

AHS Board Meeting Minutes

Monday, July 31, 2023

Attending: Warren Hern, Mario Urso, Louise Vella, Wendy Ferrer, Kevin Overton, Tim White, Robert Hoggard, Tricia Gatlin, Kevin Railey, Brittany Rumph

Absent: Bradley Turner, Erika Dooley

Call to Order: Michele Lawrence called meeting to order

Motion to Approve the Minutes of the June Board

Second: Wendy Ferrer

Debate: None

Vote: The motion is approved.

Principal's Report

Events & Celebrations –

Principal Perez-Brundage that AHS officially began moving to the new building the previous Thursday and moved through the weekend because today is the last day of the lease. Only items left are the copiers. Fire inspector said items could be moved directly into the building which meant we didn't have to rent pods on site.

Gilbane was still working through a punch list and finishing IT infrastructure. Goal is to move administration next week once IT is wrapped up.

Building inspector was very impressed and said things look great. He will be back on August 8th to do the final CofO but has given clearance for office staff to move it so parents can drop off documents for enrollment.

Kitchen set up is still in progress with some delays in equipment. We need to get the Health Department to sign off on the kitchen before school begins so things are moving quickly toward the deadline.

Annual report was finished and submitted today. The renewal application is now the focus with the annual report completed.

The Ribbon Committee will be on August 19th at 10 am. It will be a community event so everyone is invited. There will be designated seats seated for invited guests. There will be approximately 40 seats for designated guests. Postcards and a Facebook event are some of the ways for getting invites out to the community. There will be hallway tours after the ribbon cutting, no one will be allowed in the classrooms.

Security and parking was brought up as a consideration. There is a plan for signage and volunteers to help with parking. It will be an outdoor event. All tours will be in small groups and have a guide to ensure groups stay together. Tours will start with the designated guests.

Warren asked what the plan is if 1,000 people were to show up and want a tour. Wanda shared that her admin team is planning to stay until at least 2 pm so there is adequate time to give tours. Each tour will be in small groups and will last about 5 minutes so there should be plenty of time to give everyone who wants one a tour of the new building.

Consent Agendas

Development Committee

Motion to Approve: Michelle

Second: Kevin Overton

Debate: None

Vote: Passed

Governance Committee

Motion to Approve: Michelle

Second: Kevin Overton

Debate: None

Vote: Passed

Committee Reports

Academic Committee

Renewal Timeline

Kevin Railey shared the work Wanda has been doing on the Dashboard and encouraged everyone to look at it because it has important information. The links in the minutes give information and progress of student growth and achievement. Some parts are not completed because the school hasn't received state testing data.

The committee went through the ratings from the Charter Review Committee in the spring. There are some areas we need to address and the committee and board are working to address them.

Principal Perez-Brundage is working with an editor who has experience with charter renewals within the next few weeks Wanda will share more draft sections to the board so hopefully there is less for them to edit.

At the September board retreat there will be a deep dive into the student data and then that piece will be the final section of the renewal application which is not due until October 2nd.

Michelle asked about the progress of the dashboard and will it be clearer before the board interviews are held. Wanda said yes the dashboard will be streamlined before those interviews occur which will not happen until November. She will be sending out a survey with some proposed dates to ensure the best board turnout. The top two dates will be sent to the state for scheduling.

Warren asked for some clarification of the staff dashboard and Wanda provided information to answer his question.

SY2324 Staffing Plan

Principal Perez-Brundage shared the current status in the hiring plan. Currently the last position looking to hire is for 5th grade and have 2 interviews lined up but watching the 5th grade enrollment before making a final decision on the hiring.

Academic Committee Minutes

Motion to Approve: Michelle

Second: Kevin Overton

Debate: None

Vote: Passed

Infrastructure Committee

Recruitment Plan

Committee met with the new marketing director, Kara Brown and had a productive conversation about her ideas for how to increase enrollment. She shared some of the events that have been attended during June and July. Kevin displayed an image with all the types of strategies Kara is using for recruitment, postcards, yard signs, flyers, etc.

Urban Choice Charter School is closing and Kara spoke with their principal who agreed to share our information with their families.

Enrollment Update

Since the June meeting we are up to 44 students accepted and 70 enrolled. Usually the holdup tends to be the child's birth certificate. Staff is continuing to reach out to parents who have been accepted and if they still plan to attend to ensure the numbers are accurate. The goal is to repeat the growth from the last month to ensure we are even closer to the enrollment goal.

Brittany Rumph shared at her school they have had success getting the parent to call the old school to get a copy of the birth certificate which has helped. Sometimes the staff is calling to help facilitate obtaining the copy.

Infrastructure Minutes

Motion to Approve: Michelle

Second: Kevin Overton

Debate: None

Vote: Passed

Finance Committee

Mario shared that the finance committee saw the first draft of the 5-year budget and gave some feedback. June 30th is the end of the fiscal year, the numbers in the dashboard are preliminary. Tim is working with the accounting firm to get the final numbers entered. The financial position and cash station is strong. Currently under budget for expenses and should end the year with a surplus which is a great position to be in for the new year.

Annual audit will be coming up soon.

Wanda shared there are moving expenses that are still coming in but shouldn't greatly affect the budget and there is an expected credit back from the construction on the new building.

Finance Meeting Minutes

Motion to Approve: Michelle

Second: Kevin Overton

Debate: None

Vote: Passed

Other Business

Next meeting, August 28th in the new school.

Motion to Adjourn

Motion: Kevin Overton

Second: Mario Urso

Debate: None

Vote: Passed