

APPROVED



## Athlos Jefferson Parish

# Minutes

## AAJP Staff Recruitment & Retention Task Force Meeting

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### **Date and Time**

Thursday April 18, 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**

K. Murray (remote), 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 Thursday Apr 18, 2024 at 5:37 PM.

## **II. Discussion Items**

### **A. Review current staff certifications**

Ms. Tate shared the updated certification tracking spreadsheet with current percentages of staff in each category.

The committee discussed other pathways for mentorship to help teachers that are not certified.

**B. Review draft employee onboarding plan**

Ms. Tate shared the draft summer onboarding plan for new staff.

The committee provided potential additions and edits.

**III. Closing Items**

**A. Topics for final meeting in May**

**May Task Force**

- Review mid-year onboarding draft
- Certification in process - timeframe for completion for each
- Certification comparison to interim assessments
- Create summary recap for June

**June Board Meeting**

- Provide summary of task force accomplishments
- Merge with Academic Committee

**B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:14 PM.

Respectfully Submitted,  
V. McCoy