPORT**

**June 21, 2021**

- **Policy Review.** The Committee approved revisions to the Fund Development policies. Review of other policies ongoing. We are working to get all of our policies up on a new platform on our website.
- **Executive Director Evaluation.** The annual evaluation for our executive director is complete. We will report on the results of the evaluation in executive session at tonight's meeting.

# Coversheet

## Vote on Policy Revisions

**Section:** IV. Governance  
**Item:** B. Vote on Policy Revisions  
**Purpose:** Vote  
**Submitted by:** Lee Kynes  
**Related Material:** Fund Development Policy\_Revised April 2021.pdf

This Fund Development policy was reviewed by the Fund Development Committee on 4/13/21.

## Fund Development, Fundraising, and the Annual Campaign

### Purpose

The purpose of ANCS's primary fundraising initiatives is to supplement funding received from the state and Atlanta Public Schools.

The revenue from these initiatives enables ANCS to maintain the operations and educational programs of the school. These initiatives also provide an opportunity for ANCS to connect with the larger community. ANCS families will be encouraged to focus their support on the primary fundraising initiatives of the school.

### Duration

This policy is permanent.

### Policy

All ANCS fundraising efforts should be coordinated between the Executive Director, the Fund Development Staffoffice, and the Fund Development Chair.

#### SECTION 1. Fund Development Committee

The Fund Development Committee reports to the Governing Board and works closely with the Executive Director and the Fund Development Staffoffice.

#### SECTION 2. Annual Fund Development Goals and Strategies

- a. ANCS's annual financial goals for fund development initiatives will be set by the Governing Board as a part of the approved budget each year. This includes, but is not limited to, the annual campaign and the auction.
- b. Each year a comprehensive fundraising strategy will be developed by the Executive Director, Fund Development Staffoffice, and Fund Development Committee.

### SECTION 3. Acknowledgement of Gifts

- a. Tax acknowledgement letters, also serving as a thank you letter, will be sent from the Executive Director to all individuals who make a financial contribution to the school's ~~primary fundraising initiatives~~. All IRS guidelines regarding tax acknowledgement will be followed.
- b. Management of ~~acknowledgement thank-you~~ letters is a function of the Fund Development ~~Staffoffice~~.

### SECTION 4. Directed Donations

With the exception of grants, ANCS generally does not accept directed donations (donations that must be spent on specified items or expenses). Exceptions may be made as deemed appropriate by the Executive Director and the Governing Board.

### SECTION 5. Request for Items by Teachers/Advisors

- a. ~~At their discretion, school staff may request small items or goods from the ANCS community. (e.g., supplies for a class project, tissues, hand sanitizer, etc.)~~
- b. ~~Larger items should be requested through~~ANCS makes funds available to school staff through the annual school budget process and the PTCA mini-grant program ~~or regular school budget process as appropriate~~. Staff are encouraged to follow these avenues for funding class and project needs rather than establish fundraising efforts such as GoFundMe, DonorsChoose, and other campaigns.

### SECTION 6. Fundraising and Collection of Goods to Benefit the Larger Community

In-school collections of goods for charities (e.g., canned food drive) sponsored by groups of students (by clubs, advisory, etc.) are appropriate and acceptable on a limited basis with prior arrangement and permission with the Campus Principal. ANCS believes that students learn most by contributing to the larger community through direct involvement rather than by soliciting funds from others, therefore advisory, class, and club benefits will focus on acts of service, not on raising monies and the presentation of a check. No advisory, class, or member of a club or group should carry out any fundraising in the context of their service/benefit unless express permission has been granted by the Executive Director.

### SECTION 7. All Other Charitable Fundraising or Solicitation of Goods

In order to minimize fundraising demands on the ANCS community and avoid having to choose between publicizing one charitable cause over another, the school will limit all other solicitation of funds or goods for the broader community.

### SECTION 8. Inclusiveness

- a. In all fundraising, the school should honor the economic diversity of its families.
  - i. All should feel welcome, regardless of the size of their contributions. Entrance charges for events and dues/fees for participation in clubs or other activities should be modest.
  - ii. Every effort will be made to coordinate fundraisers so that they are spread out over the school year in order to avoid placing a burden on families and/or subjecting them to “giving fatigue.”

#### **SECTION 9. Fundraising Communication**

- a. Fundraising shall be centrally coordinated. Publicity for solicitations of donations or goods should not dominate communication from the school, and should be kept to the minimum necessary.
- b. All fundraising requests must receive approval from the Executive Director or the Fund Development Staffoffice.
- c. The school calendar will include a listing of all upcoming fundraisers.
- d. The use of the Courier, morning announcements, emails, social media, and mailings home for fundraising or solicitation of goods will be limited and must be approved by the Fund Development Staff-office with support from the Executive Director and Fund Development Committee.
- e. Any representative of the school (staff, student, or parent/guardian) seeking financial and/or in-kind donations from businesses should first receive approval from the Executive Director .

#### **SECTION 10. Fundraising Situations Outside of This Policy**

- a. Novel situations involving fundraising will arise, with new ideas and proposals for activities that do not easily fit in an established category.
- b. The ANCS Fund Development Committee will make recommendations to the Executive Director and the Fund Development Staff-office regarding any fundraising proposal that is not already covered by this policy. The expectation would be that any new fundraising ideas would replace existing events, rather than be added on to the existing slate of events.

# Coversheet

## Vote on Slate of Board Officers for 2021-2022

**Section:** IV. Governance  
**Item:** C. Vote on Slate of Board Officers for 2021-2022  
**Purpose:** Vote  
**Submitted by:** Jason Rhodes  
**Related Material:** 2021-2022 Executive Committee.pdf



**2021-2022 ANCS School Board Executive  
Committee**

**Lee Kynes, Chair**  
**Rhonda Collins, Vice-Chair**  
**Emily Ormsby, Treasurer**  
**Kristi Malloy, Secretary**

# Coversheet

## Monthly Fund Development Report

**Section:** V. Fund Development  
**Item:** A. Monthly Fund Development Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** Fund Development Committee Report June 2021.pdf





## **Fund Development Committee Report | June 21, 2021**

Prepared by Sabrina Sexton (Vice Chair, Fund Development Committee Chair)

### **2020-2021 Gather & Grow Fund (Annual Campaign):**

- YTD Total (through May): \$113,221
- Goal: \$105,000
- Board Participation: 100%

### **No committee meeting this month**

- The committee did not meet in June.

### **Gather & Grow Campaign**

- Paige Teusink provided the committee with an update on campaign financials through May.
  - Gather & Grow campaign YTD: \$113,221
  - Fund Development revenue incl. sponsorships: \$132,509

*End of report.*

# Coversheet

## Vote on Changes to School Day Schedule

**Section:** VI. Educational Excellence  
**Item:** B. Vote on Changes to School Day Schedule  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** SY22 Proposed Schedule.pdf

# SY22 Proposed Schedule: Tuesday - Friday

7:30am - 8:00am Elementary campus drop-off

8:00am - 8:30am Middle campus drop-off

8:00am - 2:30pm Elementary campus instruction

8:30am - 3:00pm Middle campus instruction

2:30pm - 6:00pm Elementary campus After-Care

3:00pm - 6:00pm Middle campus After-Care

# SY22 Proposed Schedule: Monday

7:30am - 8:00am Elementary campus Early-Care drop-off

8:00am - 9:30am Elementary campus Early-Care

8:00am - 10:00am Middle campus Early-Care

9:30am - 2:30pm Elementary campus instruction

10:00am - 3:00pm Middle campus instruction

2:30pm - 6:00pm Elementary campus After-Care

3:00pm - 6:00pm Middle campus After-Care

# Coversheet

## Training Update

**Section:** VII. Required Board Training Update  
**Item:** A. Training Update  
**Purpose:** FYI  
**Submitted by:** Jason Rhodes  
**Related Material:** June 2021 - Training Update.pdf



## **Board Required Training Update**

ANCS Governing Board Meeting June 21, 2021

### **I. All Training Due By June 30**

\*View the 2.5 hour “Best Practices in Charter School Governance” video in Instructure Canvas anytime before June 30 to complete your live training requirement

\*3 hour Financial Governance Training module in Instructure Cavas required for all with 1+ years board experience

\*Look for an email from me this week