



**ATHLOS ACADEMY OF JEFFERSON PARISH
BOARD OF DIRECTORS MEETING**

Date: April 4, 2018 Time: 7:00pm
 Location: 2600 Belle Chasse Highway Suite 201 Gretna, LA 70056

Board Member	Present/Absent
Ben Bourgeois	P
Kathleen Robert	P
Harvey Wier	P
Carolyn Steel	P
Landon Allen	P
John Foard	P
School Leader: Esrom Pitre (P) Athlos HQ: Jeff Gunther (P via Skype) Andrea Thomas-Reynolds (P)	

Chair Ben Bourgeois called the meeting to order at 7:01 pm.

Topic	Discussion/Conclusion	Notes
Pledge of Allegiance (1 minute)		Ben Bourgeois
Approval of Agenda (1 minute)		Kathleen Robert Kathleen Robert made a motion to accept the agenda as presented. Landon Allen seconded the motion. The motion passed unanimously.
Call for Conflicts of Interest (1-5 minutes)		Ben Bourgeois None noted
Approval of Meeting Minutes (1 minute)	Approval of March 7, 2018 Minutes	Kathleen Robert Kathleen Robert motions for the minutes to be approved as presented with \$24,126.69 available \$175,873.31 corrected. The motion was to increase the LOC to \$200,000. Carolyn Steel seconded the motion.



		Motion passed unanimously.
Public Comment (6 mins)		Ben Bourgeois
Board Development		
Mission Statement (2 minutes)	The mission of Athlos Academy of Jefferson Parish is to provide high quality educational opportunities for the whole child through three foundational pillars: Prepared Mind, Healthy Body, and Performance Character.	Ben Bourgeois
Discussion Items		
Director's Report (5 minutes)	Update on on-going pre-operational tasks completed by the School Leader	Esrom Pitre Esrom Pitre welcomed guests from Gulf Coast Bank. The enrollment numbers to date are: 1100 applied, 820 accepted enrollment, 550 fully registered. There is a wait list of 24 for K, 24 for 6 th grade, grades 1-5 space is available. Esrom Pitre stated he be traveling to job fairs at state colleges for Meet and Greets: April 16 and April 21. On April 25 th , parents can drop off registration papers to the temporary office. The hiring of positions is still going strong.
Construction Update (5 minutes)	Update on current progress, timeline for completion	Jeff Gunther Regarding construction, the roofing and paving should be completed over next few weeks. In mid-April, the dry wall will be put up. Construction is still on schedule and moving along well and quickly
Legal Update (2 minutes)	Update on status of the supreme court decision	Jeff Gunther The status on the Louisiana Supreme Court decision puts

		Athlos Jefferson in a good spot. This topic is resolved and will be off the agenda for next month. The outcome ruled in favor of Type 2 charters.
Launch Update (5 minutes)	Update on progress through the school launch process	Jeff Gunther Finance Committee will have a budget to review and bring to board in May. The RFPs will be going out next month for all the school equipment. The current focus is on staff hiring/screening interviews and finalizing curriculum choices. There will be Special education inspections this month. Athlos can register with state's finance system and tap into the grant that we were awarded last year.
Enrollment Update (5 minutes)	Discussion of current enrollments	Jeff Gunther See Esrom Pitre's report
Financial Review (5 minutes)	Update on pre-operational budget and recent expenses	Jeff Gunther Jeff Gunther reported there were no major expenditures over this last month. Once finance committee in place, they will present budget to actual expenses over the current months. \$165,000 available in start-up budget. School has only used about \$15,000. Temporary office rent and supplies coming up. John Foard was sent Policy and Procedure manual and will be reviewing

		<p>these. Per Jeff, the board will vote on CC policy next month. John Foard stated he would like on line access to the account to see specific costs in real time.</p>
<p>Employee Hiring Progress (5 minutes)</p>	<p>Update on progress of employee hiring, plan to bring on contracted assistance</p>	<p>Andrea Thomas-Reynolds and Esrom Pitre</p> <p>Andrea Thomas-Reynolds reported they are currently hiring. Seven have already gone through the process which is two stages: employment contract is offer contract (which would be in May and take effect July 1) and letters of intent for staff. In the interim, Athlos HQ is looking for office help, coaches, academic or a special education director. They are requesting that the board grants Esrom Pitre the ability to hire these positions. These nine will come to Ohio June 18th for training and indoctrination into three pillars.</p> <p>Jeff Gunther - \$36,000 is budgeted for salary and this is what will be used until June 30th.</p> <p>Esrom Pitre – Esrom Pitre requests for the positions under contract to be approved.</p>

		Ben Bourgeois motioned to add to Action Items on the agenda to include: office manager, sped director, assistant director, lead athletic performance coach, 3 instructional coaches to be hired under a contract. Carolyn Steel seconds the motion. The motion carries unanimously.
Policy Review (10 minutes)	Review Policies 4025 - School Bus Driver Standards 4033 - Employee-Student Relationships 7501 - Food Sales Outside Reimbursable Meals	Jeff Gunther School Bus Driver Standards– part of transportation plan submitted to state. Ben states he approved this as presented provided insurance carrier has enough insurance and has named Athlos as one of those insured on its plan. Employee -Student Relationships - Carolyn Steel noticed a typo to be corrected regarding name.
Action Items		
Public Comment (2 mins)		Ben Bourgeois
Policy Review (10 minutes)	Approve Policies 5101 – Educating Homeless Students 5109 – Student Disability Nondiscrimination 5110 – Student Sex Nondiscrimination 5508 – School Weapons Policy	Jeff Gunther Kathleen Robert requested some information regarding some of the policies on the table. Harvey Wier motioned that the Educating Homeless Students, Student disability Nondiscrimination, Student Sex Nondiscrimination, and School Weapons Policy be approved as written. Landon

		Allen seconds the motion. The motion passes unanimously.
Public Comment (2 mins)		Ben Bourgeois
Copier Bids (5 minutes)	Approve copier purchase	Jeff Gunther Jeff Gunther reported the approval of vendor and actual contract terms as recommended from discussion at finance meeting. The Finance Committee recommends accepting the bid from Bell Office machines 1 color and 2 black and white copiers. John Foard motions to accept bid from Bell Office machines for 1 color and 2 black and white copiers. Landon Allen seconds the motion. The motion passes unanimously.
Public Comment (2 mins)		Ben Bourgeois
Board Committees (5 minutes)	Approve board committee appointments	Ben Bourgeois Ben assigns board members to committees. Finance Committee— John Foard, Ben Bourgeois, and Harvey Wier. This committee will cover facilities and includes audit function. Governance Committee – Ben Bourgeois, Kathleen Robert, Landon Allen, and Carolyn Steel. Instructional Education Committee -Ben Bourgeois, Kathleen Robert, Landon Allen, and Carolyn Steel. Kathleen Robert motioned for these

		committees to be approved as assigned. Harvey Wier seconded the motion. The motion passed unanimously.
Public Comment (2 mins)		Ben Bourgeois
Endorsement of Internet Provider Decision (5 minutes)	Endorse decision by school leader for the purchase of internet services through e-rate	Jeff Gunther E Rate worked with Esrom for the best option for the internet services. E Rate has the only proprietor available which is Cox. The service is one gig with a 36-month agreement, \$245 dollars per month. This was based on speed which is necessary for testing on computers. This service is at a 90% discount. Harvey Wier motioned to approve internet service provider Cox through E Rate. Landon Allen seconded the motion. The motion passed unanimously.
Public Comment (2 mins)		Ben Bourgeois
Gulf Coast Bank Authorization (5 minutes)	Depository designation and designation of signers	John Foard John Foard motioned to change the banking relationship from Whitney Bank to Gulf Coast Bank. Carolyn Steel seconds the motion. The motion passes unanimously. John Foard motioned to add Esrom Pitre as signature for endorsing checks and orders for the payment of money or otherwise withdraw



		or transfer funds on deposit with this financial institution. Harvey Wier seconded the motion. The motion passed unanimously.
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Next Meeting: May 2, 2018 at 7:00pm

Adjournment: **Kathleen Robert motions to adjourn. Motion passes unanimously.** The meeting adjourns at 7:49 pm.