



ATLANTA NEIGHBORHOOD CHARTER SCHOOL

helping students learn to use their minds well

Atlanta Neighborhood Charter School

Governing Board Monthly Meeting

Date and Time

Thursday September 15, 2022 at 6:30 PM EDT

Location

ANCS Middle Campus Media Center
820 Essie Avenue
Atlanta, GA 30316

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

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:30 PM
Opening Items			
A. Record Attendance & Guests		Carla Wells	1 m
B. Call the Meeting to Order		Rhonda Collins	1 m
C. Brain Smart Start	Discuss	Faculty	5 m
D. Public Comment			5 m
E. Approve Minutes from Prior Board Meeting	Approve Minutes	Rhonda Collins	3 m
Approve minutes for Governing Board Monthly Meeting on August 18, 2022			
II. PTCA Update			6:45 PM
A. PTCA Monthly Update	FYI	Meeghan Fortson and Jenny Gunn	10 m
III. DEAT Update			6:55 PM

	Purpose	Presenter	Time
A. Monthly DEAT update	FYI	Carla Wells	5 m
IV. School Leadership Updates			7:00 PM
A. Principals' Open Forum	FYI	Mark Sanders & Lara Zelski	10 m
B. Executive Director's Monthly Report	FYI	Chuck Meadows	45 m
V. Committee Reports			7:55 PM
A. Educational Excellence and Accountability Committee Monthly Report	FYI	Angela Christie	5 m
B. Finance & Operations Committee Monthly Report	FYI	Ben Sutton	5 m
C. Governance Committee Monthly Report	FYI	Ruth Link-Gelles	5 m
D. Fund Development Committee Monthly Report	FYI	Barrett Coker Krise	5 m
VI. Executive Session (as needed)			
VII. Closing Items			8:15 PM
A. Adjourn Meeting	Vote	Rhonda Collins	1 m

Coversheet

Approve Minutes from Prior Board Meeting

Section: I. Opening Items
Item: E. Approve Minutes from Prior Board Meeting
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for Governing Board Monthly Meeting on August 18, 2022

DRAFT



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

Atlanta Neighborhood Charter School

Minutes

Governing Board Monthly Meeting

Date and Time

Thursday August 18, 2022 at 6:30 PM

Location

ANCS Elementary Campus Library
688 Grant Street
Atlanta, GA 30315

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

Directors Present

Amber Suitt, Angela Christie, Barrett Coker Krise, Ben Sutton, Carla Wells, Cory Tiede, Mark Boswell, Oriol Miroso, Pouya Dianat, Rhonda Collins, Ruth Link-Gelles, Shannon Rutledge

Directors Absent

Irina Brimmell

Guests Present

Chuck Meadows, Jaquoia Rockmore, Jenny Gunn, Lara Zelski, Mark Sanders, Meeghan Fortson, NaTasha Woody, Nicole King, Paige Teusink, Rhiannen Laurent

I. Opening Items

A. Record Attendance & Guests

B. Call the Meeting to Order

Rhonda Collins called a meeting of the board of directors of Atlanta Neighborhood Charter School to order on Thursday Aug 18, 2022 at 6:30 PM.

C.

Brain Smart Start

Natasha Woody led the group in an activity to unite, connect, disengage stress, and make a commitment.

D. Public Comment

There was no public comment.

E. Approve Minutes from Prior Board Meeting

Pouya Dianat made a motion to approve the minutes from ANCS Governing Board Monthly Meeting on 05-19-22.

Angela Christie seconded the motion.

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

II. PTCA Update

A. PTCA Monthly Update

Jenny Gunn and Meeghan Fortson provided the PTCA update.

III. DEAT Update

A. Monthly DEAT update

Carla Wells provided the DEAT update.

IV. School Leadership Updates

A. Principals' Open Forum

Lara Zelski provided the elementary campus update.

Mark Sanders provided the middle campus update.

B. Executive Director's Monthly Report

Chuck Meadows provided the Executive Director's report.

V. Action Items

A. Vote: Confirm the 2022-2023 Committee Members

Barrett Coker Krise made a motion to confirm 2022-2023 Committee Members.

Oriol Miroso seconded the motion.

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

B. Vote: Annual Policy Review

Barrett Coker Krise made a motion to confirm annual policy review.

Amber Suitt seconded the motion.

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

Oriol Miroso made a motion to revise the motion to approve the policies on the condition that we update the pronouns.

Pouya Dianat seconded the motion.

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

C.

Vote: Resolution to Confirm In-Kind Services from Atlanta Public Schools

Pouya Dianat made a motion to accept in kind services from Atlanta Public Schools and to authorize Rhonda Collins to sign the charter amendment and in kind services agreement.

Ben Sutton seconded the motion.

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

D. Discuss: Governing Board Hybrid Meeting Option

Rhonda Collins led discussion on governing board hybrid option. A virtual option will be available at the September board meeting and thereafter.

VI. Committee Updates

A. Educational Excellence and Accountability Committee Monthly Report

Angela Christie provided the Education Excellence and Accountability report.

B. Finance & Operations Committee Monthly Report

Ben Sutton provided the Finance & Operations report.

C. Vote: Annual Financial Resolution

Ben Sutton made a motion to approve annual financial resolution.

Barrett Coker Krise seconded the motion.

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

D. Governance Committee Monthly Report

Ruth Link-Gelles provided the Governance committee report.

E. Fund Development Committee Monthly Report

Barrett Krise provided the Fund Development report.

VII. General Announcements

A. Reminder: Board Retreat August, 27, 2022

Rhonda Collins announced Board Retreat will be held on August 27, 2022 at the Middle Campus.

VIII. 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 8:30 PM.

Respectfully Submitted,
Carla Wells

Coversheet

PTCA Monthly Update

Section: II. PTCA Update
Item: A. PTCA Monthly Update
Purpose: FYI
Submitted by:
Related Material: 09_15_22_ANCS PTCA Board Report .docx-1 REV.pdf
August 2022 PTCA Reports.pdf



PTCA Board Report - September 15, 2022

1. **Recent Structural Funding Changes**
 - a. PTCA Membership
 - b. Room Parent/Classroom Funding

2. **Treasurer's Update** (report attached)
 - a. Total income: July & August \$6,149
 - b. Expenses: \$1,532 (doesn't include Ice Cream Social payment)

3. **Recent Events**
 - a. 09/14: Executive Committee Meeting
 - b. 08/26: Third Friday Coffee
 - c. 08/31: Curriculum Night Childcare

4. **Upcoming Events**
 - a. 09/15 Grant Cycle
 - b. 09/16 Third Friday Coffee (EC)
 - c. 09/25 Kickball Tournament (MJHS)
 - d. 11/05 Fall Fest

5. **School Store Update**
 - a. Sold items at Open Houses, Ice Cream Social, Coffee, and online store (Approx. **\$1,445** total in sales as of 09/13)
 - b. Placing a new order soon - open to ideas and suggestions of items
 - c. Plan to be at Kickball

6. **DEAT Update**
 - a. DEAT volunteers planning to meet soon to further discuss role as committee under PTCA

FY23 PTCA Budget and Actual		
	2022-23 Budget	July-Aug 2022
Income		
Sponsorship	\$ 11,000	
Donations	\$ -	
Membership Drive	\$ 11,000	\$ 4,090
Yearbook	\$ 3,000	
Field Day T-Shirts	\$ 1,000	
Loyalty Programs	\$ 1,000	\$ 116
School Store	\$ 3,700	\$ 1,445
School Pictures	\$ 2,500	
Fall Fest	\$ -	
PTCA Picnic	\$ 1,300	
Carry Over	\$ -	
Fundraising Events		
Bingo Night	\$ 2,500	
Run with the Wolves	\$ 11,000	
Dine Out/Parents Night Out	\$ 2,000	
Kickball	\$ 3,500	\$ 498
TOTAL INCOME	\$ 53,500	\$ 6,149
Expenses	2022-23 Budget	
Fundraising Expenses		
Office Supplies/Administration Costs	\$75.00	
Membership Drive	\$ 200	
School Store	\$ 2,500	
Teacher Appreciation		
Teacher Appreciation Back To School	\$ 750	
Teacher Appreciation Week	\$ 2,500	
Teacher Appreciation Gift Cards	\$ 7,500	\$ 1,408
School Support		
Grants	\$ 10,000	
Family Assistance Fund	\$ 1,000	
Scholarships	\$ 1,000	
Yearbooks	\$ 6,000	
Field Day Shirts	\$ 3,500	
School Photo Framed	\$ 380	
Related Arts. Misc.	\$ 200	
Sustainability	\$ 200	
Health and Wellness	\$ 200	
Non-Fundraising Events		
Third Friday Coffee and Principal's Coffee	\$ 600	
Grandparents and Special Friends Day	\$ 1,500	
Fall Festival	\$ 5,000	
Back to School Ice Cream Social	\$ 1,200	\$ 19
MC Talent Show	\$ 225	
5th/8th Graduations	\$ 400	
Middle School Dances	\$ 600	
Childcare for PTCA Meetings	\$ 400	
PTCA Picnic and Meeting Refreshments	\$ 1,250	
Fundraising Events		
Bingo Night	\$ 1,000	
Run with the Wolves	\$ 9,000	
Kickball	\$ 2,500	\$ 105
Dine Outs/ Parents Night Out	\$ 400	
TOTAL EXPENSES	\$ 60,080	\$ 1,532

Coversheet

Monthly DEAT update

Section: III. DEAT Update
Item: A. Monthly DEAT update
Purpose: FYI
Submitted by:
Related Material: ANCS Board DEAT Report September 2022.docx

**Atlanta Neighborhood Charter School
Governing Board Monthly Meeting
September 15, 2022
Diversity and Equity Action Team (DEAT)
Monthly Report**

Overview

- ◇ DEAT is planning to meet in September with the intent to outline and align our goals and objectives with the PTCA.
- ◇ DEAT and the PTCA will host the Fall Food, Farm, and Culture event on Tuesday, October 25, 2022. More details to come.

Respectfully submitted,

*Carla Wells
Board Member
DEAT Liaison*

Coversheet

Executive Director's Monthly Report

Section: IV. School Leadership Updates
Item: B. Executive Director's Monthly Report
Purpose: FYI
Submitted by:
Related Material: Executive Director's Report - September 15, 2022 (1).pdf

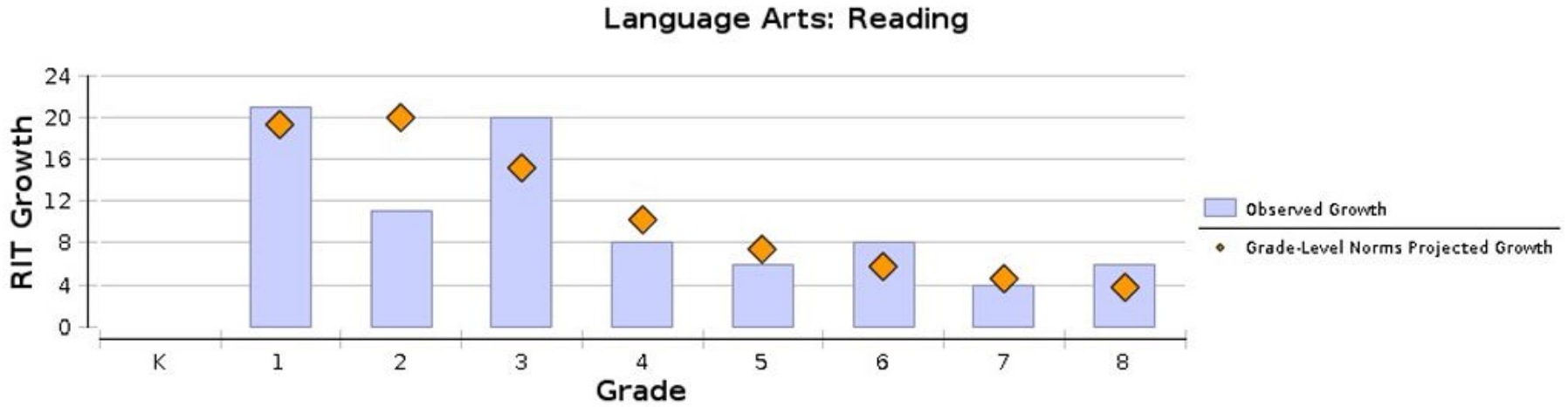


Executive Director's Report September 15, 2022

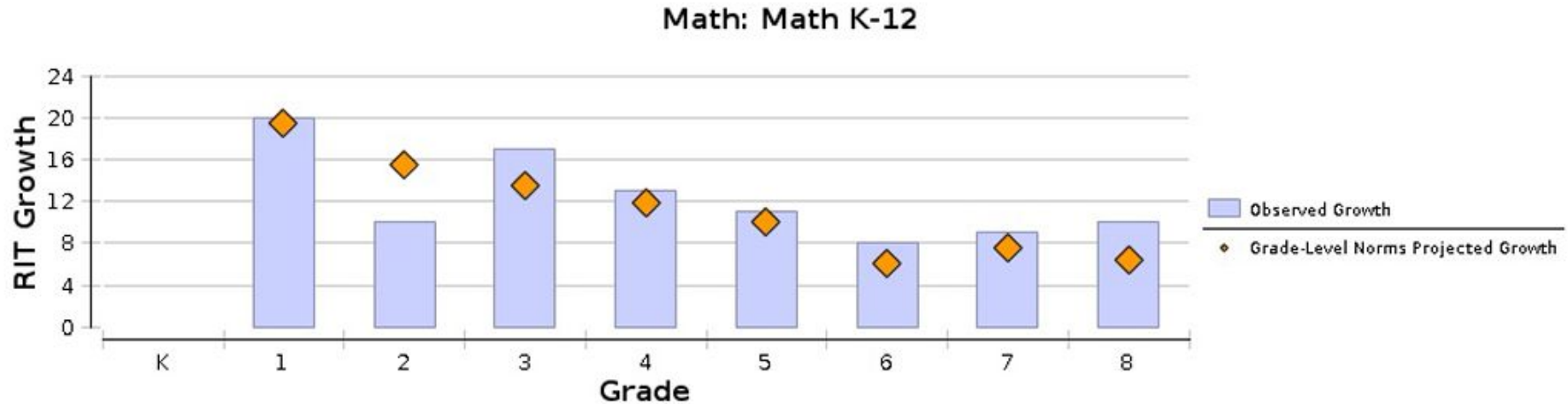
Included in this report

- Measure of Academic Progress: Fall Results
- SY23 Tenure Bonus
- Update on Key Open Positions
- Safety & Security Update
- Strategic Planning

Measure of Academic Progress Results: Fall Administration



Measure of Academic Progress Results: Fall Administration



Tenure Bonus

- Tenure bonus payout scheduled for September 20
- Total payout = \$122,000
 - 2 employees at 18 years
 - 3 employees at 15 years
 - 5 employees at 12 years
 - 2 employees at 10 years
 - 4 employees at 7 years
 - 8 employees at 5 years
- 19% of employees will receive a tenure bonus

Key Open Positions

Director of Finance & Operations

- Atlanta Neighborhood Charter School is a public charter in the Atlanta Public School system. We operate as a non-profit organization with a \$13 million budget and 120 employees across two campuses. We are seeking to hire a Director of Finance & Operations to lead in the areas of personnel, financial management and compliance. This position will empower and enable the school to serve its 628 students with fidelity and ensure the best possible array of resources and supports for the school family.

DE&I Co-Director

- The DE&I Co-Directors will work in active, flexible partnership with each other to build community and facilitate all DE&I components of the school's strategic plan. The positions will report to the Executive Director, and work under the guidance of the K-8 Leadership Team. The Co-Directors will endeavor to reach and support all stakeholder groups within the school family: Students, faculty/staff, parents/caregivers and school leadership. They will also endeavor to advance the school's reputation in the external community through direct outreach and strategic partnerships.

Safety & Security

Active Shooter Training

- Administered by Chief Ronald Applin of the Atlanta Public Schools Police Department
- Included faculty/staff from each campus
- Online training also available



Strategic Planning

Features of an effective strategic plan

- It should not only align with the mission, it should chart a course for meeting our mission goals
- All employees and stakeholders should be able to see themselves and their roles in the plan
- It should include quantifiable metrics wherever possible
- It should be referred to often in the management of the school

Strategic Planning

Build an empowered and inclusive community of students, parents, and educators

- Diversity, equity and inclusion
- Technology
- Communication
- Culture and community
- Teacher recruitment & retention
- Parent education, engagement & support
- Buildings and grounds
 - Environmental sustainability
- Financial management & resource stewardship

Strategic Planning

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

- Academic achievement
 - Multi-tiered student support system
 - Exceptional student services
- Social-emotional learning
- Nutrition
- School Farm
- Media centers

Strategic Planning

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

- Identity development and expression
- Conscious Discipline
- Student-centered practices
- Student supports

Strategic Planning

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

- Civic engagement
- Community projects
- Outreach and service
- International Baccalaureate curriculum and compliance

Strategic Planning

Collaborate with the larger community

- Strategic partnerships
- Community relations

Questions or other areas of discussion

Coversheet

Educational Excellence and Accountability Committee Monthly Report

Section:	V. Committee Reports
Item: Monthly Report	A. Educational Excellence and Accountability Committee
Purpose:	FYI
Submitted by:	
Related Material:	ANCS Board EE Committee Report September2022.pdf



Educational Excellence Committee Report – September 15, 2022
Prepared by Angela Marie Christie, Chair

Committee Schedule:

- Educational Excellence Committee meets on the 2nd Tuesday of each month at 5:00-6:00 via zoom.
- The committee held the first meeting of the year on September 12, 2022.

Coversheet

Finance & Operations Committee Monthly Report

Section:	V. Committee Reports
Item:	B. Finance & Operations Committee Monthly Report
Purpose:	FYI
Submitted by:	
Related Material:	BusOps Comm BOD Update_September 2022.pdf



Finance and Operations Committee Update

Financial Update:

- CARES Act Reimbursements approved in FY22 were received in August (~750K); outstanding reimbursement requests include teacher cell phones and janitorial expenses.
- Cash Balance (period ending 8/31/22): \$2,343,523
- Total Invested Funds: \$911,271
- Monthly allocation from APS is higher than budgeted
- Staff tenure bonuses will be dispersed in September (approximately 20% of staff)
- Director of Finance & Operations position - one application received so far.
- The committee and board will review and approve the annual audit in October.

Building and Grounds Update:

- Invoices for work over the summer continued to be paid in August.
- HVAC upgrades in progress - contracted and paid, scheduled for Fall Break.

Coversheet

Governance Committee Monthly Report

Section: V. Committee Reports
Item: C. Governance Committee Monthly Report
Purpose: FYI
Submitted by:
Related Material: Board Governance Committee Report September 15, 2022.pdf



Board Governance Committee Report – September 15, 2022

Prepared by Ruth Link-Gelles (Board Governance Committee Chair)

Committee Schedule:

- The next Board Governance Committee Meeting for SY23 will be held on September 21 at 6:30pm.

Nominations:

- Angela Christie has volunteered to again lead the Nominations Task Force. We are working to finalize the rest of the Task Force members and plan to announce at the October Board meeting.
- The tentative timeline for nominations will also be announced at the October Board meeting.

End of report.

Coversheet

Fund Development Committee Monthly Report

Section:	V. Committee Reports
Item:	D. Fund Development Committee Monthly Report
Purpose:	FYI
Submitted by:	
Related Material:	Fund_Development_Committee_Report_September 2022.pdf Fund_Development_Report_August_2022.pdf



Fund Development Committee Report | September 7, 2022

Prepared by Barrett Coker Krise (Fund Development Committee Chair)

2022-2023 Gather & Grow Fund:

- YTD Total (as of 8/31): \$27,560
- Goal: \$140,000
- Board Participation: 58%

Gather & Grow Campaign

- Donations to Gather & Grow to be strong and we continue to pace ahead of goal
- Sponsorships for the 2022-2023 FY are coming in, thanks to the hard work of Paige Teusink. We have 13 sponsors so far for a total of \$37,000 committed. All 4 of our \$5,000 sponsors have recommitted for this year.

Other Updates

- Wonderball recruitment is going well. We have several parents that have offered to serve on the committee and we are working on confirming our co-chairs now. The event will be April 22 at the Middle Campus, so go ahead and put that on your calendar.

End of report.

Fund Development Committee Monthly Financial Report - August 2022

**Financials from Bloomerang may not match QuickBooks due to processing delay*

***30% of sponsorship income is allocated to the PTCA*

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Cumulative
INDIVIDUAL GIVING													
22-23 Goals	\$10,000.00	\$7,000.00	\$5,000.00	\$7,000.00	\$45,000.00	\$30,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$10,000.00	\$10,000.00	\$140,000.00
22-23 Actuals*	\$10,867.28	\$16,693.00											\$27,560.28
Variance	\$867.28	\$9,693.00	\$5,000.00	\$7,000.00	\$45,000.00	\$30,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$10,000.00	\$10,000.00	\$112,439.72
SPONSORSHIP**													
	\$0.00	\$7,528.73											\$7,528.73
TOTAL REVENUE	\$10,867.28	\$24,221.73	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35,089.01

<i>Recurring</i>													
<i>Donations/Pledges</i>	\$1,604.20	\$2,356.96	\$1,845.41	\$1,845.41	\$1,845.41	\$1,845.41	\$1,845.41	\$1,845.41	\$1,845.41	\$1,845.41	\$2,099.09	\$3,845.41	\$24,668.94

HISTORICAL GIVING													
21-22	\$3,972.01	\$8,764.49	\$6,247.88	\$30,009.00	\$33,514.76	\$23,343.88	\$5,247.15	\$6,887.58	\$4,099.54	\$5,392.00	\$10,832.45	\$10,453.00	\$148,763.74
20-21	\$3,496.52	\$2,552.42	\$2,469.48	\$7,142.44	\$7,674.91	\$36,722.68	\$4,073.17	\$8,259.88	\$24,137.88	\$6,867.90	\$11,226.49	\$11,369.74	\$125,993.51
19-20	\$2,342.15	\$4,471.12	\$4,117.36	\$20,059.86	\$9,784.23	\$35,619.88	\$4,227.01	\$4,610.71	\$12,266.42	\$8,131.94	\$9,433.23	\$4,066.79	\$119,130.70
18-19	\$2,939.00	\$2,677.80	\$2,375.98	\$18,728.84	\$33,429.90	\$20,669.81	\$4,255.27	\$8,719.02	\$6,753.07	\$15,614.18	\$11,720.37	\$12,658.17	\$140,541.41
17-18	\$3,689.36	\$3,635.65	\$2,850.50	\$23,585.50	\$28,874.49	\$20,778.70	\$3,214.50	\$3,691.50	\$2,298.50	\$5,513.14	\$29,673.67	\$5,738.56	\$133,544.07

GIVING BY DONOR TYPE (HOUSEHOLDS)			
	# of donors	Total amount	Participation Rate
Parent/Guardian	265	\$25,560.00	60%
Grandparent/Special Friend	1	\$2,000.00	0%
Board Member	7	\$578.37	58%
Faculty/Staff	11	\$653.93	10%
Alumni Parent	0	\$0.00	0%

FY23 FUND DEVELOPMENT BUDGET			
Annual Campaign	\$140,000	Software	\$3,000
Wonderball	\$30,000	Marketing/Direct Mail	\$6,000
Sponsorships	\$30,000	Wonderball	\$10,000
		Other Events	\$7,000
TOTAL INCOME	\$200,000	TOTAL EXPENSES	\$26,000