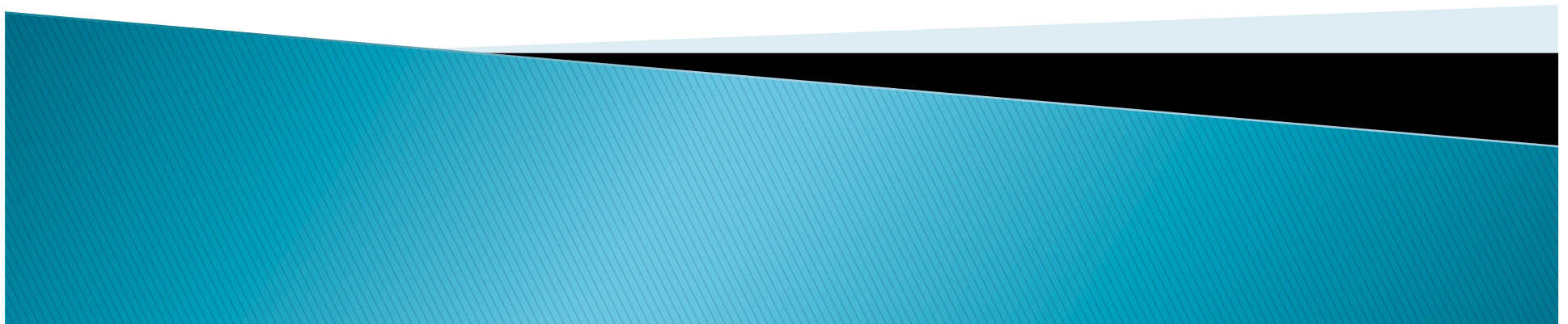




**Executive Director/Principals Report
September 2012**



Overview

- ▶ Accountability & Compliance
- ▶ Finance
- ▶ Personnel
- ▶ Operations
- ▶ Fund Development

Accountability & Compliance

Information Items

- ▶ STAR Reading and Math Assessments
- ▶ Immunization & Health Certificate Compliance Update

Action Items

- ▶ Approval of ANCS Personnel Manual (first read – vote in October)
- ▶ Approval of ANCS Annual Report to Georgia DOE

Accountability & Compliance

STAR Reading and Math Assessments

- ANCS students in 3rd–8th grades take STAR Reading and Math assessments at various intervals during the school year
- STAR assessment benchmarks based on performance of norms group made up of nationally representative sample of students at same grade level from the over 75,000 schools nationally that use STAR assessments
- First STAR assessments are concluding now and results will be reported at October board meeting

Accountability & Compliance

Immunization/Health Certificate Compliance

- Georgia law requires children attending school to be age appropriately immunized with all the required vaccines at the time of first entry in school and to have on record proof of eye, ear, and dental exam. Additionally, 6th grade students must receive additional vaccines.
- All APS schools have until October 26th to become 100% compliant for this school year
- Currently, ANCS is 92% compliant in kindergarten and 100% compliant in 6th grade

Accountability & Compliance

Approval of ANCS Personnel Manual

- Goal of Accountability and Compliance Committee for this school year is to bring policy manuals updated post-merger before board for approval
- Personnel – October
- Finance/Operations – December
- Board – March

Accountability & Compliance

Approval of ANCS Personnel Manual

- ANCS Personnel Manual updated this summer and distributed to all employees
- Employees sign form acknowledging receipt and understanding of manual
- Board approval of manual as action item at October board meeting

Accountability & Compliance

Approval of ANCS Annual Report

- The Georgia Charter Schools Act requires each charter school to submit an Annual Report to the Georgia DOE each year. Charter school Annual Report data is then included in the Department's Annual Report to the Governor and the Georgia General Assembly.
- 2011–12 report is due to the DOE by end of September
- *Action item:* Board approval of 2011–12 ANCS Annual Report

Finance

Information Items

- ▶ FY13 Budget
- ▶ FY13 Funding Issues Update

Finance

FY13 Budget Update

- FY13 financial statements:
 - Statement of Financial Position (as of 7/31/12)
 - Statement of Revenue & Expenses (actuals as of 8/31/12)

Finance

FY13 Budget Update

- YTD actuals show a net decrease in assets of approximately \$181,000, however, several items to consider:
 - *Program income*: meal program expenses are pre-paid, so income will increase in future months after this first month of school year
 - *Building expenses*: Approximately \$37,000 of building expenses incurred in FY13 are actually payments for projects designated for FY12 facilities grant for which funds were received in FY12
 - *NTRP*: Salaries/benefits and professional development expenses YTD of approximately \$33,000 will be reimbursed by state Innovation Fund in October

Finance

FY13 Funding Issues Update

- YTD financial actuals reflect approximately \$85,000 decrease in local/state funding YTD compared to budget based on three major funding issues discussed at August board meeting
- We continue to work to resolve each of these issues in order to restore funding projections to budgeted amount

Finance

FY13 Funding Issues Update

- *APS unfunded pension benefit issue:* ANCS is working collectively with all other APS charter schools to reverse this decision by APS. We expect resolution around the beginning of the calendar year.
- *APS budgeted vs. actual tax revenues* – We have requested historical funding information for charter schools from APS, and, upon receipt, plan on resuming meeting with the district’s CFO to reach agreement on funding related to budgeted versus actual tax revenue determinations.
- *QBE funding for two principals* – We requested meeting with DOE to discuss omission of QBE funding for elementary campus principal, and we received acknowledgement of receipt of this request from the DOE. Meeting has yet to be scheduled.

Personnel

Information Items

- ▶ Employee Support and Evaluation
- ▶ Supporting Professional Growth: CES Fall Forum and SRI Winter Meeting

Action Items

- ▶ Approval of Executive Director Goals for 2012–13 School Year

Personnel

Employee Support & Evaluation

- Last spring the board adopted a revised employee support and evaluation process as a part of a new “Career Development Policy”
- Changes based on recommendations of employee support, evaluation, and compensation task force
- In first 8 weeks of school year, each employee is meeting with supervisor to discuss goals and objectives for the year and evaluation criteria

Personnel

Supporting Professional Growth

- Through the school's professional development budget, funds from our Innovation Fund grant with the New Teacher Residency Project, and generous support from the PTCA, a large contingent of ANCS teachers will be taking part in two national conferences this year that are central to our school's mission and approach to teaching and learning

Personnel

Supporting Professional Growth

- The Coalition of Essential Schools [Fall Forum](#) brings together educators from around the world annually to explore the CES common principles in practice
- The PTCA has made a generous contribution to support sending five ANCS teachers to this year's Fall Forum in Providence, RI
- In total, the school will send eight faculty and staff members to the Fall Forum, including Darnell Fine and Nathan Bubes who have been invited to present "Protesting with Poetry, Painting for Peace: Using the Arts to Teach Constructivist Curriculum"

Personnel

Supporting Professional Growth

- Our school has for long used the practices of the [School Reform Initiative](#) in collaborative groups of teachers as we examine student and teacher work
- The Innovation Fund grant for the NTRP formalizes our partnership with SRI and provides funding support to send six ANCS teachers to the [SRI Winter Meeting](#) in San Antonio, TX in January
- The Winter Meeting brings us together with members of the SRI community from around the country and allows us to also share the work of the NTRP

Personnel

SY12–13 Executive Director Goals

- Lisa Roberson (Personnel Committee Chair), Leslie Rowe (Board Chair), and Matt Underwood (Executive Director) developed and reviewed the Executive Director goals for the 2012–13 school year
- *Action item:* Board approval of SY12–13 Executive Director goals

Operations

Information Items

- ▶ Student Enrollment
- ▶ After School Program
- ▶ Online Meal Pay
- ▶ Enrollment Expansion Task Force

Operations

Student Enrollment Update

- Additional students pulled off wait list over past two weeks as class size was increased two students per class in 3rd through 5th grades and 1 student per class 6th through 8th grades
- As of 9/12/12, 17 additional students had begun at ANCS and orientation provided for their families
- Enrollment offers out to 4 additional students and we are awaiting responses
- 3rd and 7th grade wait lists are currently empty though applications are still being accepted

Operations

Online Meal Pay

- ANCS remains in process of implementing online meal payment for families through Meal Pay Plus
- Payments will be made by parents through website with small service fee collected by Meal Pay Plus
- Due to technical issues with software, final implementation and testing has been delayed by a couple of weeks
- Projected launch is early October

Operations

After School Program Enrollment

- ANCS after school program launched on the first day of school at both campuses

- Average daily attendance for first month of school:
 - Elementary: 103 students
 - Middle: 29 students

- Total number of student scholarships requested/
provided:
 - Elementary: Five requested, five provided
 - Middle: One requested, one provided

Operations

Increased Student Enrollment Capacity

- At August board meeting, board approved the creation of a student enrollment expansion task force
- Suzanne Mitchell has been charged with chairing this task force, and in initial planning meeting with Leslie Rowe and Matt Underwood, a draft of the scope of work for the task force was created

Operations

Increased Student Enrollment Capacity

- Specific individuals are being invited to work on this task force and kick-off meeting will be held prior to October board meeting
- Suzanne Mitchell and Matt Underwood will provide regular communication updates about the work of the task force
- Task force will present final analysis and recommendations no later than February 2013 board meeting

Fund Development

Information Items

- ▶ Annual Campaign Report
- ▶ 10th Anniversary Celebration at Auction

Fund Development

FY13 Annual Campaign Update

- Annual Campaign mailer designed by parent Ashley Miller (with contributions by Michelle Blackmon and Grace Burley) is being distributed to parents and grandparents currently
- Booths at Summer Shade Festival and Grandparents Day raised over \$2,500 on their own
- First batch of thank you letters will be mailed out this week

Fund Development

FY13 Annual Campaign Update

- Annual Campaign report as of 8/31/12 shows a total contribution amount YTD for FY13 of \$18,418
 - \$11,978 received
 - \$6,440 pledges outstanding

Fund Development

10th Anniversary Celebration

- 2012 marks the 10th anniversary of the opening of the elementary campus
- The annual auction in March will serve as the venue for celebrating this significant milestone
- Students from the first class of students to graduate from the school are now in their first year of college or of work, and each student from that class will be invited to the school the week of the auction and to the auction itself to be honored

Fund Development

10th Anniversary Celebration

- As well, community members and others important to the founding of the school will be invited to the auction to be recognized
- The auction is scheduled for March 9, 2013 and a contract for the location will be brought to the board by the October board meeting