



**ATHLOS ACADEMY OF JEFFERSON PARISH
GOVERNANCE AND ACADEMICS COMMITTEE MEETING**

Date: October 3, 2018 Time: 6:30 PM
Location: 979 Behrman Hwy, Terrytown, LA 70056

Board Member	Present/Absent
Ben Bourgeois	P
Kathleen Robert	P
Carolyn Steel	P
Imtiaz Siddiqui	P
Athlos HQ: Darin Knicely (P) Dennis Taylor (P) Addy Faraday (P on phone), Camille Wells (P on phone), CFO Bobby Laborde (P on phone)	

Committee Chair called the meeting to order at 6:30 pm

Topic	Discussion/Conclusion	Notes							
Approval of Agenda (1 minute)		Ben Bourgeois Kathleen Robert made a motion to approve the agenda as presented. Carolyn Steel seconded. Motion passed unanimously							
Call for Conflicts of Interest (1-5 minutes)		Ben Bourgeois None noted							
Public Comment (3 mins)		Ben Bourgeois None.							
Discussion Items									
Policy Review Calendar (5 minutes)	Policies coming up for review in November <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">2002 – Bylaws</td> </tr> <tr> <td style="padding: 2px;">2005 – Conflict of Interest Policy</td> </tr> <tr> <td style="padding: 2px;">2008 – Signature Authority</td> </tr> <tr> <td style="padding: 2px;">7103 – Fundraising Policy</td> </tr> <tr> <td style="padding: 2px;">7104 – Procurement Policy</td> </tr> <tr> <td style="padding: 2px;">7105 – Grant Writing Policy</td> </tr> <tr> <td style="padding: 2px;">7106 – Budget Policy</td> </tr> </table>	2002 – Bylaws	2005 – Conflict of Interest Policy	2008 – Signature Authority	7103 – Fundraising Policy	7104 – Procurement Policy	7105 – Grant Writing Policy	7106 – Budget Policy	Darin Knicely reported to the board that at the next month's board meeting there will be policies that need to be updated. Ben asked local attorneys to give a monthly retainer quote and should be getting this too go to Finance committee.
2002 – Bylaws									
2005 – Conflict of Interest Policy									
2008 – Signature Authority									
7103 – Fundraising Policy									
7104 – Procurement Policy									
7105 – Grant Writing Policy									
7106 – Budget Policy									

	7107 – Fund Balance Policy	
	7108 – Cash Management Policy	
PTO Bylaws (5 mins)	Review PTO Bylaws	<p>Camille Wells (on phone) discussed PTO Bylaws and procedures to go to board for approval. Revisions recommended: liability insurance separate from school’s liability insurance. recommends a section of liability coverage and internal financial controls policy and necessary in the bylaws. Bobby Laborde stated cursory first attempt met all requirements. Focus on separate financial control policy necessary.</p> <p>Kathleen Robert motions for ad hoc PTO committee submit to board their amended PTO bylaws with conditions of adding liability coverage and financial control policy. Carolyn Stelle seconds the motion. Motion is approved unanimously.</p>
Academic Progress Update (5 mins)		<p>Darin Knicely How are we communicating we families and how are we doing in the class rooms? Athlos plan is newsletter per grade for classroom starting on Monday. All benchmark testing has been completed. Leadership saw and heard gap in school to home communication and things are being done to fix the communication issue that arose.</p>
Assessment Plan (10 minutes)	Review assessment plan for the 2018-19 school year	<p>Darin Knicely The expectation is curriculum alignment to academic goals. Quarterly assessments, iready, Dibbles, and such all to align with state standards. This is</p>



		<p>work that is purposeful and over time. Carolyn Steel asked if assessment hits on all three pillars and the observation cycles. Kathleen Robert requested visual dashboarding for academic reporting at the next board meeting.</p>
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Next Meeting: November 7, 2018 at 6:30pm

Adjournment: **Kathleen Robert motions to adjourn. Carolyn Steel seconds the motion. The motion carried unanimously.** Meeting adjourned at 6:57 pm.