

APPROVED



ALBANY LEADERSHIP
CHARTER HIGH SCHOOL FOR GIRLS

Albany Leadership Charter School for Girls

Minutes

Board Meeting

Date and Time

Thursday September 27, 2018 at 5:00 PM

Location

Albany Leadership High School for Girls

Trustees Present

E. Robertson (remote), J. Vallee, M. Moree, S. Cates-Williams

Trustees Absent

J. Celestine

Guests Present

C. Cook, Jennie Evans

I. Opening Items**A. Record Attendance and Guests****B. Call the Meeting to Order**

M. Moree called a meeting of the board of trustees of Albany Leadership Charter School for Girls to order on Thursday Sep 27, 2018 at 5:10 PM.

Ms. Moree welcomed a member of the ALH Leadership Team, Jennie Evans, who is observing the Board meeting as part of a graduate class she is taking. She may be following up with Board Members to conduct 1:1 interviews as a separate part of this same class.

C.

Approve Minutes

J. Vallee made a motion to approve minutes from the ALH July Board meeting on 08-16-18 ALH July Board meeting on 08-16-18.

S. Cates-Williams seconded the motion.

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

II. Principal/Board Start of School Year Overview

A. Approval of Student Handbook/Code of Conduct

M. Moree made a motion to approve the Student Handbook/Code of Conduct for 2018-19 School Year.

J. Vallee seconded the motion.

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

B. Principal's Report

Ms. Cook provided the Board with an overview on the first month of school operations which also represented her first month as school leader. Despite some hiccups just prior to the opening of the school year, the first month has functioned according to plan, minimum disruption with faculty, and on-the-job learning with our new structure of home-school coordinators who are intended to serve as a way to address school culture issues identified through various surveys of staff and students. An overview on enrollment was provided (361 students started the school year), 37 ELL students are among the student mix, and the top priority has been to ensure school culture moved from reactive to proactive.

III. Finance

A. Finance Dashboard

Ms. Moree presented the Finance Report providing details on the Finance Committee meeting to the Board. This early in the school year, the financial dashboard does not show any deviations from plan. She noted that the Finance Committee along with the Business Administrator conducted an in depth review of the financial statements against spend, given some of the unanticipated staff budget elements which occurred over the summer. After that review, the committee felt the budget remained on plan, and no material modifications needed to be made. Expenditures made could all be sufficiently accommodated within the adopted school budget.

B. Enrollment Dashboard

Ms. Moree advised that the dashboard showed ALH fully enrolled for the start of the school year. While churn is to be expected, the high rate of retention in the upper grades reflected increases from prior years and represents the strong effort of the leadership team to demonstrate the value proposition to our families and students. Focus on

developing a very strong 9th grade pipeline continues to be a focus and the Finance Committee and the Board will expect a more detailed plan from the leadership team in November.

IV. Closing Items

A. New Board Members

J. Vallee made a motion to approve Mr. Harris and Ms. Bowman as trustees of the ALH Board; trustees cannot vote until CSI has approved their membership on the Board.

S. Cates-Williams seconded the motion.

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

B. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:30 PM.

Respectfully Submitted,

M. Moree