



Athlos Jefferson Parish

AAJP Governance Committee Meeting

Amended on June 3, 2020 at 4:39 PM CDT

Date and Time

Wednesday June 3, 2020 at 6:00 PM CDT

Location

If you plan to virtually attend, please contact Jill Turgeon at jturgeon@athlosacademies.org with your full name to be admitted to the meeting. Zoom Link: <https://athlosacademies.zoom.us/j/584085067>

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:00 PM
A. Record Attendance		Ruben Johnson	1 m
B. Call the Meeting to Order		Ruben Johnson	
C. Approve Minutes	Approve Minutes	Ruben Johnson	1 m
II. Discussion Items			6:02 PM
A. Policy 5201- Attendance	Discuss	Jill Turgeon	15 m
Review changes made to the attendance policy to reflect provisions for distance learning.			
B. Policy 5401- Anti-Bullying	Discuss	Jill Turgeon	15 m
Review proposed changes to Policy 5401, adding in specific details related to harassment.			
C. Election Update	Discuss	Jill Turgeon	15 m
Presentation of details related to the upcoming board elections.			
III. Closing Items			6:47 PM
A. Adjourn Meeting	Vote		

Cover Sheet

Policy 5201- Attendance

Section: II. Discussion Items
Item: A. Policy 5201- Attendance
Purpose: Discuss
Submitted by:
Related Material: 5201 - Attendance Policy_Rev_6_3_20.pdf



Athlos Academy **Attendance Policy**

~~Student~~ Policy 5201

Student

Approved: 8/3/2016

Revised: _____6/3/2020

I. PURPOSE

Athlos Academy believes in the direct correlation between student achievement and regular school attendance. The purpose of this policy is to encourage regular attendance in order to foster life-long traits of focus, self-control, and leadership within the students. It is a shared responsibility of students, parent/guardians, teachers, and school administration to ensure that a student attends school regularly.

II. POLICY

A. Attendance:

1. Louisiana's Compulsory Attendance law states that all school age children, from age 7 to 18, must attend school and arrive on time unless there is a valid and legitimate excuse. Children below the age of 7 who are legally enrolled in school are also subject to the provisions of Louisiana's Compulsory Attendance law.~~no~~
2. Expectations:
 - a. Students are expected to attend all of their classes on time and make up any missing works in the event of an absence;
 - b. Parent/guardian(s) are expected to ensure their student is attending school and notify the school in the event of an unavoidable absence;
 - c. Students must attend at least 167 days of school to be eligible for promotion to the next grade;
 - d. Teachers will take daily attendance, provide assignments to students upon their request (only in instances of excused absences), and enforce the attendance policy for their students; and
 - e. School administration will maintain accurate attendance records, provide a responsible person to approve student check-outs, and regularly inform the parent/guardian(s) of the student's attendance and notify them of attendance issues as soon as one is identified.
3. Distance Learning: If a situation arises where a traditional school and/or classroom setting is not feasible, or if so directed by the state, then a distance learning model may be implemented. In these instances, the students will be required to do the following to satisfy the attendance requirement:

Attendance Policy

a. Attend all teacher recorded lessons virtually, and

b. In addition to recorded lessons, each student will participate in 2 hours daily of learning using an identified educational resource.

B. Types of Absences:

1. Exempted and Excused Absences: The student is allowed to make up the missed work and the absence is not counted against the attendance requirement.
 - a. Examples are extended illness documented by a doctor or to celebrate religious holidays.
2. Non-Exempted and Excused: The student is allowed to make up the missed work but the absence is counted against the attendance requirement.
 - a. An example is personal or family illness documented by a parent's note.
3. Unexcused Absences: The student is not allowed to make up the missed work and the absence is counted against the attendance requirement.
 - a. An example is an absence which is not approved by the parent/guardian(s) and/or the school such as the child skipping school.
4. Out-of-School Suspensions: The student is allowed to make up the missed work if the suspension is under ten (10) days, but the absence is counted against the attendance requirement.

C. Tardiness:

1. Failure of a student to be in their assigned seat/class on time is considered tardiness.
 - a. Students who are more than 10 minutes late at the beginning of the school day are required to go to the front office to obtain a tardy slip;
 - b. Tardiness between classes for middle school students shall be marked by teachers;
 - c. Chronic tardiness between classes however may be escalated to a disciplinary issue; and
 - d. Tardiness by more than 10 minutes can be excused with timely verification from the student's parent/guardian(s) in the event of an excusable absence.

D. Truancy:

Attendance Policy

1. An absence on a student's record without a valid excuse is considered a truancy.
 - a. Athlos Academy will notify parent/guardian(s) by a phone call, text, or email within 24 hours of a student's unexcused absence so that a parent/guardian may call and excuse their child before he/she is marked absent for the day;
 - b. Three unexcused absences shall result in a *Notice of Truancy*; and
 - c. Truancy shall be handled according to *Student Policy 5202*.

E. Chronic Absence:

1. A student who misses 10% or more of school days for any reason, excused or unexcused, will be considered chronically absent.
 - a. Athlos Academy of Jefferson Parish will notify parents in writing when a student becomes chronically absent. The letter shall include a statement regarding the importance of school attendance in making progress in the curriculum and the links between chronic absence and future drop-out.
 - b. At the discretion of the School Leader, a meeting with parents shall be required if a student remains chronically absent following written notice.
 - c. No student who has missed fewer than 3 days of school will be considered chronically absent.

Legal References:

[L.A. R.S. 17:221](#) (*School Attendance*)

Related Documents:

Truancy Policy 5202

Notice of Truancy

Cover Sheet

Policy 5401- Anti-Bullying

Section: II. Discussion Items
Item: B. Policy 5401- Anti-Bullying
Purpose: Discuss
Submitted by:
Related Material: 5401 - Anti-Bullying Policy_Rev_6_3_20.pdf



Anti-Bullying ~~Policy~~/Harassment

~~Student~~ Policy 5401

Student

Approved: 8/3/2016

Revised: _____

I. PURPOSE

Athlos Academy is committed to making our school a safe and caring place for all students. We will treat each other with respect, and we will refuse to tolerate bullying and/or harassment of any kind at our school.

II. POLICY

A. Bullying/harassment occurs in the following situations:

1. When someone intentionally commits, or conspires to commit an act of harassment, intimidation, or bullying against another student.
2. When someone regularly or repeatedly hurts, frightens, threatens, or intentionally excludes someone else.
3. Any intentional gesture or written, verbal, or physical act by a student that causes harm or fear of harm to another student or that student's property, or that is severe or persistent enough to create an intimidating, threatening, or abusive educational environment for a student.
4. Cyberbullying (the use of technology to commit an act of harassment, intimidation, or bullying).

B. Bullying/harassment behaviors include the following:

1. Verbal bullying including derogatory comments and bad names
2. Bullying through social exclusion or isolation
- ~~1-3.~~ Hurting someone physically by hitting, kicking, tripping, ~~or~~ pushing, shoving, or spitting;
- ~~2-4.~~ Stealing or damaging another person's things;
- ~~3-5.~~ Conspiring with another person to engage in bullying behavior;
- ~~4-6.~~ Teasing someone in a hurtful way;
- ~~5-7.~~ Using put-downs, such as insulting someone's race, religion, or gender;
- ~~6-8.~~ Limiting a student's access to educational tools;
- ~~7-9.~~ Spreading rumors or untruths about someone;
10. Intentionally excluding someone else, or trying to get other kids not to play with someone;
- ~~8-11.~~ Sexual bullying;
- ~~9-12.~~ Using any form of technology to engage in cyber-bullying activities; or

Anti-Bullying Policy

~~10.13.~~ Other behaviors fitting the description of bullying as defined in La. R.S. 17:416.13.

C. School employees at Athlos Academy shall commit to the following to prevent bullying/harassment and help children feel safe at school:

1. Closely supervise students in all areas of the school and playground; and
2. Watch for signs of bullying and stop the behavior when it happens.

D. ~~Any student who feels that he/she is being bullied~~ Any incident of bullying or harassment should immediately contact his/her teacher or the Lead School Administrator, be reported to a school administrator or teacher. The Lead School Administrator shall be notified of all reports, who will in turn provide written notification that the complaint was received.

1. Retaliation against a victim, good faith reporter, or a witness of bullying is prohibited.
2. Students who engage in bullying behaviors will be subject to disciplinary action, not limited to revocation of technology privileges, in-school suspension, out of school suspension, or expulsion in severe cases.

III. ATHLOS ACADEMY ANTI-BULLYING PLEDGE

A. We will not accept bullying at Athlos Academy. Our goal is to create a safe, caring, and respectful school environment. We agree that it is everyone's responsibility to STOP bullying.

B. Students at Athlos Academy will do the following things to prevent bullying:

1. Treat each other respectfully.
2. Refuse to bully others.
3. Refuse to let others be bullied.
4. Try to include everyone in play, especially those who are often left out.
5. Report bullying to an adult.

Legal References:

[LaA. Rev. Stat.S. §14:40.7](#) (Cyberbullying)

[LaA. Rev. Stat.S. §17:183](#) (Hazing)

[LaA. Rev. Stat.S. §17:416.13](#) (Student Code of Conduct)

Cover Sheet

Election Update

Section: II. Discussion Items
Item: C. Election Update
Purpose: Discuss
Submitted by:
Related Material: AJP Election Process 2020.pdf
Election Info Sheet-AAJP_2020.pdf



Athlos Academy of Jefferson Parish
Election Process
2020

Candidates (in alphabetical order):

- 1- TBD
- 2- TBD
3. TBD
4. TBD

Things to note:

- The number of sitting board members whose terms extend past this election is 6.
- Election of 1 new board member is necessary, as the bylaws require a minimum of 7 members to be seated.
- There is currently no maximum number of board members, however no more than 10 is recommended. A set number of board members needs to be set by resolution by the board ASAP.
- The candidates will fill the seats in the order shown on the chart depending on the order in which they were elected. For example, the first seat to be filled shall be Landon Allen's seat (cohort B), the next two would be the vacant seats (cohort B), the final seat is a vacant seat in cohort C. Please note that this seat is only for ONE year. If incumbent members are re-elected, they will retain their current cohort, regardless of the order they were elected.

The Questioning/Nomination Process:

If candidates are present at the meeting and the board wishes to ask questions of the candidates, then Jill will facilitate the questioning.

- Candidates will have a seat at the table in order of the list above.
- A board member will ask one question and each candidate will have the opportunity to answer (2 minute limit). This will continue until each board member has had the opportunity to ask one question.
- If board members wish to do a second round of questions, they may do so following

the above protocol.

- Once questioning is complete, Jill will ask for motions to nominate a candidate to be on the ballot. Nominating motions do not require a second.
- Nominations will continue until either all listed candidates are nominated, or until no more nominations are offered.

The Election Process:

- The base motion will be "I move to elect nominees (list all nominees by name) to the Athlos Academy of Utah board."
- A second is required.
- Members may then wish to amend the motion by removing a nominee
 - Amendments will need a motion and a second, and will need to be voted upon separately.
 - "I would like to offer an amendment to remove (Nominee A) from the ballot.
 - A second is needed.
 - Discussion on the amendment will ensue.
 - Once discussion is complete, a vote to amend will take place.
 - If passed, that nominee will be dropped from the ballot.
 - The process will continue until no further amendments are offered.
- The board will then proceed to the vote and elect the remaining slate of nominees. (If no amendments were made, then the original nominated slate will remain.)

Moving Forward:

- Onboarding will occur in late July/early August (after the July meeting and prior to the August meeting).
- New board members will take seat in August. Officers will be elected at that time, and committees will be chosen (along with committee chairs).



ELECTIONS

Jefferson Parish

Board Members

Name	Cohort*	Term	Notes
Elydia Ketchens	A	July 2019-2022	
Harvey Wier	A	July 2019-2022	
Nick Berg	A	July 2019-2022	
Ruben Johnson	A	July 2019-2022	
Landon Allen**	B	July 2020-2023	
VACANT**	B	July 2020-2023	
VACANT**	B	July 2020-2023	
VACANT**	C	July 2020-2021`	
Tiffany Nelson	C	March 2019- July 2021	
Jaquetta Wright	C	May 2019-July 2021	

*Cohorts end as follows: A- 2022, B- 2023, C- 2021

**Up for election THIS YEAR

Annual Meeting- July

Election Process- Board members are elected by seated board members in person at the Annual Meeting.

June: announce election; start collecting interest forms

July: elections (at the board meeting)

August: new members take seat. Officers are appointed by seated board members.

Terms- Three years

Term Limits- None noted in bylaws