

DRAFT



# Albany Leadership Charter School for Girls

## Minutes

### Monthly Finance Committee Meeting

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#### Date and Time

Friday August 22, 2025 at 8:00 AM

#### Location

**ALCS Webex changed the Webex meeting information.**

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

Occurs the third Friday of every month effective Friday, June 20, 2025 from 8:00 AM to 9:00 AM,  
(UTC-04:00) Eastern Time (US & Canada)

8:00 AM | (UTC-04:00) Eastern Time (US & Canada) | 1 hr

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#### More ways to join:

#### Join from the meeting link

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<https://albanyleadership.my.webex.com/albanyleadership.my/j.php?MTID=m8572a3fc8c9ab261f62a9113c5fcae1f>

### **Join by meeting number**

Meeting number (access code): 2630 027 1111

Meeting password: bBmQyMEs783 (22679637 when dialing from a phone or video system)

### **Tap to join from a mobile device (attendees only)**

[+1-650-479-3208](tel:+1-650-479-3208).,[26300271111#22679637#](tel:+1-650-479-3208) United States Toll

Some mobile devices may ask attendees to enter a numeric password.

### **Join by phone**

+1-650-479-3208 United States Toll

[Global call-in numbers](#)

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Dial [26300271111@webex.com](tel:26300271111@webex.com)

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

Need help? Go to <https://help.webex.com>

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### **Committee Members Present**

E. Robertson (remote), J. Celestine (remote), M. Moree (remote), R. Large (remote), S. Brice (remote)

### **Committee Members Absent**

*None*

### **Guests Present**

J. Moreau (remote)

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## **I. Opening Items**

### **A. Record Attendance**

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

M. Moree called a meeting of the Finance Committee of Albany Leadership Charter School for Girls to order on Friday Aug 22, 2025 at 8:05 AM.

### **C. Approve Minutes**

M. Moree made a motion to approve the minutes from Monthly Finance Committee Meeting on 07-18-25.

E. Robertson seconded the motion.

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

## **II. Finance**

### **A. Monthly Financial Statement Review**

The July financial statements were discussed; as it was the new school year the statements were discussed in the broad context noting that the fiscal year was too new to draw any serious conclusions from the budget.

### **B. Enrollment Review**

The Committee spent significant time discussion the various projections on enrollment with Dr. Large. It was noted that several updated projections had been shared with the committee members and the nuances of each were vetted. Discussion focused on charter target vs budget target and the need to ensure that internal processes were tight, to avoid any leakage. The Committee stressed the need to have ensure a student retention strategy was in place for the month of September. It was acknowledged that September has a lot of churn among students -- and the goal to ensure that we maximize enrollment is tied to every family and student feeling seen and touched by the leadership team. Based on the enrollment projections shared just before the meeting, it appeared the enrollment projections would be less than what the adopted budget incorporated. Dr. Large assured that it was all hands on deck to ensure returning and new students chose ALCSG as their "home".

## **III. Other Business**

### **A. Audit Update**

Ms. Moree noted that the audit was underway. Information requested was being provided and with new auditors, there was a degree of foundational information that needed to be completed at the auditors' request. She did not see any hurdles and

indications are that the audit would be on time, and draft statements would be ready for review in mid-October at the latest.

#### IV. 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 9:00 AM.

Respectfully Submitted,

M. Moree

E. Robertson made a motion to adjourn the meeting.

J. Celestine seconded the motion.

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

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#### Documents used during the meeting

- 2024-2025 Enrollment Dashboard for Accountability Report - Google Sheets.pdf
- Summer 2025 Enrollment Projection - 2025-08-21.pdf