

APPROVED



ALBANY LEADERSHIP
CHARTER HIGH SCHOOL FOR GIRLS

Albany Leadership Charter High School

Minutes

Board Meeting

Date and Time

Monday October 26, 2020 at 5:00 PM

Trustees Present

A. Harrison (remote), E. Bowman (remote), E. Harris (remote), E. Robertson (remote), J. Celestine (remote), M. Moree (remote)

Trustees Absent

S. Cates-Williams

Guests Present

C. Cook (remote), Dr. Audu (remote), Jennie Evans (remote), R. Smith (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

E. Robertson called a meeting of the board of trustees of Albany Leadership Charter High School to order on Monday Oct 26, 2020 at 5:02 PM.

C. Approve Minutes

M. Moree made a motion to approve the minutes from Board Meeting on 09-28-20.

E. Bowman seconded the motion.

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

II. Accountability

A. Principal's Report

Ms. Cook advised on various events undertaken in the month. A discussion of enrollment was had with the board. Leadership team members advised that they had connected with all but six students in terms of engagement and active

education participation. Chronic absentee rates were discussed, and while lower than prior year, all acknowledged that the pandemic made this more challenging to ensure students value and understand the risks taken with chronic absenteeism. Teacher retention was at 100% and POP 1 results were completed.

B. Accountability Committee Report Out

As Ms. Williams the committee chair was unable to attend, Ms. Bowman and Robertson provided an overview on the Committee Meeting and assignments provided to the Leadership Team for follow-up.

III. Finance

A. Finance Committee Report

Ms. Moree as Finance Chair presented on the Committee Meeting and the financial statements. The financial dashboard was reviewed with the full board and questions were posed about anticipated challenges resulting from enrollment gaps. The Finance Committee has provided guidance to the Leadership Team on expectations of the Team as the Committee closely monitors all aspects of revenue and expenditures. The Committee Chair advised the Board that she did not anticipate any formal budget modifications needed at this point in the school year and advised that the Committee will continue due diligence to ensure revenues and expenses remain aligned.

Separately the Committee went through with the Board the extraordinary expense sheet representing items necessary due to the pandemic. The Committee has this now as a standing report and will be using the information to frame next year's school budget as well as to ensure that faculty have all necessary tools available to provide a robust educational experience. Mr. Smith advised that he does not see any immediate needs in terms of technology, software, or hotspots, but that he will continue to monitor closely.

Finally the Committee asked Mr. Smith to prepare a Gantt Chart to allow the Board to execute on all necessary actions in advance of advancing the school's mission to broaden to an academy model offering grades 6-12. While there is no final disposition on the Board's request of CSI to expand to include grades 6-8, the Board was informed that CSI had requested additional information which was provided. It was noted that approval from CSI may not come until January leaving little room for more significant stress testing of necessary 'opening' steps. A subcommittee of the board, comprised of Mr. Harris, Mr. Celestine and Ms. Moree will use the Gantt Chart as a vehicle through which to stress test all financial areas of operation of a middle school with an anticipated start date of grade 6 in the Fall of 2021.

B. Auditor Report

J. Celestine made a motion to accept the EFPR Group 2019-2020 Independent Audit Results as presented.

M. Moree seconded the motion.

EFPR (David Urban and Brian Sawna presented to the Board on the scope of the audit and the audit results. They referenced two new accounting standards applied in this audit and we discussed how grants are reported on the financial statements. The board **VOTED** unanimously to approve the motion.

IV. Closing Items

A. Adjourn Meeting

E. Bowman made a motion to Adjourn the Meeting.
E. Robertson seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made,
seconded and approved, the meeting was adjourned at 6:24 PM.

Respectfully Submitted,
M. Moree

Documents used during the meeting

- Principal's Report - September_2020.docx
- ALH Financial Dashboard SEP2020.pdf
- Albany Leadership Charter Draft FS 2020.pdf