

APPROVED



## Athlos Jefferson Parish

# Minutes

## AAJP Board Meeting

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### Date and Time

Wednesday September 2, 2020 at 7:00 PM

### Location

[979 Behrman Hwy. Terrytown, LA 70056](#)

or

<https://athlosacademies.zoom.us/j/95216545616>

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### Directors Present

E. Ketchens (remote), H. Wier (remote), J. Wright (remote), N. Berg (remote), R. Johnson (remote)

### Directors Absent

S. Sewell, T. Nelson

### Guests Present

C. Staley (remote), D. Knically (remote), N. Thomas (remote)

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## I. Opening Items

### A. Call the Meeting to Order

N. Berg called a meeting of the board of directors of Athlos Jefferson Parish to order on Wednesday Sep 2, 2020 at 7:06 PM.

### B. Record Attendance

### C. Call for Conflict of Interest

None

## II. Consent Agenda

### A. Approve Agenda

H. Wier made a motion to approve the consent agenda.

R. Johnson seconded the motion.

The board **VOTED** unanimously to approve the motion.

### B. Approve August 05, 2020 Board Meeting Minutes

H. Wier made a motion to approve the minutes from AAJP Board Meeting on 08-05-20.

R. Johnson seconded the motion.

The board **VOTED** unanimously to approve the motion.

### C. Athlos Report

## III. Board Training

### A. Board Goals

Jill presented information to the board to help increase:

Positive Educational Environment between the School Leader and School Board

School Leader's Monthly Report should include:

1. Biggest Challenge/ Biggest Accomplishment of the Month
2. New hires and employees of the month highlights
3. Scheduling rotating meetings with each board member.

## IV. Administrative Reports

### A. Director's Report

Ms. Filkins presented the Director's Report

Communication:

-On Campus vs. Distance Learning Survey

25% of parents requested distance learning

38% of parents requested on campus learning

63% of parents have not responded to the survey

-First reopening meeting parent confidence level survey

Confident in reopening plan: 2.75 parents out of 5 on August 25th

Updated reopening plan based on parent concerns and presented updates at the Town Hall Meeting on Sept. 1st.

Confident in reopening plan based on updates: 3.44 parents out of 5 were confident in plan updates

Staff Survey Results: Scale of 1 to 5

Comfort level of returning to the building: 2.39

The OPS team created tutorials to share with staff/ parents on September 4th on safety protocols

Staff concerns will be address and updated plan will be presented on Sept. 4th at the staff professional development

The OPS team will do dry runs on the procedures on Sept. 3rd and Sept. 8th with staff.

Testing:

State testing requirement met

Flexible testing schedule- Sign up genius

Testing Integrity guidelines sent to parents

1 to 1 testing availability

Reopening Plan meetings with the Operations Team:

August 24th

August 26th

August 27th

August 31st

September 1st

Master Schedule planning in progress for Virtual and On Campus learning (K-4 and 5-8)

Human Resources has been working with staff based on medical needs to assist with employee needs.

Ms. Lang has scheduled 1 to 1 meetings to collect medical information from medically fragile staff members.

On boarding and Retention:

On boarding schedule to introduce new hires to the Athlos way.

Creating tech tutorials how tos for new hires

Employee Mentoring System

91.2% of staff feel supported by the Admin Team

Hiring Updates:

Principal of Lower School

Kindergarten Teacher

6th Grade Science and Social Studies- offer out

6th Grade Science and Social Studies- accepted position

8th Grade ELA - offer out

8th Grade Math- accepted

SPED Resource Teacher

SPED Paraprofessional

Spanish Teacher- accepted

## **B. Finance Report**

Darin provided financial report information:

Monthly Financials:

The close of last fiscal year: 77 days cash on hand for expenditures

State Revenue on track with budget amounts.

Federal Revenue will start to appear around November or December for the fiscal school year.

Expenditures appear to be on track.

Change in Fund Balance

Fiscal Year 2019-2020 ended with \$654,000

Current Fiscal Year 2020-2021: \$1,012,000 (healthy fund balance)

Cares Act Funding will roll over in October

Special Education Funds will rollover in October

Current Debit Position: Debit Positive Position

Director of Finance letter of resignation submitted for last day of September 11, 2020.

Areas of Opportunity:

Employee Relations

Centralizing Financial Services

Financial Stewardship

### **C. Enrollment Update**

Camille Wells provided the following enrollment update:

Current Enrollment: 1258 students

18 less students than the enrollment numbers from last meeting

Parents of no show students will be notified and given 10 days to update student's enrollment status.

17 student offers currently out

16 students have accepted a seat

Parents will have 2 days to respond to the offer before the seat will be offered to the next student on the waiting list.

Current waiting list: 432 students

## V. Committee Reports

### A. Governance Committee

Ruben Johnson provided the following Governance Committee update:

Annual Ethics training reminder

ESP- Evaluation Tool will be completed in Mid September

PTO Liaison wont be able to meet until the PTO president is identified

### B. Finance Committee

Harvey advised check signer will need to be confirmed ASAP.

## VI. Discussion Items

### A. Portables/Facility Improvement Update

Mike Erikson provided update on portables

The portables are complete. The furniture has been delivered and set up in classrooms.  
The portables passed the health inspection.

The building inspector has 5 items that will need to be addressed.

Garden Doctors will complete the irrigation, grass and trees by Monday Sept. 6th.

## VII. Action Items (public comment must be had immediately before each action item vote)

### A. Appoint Board Secretary

Tiffany Nelson was appointed as temporary Board Secretary until she is replaced.

The Board Secretary election will be tabled until next month's meeting.

N. Berg made a motion to table the Board Secretary election.

R. Johnson seconded the motion.

The board **VOTED** unanimously to approve the motion.

### B.

### **Transportation Contract**

Transline Transportation proposed contract start date September 1, 2020 to July 1, 2020.

H. Wier made a motion to approve the transportation contract with Transline Transportation.

R. Johnson seconded the motion.

The board **VOTED** unanimously to approve the motion.

### **C. New Hires**

H. Wier made a motion to approve all new hires.

R. Johnson seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **VIII. Closed Session**

### **A. Closed Session Motion**

R. Johnson made a motion to go into a closed executive session @ 8:32 pm.

H. Wier seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **IX. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:50 PM.

Respectfully Submitted,  
N. Thomas