

APPROVED



ALBANY LEADERSHIP
CHARTER HIGH SCHOOL FOR GIRLS

Albany Leadership Charter High School

Minutes

Board Meeting

Date and Time

Monday January 25, 2021 at 5:00 PM

Trustees Present

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

Trustees Absent

J. Celestine

Guests Present

C. Cook (remote), Jennie Evans (remote), LeAnna Hall (remote), Natalie Orcutt (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 Jan 25, 2021 at 5:05 PM.

C. Approve Minutes

M. Moree made a motion to approve the minutes from Board Meeting on 11-23-20.

E. Bowman seconded the motion.

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

II. Accountability

A. Principal's Report

Ms. Cook reviewed the various elements of the Principal's Report including enrollment, attendance, student engagement, and academic achievements. The

Board had a special presentation from Ms. Hall on efforts she is leading around social emotional learning and social awareness, and efforts to ensure lesson plans and professional development incorporate best practices in these areas.

B. Accountability Committee Report Out

The Committee met and reported out to the Board on various activities underway at ALH including student outreach in support of academic engagement particularly to at-risk students; one on one engagement with seniors to assist with college applications and acceptances; development activities including recently received grants; and events including food distribution services for our families. The Committee will continue to work with the leadership team to refine a development strategy and messaging.

III. Finance

A. Finance Committee Report

Ms. Moree provided the details of the Finance Committee meeting and report to the Board. The Financial Dashboard and statements were reviewed with no concerns warranting Board review. Budget lines are tracking largely to expectation. The Business Administrator continues to track extraordinary expenses related to COVID, and the committee will be looking to identify which areas of expense ought best be built into overall budget planning for future school years.

B. Middle School Budget Development

The Finance Committee discussed with the leadership team the need for a timeline to track acquisition of talent and infrastructure to support the expansion into a 6-12 model. With CSI approval and the addition of one grade anticipated for the 2021-22 school year, the Finance team will be prepared to present at the February Finance Committee meeting a schedule for the resources needed to ensure expansion targets can be met.

Mr. Smith expects to have a finalized document for the Board adhoc committee review to evaluate space needs for the expansion and which options make sense to further pursue. Ms. Moree committed to convening the adhoc committee such that a decision on initial next steps could be made prior to the February Finance Committee meeting.

C. School Year 2021-22 Budget Development Timeline

Ms. Moree advised the Board that budget development will begin in earnest commencing with the February Finance Committee meeting. Timelines for various components of the budget will be established and all members of the board are invited to participate in the development process. Leadership team will provide as a starting point any aspirational objectives for the 2021-22 school year. Mr. Smith has been encouraged to finalize an analysis of technology needs (hardware and software) prior to March, such that any significant needs can be addressed to avoid backlogs or challenges to kick off the new school year.

IV. Other Business

A. Board Membership Opening

Ms. Robertson advised board members that due to the recent resignation of Ms. Cates-Williams because of increased work demands, an opening for board membership exists. All were encouraged to bring any potential candidates to Ms. Robertson.

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 6:10 PM.

Respectfully Submitted,
M. Moree

Documents used during the meeting

- Principal's Report - December_2020 (1).docx
- ALH Financial Dashboard DEC 2020.pdf
- Albany Leadership Final.pdf