

APPROVED



ALBANY LEADERSHIP
CHARTER HIGH SCHOOL FOR GIRLS

Albany Leadership Charter High School

Minutes

Monthly Board Meeting

Date and Time

Monday March 28, 2022 at 5:00 PM

Trustees Present

A. Harrison, E. Bowman, E. Harris, E. Robertson, J. Celestine

Trustees Absent

M. Moree

Guests Present

C. Cook, C. Serrano, J. Evans, N. Orcutt, R. Smith

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 Mar 28, 2022 at 5:00 PM.

C. Approve November Board Meeting Minutes

E. Robertson made a motion to Approve January 2022 Board meeting minutes.
E. Bowman seconded the motion.
The board **VOTED** to approve the motion.

D. December Middle School Building Option Minutes

II. Accountability Committee Report

A. Principal's Report

Internal and External Events- February was a busy month for internal and external events. Nice job and kudos to all.

Enrollment-The enrollment report was reviewed. Enrollment is now at 328 Applications are coming in for the 2022-2023 year So far 31 applications for 6th grade, 40 for ninth, and 10 for 7th. Attendance

Attendance is still a concern They continue to work with students who may be out due to illness to offer tutoring opportunities. ADA student attendance did increase since last month.

Development Ms. Orcutt continues to work on Development/Fundraising. Annual Fund, Corporate Partners are head of the goal.

Teacher Retention-Retention is strong. One personnel issue created a vacancy but that is bring filled.

Accountability measures. POP#5 ended. At-risk student number has decreased and the Low-Risk Honor roll continues to get stronger.

Alumni-we are still getting information about our alums and how many are in college or graduated from college.

College Acceptances-Strong numbers for applications and acceptances.

HS Principal Search 3 rounds of interviews were made for the High School principal's position. The process resulted in 3 finalists. Dr. Nicole Jones, one of the finalists was made an offer. A search is also being done for an assistant principal's position.

B. Vote to recruit for 8th grade

J. Celestine made a motion to Approve recruiting for the 2022-2023 academic year.

E. Bowman seconded the motion.

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

III. Finance

A. Finance Committee Report Out

February Financial Dashboard & Financial Statements The Committee discussed February financial statements and dashboard with the leadership team. Most items are trending as expected; it was noted that certain federal pandemic relief funds may need to be realigned consistent with their intended purpose but not materially changing any budgetary expectations for ALH. B. C. D. Enrollment Dashboard Ms. Cook alerted the Committee to two successful recruitment events held recently. The Committee discussed with leadership the goal to amend the charter to permit for recruitment across all three grades (6, 7, and 8) given that the facility location is near certain under the terms of a five-year lease. Other enrollments by grade issues were discussed to better understand any impacts on budget development and the current budget. Federal Funding Update Mr. Smith is working on documents to understand and be prepared for federal reporting and to make recommendations on any realignment from the plan to ensure the use of funds is consistent with the purpose and meeting the school's current needs. 2022-2023 Budget Development Three possible capital projects were discussed. Mr. Smith anticipates having bids/quotes for each of them by the April meeting. These projects are for the Hackett Boulevard building only and include (1) a

possible new PA system, (2) grading for the back parking lot to address draining issues; (3) new signage for Hackett Boulevard.

B. February Financial Dashboard

C. Middle School Expansion updates

Committee members discussed various elements of the draft lease, and elements prioritized for building modifications and maintenance that will be necessary to complete prior to the start of the new school year. Mr. Smith is preparing a budget that will reflect both the issues necessary for the building, as well as various scenarios on revenue (enrollment) vs expenses given this updating of the charter to permit recruitment of all 3 grades for the upcoming school year. Committee members will review in detail for the April meeting to better incorporate an overall short and long term plan for all Board members to consider as the school builds

IV. New Business

A. Request for new Board members/Committee chairs

Ms. Robertson noted the need for an additional board member to assume the Parent's designated seat. She asked that all board members give consideration to referring any possible new members to her for consideration.

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 6:45 PM.

Respectfully Submitted,
E. Robertson