

APPROVED



## ATLANTA NEIGHBORHOOD CHARTER SCHOOL

helping students learn to use their minds well

# Atlanta Neighborhood Charter School

## Minutes

### ANCS Governing Board Meeting

Virtual Meeting

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#### Date and Time

Tuesday April 21, 2020 at 6:30 PM

#### Location

Virtual Meeting

Meeting ID: [meet.google.com/ifj-hezr-dnu](https://meet.google.com/ifj-hezr-dnu)

Phone Numbers: (US)+1 267-873-3249; PIN: 627 005 052#

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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 (remote), Eric Teusink (remote), Hanah Goldberg (remote), Howard Franklin (remote), Jason Rhodes (remote), Jordache Avery (remote), Kristen Frenzel (remote), Kristi Malloy (remote), Laura Melton (remote), Lee Kynes (remote), Meeghan Fortson (remote), Nakia Echols (remote), Sabrina Sexton (remote)

#### Directors Absent

None

#### Guests Present

Angela Christie, Barrett Krise, Ben Sutton, Carla Wells, Cathey Goodgame (remote), Chuck Meadows (remote), Kari Lovell (remote), Lara Zelski (remote), Mark Sanders (remote), Nicole King (remote), Paige Teusink (remote), Rachael Smith, Rhonda Collins, Tilifayea Griffin

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## **I. Opening Items**

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

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

Eric Teusink called a meeting of the board of directors of Atlanta Neighborhood Charter School to order on Tuesday Apr 21, 2020 at 6:36 PM.

### **C. Public Comment**

There were no public comments.

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

Sabrina Sexton made a motion to approve the minutes from ANCS Governing Board Meeting on 03-17-20.

Lee Kynes seconded the motion.

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

### **E. Approve Minutes from Specially Called Meeting on April 14**

Sabrina Sexton made a motion to approve the minutes from Specially Called Board Meeting on 04-14-20.

Kristi Malloy seconded the motion.

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

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

See PTCA report in board packet. Brittney Gove gave an update on recent PTCA activities.

- Run With the Wolves will be postponed until August 29 and may take place again in May 2021, depending on how the race goes in August.

- Will be producing yearbooks this year

- No end of year picnic

- 4/21 dine-out tonight; Your Pie is currently overwhelmed with the number of orders, despite warnings.

- Normally vote on budget and slate of new officers in May; planning to set up a way to vote online, anonymously.

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

Elementary Campus Principal Lara Zelski gave an update on how Phase 4 is going for Elementary students, teachers, and families. HOWL team created a great rollout plan. Attendance has been good for live sessions. Technology is hard for the younger grades. Making plans to celebrate 5th grade at end of year.

Middle Campus Principal Cathey Goodgame credited the HOWL team for how well things are going at the Middle Campus. Easier transition for Middle Campus students because they were already working in Google Classroom and other online platforms but still a learning curve. Kids seem to be doing ok. Some aspects of Middle Campus learning are more complicated to do online for example, curriculum choices for next year. Working to celebrate 8th graders, trying to stay connected.

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

### **A. 2020-2021 New Student Acceptance & Enrollment Update**

Chuck Meadows presented his Executive Director report, which can be found in the board packet.

Deadline to accept or decline admission offer for 2020-2021 year was April 17. Chuck presented the results. Only slots in Kindergarten and 6th grade have been offered so far. Of the 64 kindergarten students admitted, 25 were siblings of current ANCS students. There were 6 new 6th grade students admitted.

Disappointing news on the socio-economic front. Extended offers to only 4 socio-economically disadvantaged students, of which 2 accepted. 176 waitlisted, most outside of our tier one attendance zone.

Campus principals reported that while spots are typically held for retention, these spots will open up as retention is not likely this year; no equitable way to do it given the current situation. Also seeing lower attrition (to private schools), possibly due to economic instability.

### **B. Charter Renewal Update**

Chuck reported we are on track to meet our July 1 deadline to submit our Charter Renewal application. There has been talk of that deadline getting extended, but regardless we will still plan to meet our original deadline. Next meeting with GCSA is on April 24. There will be a detailed presentation at the next Educational Excellence Committee meeting.

### **C. COVID-19 Update**

Chuck updated the Board on HOWL (Home/Offsite Wolves Learning), the HOWL Team, and highlights from the HOWL platform. Phase 4 went into place on Monday. All 4 phases were developed upfront. Remote learning will continue through May 15, after which we'll focus on wrap up and closure of the school year.

During phase 3, the school received some feedback from parents about the 8 AM start time, but due to the level of complexity of the schedule, including grade level collaboration, lesson planning, etc., the schedule will not be shifted.

ANCS's kitchen staff has been working very hard, receiving close to 200 orders per day for meals most recently. Meals are free to all students and siblings under 18 and are reimbursed by the department of education. Each order could be for several members in a household. Approximately 2200 reimbursable meals have been served. Staff wears PPE during food prep and distribution. Meals are available to Parkside families as well. PTCA has offered to help if volunteers are needed as orders increase.

Media Centers are open by appointment only for families to check out books. Books are sanitized before and after checking out. Mike Boardman has been distributing devices to families and pickup for repairs. Distributed over 500 devices; about 50 additional to K-2 students and students with multiples. School has taken steps to ensure everyone who needs a device and/or WIFI has received resources/assistance.

Chuck reported that a special appeal for Gather & Grow Fund donations resulted in \$7,000 in additional funding to allow the school to support families with technology, groceries, and meals. So far \$3,000 has been distributed in the form of Kroger gift cards through the school's counselors. Meals have been delivered to those with transportation challenges. Support has also gone to families of teachers whose income has reduced because of no aftercare and Saturday School. The special fundraising effort allows us to respond without doing a new and different ask each time a need arises. We will continue this through the end of the school year.

No plans yet for summer.

### **III. Governance**

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

See Governance report in packet. Kristen Frenzel reported that policies continue to be reviewed and we will be voting on those policies we can move forward quickly. Others will need more time. Revised onboarding process for incoming board members. Scheduled first meeting for the task force on committee composition (Sabrina Sexton, Kristen Frenzel, and Laura Melton).

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

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

See Business & Operations report in packet. Laura Melton reported that we have a healthy cash balance. Paycheck Protection Program (CARES Act) funds were approved and received by the school on Thursday and will be reflected in the April financials. Committee had a great conversation around the process for these funds: decided to

segregate funds until we have 100% forgiveness for them or use funds to pay off loan; strong audit trails will be created; monthly reporting to the committee.

## **B. Vote on Proposed 2020-2021 Budget**

Chuck presented the 2020-2021 budget included in Board packet. He proposed a conservative budget of \$11.6 million, which is essentially the same budget as this year with a few minor adjustments. CARES Act revenue is not included in the budget. We expect some grown in allocation from APS, not reflected.

Lee Kynes made a motion to approve the 2020-2021 budget as proposed.

Howard Franklin seconded the motion.

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

## **C. Facilities Update**

Jordache provided a facilities update.

- Roof project is on schedule and may even be early due to the building being closed.

- Encore System was selected as the vendor for the new intercom/communications system at both campuses and payment of \$95,000 was sent. \$60K of this is covered by a grant. Business & Operations Committee chose vendor and approved funding as per the authority given at the March board meeting. No need to take an additional vote. Board members can review vendor bids and project info in the shared drive.

- Middle Campus buildings and grounds project is moving along.

## **V. Fund Development**

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

See Fund Development report in packet. Meeghan Fortson reported that Gather & Grow Fund is on track to meet our goal; however, given the coronavirus crisis, the strategy and messaging this spring will be different. Special effort to raise support for families of students and teachers will continue through the end of the year. \$7,000 raised for this effort in March. Auction was a great night for the school and raised \$115K (gross) for school operations. Fund Development Newsletter will go out at the end of the month to a broader community of donors (alumni parents, grandparents, community members).

## **VI. Educational Excellence**

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

See Educational Excellence report in Board packet. Hanah Goldberg reported that we will be voting at a future meeting on making changes to our Charter that will allow us to be as proactive as possible to become a more diverse student body.

### **B. Public Affairs Subcommittee Report**

Howard Franklin reported on City of Atlanta's announcement, Governor Kemp's order to loosen restrictions in Georgia, selection of APS superintendent Lisa Herring, and potential timeline for the legislative session.

## **VII. Executive Session**

### **A. Executive Session**

Eric Teusink made a motion to move into Executive Session to discuss personnel/human Resources matters.

Sabrina Sexton seconded the motion.

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

Board moved into executive session at 8:06 pm. Board members called in on a private teleconferencing number.

Board came out of Executive Session at 8:53 pm and called back into the regular meeting teleconference number.

## **VIII. New Business**

### **A. Vote to Ratify FY21 Personnel Actions**

Lee Kynes made a motion to ratify the slate of FY21 Personnel Actions as proposed by Executive Director Chuck Meadows.

Sabrina Sexton seconded the motion.

The slate of personnel actions was proposed to the board and discussed during Executive Session.

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

### **B. Vote to Approve Executive Session Minutes**

Jason Rhodes made a motion to approve minutes from Executive Session on February 18, 2020.

Sabrina Sexton seconded the motion.

These confidential minutes were reviewed by the Board during Executive Session.

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

Howard Franklin made a motion to approve minutes from Executive Session on March 17, 2020.

Kristen Frenzel seconded the motion.

These confidential minutes were reviewed by the Board during Executive Session.

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

## **IX. Closing Items**

### **A. Adjourn Meeting**

Kristen Frenzel made a motion to adjourn the meeting.

Howard Franklin 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 8:57 PM.

Respectfully Submitted,  
Meeghan Fortson