



# Albany Leadership Charter School for Girls

## Board meeting

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### Date and Time

Tuesday November 26, 2024 at 5:00 PM EST

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Meeting number (access code): 2637 377 1650

Meeting password:

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## Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>5:00 PM</b>
<b>A.</b> Public Comment			10 m
<b>B.</b> Call the Meeting to Order		Sojourner Brice	
<b>C.</b> Approve Minutes	Approve Minutes	Maggie Moree	1 m
Approve minutes for Board meeting on October 22, 2024			
<b>II. Accountability</b>			<b>5:11 PM</b>
<b>A.</b> Principal's Report /Accountability Committee Update	Discuss	Dale Getto	20 m
<b>III. Finance</b>			<b>5:31 PM</b>
<b>A.</b> October Finance Committee Report	Discuss	Maggie Moree	5 m
<b>B.</b> Q1 Financials	FYI	Maggie Moree	2 m
<b>IV. Executive Session</b>			
<b>V. Closing Items</b>			
<b>A.</b> Adjourn Meeting	Vote		

# Coversheet

## Approve Minutes

**Section:** I. Opening Items  
**Item:** C. Approve Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Board meeting on October 22, 2024

APPROVED



# Albany Leadership Charter School for Girls

## Minutes

### Board meeting

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#### Date and Time

Tuesday October 22, 2024 at 5:00 PM

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When it's time, join the Webex meeting here.

More ways to join:

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### Trustees Present

A. Harrison, D. Getto, E. Bowman, E. Robertson, J. Celestine (remote), M. Moree, S. Brice, T. Coston, V. Rhodes

### Trustees Absent

E. Harris

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## I. Opening Items

### A. Public Comment

### B. Call the Meeting to Order

S. Brice called a meeting of the board of trustees of Albany Leadership Charter School for Girls to order on Tuesday Oct 22, 2024 at 5:03 PM.

### C. Approve Minutes

V. Rhodes made a motion to approve the minutes.

E. Bowman seconded the motion.

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

## II. Accountability

### A. Principal's Report /Accountability Committee Update

Ms. Getto provided an overview of the Accountability Committee meeting and efforts to address chronic absenteeism, noting that it was a challenge in both schools. It was also remarked upon that a student may be labeled chronically absent, even if that student was ill so the numbers should be viewed with that caveat in mind. The leadership and faculty continue to work on ways to engage with families and students who are identified as chronically absent, in addition to the regular outreach conducted. Separately, the

committee had hoped for better awareness of the importance of taking and recording daily attendance. An effort is underway to ensure there is awareness on how important overall that data point is. Certain initiatives are under development to better understand various cohorts and their academic needs; it is anticipated that we will have a clearer picture of each grade and relevant cohort coming out of the first quarter to better position faculty and leadership to design targeted approaches to improved outcomes.

### III. Finance

#### A. Committee Transition Update Meeting with Boost Ed

Ms. Moree provided an update to the Board on the transition from an in-house business administrator to the Boost Ed firm, now that the firm was one month+ into providing services. The largely smooth transition has had bumps, particularly in trying to reconcile certain accounts. It was noted that when the business office transitioned earlier in 2024 from QuickBooks desktop to QuickBooks online, that the conversion was not 100% smooth. The project to reconcile all the differences between the two was not completed at the point the business administrator returned to her prior job. BoostEd is working to try to facilitate that reconciliation, but have put their heightened focus on getting the 2024-25 books off to a clean start.

#### B. Q1 Financials

Ms. Moree provided the Committee update to the Board along with the Q1 financials prepared by BoostEd. BoostEd also noted that they anticipate no issues with submitting the CSI Q1 report, and they anticipate having that completed on time. Separately BoostEd has been working closely with the auditors for completion of the FY 2023-24 independent audit. This has had some bumps along the way given that the prior business administrator was using both QB desktop and QB online. However, they have been able to be responsive to the auditors' inquiries.

### IV. Executive Session

#### A. Executive Session to Discuss Personnel Matters

M. Moree made a motion to to go into Executive Session.

A. Harrison seconded the motion.

The motion was made at 5:42 pm.

The motion to come out of Executive Session was made at 7:00 pm

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

### V. 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 7:00 PM.

Respectfully Submitted,  
M. Moree

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### Documents used during the meeting

- Board\_Accountability\_Report\_1-\_October\_(1).docx
- BoostEdMeetingOct11.pdf
- ALCSG\_Sep24\_Financials (1).pdf
- 2024\_10\_18\_q1\_financial\_statements\_review\_minutes.pdf

# Coversheet

## Principal's Report /Accountability Committee Update

**Section:** II. Accountability  
**Item:** A. Principal's Report /Accountability Committee Update  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** November AC Report 2024.docx



## Albany Leadership Charter High School for Girls Board Accountability Report – November 2024

### A. Activities, Events, & School Culture



#### Internal Events

##### Middle School & High School:

Middle School Trunk or Treat

Family Action Committee Middle School Meeting

##### External/Organization Events:

We Lead in PINK Day

Breast Cancer Awareness Walk

Hispanic Heritage Celebration

## B. Enrollment Dashboard

Students Enrolled by Cohort – As of November 4, 2024									
Grade	PS Total	Additions	Withdrawals	No Shows	Missing	Charter Target	Percent of Goal	Waitlist	Enrollments in Progress
6th	58	8	1		2	65	89%	0	2
7th	58	1	1		0	65	89%	0	2
8th	60	1	0		1	65	92%	0	1
<b>Total:</b>	<b>176</b>	<b>10</b>	<b>2</b>		<b>3</b>	<b>195</b>	<b>90%</b>	<b>0</b>	<b>5</b>

Students Enrolled by Cohort – As of November 4, 2024									
Cohort	PS Total	Additions	Withdrawals	No Shows	Missing	Charter Target	Percent of Goal	Waitlist	Enrollments in Progress
2024	65	1	1		1	65	100%	5	0
2023	49	1	5		0	65	75%	0	1
2022	50	2	2		1	65	77%	0	0
2021	49	0	1		1	60	82%	4	0
2020	10	0	0		9	0		0	0
<b>Total:</b>	<b>223</b>	<b>4</b>	<b>9</b>		<b>12</b>	<b>255</b>	<b>87%</b>	<b>9</b>	<b>1</b>

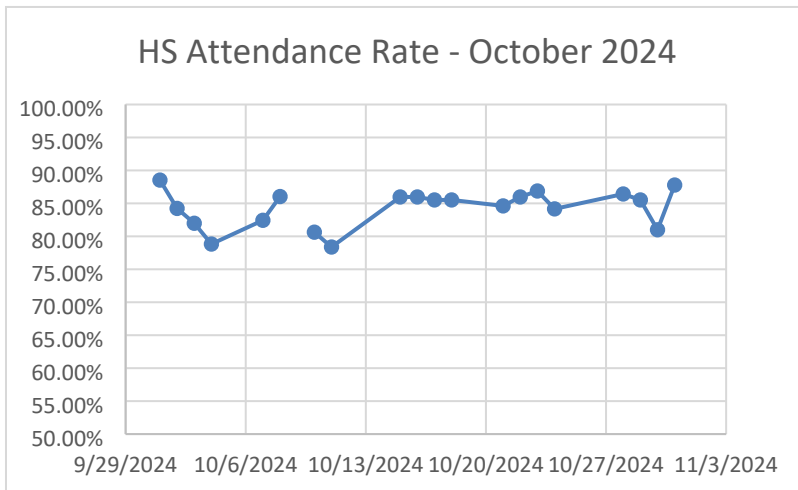
- Withdrawals between first day of school and 10/04/24
- No shows, newly enrolled to ALCS but has not shown up yet. Working with building leaders and attendance officer to determine who hasn't shown up yet.
- Missing classified as student who attended 2023-2024 and has not shown up yet.
- Additions: enrolled since 10/04/24

Comparison Enrollment by Month: Three-Year Trend			
Month	2022-23	2023-2024	2024-2025
September	MS=154/HS=263 <b>417</b>	MS=185/HS=208 <b>393</b>	MS=168/HS=219 <b>387</b>
October	MS=155/HS=259 <b>414</b>	MS=181/HS=209 <b>390</b>	MS=176/HS=221 <b>397</b>
November	MS=153/HS=254 <b>407</b>	MS=183/HS=203 <b>386</b>	
December	MS=150/HS=252 <b>402</b>	MS=183/HS=205 <b>388</b>	
January	MS=145/HS=249 <b>394</b>	MS=184/HS=210 <b>394</b>	
February	MS=142/HS=243 <b>385</b>	MS=187/HS=209 <b>396</b>	
March	MS=134/HS=234 <b>368</b>	MS=185/HS=208 <b>393</b>	
April	MS=132/HS=233 <b>365</b>	MS=181/HS=204 <b>385</b>	
May	MS=131/HS=232 <b>363</b>	MS=180/HS=204 <b>384</b>	
June	MS=131/HS=232 <b>363</b>	MS=180/HS=199 <b>379</b>	

### C. Attendance Dashboard

Month	Middle School ADA%		High School ADA%	
	2023-2024	2024-2025	2023-2024	2024-2025
September	96.23%	89.62%	82.18%	78.74%
October	89.60%	**	84.68%	84.31%
November	84.00%		81.53%	
December	76.84%		80.12%	
January	78.06%		78.38%	
February	76.70%		81.34%	
March	79.97%		80.07%	
April	83.36%		76.84%	
May	83.25%		77.74%	
June	78.10%		74.22%	

Middle School			High School		
Grade	Average Daily Attendance (October 2024)	Chronic Absenteeism (YTD)	Cohort	Average Daily Attendance (October 2024)	Chronic Absenteeism (YTD)
6	**	**	1 <sup>st</sup> Year	88.03%	43.75%
7	**	**	2 <sup>nd</sup> Year	79.68%	56.00%
8	**	**	3 <sup>rd</sup> Year	80.04%	58.82%
			4 <sup>th</sup> + Year	87.71%	54.24%
<b>Total</b>	<b>**</b>	<b>**</b>	<b>Total</b>	<b>84.31%</b>	<b>52.68%</b>

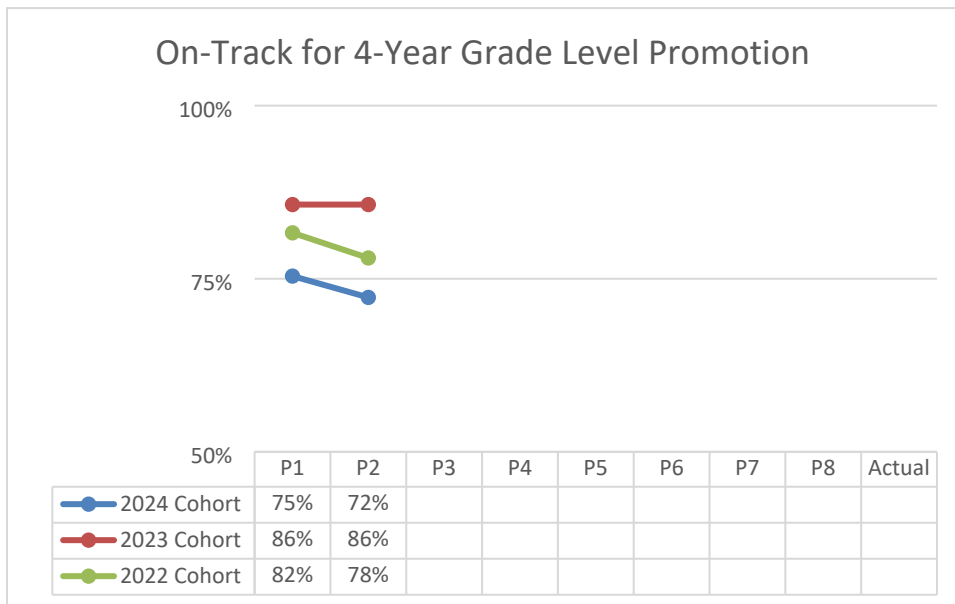


\*\* - A glitch in PowerSchool Attendance has caused daily attendance to be marked as “Absent” for all Middle School students, 9/20 through 11/1. Causes are being investigated before fixes can be applied. Meeting (period) attendance seems to be unaffected.

### D. Academics Dashboard (PoP 2: 10/7/24 – 11/8/24)

Achievement by Grade Level				
Grade Bin	Grade			
	6	7	8	Grand Total
At Risk (GPA less than 2.0)	23	35	37	95
Low Risk (GPA between 2.0 and 3.3)	31	20	20	71
Honor Roll (GPA between 3.3 and 3.7)	2	3	2	7
High Honor Roll (GPA at least 3.7)	0	0	0	0
<b>Grand Total</b>	<b>56</b>	<b>58</b>	<b>59</b>	<b>173</b>

Achievement by Cohort					
Grade Bin	Cohort				Grand Total
	2024	2023	2022	2021	
At Risk (GPA less than 2.0)	23	23	21	11	78
Low Risk (GPA between 2.0 and 3.3)	30	20	22	21	93
Honor Roll (GPA between 3.3 and 3.7)	9	5	6	8	28
High Honor Roll (GPA at least 3.7)	2	1	0	8	11
<b>Grand Total</b>	<b>64</b>	<b>49</b>	<b>49</b>	<b>48</b>	<b>210</b>



**E. Teacher Retention Dashboard**

<b>Middle School September 2024 Teacher Retention</b>				
<b>Content Area</b>	<b>Total teachers</b>	<b>Total teachers retained</b>	<b>Percent of teachers retained</b>	<b>Reason/Notes</b>
6 <sup>th</sup> Grade ELA	1	1	100%	
6 <sup>th</sup> Grade Math	1	0	0%	Ms. Allen is teaching 6 <sup>th</sup> Grade Math as of November 4, 2024.
6 <sup>th</sup> Grade Science	1	1	100%	
6 <sup>th</sup> Grade Social Studies	1	1	100%	
ELA 7/8	1	1	100%	
Social Studies 7/8	1	1	100%	
Math 7/8	1	1	100%	
Science 7/8	1	1		7/8 <sup>th</sup> Grade Interviews are in process
Encores	4	3	75%	Art/Music-Teacher Resigned 9/10/24-Not the "right fit". Job reposted on 9/11/24. Interviewed candidates; when we reach out, they have not communicated back.
Resident Teachers	1	1	100%	Currently in the 7 <sup>th</sup> and 8 <sup>th</sup> Grade Science room
SPED	1	0	0%	SpEd teacher resigned as of November 1 <sup>st</sup> . Interviews are scheduled for 11/20 and 11/25.
MTSS	1	1	100%	
ENL	1	0	0%	
<b>Total</b>	<b>16</b>	<b>12</b>	<b>75%</b>	
<b>High School July Teacher Retention</b>				
<b>Content Area</b>	<b>Total teachers</b>	<b>Total teachers retained</b>	<b>Percent of teachers retained</b>	<b>Reason/Notes</b>
ELA	4	3	75%	Resident teacher filling the role
Social Studies	3	3	100%	
Math	3	3	100%	1 Teacher on maternity leave (not likely to return)
Science	3	3	100%	
Encores	5.5	5.5	100%	
Resident Teachers	2	2	100%	
SPED	3	2	83%	1 teacher resigned 10/15 Hired teacher Start date 10/18
MTSS	1	1	100%	
ENL	2	2	100%	
<b>Total</b>	<b>26.5</b>	<b>24.5</b>	<b>92%</b>	

**F. Assessments Dashboard**

No new assessment data, next update in January 2025 with Winter NWEA.

**G. 9-12 Accountability Dashboard**

2021 Cohort	Metric	CSI Target	As of 11/1/2024
<b>Academic Progress</b>	ELA	65% score 4+ 80% score 3+	9/50 4+ = 18.0% 38/50 3+ = 76.0%
	Math	65% score 4+ 80% score 3+	1/50 4+ = 2.0% 27/50 3+ = 54.0% 29/50 3+Exempt = 58.0% 41/50 including Special Appeals
<b>English Language Proficiency</b>	ELP	N/A	TBD
<b>Chronic Absenteeism</b>	CA	N/A	52.68% (HS) TBD (MS)
<b>Graduation Rate</b>	4-Year	75%	1/54 = 1.9% 4 Drops (potential) 50/54 = 92.6%
	5-Year	95%	26/39 = 66.7%
<b>College, Career, and Civic Readiness</b>	CCCRI	75% of grads demonstrate college readiness	21/50 = 42.0% (potential) 44/50 = 88.0%

# Coversheet

## October Finance Committee Report

**Section:** III. Finance  
**Item:** A. October Finance Committee Report  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** ALCSG Oct24 Financials.pdf

**ALBANY LEADERSHIP CHARTER SCHOOL FOR GIRLS**  
**FINANCIAL STATEMENTS FOR THE YEAR ENDING JUNE 30, 2025**  
 Current Month

4

	Actual YTD Oct24	Budget YTD Oct24	Variance YTD Oct24	Budget Annual FY25	Variance Annual FY25	Forecast Annual FY25	Variance vs Budget FY25	Variance vs Annual FY25
Enrollment	414.411	435.000	-20.589	435.000	-20.589	399.000	-36.000	-15.411
Per Pupil-GEN	2,369	2,497	(128)	7,492	(5,123)	6,856	(636)	4,487
Per Pupil-SPED (including IDEA)	-	13	(13)	38	(38)	38	-	38
Federal Revenue	171	89	82	267	(96)	236	(31)	65
Fundraising	-	17	(17)	51	(51)	-	(51)	-
Other	137	123	14	369	(232)	418	49	281
<b>Total Revenue</b>	<b>2,677</b>	<b>2,739</b>	<b>(62)</b>	<b>8,217</b>	<b>(5,540)</b>	<b>7,548</b>	<b>(669)</b>	<b>4,871</b>
Personnel	1,550	1,976	426	5,928	4,378	5,127	801	3,577
Facilities	423	494	71	1,483	1,060	1,291	192	868
All Other Expenses	538	416	(122)	1,249	711	1,335	(86)	797
<b>Total Expenses</b>	<b>2,511</b>	<b>2,887</b>	<b>376</b>	<b>8,660</b>	<b>6,149</b>	<b>7,753</b>	<b>907</b>	<b>5,242</b>
<b>Net Surplus (Deficit)</b>	<b>166</b>	<b>(148)</b>	<b>314</b>	<b>(443)</b>	<b>609</b>	<b>(205)</b>	<b>238</b>	<b>(371)</b>
Depreciation Expense	133	127	6	382	249	382	-	249
<b>EBITDA</b>	<b>299</b>	<b>(20)</b>	<b>319</b>	<b>(61)</b>	<b>360</b>	<b>177</b>	<b>238</b>	<b>(122)</b>
<b>Total Cash</b>	<b>1,542</b>	<b>36</b>	<b>1,506</b>	<b>109</b>	<b>1,433</b>	<b>523</b>	<b>414</b>	<b>(1,019)</b>
Total Margin	6%	-5%	12%	-5%	12%	-3%	3%	-9%
Days Cash on Hand	75	2	73	5	70	25	20	(50)
Expense per Student	6	7	(1)	20	14	19	0	(13)
Facilities Coverage	2	1	1	1	1	0	(1)	(2)



**ALBANY LEADERSHIP CHARTER SCHOOL FOR GIRLS  
FINANCIAL STATEMENTS FOR THE YEAR ENDING JUNE 30, 2025  
ROLLING CASH FLOW PROJECTION**

	<b>Oct24</b>	<b>Nov24</b>	<b>Dec24</b>	<b>Jan25</b>	<b>Feb25</b>	<b>Mar25</b>	<b>Apr25</b>	<b>May25</b>	<b>Jun25</b>
Enrollment	414.411	399.000	399.000	399.000	399.000	399.000	399.000	399.000	399.000
Per Pupil (GEN/SPED/Facilities)	592	1,400	-	1,143	-	1,143	-	1,143	-
Federal Revenue	151	40	-	-	-	-	-	-	190
All Other Revenue	7	5	5	5	5	5	5	5	5
<b>Total Revenue</b>	<b>750</b>	<b>1,445</b>	<b>5</b>	<b>1,148</b>	<b>5</b>	<b>1,148</b>	<b>5</b>	<b>1,148</b>	<b>195</b>
Personnel	375	592	394	394	394	394	394	394	394
Facilities	192	108	108	108	108	108	108	108	108
All Other Expenses	138	111	111	111	111	111	111	111	111
<b>Total Expenses</b>	<b>705</b>	<b>810</b>	<b>613</b>	<b>613</b>	<b>613</b>	<b>613</b>	<b>613</b>	<b>613</b>	<b>613</b>
<b>Net Surplus (Deficit)</b>	<b>45</b>	<b>635</b>	<b>(608)</b>	<b>535</b>	<b>(608)</b>	<b>535</b>	<b>(608)</b>	<b>535</b>	<b>(418)</b>
Add Back Depreciation	38	40	40	40	40	40	40	40	40
Fixed Asset Purchases	-	-	-	-	-	-	-	-	-
Deferred Revenue	1,044	-	-	-	-	-	-	-	-
Accrued Revenue	(1,495)	-	-	-	-	-	-	-	-
Accrued Expenses	280	-	-	-	-	-	-	-	-
<b>Total Cash Effect</b>	<b>(88)</b>	<b>675</b>	<b>(568)</b>	<b>575</b>	<b>(568)</b>	<b>575</b>	<b>(568)</b>	<b>575</b>	<b>(378)</b>
Beginning Cash	1,631	1,543	2,218	1,649	2,224	1,656	2,231	1,663	2,238
Increase (Decrease) in Cash	(88)	675	(568)	575	(568)	575	(568)	575	(378)
<b>Ending Cash</b>	<b>1,543</b>	<b>2,218</b>	<b>1,649</b>	<b>2,224</b>	<b>1,656</b>	<b>2,231</b>	<b>1,663</b>	<b>2,238</b>	<b>1,860</b>
Bond and Escrow Accounts	1,337	1,337	1,337	1,337	1,337	1,337	1,337	1,337	1,337
From Ledger	1,542	-	-	-	-	-	-	-	-
Cash Accessible for Use	206	881	312	887	319	894	326	901	523
% Increase (Decrease) in Enrollment	0%	-4%	0%	0%	0%	0%	0%	0%	0%
% Increase (Decrease) in Revenue	-98%	93%	-100%	22853%	-100%	22860%	-100%	22860%	-83%
% Increase (Decrease) in Expenses	13%	15%	-24%	0%	0%	0%	0%	0%	0%

# Coversheet

## Q1 Financials

**Section:** III. Finance  
**Item:** B. Q1 Financials  
**Purpose:** FYI  
**Submitted by:**  
**Related Material:** ALCSG 2024-2025 Quarterly Reporting (10.21.24).xlsx

## Notice

The following file is attached to this PDF. You will need to open this packet in an application that supports attachments to pdf files, e.g. [Adobe Reader](#):

ALCSG 2024-2025 Quarterly Reporting (10.21.24).xlsx