



## Athlos Jefferson Parish

# Minutes

### AAJP Board Meeting

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#### Date and Time

Thursday November 12, 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), N. Berg (remote), R. Johnson (remote), S. Sewell (remote), T. Nelson (remote)

#### Directors Absent

H. Wier, J. Wright

#### Guests Present

A. Bell (remote), N. Thomas

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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 Thursday Nov 12, 2020 at 7:04 PM.

#### B. Record Attendance

#### C. Call for Conflict of Interest

None

## **II. Consent Agenda**

### **A. Approve Agenda**

E. Ketchens made a motion to approve the consent agenda.

S. Sewell seconded the motion.

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

### **B. Approve October 7, 2020 Board Meeting Minutes**

E. Ketchens made a motion to approve the minutes from Board Meeting on 10-07-20.

S. Sewell seconded the motion.

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

### **C. Athlos Report**

## **III. Board Training**

### **A. Eight Principles of Good Governance**

Jill presented 8 principles of good governance to the board members:

1. Rule of Law - Fair legal framework that adheres to local and federal law
2. Mission Driven- Board composition should be designed to support the school's mission
3. Effective & Efficient- Processes and institutions need to produce results that meet the needs of the organization while making, the best use of the organization's resources.
4. Responsive- Requires processes to serve all stakeholders in a timely manner
5. Transparent- There should be enough information provided in an easily understandable language that is directly accessible to those who will be affected.
6. Accountable- The acknowledgement and assumption of responsibility for decisions and actions.
7. Participatory- Processes should be in place which foster an environment where the public can feel they are a part of the decision making process.
8. Consensus Oriented and Inclusive- Different interest and view points need to be mediated to reach a board consensus.

## **IV. Administrative Reports**

### **A. Director's Report**

Lower Elementary Report:

Second Quarter instructional preference changes were implemented on October 14th.

Parents were given the option to change their instructional preference for their students.

The greatest impact occurred in Kindergarten where on campus enrollment went from 98 students to 108 students

Increasing the class sizes beyond the state enrollment guidelines. As a result, we were able to pull the back up virtual teacher to support on campus learning, All other grades have 4 on campus teachers and 2 virtual teachers.

551 students are enrolled in K-4 and 690 are in 5-8

Currently 857 students participate in on campus learning and 383 participate in virtual.

In an effort to ensure we continue to practice mitigation strategies, on Wednesday, November 4th students and teachers participated in a "reset" on COVID procedures such as social distancing, mask wearing and sanitizing of hands.

Friday, October 30th was designated as student and staff recognition day and was rescheduled due to hurricane Zeta. We recognized students of the month and staff members of the month and supporting staff members of the month on Friday, Nov 6th.

Panorama Survey:

The Panorama Survey for staff members was completed on October 23rd as it relates to school climate,

62% of respondents indicate most students are enthusiastic about being at school

58% of respondents indicate most students are supportive of one another

41% of respondents indicate the attitude of their colleagues is positive

36% of respondents indicate the work in environment is positive

61% of respondents indicate the tone of culture set by leadership is positive

71% of respondents indicate that leadership is powerful

57% of respondents indicate school leaders have the best interest of the school in mind.

All areas of the survey with favorable results under 65% and below will be addressed in the 30 60 90 day Strategic Plan.

Staff Development Day was scheduled for November 2, 2020. We will now push information through staff meetings and weekly Professional Learning Communities.

Grading Window

Interim reports will be distributed on November 13, 2020

Report cards will be issued on January 8, 2020

Quarter 3 will begin January 5, 2021

ANET Interim 1

The window for Interim 1 opened on October 19th and was set to close on October 30th. Due to Hurricane Zeta we have extended the window to November 10th. We anticipate hold data meetings during our Professional Learning Communities 11/12 & 11/13.

Upper Elementary:

As of November 1st the numbers are as follows:

Budgeted Enrollment: 1250

Funded Enrollment: 1231

Actual Enrollment: 1241

5th grade will be adding an additional on campus homeroom to reduce classroom size from 31 to 24 students.

21 students were dropped from the roster in October

8 were "no shows"

8 were not satisfied with Admin/ Teachers/ Curriculum

31 students were added

Human Resources:

October Resignations:

Athletic Performance Coach

October Transitions:

SpEd Para to SpEd Inclusion Teacher

SpEd Para to Receptionist

2nd Grade Teacher to Dean of Lower Elementary

Behavior Interventionist to 2nd grade teacher

October Hires:

5th grade- Science

6th grade- Science

6th grade- Social Studies

7th grade ELA

Athletic Performance Coach

General Education Paraprofessional

SpEd Paraprofessional

Lower School Assistant Principal

Current Vacancies:

Math Interventionist

7th Science

8th Grade Math

Payables:

BCBSLA account has been rectified. Payments for separated staff has been rectified.

## **B. Finance Report**

Balance Sheet:

A. Cash- Cash balance is adequate to cover 46 days of expenditures

B. Accounts Payable and Accrued Salaries and Benefits- All other items reflect invoices that were invoiced in the current month but have yet to have payment submitted

C. Fund Balance: Decreased in current month due to Federal and Food Service Revenue in process of being drawn. In total Food Revenue Services balance by \$100k + in the current month.

Revenues:

State revenues is currently trending under approved budget amounts due to lower than budgeted enrollments. Student growth or budget revision may be required.

Federal Revenue is currently trending under approved budget due to the reimbursement being received after expense is incurred.

Salaries and Benefits are currently trending under approved budget

Purchased Services are currently trending under approved budget due to some September service bills being paid in October.

Supplies and Materials are trending higher than budgeted due to higher spending during the first of the year in preparation for the beginning of the school year.

Equipment has not yet been purchased.

Lease and property taxes are on track with approved budget.

Other expenses are trending lower than approved budget.

## **V. Committee Reports**

### **A. Governance Committee**

No report

### **B. Finance Committee**

Adam Bell introduced John Phan to present information on the Bonding Process.

John broke down the entire process of having the school building bonded, to assist the board members with their future decision.

## **VI. Discussion Items**

### **A. ESP Evaluation**

N/A

### **B. Annual Board Strategic Planning Session**

Jill has scheduled the Annual Board Strategic Planning Session for December 2nd.

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

### **A. New Hires**

R. Johnson made a motion to approve the new hires.

E. Ketchens seconded the motion.

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

## **VIII. 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 8:22 PM.

Respectfully Submitted,  
N. Thomas