

APPROVED



Athlos Jefferson Parish

Minutes

AAJP Board Meeting

Date and Time

Wednesday March 3, 2021 at 7:00 PM

Location

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

or

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

Directors Present

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

Directors Absent

T. Nelson

Guests Present

D. Knicely (remote), N. Thomas (remote)

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 Mar 3, 2021 at 7:07 PM.

B. Record Attendance

C. Call for Conflict of Interest

None

II. Consent Agenda

A. Approve Agenda

R. Johnson made a motion to approve the consent agenda.

H. Wier seconded the motion.

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

B. Approve February 3, 2020 Board Meeting Minutes

R. Johnson made a motion to approve the minutes from AAJP Board Meeting on 02-03-21.

H. Wier seconded the motion.

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

C. Athlos Report

III. Board Training

A. Financial Disclosures

Jill discussed Conflict of Interest Policy 2005 for this month's board training.

Duty to Disclose

Members of the board must annually submit a Tier 3 personal financial statement by May 15th

The information will always be based on the previous calendar year.

Each member will also need to submit a financial report the year following your last year of service on the board.

The Tier 3 personal financial statement will mainly ask for:

Employment information for you and your spouse.

Information on earnings from gambling.

Contract information between you and any businesses that provide services for Athlos Academy.

Please make sure to identify Athlos Academy of Jefferson Parish and your position on the position held field of the form.

Ways to submit Tier 3 personal financial statement to the state:

Upload the disclosure form on the portal.

Hand deliver the disclosure

Mail or fax

Corrections can be made to your disclosure by filing an amendment.

Your disclosure will take about a week to reflect in the system after submission.

IV. Administrative Reports

A. Director's Report

Dr. Sanchez's February Director's report

The school had a small fire in the coach's office on February 12th. The investigation deemed it to be an electrical fire.

Our insurance company has picked up the claim minus our \$10,000 deductible.

Safety procedures were followed and everyone was able to exit the building safely.

The fire caused smoke to get in the air circulation system. This resulted in smoke and debris in the air filters and air ducts.

The school campus has been closed to students since 2/22/21 as restoration crews have been working to clean air ducts and replace air filters. We transitioned to full distance learning with the expectation to return to campus on 3/8.

As of 3/3 all air ducts and filters have been replaced, except for the coaches' office. The in house custodial team is currently shampooing classroom carpets to remove any lingering smoke smell.

New Hires:

3 Lunch Monitors

Literacy Interventionist

2 Paraprofessionals

6th Math Teacher start date April 12th

Covid 19

No grade level or homerooms to report

15 staff members were out on quarantine or isolation for the week of 2/8

All students were still able to come to campus

LEAP 2025 Preparations

Testing preference has gone out to parents of distance learners

We are offering the option of weekend testing

Parent Town Hall scheduled for 3/16 and 3/18 for 6pm.

Staff Retention Survey showed 126 of 128 employees intent to return.

Our goal was to get a 65% staff return rate, However we received a 98% return rate.

B. Finance Report

Ryan Web presented financial information for Jan 2021.

We are 58.33% through the school year.

Cash- Cash balance is enough to cover 32 days of expenditures.

Fund Balance experienced an increase in January. This is due to an uptick in federal revenues drawn, and a leveling out of expenditures in relation to income.

State revenue continues to trend slightly under budget, but is closer to projected with revised budget.

Over all funding is down slightly in 20-21 due to lower than budgeted enrollment numbers.

Federal Revenue is currently trending under revised budget, but is now aligning and will continue to do so in subsequent months as projected federal revenue continue to come in through out the year.

Salaries and benefits continue to trend below revised budget but is expected to fall slightly and in line with analysis on labor conducted during budget revisions as the year moves along.

Purchased Services are lower than approved budget due to expenses related to student enrollment such as transportation and MSA trending lower than projected. Slight revisions were made during budget adjustments.

Supplies and Materials are just under budget for the entire year due to expenditures such as laptops being utilized during the school year vs. later.

Lease and Property Tax are above revised budget this month due to property tax being paid in December,

C. Approve Financials

H. Wier made a motion to accept the financials.

R. Johnson seconded the motion.

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

D. Academic Growth and Retention Presentation

Darin discussed Academic Growth and Retention
October 2020 - February 2021

New weekly meeting structure

90 minutes

Consolidated focus on Academic growth and retention

Incorporating all sites collaboration

Continued one on ones

The process of the new meeting structure

- Mission & Vision

- Charter Agreement

- Annual Goals

- 30,60, 90 Strategies

- Data Indicators

V. Committee Reports

A. Governance Committee

Governance Committee met today and discussed the following:

Attendance Policy- 5201

This policy will be up for discussion later on the agenda

Reminder of the May15th dead line for each member's Financial Statement

The Board is currently looking for new board members.

April- Collecting Board Interest Forms

May- Board Election

June- Seat new board members for the new school year

Please refer any potential board members to Jill

B. Finance Committee

Harvey Weir confirmed our Lawyer Ruby will review RFPs from the Utah school to make sure it is complaint with Louisiana Law. Ruby will advise once she has reviewed the RFP.

VI. Discussion Items

A. Early Release Policy

Jill presented the proposed revision to the Attendance policy 5201 under the distance leaning section.

Part B is proposed to be added to the attendance policy 5201

"In cases where school is cancelled or have an early release, the school leader reserves the right to implement distance learning, even if local schools are not in session due to cancellation or early release."

Jill will make changes to the term "school is cancelled" and send the change to Dr. Sanchez.

Section 4:

Early Release: In cases of inclement weather or other emergency identified by the school leader, students may be released early.

- a. There will be no count against the student with early release if:
 - i. Student is in class for at least 50% of the school day, or

- ii. The distance learning model is implemented for the rest of the day.

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

A. 20-21 SY Calendar

Kyle Leybas presented the 2021-2022 School Year Calendar.

Mardi Gras and Spring Break will be revised according to the 2022 calendar holiday dates.

R. Johnson made a motion to approve the 2021-2022 school calendar with Mardi Gras and Easter holiday edits.

H. Wier seconded the motion.

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

B. New Hires

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

H. Wier 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 8:17 PM.

Respectfully Submitted,
N. Thomas