

DRAFT



## Athlos Jefferson Parish

# Minutes

## February Stakeholder Feedback Task Force Meeting

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### Date and Time

Friday March 1, 2024 at 12:00 PM

### Location

Athlos Academy of Jefferson Parish

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

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### Committee Members Present

J. Holmes, J. Wright, N. Thomas

### Committee Members Absent

K. Murray

### Guests Present

T. Tate (remote)

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

J. Holmes called a meeting of the Stakeholder Feedback Task Force Committee of Athlos Jefferson Parish to order on Friday Mar 1, 2024 at 12:07 PM.

## II. Stakeholder Feedback Task Force

### A. Task Force Structure

The Stakeholder Feedback Task Force Team members are:

Janine Holmes  
Jaquetta Wright  
Nikisha Thomas

## **B. Review Survey Feedback**

The taskforce reviewed survey feedback, discussed ways to approach opportunities for growth, then developed goals and action steps to work towards each goal.

The main topics addressed by the task force were the following:

Developing a written standard operating procedures for handling students exhibiting at-risk behaviors,

Developing a cohesive plan between leadership, teachers, MTSS Coordinator, and Counselors to identify at-risk students early.

Train staff on signs to identify at-risk students, next steps to communicate student's need for additional resources, and ways to incorporate/monitor at-risk students during daily class routines.

The team discussed possible solutions such as:

Inviting the MTSS Coordinator to be a part of the Focus Group

Building a strong workflow system between Counselors, MTSS Coordinator, Director of Exceptional Student Services, Teachers and Administration to narrow the gap of undetected at-risk students. Including but not limited to SEL Assessments, Clearly defined PBIS system, Relevant Consequence Ladder aligned with LDOE standards,

## **C. Determine Task Force Goals**

Stakeholder Taskforce Goals:

1. Review Discipline Policy and Related Procedures (March 2024)
2. Review PBIS & Related documents (April 2024)
3. Review SPED, OCR Discipline Policy (May 2024)
4. Build out Standard Operation Procedure Manual for MTSS process.

### **III. Other Business**

#### **A. Determine Meeting Times**

Jaquetta Wright will review her calendar and follow-up with the team to determine the committee meeting schedule.

### **IV. 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 12:59 PM.

Respectfully Submitted,  
N. Thomas