

APPROVED



**ATLANTA NEIGHBORHOOD
CHARTER SCHOOL**

helping students learn to use their minds well

Atlanta Neighborhood Charter School

Minutes

Finance and Operations Committee Meeting

Date and Time

Tuesday January 16, 2024 at 12:00 PM

Location

Elementary Campus - Meeting Trailer
688 Grant Street
Atlanta, GA 30315

Attendees may join in-person or via video conference.

In accordance with Georgia's open meetings requirements, notice of this meeting has been posted at both campuses and on the ANCS website.

Committee Members Present

Ben Sutton (remote), Chiquetta West (remote), Cory Tiede (remote), Irina Brimmell (remote), Oriol Miroso (remote)

Committee Members Absent

Drew Waddell

Guests Present

Alastair Pullen (remote), Markecia Jacobos (remote), Martha Kessenich (remote)

I. Opening Items

A. Record Attendance and Guests

B.

Call the Meeting to Order

Irina Brimmell called a meeting of the Finance & Operations Committee of Atlanta Neighborhood Charter School to order on Tuesday Jan 16, 2024 at 12:03 PM.

C. Approve Previous Month's Committee Meeting Minutes

Oriol Miroso made a motion to approve the minutes from Finance & Operations Committee Meeting on 12-11-23.

Cory Tiede seconded the motion.

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

II. Business & Operations Update

A. Financial Performance Update

Chiquetta West provided an update on the school's financial performance, revenue and expenditures through December 31, 2023.

- YTD revenue is \$1.5M higher than the target, primarily due to the increased APS allocation, timing of CARES funds and nutrition grant receipts and MACAL program growth.
- YTD expenses are \$0.5M higher than the target, primarily due to expenses incurred but not budgeted for including tenor bonus, stipends and staff retreat, timing of invoice payments, additional training costs and MACAL program growth.

B. Facilities and Grounds

Alastair Pullen provided an update on the following improvements:

- fobs access control installation on doors in February
- new pavers and gravel at the MC

C. Salary Study Update

Chiquetta West provided an update on the school's salary study. Overall, ANCS staff and teacher pay is less competitive compared to that of ANCS. Chiquetta and team have proposed various scenarios to bring the pay in line with APS to ensure competitiveness of ANCS's offering.

D. Charter Compliance Report Update

Alastair Pullen provided an update on the Charter Compliance report. Financial obligations and covenants are in line with expectations.

E. Finance & Operations Policies Review

Irina Brimmell lead the discussion regarding select Finance & Operations policies. The group discussed the actual practice to ensure it is in sync with the policy as written and identified some areas that Chiquetta and team should make some adjustments to the policy.

III. 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 12:57 PM.

Respectfully Submitted,
Irina Brimmell

Documents used during the meeting

- StatementofActivity - YTD (1).pdf
- StatementofActivity - Dec.pdf
- Finance Committee Financial Statement - December 2023 (1).xlsx
- StatementofFinancialPosition - Dec.pdf
- ANCS Finance and Operations Policies - select policies.docx