

APPROVED



ALBANY LEADERSHIP
CHARTER HIGH SCHOOL FOR GIRLS

Albany Leadership Charter School for Girls

Minutes

Board Meeting

Date and Time

Monday October 24, 2022 at 5:00 PM

Trustees Present

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

Trustees Absent

T. Omorogbe

Guests Present

C. Cook, J. Evans, 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 School for Girls to order on Monday Oct 24, 2022 at 5:10 PM.

II. Approve September Board Meeting Minutes

A. Vote September meeting minutes

M. Moree made a motion to approve the minutes from Board Meeting on 09-26-22.

J. Celestine seconded the motion.

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

III. Finance Committee Report

A.

Finance Dashboard

Ms. Robertson provided the report from the Accountability Committee, reviewing upcoming events, promotional opportunities and increased networking activity for leadership. The Enrollment Report reflected continued strength across most grades, with the Board noting that the trend is consistent with prior years for Q1 of school year. Committee emphasis with leadership was on efforts to increase average daily attendance rates, and interventions underway to address chronic absenteeism. It was noted that during the CSI interview with the Board as part of the renewal application, CSI sought attention of the Board on school culture and discipline interventions, and the leaders will include quarterly updates in future reports to the Board. The Community Dinner is back in person and set for November 17th; all Board members welcome and encouraged to participate. Teacher recruitment and retention is ongoing; ELA positions remain under active recruitment.

Ms. Moree provided the Finance Committee report out and reviewed the Financial Dashboard with the Board. Certain categories of expense may appear out of range against budget. Ms. Moree noted that a systems issue caused certain areas of expense to appear in other months and that corrective action is underway. The Committee working with leadership is clear that despite the dashboard representation, the Finances are solid and the statements will all be corrected to accurately reflect financial position and the systems issue driving the errors.

Separately, the Committee discussed renovations at the Middle School and the scheduling for those. There appears a revised timeline that will allow for some work to be completed while students are on break; an ideal timeline for all work to be completed would be the end of March.

Finally, the temporary classroom structures will be returned likely by the end of November. Administrative staff which have been working from the structures (total of approximately 10) will be relocated to temporary-leased space owned by the College of Pharmacy. All efforts will be taken to mitigate any disruption this may cause for parents seeking to deal with Enrollment and/or paperwork issues.

IV. Renewal Updates-Debrief from on site meeting

A. Leadership debrief

Leadership discussed their takeaways from the CSI renewal visit. Of particular note was CSI inquiries related to Special Ed -- and clarity on how ALCS is working with the district to ensure IEP delineated services are being provided to students, whether through ALCS or by the district, consistent with the IEP.

B. Board Debrief

Board members noted that the CSI Board interview focused on some areas they were not clear for which there was a direct board role, most particularly student discipline. As student discipline policies and procedures are articulated in the student and employee handbooks, the Board's role is rarely triggered. However, the Board did ask Leadership to include quarterly updates in future Board reports, noting any outliers or things for which the Board should revisit policies or procedures.

Separately, the Board chair noted that a followup call with Leadership and the Chair had been convened by CSI.

V. Closing Items

A. Adjourn Meeting

M. Moree made a motion to Adjourn the Meeting.

J. Celestine 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 6:32 PM.

Respectfully Submitted,

M. Moree

Documents used during the meeting

- Board Accountability Report - September_2022.docx
- ALH Financial Dashboard September 2022.pdf