

APPROVED



Albany Leadership Charter School for Girls

Minutes

Board Meeting

150 New Scotland Avenue, Albany, NY

Date and Time

Monday January 23, 2023 at 5:00 PM

Full Board meeting-Monday, January 23 at 5. Moved to remote due to weather conditions.

<https://albanyleadershipcharterhighschoolforgirls.my.webex.com/albanyleadershipcharterhighschoolforgirls.my/j.php?MTID=m5714594f6d7e03d03166b8e27a0a94b3>

Trustees Present

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

Trustees Absent

None

Guests Present

C. Martin (remote), J. Evans (remote), N. Jones (remote), Z. Obrey (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 School for Girls to order on Monday Jan 23, 2023 at 5:03 PM.

II. Approve November Board meeting minutes

A. Approve November minutes

- A. Harrison made a motion to approve the minutes from Board Meeting on 11-28-22.
 - E. Robertson seconded the motion.
- The board **VOTED** unanimously to approve the motion.

III. Accountability Report

A. Principals Report January

Prior to a review and discussion of the Accountability Committee meeting, the instructional coaches introduced themselves to the Board and briefly discussed their work with the faculty. They provided context for both strengths and challenges they are observing in their work with the teachers and the expressed interest of faculty for support on co-teaching practices.

Ms. Cook and Ms. Robertson provided a report on the Committee meeting with a discussion on the enrollment through December, average daily attendance rates, POP results, and goals for the next several months.

IV. Finance Committee Report

A. Finance Dashboard

Ms. Moree presented the December Financial Dashboard and the financial statements along with the Committee report out to the Board. She walked through revenues and expenses, and noted both were below budget, but that a close review of the numbers did not evidence any need for a material modification to the budget with our authorizers.

With the transition of our Business Administrator to a position outside the school, a discussion with the school leaders and the Board on how we will handle budget development for the 2023-2024 school year, and working with the building principals to advance their skills in the budget process.

B. Status of OSC Audit

Ms. Moree provided the Board with an update on the status of the Office of State Comptroller quality audit which focused on testing whether certain aspects of the fiscal policy manual were being applied consistent with the policy. The Exit Conference was held with OSC on January 5, 2023 with the Business Administrator, Superintendent, Board Chair and Finance Chair. A formal response to the audit has been submitted to OSC and we expect the final report to be published and released in February.

C. Status of Audit by EFPR

Ms. Moree provided an update on the independent audit, and the single audits being conducted by EFPR. The independent audit is near completion and should be expected in early February; the 990 would follow. Single audits are required as a result of the APRA and ESSER funds. Those single audits will get underway upon completion of the independent audit and will be completed before the due date at the end of March. Information has been provided to our interim business office staff to get the single audits underway.

V. Task Force-Teachers Retirement System updates from Committee

A. Updates/discussion

With the departure of the Business Administrator, this issue will be folded into the 2023-24 budget development.

VI. Executive Committee Board only

A. Quick meeting with Board members only

The Board went into Executive Session at 6:27 pm and came out of the Executive Session at 7:05pm to discuss personnel matters.

VII. 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 7:15 PM.

Respectfully Submitted,
M. Moree

Documents used during the meeting

- 2022_11_28_board_meeting_minutes.pdf
- Board Accountability Report - November-December_2022.docx
- ALH_Financial_Dashboard_December_2022.pdf
- ALH_Financials_December_2022.pdf