



## Athlos Jefferson Parish

### Minutes

#### AAJP Staff Recruitment & Retention Task Force Meeting

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**Date and Time**

Wednesday March 20, 2024 at 5:30 PM

**Location**

Athlos Academy of Jefferson Parish

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

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**Committee Members Present**

C. Martin, J. Holmes, V. McCoy

**Committee Members Absent**

*None*

**Guests Present**

C. Dillon, C. Fisher-Rollins, T. Tate (remote)

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**I. Opening Items****A. Record Attendance****B. Call the Meeting to Order**

V. McCoy called a meeting of the Staff Recruitment & Retention Task Force Committee of Athlos Jefferson Parish to order on Wednesday Mar 20, 2024 at 5:33 PM.

**II. Staff Recruitment & Retention Task Force****A. Task Force Goals**

The committee reviewed the 2 committee goals and checked off the first.

**B. Review current staff certifications**

Ms. Fisher-Rollins shared a summary of current staff certifications and those that are in a teaching program. Additional information was requested along with summary data. Ms. Fisher-Rollins and Ms. Tate will update the report for the April meeting.

**C. Review ED job description**

Ms. Tate shared the updates that were made to the job description template based on committee feedback. No additional edits were suggested by the committee.

**III. Closing Items**

**A. Adjourn Meeting**

The committee agreed on preparing the following items for the April committee meeting:

- Certification report update

- Onboarding roadmap

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:01 PM.

Respectfully Submitted,

T. Tate