

APPROVED



## ATLANTA NEIGHBORHOOD CHARTER SCHOOL

helping students learn to use their minds well

# Atlanta Neighborhood Charter School

## Minutes

### Board Meeting

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#### Date and Time

Tuesday September 20, 2016 at 6:30 PM

#### Location

ANCS Elementary Campus - 688 Grant St. 30315

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

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#### Directors Present

Eric Teusink, Joyce Gist Lewis, Leigh Finlayson, Lia Santos, Meeghan Fortson, Melissa McKay-Hagan, Mitch White, Narin Hassan, Nicholas Chiles, Philippe Pellerin, Ryan Camp, Tara Stoinski, Tiffany Mitchell

#### Directors Absent

None

#### Guests Present

Cathey Goodgame, Cindy Ethridge, Elizabeth Hearn, Jessica Story, Joy Prince, Kari Lovell, Kristen German, Lara Zelski, Mckenzie Wren, Michael Solberg

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

Mitch White called a meeting of the board of directors of Atlanta Neighborhood Charter School to order on Tuesday Sep 20, 2016 at 6:33 PM.

Public comment: Tory Zimmermann spoke about the policy change with regard to the waiting list. She asked the board to reconsider the vote and to consider an appeals process on a case to case basis.

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

Melissa McKay-Hagan made a motion to approve minutes from the Board Meeting on 08-16-16 with 2 corrections (change from Atlanta Bank, to Atlantic Bank, and the reason for going into the Executive session) Board Meeting on 08-16-16.

Mitch White seconded the motion.

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

### **D. PTCA Report**

Joy Prince, PTCA President reported on the yard sale success. 13 mini grants are in the works. We have almost reached our goal of 200 PTCA members. She also provided an overview of the PTCA meeting last week.

### **E. Principals' Open Forum**

Elementary Campus: The teachers have all joined a school based committee, and they met for the first time last Wednesday.

Middle Campus: 4 new clubs met Monday (ie: Art club, Fit wit)

## **II. Old Business**

### **A. Updated enrollment lottery procedures**

Matt researched other schools to find out if they have a permanent wait list like ANCS. Mitch opened the floor for discussion. Discussed how typically after winter break students are not normally enrolled, however there are exceptions (suggested that there be an underlying policy (possibly a hard date for when the wait list is eliminated) for this if voted to only have a yearly waitlist). Suggested to bring this idea to the committee. The vote would not impact students that are on the waitlist for the school year.

Leigh Finlayson made a motion to approve the amended waitlist policy as presented by Mitch and take it into a discussion in the Governance Committee.

Philippe Pellerin seconded the motion.

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

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

### **A. ANCS Strategic Plan - Proposed 2016-17 Strategic Initiatives**

Presented the strategic plan. Highlighted some of the old initiatives, and the new initiatives.

Eric Teusink made a motion to Approve the Strategic Plan for 2016/2017 school year.

Lia Santos seconded the motion.

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

#### **B. Diversity and equity work for 2016-17 school year**

Provided an update on the diversity work of the school (reasons why the school is working towards diversity, the action steps that have been taken, an equity facilitation team, and neighborhood targeting). A welcoming assessment will be done of the school. Dventually planning to engage some of this work with parents. Mckenzie Wren introduced herself, and provided a little background on her previous work. The goal is to work with the leadership team, and not have to only depend on the diversity facilitators for the diversity work. Focus on racial diversity, and economic status diversity.

### **IV. Business & Operations**

#### **A. FY16 financial audit**

Cindy Ethridge and Jessica Story explained the process of each phase of the audit. Great detail was gone through with the Financial committee over the entire packet. Focused on the statement of financial position and the increase of the APS funding provided to the school and other cash increases. Other big revenue changes were highlighted throughout the audit (increased expenses such as the CREATE grant, salaries, staff development, and the food program). Showed graph of the change in revenue versus expenses. Clean audit!

#### **B. Monthly financial statements & reports**

Plans to use the audits as a management tool to stay on track with the budget. Talked about areas in the budget where things were front loaded (ie new computers, IB program). Below payment in lunch, however lunch participation is where it needs to be. Awarded grants to green grant. The grant is a matching grant. The projects will be focused at the elementary campus all of the projects have to be done within the next 12 months.

### **V. Educational Excellence**

#### **A. Spring 2016 Milestones analysis by demographic groups**

Broke down the various demographic groups of performance on the Milestones. Showed where ANCS was higher and lower in comparison to the state. Matt will take the data to the educational excellence committee.

#### **B. Public affairs report**

Talked about how we will most likely see some changes on the school board. Talked about what is coming up on the November ballot. Creating an Atlanta Charter schools working group.

## **VI. Governance**

### **A. Board committee assignments**

Edit: CEO needs to be changed to Executive Director.  
Eric Teusink made a motion to approve the committees with a few edits.  
Ryan Camp seconded the motion.  
The board **VOTED** unanimously to approve the motion.

### **B. 2016-17 Board Training Plan**

Discussed the committee meeting on 9/14. Matt's contract has been extended for three years. training is required for the new board members, and various conferences.  
Lia Santos made a motion to approve the trainings.  
Leigh Finlayson seconded the motion.  
The board **VOTED** unanimously to approve the motion.

### **C. Board code of ethics**

Lia Santos made a motion to approve ANCS board of Ethics.  
Meeghan Fortson seconded the motion.  
The board **VOTED** unanimously to approve the motion.

## **VII. Fund Development**

### **A. Monthly fund development report**

Updating the mailer and donor card to send to grandparents. The annual campaign goal is the same as last year. Contracted date for the auction this year.

## **VIII. Closing Items**

### **A. Brief Meeting Reflection**

### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:00 PM.

Respectfully Submitted,  
Melissa McKay-Hagan