



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

# Atlanta Neighborhood Charter School

## Governing Board Monthly Meeting

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### Date and Time

Thursday August 22, 2024 at 6:30 PM EDT

### Location

Atlanta Neighborhood Charter School - Elementary Campus  
688 Grant Street  
Atlanta, GA 30315

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

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>6:30 PM</b>
Opening Items			
<b>A.</b>	Record Attendance & Guests	Shannon Rutledge	1 m
<b>B.</b>	Call the Meeting to Order	Shannon Rutledge	2 m
<b>C.</b>	Public Comment		5 m
<b>D.</b>	Approve Minutes from Prior Board Meeting	Approve Minutes Shannon Rutledge	2 m

Approve Minutes from Budget Hearing on August 10, 2024 and minutes from our June Governing Board Meeting on June 20, 2024.

	Purpose	Presenter	Time
<b>II. School Leadership Updates</b>			<b>6:40 PM</b>
<b>A.</b> Principals' Open Forum	FYI	Mark Sanders & Lara Zelski	15 m
<b>B.</b> Executive Director's Monthly Report	FYI	Alastair Pullen	20 m
<b>III. Action Items</b>			<b>7:15 PM</b>
<b>A.</b> Vote: Confirm the 2024-2025 Committee Members	Vote	Shannon Rutledge	5 m

**Advancement Committee/Fund Development- Jason Zwang- Chair**

- Rebecca Wagner (board member)
- Bex Godsey (school representative)
- Wakita Jacobs (school representative)
- Paige Teusink (school representative)
- Jenna Civitello (community member)
- Susanna Darrow (community member)
- Barrett Krise (community member)
- Dr. Alastair Pullen (ex-officio)

**Governance Committee - Amber Suitt - Chair**

- LaNiesha Cobb Sanders (board member)
- Ruth Link-Gelles (board member)
- Emily Lake Hansen (board member)
- Cory Tiede (board member)
- Nicole King (school representative)
- Dr. NaTasha Woody-Wideman (school representative)
- Dr. Alastair Pullen (ex-officio)

**Educational Excellence & Accountability Committee - LaNiesha Cobb Sanders – Chair**

- Mark Boswell (board member)
- Emily Lake Hansen (board member)
- Daron Joffe (board member)
- Shannon Rutledge (board member)
- Bethany Greenley (community member)
- Mark Sanders (school representative)
- Rhiannen Laurent (school representative)
- Lara Zelski (school representative)



# Coversheet

## Executive Director's Monthly Report

**Section:** II. School Leadership Updates  
**Item:** B. Executive Director's Monthly Report  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** ED Reports 2024-2025-2.pdf



Alastair Pullen, Executive Director  
Board Reports  
2024-2025

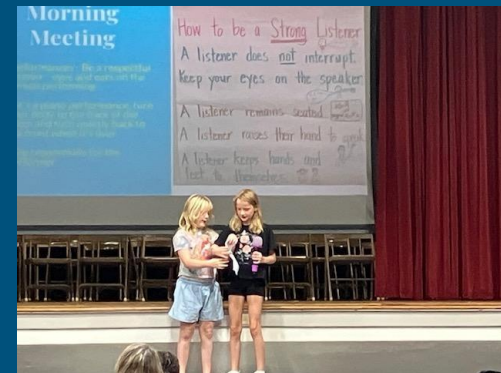
# August 22, 2024-2025

ED Goals

Charter Renewal Timeline and Proposal

Milestones Data Review

Enrollment Data



# ED Goals

2023-2024	2024-2025
Goal 1: Strategic Planning	<b>Goal 1: Implement Strategic Plan</b>
Goal 2: Evaluate and Revise Systems	<b>Goal 2: Complete and Prepare Petition for Charter Renewal</b>
Goal 3: Build Trust and Community	Goal 3: Increase remaining salaries so they are commensurate with APS
Goal 4: Increase # ED Students	Goal 4: Increase Community Outreach, Donors and Partnerships within APS
Goal 5: Reduce Opportunity Gap	Goal 5: Reduce Opportunity Gap

# Goal 1: Implement Strategic Plan

## Areas of Focus for 24-25 SY Metrics to be Reviewed Quarterly



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*Welcome to the Pack!*

As your new Principal and Assistant Principal, we want to welcome you to the Atlanta Neighborhood Charter Middle Campus family! We know that your time with us will be one of exploration, growth, and joy! We are here for you and can't wait to see you at New Family Orientation on July 29th!

9:00am - 9:20am: New to ANCS 6th Grade Family Orientation  
9:30am - 11:00am: 6th Grade Family Orientation  
(Returning ANCS students & Families)  
1:00pm - 2:30pm: New to ANCS 7th & 8th Grade Family Orientation

Mark Sanders, Principal  
Nikia Showers, Ed.D., Asst. Principal

New Family Info

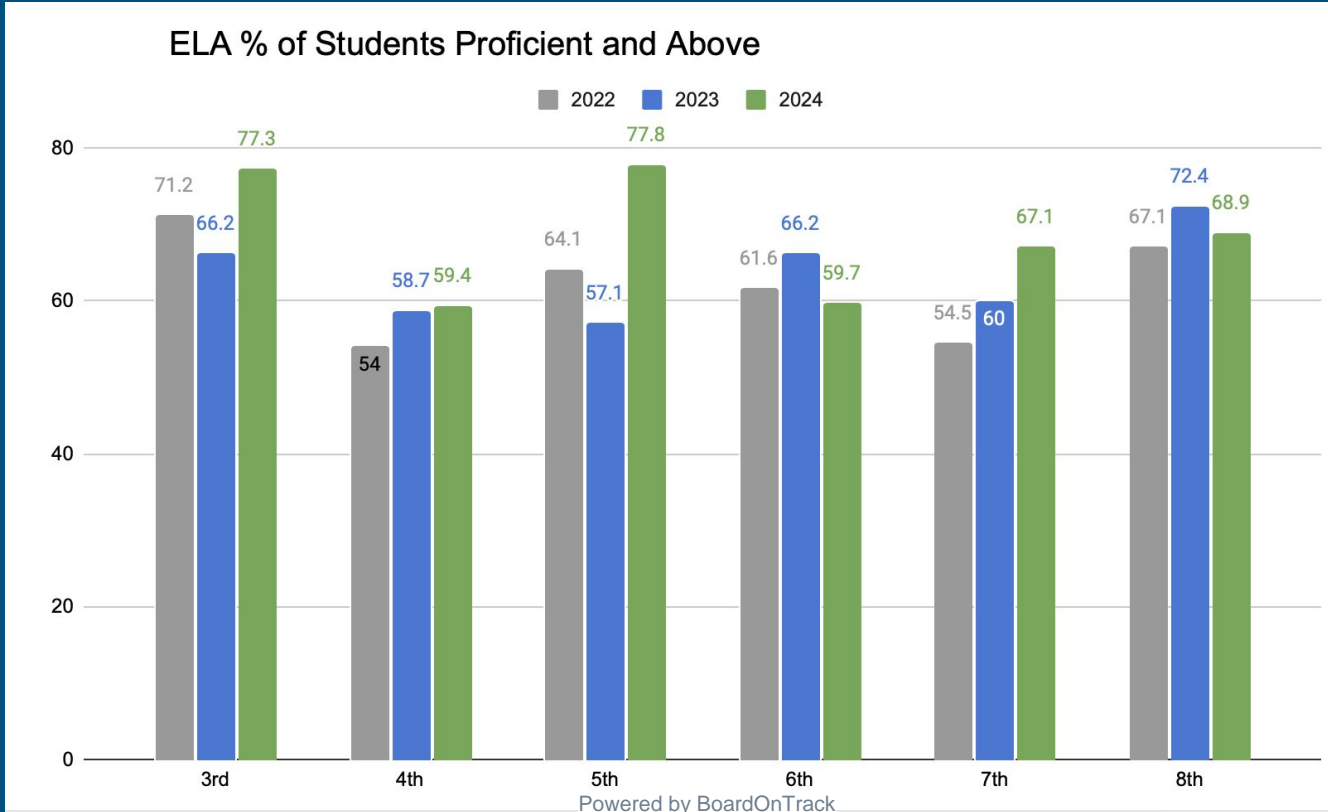




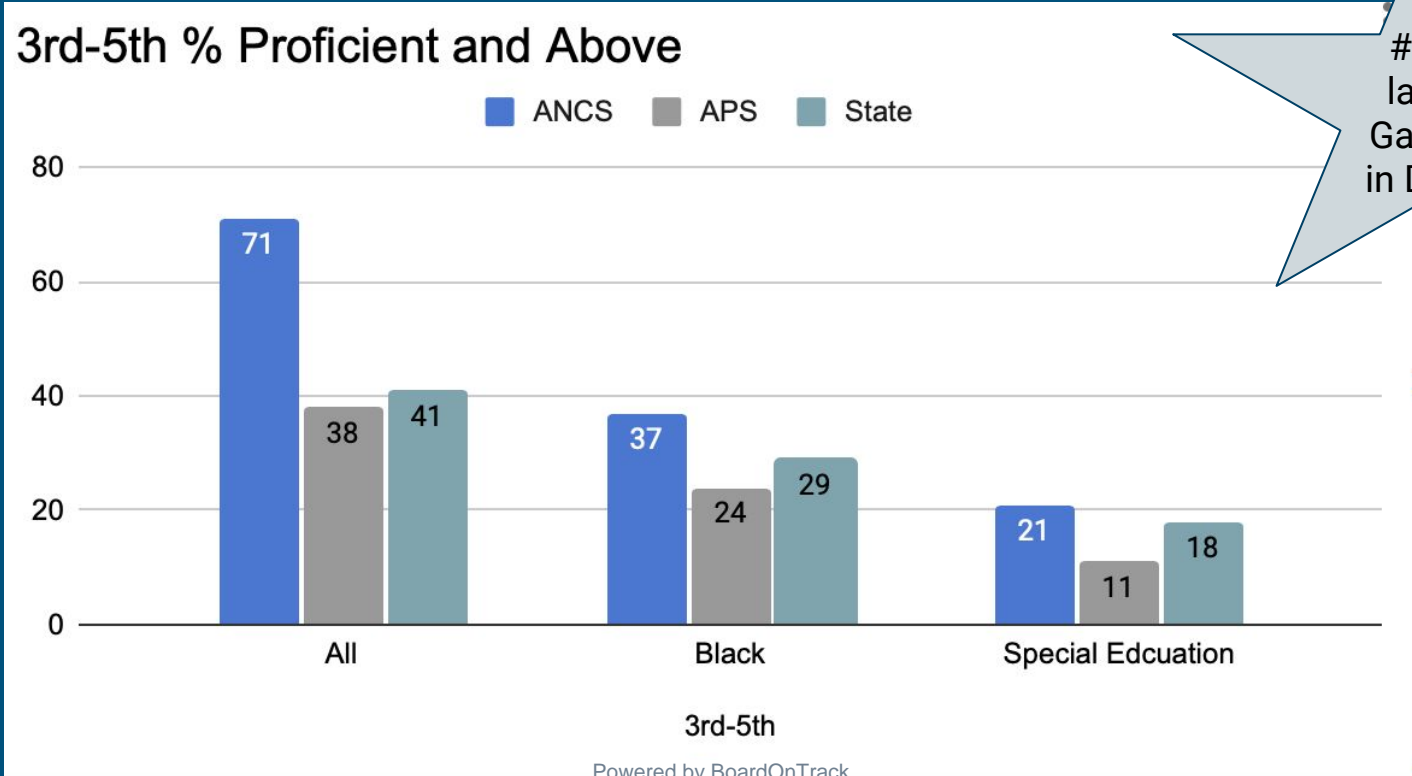
# Goal 2: Prepare Petition for Charter Renewal

	When?	Responsible Party?
Identify Charter Renewal Support Team	Fall 2024	ED
Attend meeting with APS to review deliverables and deadlines`	Late January/Early February 2025	ED, Board Chair
Charter Renewal Petition Due	August 2025	ED, Board Chair
Charter Interviews	August/September?	<b>Entire Board</b>
Recommendation to APS Board	November	N/A
Petition Presented to State	?	?

# Milestones Data Review: ELA

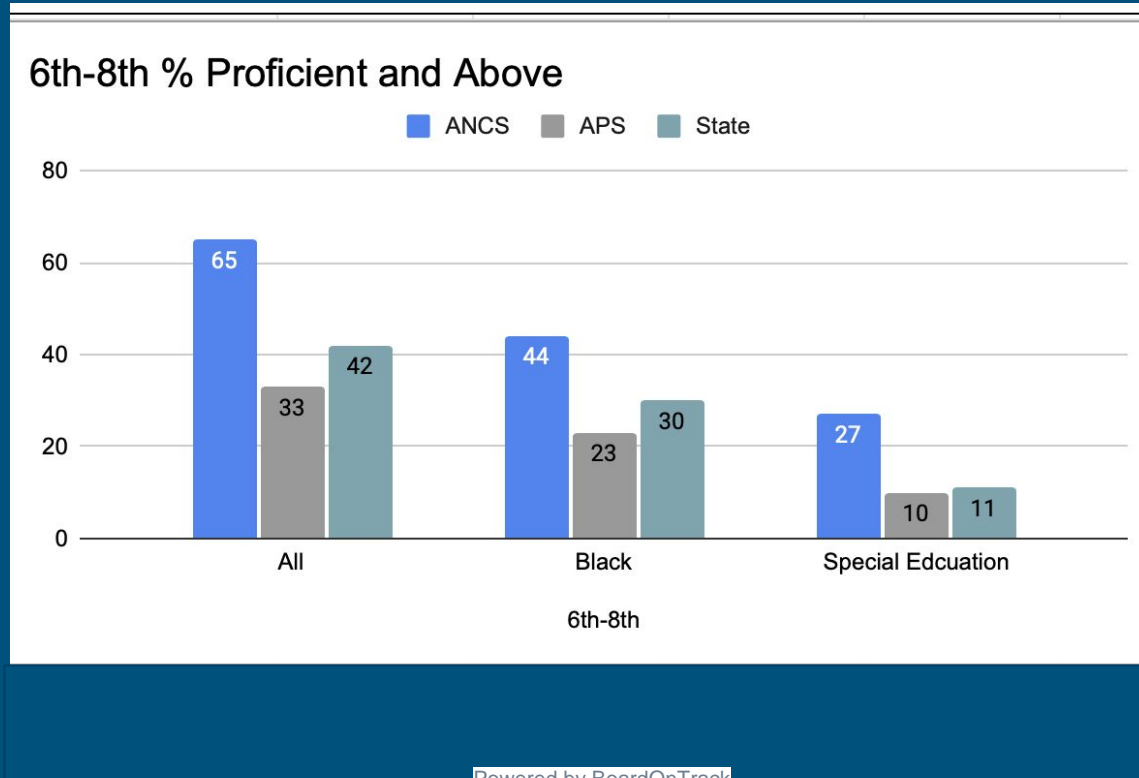


# ELA: Comparison to State and District



# 3 for largest Gain YoY in District

# ELA: Comparison to State and District

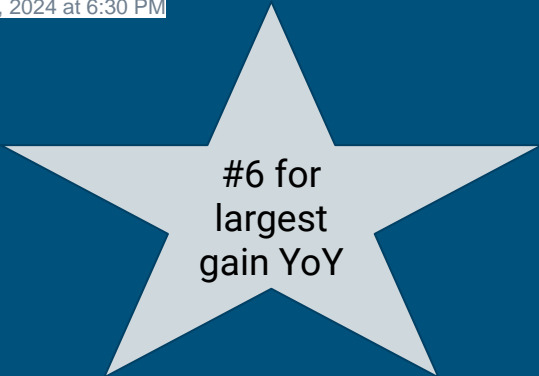


# Milestones Data: Science: 5th Grade

#1 for  
largest  
Gain YoY  
in District

<i>Science</i>	Level 1	Level 2	Level 3	Level 4	Proficient and Above
2022 (64)	7.8	32.8	45.3	14.1	59.4
2023 (64)	40.6	21.9	32.8	4.7	37.5
<b>2024 (63)</b>	<b>17.5</b>	<b>15.9</b>	<b>44.4</b>	<b>22.2</b>	<b>66.7</b>

# Milestones Data Social Studies



#6 for  
largest  
gain YoY

<i>Social Studies</i>	Level 1	Level 2	Level 3	Level 4	Proficient and Above
2022	10.5	47.4	31.6	10.5	42.1
2023	7.9	53.9	34.2	3.9	38.2
2024	13.7	41.1	37	8.2	45.2

# Enrollment Data: Economically Disadvantaged Students (as of August)

	2023	2024
K	5	9
1	2	2
2	1	0
3	0	2
4	1	2
5	1	2
6	2	6
7	3	0
8	0	2

# Student Data: % of ED Students who are New to ANCS

Goal: 22.8%

	2023	2024
EC % of Total	13%	<b>20%</b>
MC % of Total	28%	<b>35%</b>
<b>Total</b>	<b>15%</b>	<b>24%</b>
Total Yield through Lottery	<b>32%</b>	<b>61%</b>



# Coversheet

## Financial Resolution

**Section:** III. Action Items  
**Item:** C. Financial Resolution  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** FY25\_Neighborhood\_Charter\_Financial\_Resolution\_-\_Aug24.pdf



## RESOLUTION

### FINANCIAL INFORMATION

As required by the Governing Board of Atlanta Neighborhood Charter School, the following information is presented for the Financial Resolution for FY25:

- Banks where Neighborhood Charter has accounts
  - SouthState Bank – Primary Operating Account
  - Edward Jones Bank - C.D. & Money Market accounts
  
- Designated check signatories
  - Executive Director – Alastair Pullen
  - Elementary Campus Principal – Lara Zelski
  - Middle Campus Principal – Mark Sanders
  - School Nutrition Director (nutrition program checks only) – David Bradley
  - Governing Board Member – Oriol Miroso
  
- Limits of checks and payments expressed in dollar amounts
  - Payments less than \$10,000 require a single signature of an approved check signer
  - Payments in excess of \$10,000 require two signatures of approved check signers
  - Payments over \$25,000 that are not related to a previously board-approved project or vendor contract must be approved by the Board’s Finance and Operations Committee. The Finance and Operations Committee may determine that any expenditure, whether or not in excess of \$25,000, requires approval by the Board
  
- Designee/signatory for all employee contracts
  - Executive Director, Alastair Pullen, signs all employee contracts
  - Governing Board Chair, Shannon Rutledge, signs the Executive Director’s contract
  
- Confirmation and approval of any ongoing vendor contracts that may have changed since the approval of the budget (This includes any contracts for outside services such as field trip operators/providers. This also includes contract limits)



## ATLANTA NEIGHBORHOOD CHARTER SCHOOL

Helping students learn to use their minds well

- All vendor contracts between Neighborhood Charter and outside parties of up to \$25,000 executed or renewed during the fiscal year must be reviewed and approved by both the CFO and the Executive Director. Once this dual approval is achieved, the Executive Director is authorized to enter into any such contract on behalf of ANCS. All contracts or commitments in excess of \$25,000 and up to \$50,000, annually or cumulatively, must be approved by the Finance and Operations Committee. All contracts or commitments in excess of \$50,000 must be approved by the Neighborhood Charter Resolutions Governing Board
- The Executive Director approves all other contracts
- Confirmation of any lines of credit or loans that need to be re-signed/re-authorized
  - Mortgage Loan at SouthState Bank
  - All debt considerations will be fully reviewed by the Board's Finance and Operations Committee and approved by the Governing Board prior to entering into an agreement
- Confirmation of Reserve Fund Policy
  - As a part of its annual budget adoption process, the Neighborhood Charter Governing Board reviews and approves contribution levels to established reserve funds recommended by the Board's Finance and Operations Committee
- Confirmation of where financial records and documents are kept and how they are accessed
  - Financial records are kept in the business office. They can be accessed upon request
  - Form 990 is prepared by an external audit firm in conjunction with the close of the Neighborhood Charter financial audit and is presented to the Governing Board prior to filing
  - Accounting software: QuickBooks Pro Non-Profit
- Confirmation of Investment of Funds Policy
  - To ensure that the Investment of Funds Policy reflects the long-term investment risk orientation of Neighborhood Charter, the Board approves the Policy annually