

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**

Tuesday October 22, 2019 at 6:30 PM

#### **Location**

Elementary Campus, 688 Grant St., Atlanta, GA 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**

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

#### **Directors Absent**

Howard Franklin, Laura Melton

#### **Directors who arrived after the meeting opened**

Eric Teusink

#### **Directors who left before the meeting adjourned**

Kristen Frenzel

#### **Guests Present**

Ben Sutton (Committee Member), Cathey Goodgame, Chuck Meadows, Elizabeth Hearn, Irina Brimmell (Committee Member), Kari Lovell, Kristen German, Mark Sanders, Nicole King, Paige Teusink

## **I. Opening Items**

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

### **B. Call the Meeting to Order**

Sabrina Sexton called a meeting of the board of directors of Atlanta Neighborhood Charter School to order on Tuesday Oct 22, 2019 at 6:32 PM.

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

Eric Teusink arrived.

Brain Start Smart was led by Nicole King, Assistant Principal, Elementary Campus.

### **D. Public Comment**

none

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

Sabrina Sexton made a motion to approve minutes from the ANCS Governing Board Meeting on 09-17-19 ANCS Governing Board Meeting on 09-17-19.

Kristen Frenzel seconded the motion.

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

### **F. PTCA Report**

PTCA President Brittney Gove reported that membership numbers haven't changed much since last month, but more higher level members. Some PTCA numbers are down from the middle campus. Some grants are being used for new sign for the elementary campus, mascot costume ordered, latin dance performers. First dine out at Woods Chapel BBQ raised a little over \$1,000. Grandparents and special friends day was a success. Some logistical things to work out. Fall fest is coming up Nov. 2nd. There were several donations made by the Grandparents and Special Friends to the Gather & Grow Fund, PTCA (school store), and library.

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

Assistant Principal Nicole King gave an update from the Elementary Campus. Many comments from grandparents about the love their child receives. EC just closed out the conference window. Welcomed Elizabeth Wilke to faculty and staff to replace Bill at the reception desk. She is a former ANCS Kindergarten teacher (Elizabeth Swern). "Socktober" was launched this month, which provides new socks to homeless adults and children. 5th grade teacher working to expand the Little food Pantry. Wrapping up Hispanic Heritage Month. Hispanic Heritage Movie night will be held at the Elementary Campus on Nov. 1st.

Dr Goodgame provided a Middle Campus update later in the meeting.

## II. New Business

### A. Annual Audit Presentation

Aleisa Howell from Mauldin Jenkins, our audit firm for past 2 years, presented an overview of our required annual audit from FY19, as of June 30th 2019. Accounting policies are looked at for consistency, as well as management estimates. No material weaknesses or significant deficiencies. There was full cooperation. Included federal funding reports. We received a clean, unmodified opinion. There is a summary of the overall report on page 19 (see full draft report in board packet).

## III. Old Business

### A. Strategic Plan Vote

Eric presented the final version of the Strategic Plan for a vote. This strategic plan was included in the meeting packet and had been shared with the board prior to the meeting. Lee Kynes made a motion to Approve the strategic plan. Meeghan Fortson seconded the motion. The board **VOTED** unanimously to approve the motion.

## IV. Governance

### A. Monthly Governance Report

Kristen Frenzel reported that the Governance Committee has developed a process for policy review and is reviewing the suggested edits to our policies from our charter school lawyer. Committee members should make "comments" not track changes. Will meet again to discuss this on Nov 7.

The committee developed a procedure for annual review of the Executive Director. Chuck would like formative assessment in the first and third quarters. First quarterly request for feedback has been sent to Board and Leadership Team, due October 28. Responses will be collected and synthesized to present to Chuck. There will be a mid-term and end of the year review via Board on Track.

## V. New Business (continued)

### A. Middle Campus Update

Due to technical difficulties, the board moved on to the Strategic Plan vote and the Governance Committee update and came back to the Middle Campus update after these two items.

Each month there will be updates from various members of the leadership team. The goal is to be more connected with the board. Middle campus principal Cathey Goodgame led the group through a Kahoot questionnaire about the middle campus. Morning Meeting is held on Wednesday at 8:30 AM. Advisory happens on all other mornings. Middle campus students take 8 subject areas (tested subjects and non-tested subjects). AGP stands for Academic Growth Period (computer platform working on academics). Every middle campus student takes Spanish. Quiet Time is before their last class block, their eyes are closed or heads are down. Students are supposed to be present and calm. Students can start clubs and find an adult to lead it. 50% of all lead teachers have an advanced degree. 53% are teachers of color. 11% of students are new this year. 68% of students that are new are students of color. 7th and 8th graders often come from tier 2 or 3 attendance zone.

Cathey and Mark Sanders encouraged more board presence at the middle campus. Board members are welcome to attend morning meetings on Wednesdays. Contact Cathey to arrange attendance at an advisory period or other class.

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

### **A. Communications Update**

Chuck Meadows reported that there was a communication plan being developed when Chuck started at ANCS. The plan is being implemented piece by piece. Working on limiting the amount of mass school-wide emailing. The number of people reading the updates is going down. Trying to funnel people now through the courier, which will be limited to current staff, board, and parents. Plans to change the format of the courier. The courier will no longer be posted to the public Facebook page. Working to increase content on public facebook *page* and instagram account. October 31st will limit the members of the private facebook *group* to current parents, faculty, and staff, and board members. ANCS staff will engage in the group.

### **B. GaDOE Annual Report**

Chuck Meadows shared a draft of the school's Annual Report that is due to the GA Department of Education on Nov 1. A lot of compliance questions. as well as information requested about our student body. There is a report for each campus, because we are under two different building codes. See draft report in the meeting packet.

### **C. Charter Renewal Update**

Chuck Meadows reported that the process has started. GCSA has been hired as our charter renewal consultant. Chuck had initial meeting with GCSA. There will be a group that works on the process. Several people will "touch" the charter renewal process even if they are not formally on the task force. First two tasks are drafting the executive summary and performance summary. Want to make the process inclusive and open. We are the only Atlanta Public School charter up for renewal. Board interviews with a panel are part of the process. Chuck will ask GCSA for more info about the process and timing.

## **VII. Business & Operations**

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

Emily Ormsby presented the monthly business and operations report. There were no questions about the report.

### **B. Annual Resolution Vote**

Kristen Frenzel made a motion to to add Emily Ormsby as a check signer to the ANCS operating account and approve the recommendation by the Business and Operations Committee that the Annual Financial Resolution will prevail in cases of conflict between the Annual Financial Resolution and the board's financial policies until further written notice.

Meeghan Fortson seconded the motion.

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

Kristen Frenzel left.

### **C. Update on Replacement of HVAC Units on Roof**

Jordache Avery reported on facilities and grounds projects. Scanning the roof, still on schedule for next year. Met with an intercom system vendors for some final proposals. A lot of work was done in the "backyard" at the middle campus. The next phase would be adding amenities and enhancements.

## **VIII. Fund Development**

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

See report in meeting packet. Meeghan reported that Gather & Grow Fund is tracking slightly ahead of monthly goals. New families, major donors, and grandparents have all been solicited. Parents will be solicited later this month with updated brochures. In second year of schoolwide sponsorship program. \$36,000 has been raised so far towards our increased sponsorship goal of \$50,000. Think about friends, neighbors, to consider sponsoring. Wonderball Auction happens every year to support operating expenses; it will be on March 7th. Four co-chairs almost confirmed. Grandparents and Special Friends day raised about \$5,000 for Gather & Grow Fund. Meeghan distributed a board pledge form and packet of information about Gather & Grow Fund and sponsorships.

Expectation that everyone on the board will give to the Gather and Grow Fund. Last year the board reached 100% participation. Pledges aren't due until June 30th. Board participation can impact ability to secure certain grants.

## **IX. Educational Excellence**

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

Hanah Goldberg reported that the Educational Excellence Committee heard from Elisa Falco from GCSA at their last committee meeting. See report in meeting packet. Elisa identified 2 goals that we are not reaching. There will most likely need to be changes to the attendance zones or the lottery. The Committee will discuss in depth, review data, and create a menu of options to present to the board for a potential vote and implementation beginning with the lottery for the 2021-2022 school year.

**B. Public Affairs Subcommittee Report**

Hanah Goldberg reported that a new school board member was elected in a special runoff election.

**X. Closing Items**

**A. Adjourn Meeting**

Lee Kynes made a motion to adjourn the meeting.

Hanah Goldberg 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 8:40 PM.

Respectfully Submitted,  
Meeghan Fortson