

APPROVED



# Albany Leadership Charter School for Girls

## Minutes

### Board meeting

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#### Date and Time

Tuesday July 23, 2024 at 5:00 PM

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19 Hackett Boulevard, Albany, NY  
5:00 PM

Albany Leadership Board Meeting

<https://albanyleadership.my.webex.com/albanyleadership/my/j.php?MTID=ma9540228c804b85a65ad69de95be34a6>

Tuesday, July 23, 2024 5:00 PM | 1 hour 30 minutes | (UTC-04:00) Eastern Time (US & Canada)  
Occurs the fourth Tuesday of every month effective 9/26/2023 from 5:00 PM to 6:30 PM, (UTC-04:00) Eastern Time (US & Canada)

Meeting number: 2637 377 1650

Password: vJjAdmP352 (85552367 when dialing from a phone or video system)

Join by video system

Dial [26373771650@webex.com](tel:26373771650)

You can also dial [173.243.2.68](tel:173243268) and enter your meeting number.

Join by phone

+1-650-479-3208 United States Toll

Access code: 263 737 71650

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### **Trustees Present**

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

### **Trustees Absent**

*None*

### **Guests Present**

N. Currie

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## **I. Opening Items**

### **A. Record Attendance**

### **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 Jul 23, 2024 at 5:09 PM.

### **C. Approve June Board Minutes**

A. Harrison made a motion to approve the minutes from Board meeting on 06-25-24.

M. Moree seconded the motion.

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

## **II. Accountability**

### **A. Summer School & End of 2022-23 Academic Data**

Ms. Getto reviewed the Committee's discussion and asked Mr. Romero to review the currently available end of school year data with the full Board. The Committee had reviewed certain available information but asked that the leadership team provide a more concise means by which to evaluate overall outcomes. Ms. Getto noted that the committee is working on developing more actionable Middle School metrics for the program and policy teams to work with.

Ms. Getto noted that summer school was underway and more robust data would be available in early September for high school students. Separately a question was raised on whether or not the school had a cell phone policy; it was clarified that the school system already had a 'no cell phone' policy.

A discussion on the enrollment projections for the middle and high school was reviewed by the full board. Leadership noted that the last several years saw an 80% student retention/persistence rate and that the recruitment team was factoring that into their projections.

### III. Finance

#### A. June Financial Dashboard/Financial Statements

Ms. Moree presented the June financial statements. She advised/reminded the Board that the Business Administrator had resigned her position and that, given the churn and competition for individuals in that skill set, the Committee was evaluating whether to use an outside firm to perform the functions. At least three other charter schools in the region had outsourced their BA functions, and the committee was interviewing firms in this space. Mr. Currie noted that he had posted the position and had received several resumes for the position. He indicated he would review those with the Committee, as the position is a dotted line to the Board.

#### B. Employee Handbook, Electronic Monitoring Notice, Student/Family Handbooks

The Board reviewed updated handbooks and electronic monitoring notices provided by outside counsel. Leadership advised they were still working through some of the changes to ensure that the handbooks aligned with existing practice. The Board had previously approved the books in concept and noted that outside counsel recommendations had been incorporated into the revised versions.

### IV. Other Business

#### A. Executive Session

S. Brice made a motion to Go into executive session at 6:10 pm to discuss personnel matters with Mr. Currie.

M. Moree seconded the motion.

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

S. Brice made a motion to come out of Executive Session at 7:10 pm.

M. Moree seconded the motion.

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 7:10 PM.

Respectfully Submitted,

M. Moree

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### **Documents used during the meeting**

- Board Accountability Report - June\_2024.pdf
- Enrollment Report\_2024-2025\_071124 copy.pdf
- ALCS Financials June 2024.pdf
- ALH Financial Dashboard June 2024.pdf
- ALCS 2024-2025 Employee Handbook (BSK Revised June 2024)(17990291.4).pdf
- Form 6.17.1 Electronic Communications Agreement (BSK Revised July 2024) (18051999.1).pdf
- Sample Electronic Monitoring Notice.pdf
- Family Handbook - MS2024-25(18114903.1).docx
- Family Handbook - HS2024-25(18114910.1).docx