



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

Date: February 6, 2019 Time: 7:00 p.m.  
Location: 979 Behrman Hwy, Terrytown, LA 70056

Board Member	Present/Absent
Ben Bourgeois	Present
Kathleen Robert	Present
Harvey Wier	Present
Carolyn Steel	Present
John Foard	Present
Landon Allen	Present
Imtiaz Siddiqui	Absent
Interim School Leader: Keisha Rogers (Present)	
Athlos HQ: Darin Knicely (Present)	
Other: Jill Turgeon Athlos HQ	

Chair Ben Bourgeois called the meeting to order at 7:09 pm.  
Minutes prepared by Kathleen Robert.

Agenda Items	Description	by	Page
Pledge of Allegiance (1 min)		Ben Bourgeois	
Approval of Agenda	Approve Agenda for February 6, 2019	Kathleen Robert <b>Kathleen Robert made a motion to approve the agenda as presented. Carolyn Steel seconded the motion. The motion passed unanimously.</b>	1-3
Approval of Minutes	Approve January 2, 2019 Minutes	Kathleen Robert <b>Kathleen Robert made a motion to approve the minutes as presented. Harvey Wier seconds the motion. The motion passed unanimously.</b>	4-5
Call for Conflicts of Interest (1-5 min)		Ben Bourgeois None noted	
Public Comment (6 mins)	Several parents used public comment time to voice general concerns and questions regarding discipline, parental volunteering on campus, and administration communication with PTO.		
<b>Discussion Items</b>			
Director's Report (5 min)	Update on progress on key priorities at AAJP	Keisha Rogers See attached report	6-7



Athlos Report (5 min)	Update on continuous support provided by Athlos Academies to AAJP	Darin Knicely Darin Knicely reports there is a focus on enrollment for the next year, and teacher attrition has flatlined. All teachers have re-signed their contracts for next year. See attached report.	8-9
Finance Update (3 min)	Discussion of current finances	Bobby Laborde (via phone) See attached. Ben Bourgeois asked Bobby Laborde when can the budget surplus be used for school needs and student enrichment activities. He requested a report for the next Finance Committee meeting from Mr. Laborde.	10-31
Enrollment Update (2 minutes)	Discussion of current Enrollment	Abby Fereday, Justin Mann Justin Mann is School Operations Manager with Abby Fereday. He reports 979 students are enrollment currently this morning. The numbers are holding steady for next school year. Per Mr. Mann, only 14 not coming back. New applications and rolling over wait list 819 total kids currently.	32
Academic Update (10 minutes)	High level academic overview to include assessments and academic performance	Keisha Rogers See attached	none
2019-2020 Budget Planning Calendar (5 min)	Review the timeline and responsible parties for the 2019-2020 Budget drafting process	Bobby LaBorde See attached Planning Calendar. Important dates: 2/25 needs assessment and SMARTER goals to be finalized. He will be coming to campus to meet. 4/3 will be full board workshop. 3 board workshops planned in total.	33
School Leader Hiring Process (10 min)	Discuss the process and timeline for recruitment and hiring an executive director	Darin Knicely, Camille Wells See Executive Director Search Process attachment. Camille presented a Power Point on the process to hire a new Executive Director including a presentation of the search process to the board to determine ideal candidate's	34-35

		<p>qualities. Camille Wells would like to know if the timeline is reasonable. Most of the board members feels good but believe it is optimistic. Board agrees to shoot for April. Board would like to do a meet and greet with the candidate. Qualities the Board would like to see in the candidate: testing experience, works well with parents and community, need someone to accept the challenge and do it right, plan for discipline issues, passion for kids. Ben Bourgeois reminds us that this school is an example for Jefferson Parish. Camille Wells asks for additional thoughts in the next 24 hours. A survey will be placed in the school newsletter so they can take parent ideas into consideration.</p>	
Review School Calendar (5 min)	Review proposed calendar for the 2019-20 school year	Justin Mann See attached draft calendar in the packet, looking at teacher professional development days and their placement	36-37
<b>Action Items</b>			
Public Comment (3 min)	none		
Board Expansion Appointments (10)	Consideration of board member appointments as per recommendation from the Governance Committee (resumes in packet)	Governance Committee Chairperson <b>Kathleen Robert makes a motion to approve Tiffany Nelson and Teri Black as new board members. Carolyn Steel seconds the motion. The motion passes unanimously. Ben Bourgeois stated he would like to see a current parent on the board.</b>	38-46
Public Comment (3 min)			
Mid-year budget amendment (5 min)	Consideration of approval of Budget amendment for month ending 12/31/18, per recommendation from the Finance Committee	Finance Committee Chairperson, Bobby LaBorde <b>Carolyn Steel makes a motion to approve the budget amendment for month ending</b>	47-51

		<b>12/31/18. John Foard seconds the motion. The motion is unanimously approved.</b>	
Public Comment (3 min)			
PD Date Change (2 min)	Approve calendar change: March 1 to a regular school day March 11 to a PD day	Keisha Rogers <b>Kathleen Robert makes a motion to approve the calendar changes of making March 1<sup>st</sup> a regular school day and changing March 11<sup>th</sup> to a Professional Development day. Carolyn Steel seconds the motion. The motion is unanimously approved.</b>	none
Public Comment (3 min)			
Policy Review (3 min)	Consideration of approval of changes to Policy 5102 - Enrollment and Lottery, as per recommendation from the Governance Committee	Governance Committee Chairperson <b>Harvey Wier makes a motion to approve the Enrollment and Lottery policy changes as recommended by the Governance Committee. John Foard seconds the motion. The motion passes unanimously.</b>	52-54
Public Comment (3 min)			
Enrollment Caps (5 min)	Review and approve proposed enrollment caps for the 2019-20 school year	Abby Fereday, Justin Mann <b>Kathleen Robert makes a motion to approve the enrollment cap. Landon Allen seconds the motion. The motion passes unanimously.</b>	55
Public Comment (3 min)			
Lottery (5 min)	Conduct the lottery for the 2019-20 school year	Ben Bourgeois <b>Kathleen Robert makes a motion to conduct the 2019-20 school year lottery. Landon Allen seconds the motion. The motion is approved unanimously.</b> Darin Knicely conducts the lottery via the computer program. This information will go back to the operations	n/a



		enrollment team. Students will get acceptance letters tomorrow.	
Public Comment (3 min)	During the Public Comment period, parents voiced their concerns to Keisha Rogers regarding people not being included on a committee discussing the pupil progression plan.		
Pupil Progression Plan (5 min)	Approve the Pupil Progression Plan	Keisha Rogers Per Keisha Rogers, the Pupil Progression Plan is required by the state. <b>Harvey Wier makes a motion to accept the Pupil Progression Plan as presented by Keisha Rogers. Landon Allen seconds the motion. The motion passes unanimously.</b>	<i>Provided soon</i>
Public Comment (3 min)			
New Hires (5 min)	Approve employment agreements for new staff from December through February 4 (resumes provided in packet, agreements provided separately)	Darin Knicely  <b>Carolyn Steel makes a motion to approve the new hires. Landon Allen seconds the motion. The motion is approved.</b>	56-89

Next Meeting: March 13, 2019 at 7:00pm

Adjournment: **Kathleen Robert makes a motion to adjourn. Carolyn Steel seconds the motion. The meeting ends at 8:21 pm.**