



Élan Academy Charter School

August CEO Support And Eval Meeting

Published on August 25, 2025 at 6:59 PM CDT

Date and Time

Wednesday August 27, 2025 at 4:30 PM CDT

6501 Berkley Dr., New Orleans, LA 70131; (504) 619-9720; www.elanacademy.org

The matters listed are those reasonably anticipated by the Chair to be discussed at the meeting. Not all items listed may, in fact, be discussed. Other items not listed may be brought up for discussion to the extent permitted by law. All agenda items are informational unless otherwise denoted, though all committee reports require a vote for acceptance. The meeting will be held on the campus of the school.

All meetings are lived streamed from: <https://tinyurl.com/elanboard>

Agenda

	Purpose	Presenter	Time
I. Opening Items			4:30 PM
A. Record Attendance			1 m
B. Call the Meeting to Order			
II. CEO Support And Eval			4:31 PM

	Purpose	Presenter	Time
A. FYE 2025/2026 CEO Goal Setting	Discuss	Melanie Clark	15 m
B. FYE 2025/2026 Committee Goal Setting	Discuss	Darren Patin	15 m

III. Other Business

IV. Closing Items

A. Adjourn Meeting	Vote
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Guests are welcome to speak during each agenda item with recognition from the presiding officer. In the event to comments or debate may appear to be lengthy, the presiding officer will set a time limit the open comment period; will define the time length each person is afforded to speak; will recognize the order of the respondents, and each person will be asked to state their name, city, parish, and affiliation with the school (examples: employee, administration, parent, community guest, school board representative). This policy subject to change, as necessary.

Coversheet

FYE 2025/2026 CEO Goal Setting

Section:	II. CEO Support And Eval
Item:	A. FYE 2025/2026 CEO Goal Setting
Purpose:	Discuss
Submitted by:	
Related Material:	FYE 2025-2026 CEO Goals.pdf

CEO Goals

SCHOLAR SUCCESS	<ul style="list-style-type: none"> 95%+ student attendance; ISS/OSS <10%; equity across subgroups Less than 5% student attrition due to dissatisfaction with Élan Keep scholar attrition due to dissatisfaction under 5%, verified through exit surveys and withdrawal data.
Academics	<ul style="list-style-type: none"> 100% of 3–8 students master or grow at least one level on LEAP Increase the School Performance Score (SPS) by X points (to be set once 2024–2025 baseline data is released).
TALENT DEVELOPMENT & STAFF RETENTION	<ul style="list-style-type: none"> 80%+ teacher retention across Highly Qualified Instructional Staff by July 15th of each calendar year Complete mid-year and end-of-year evaluations for 100% of instructional staff, aligned to state standards. Develop and present a formal CEO Succession Plan to the Board.

CEO Goals

Financials & Development	<ul style="list-style-type: none"> Fiscal health as determined by KPI's established annually by the Finance Committee Secure renewals from at least 75% of prior-year individual donors. Develop and present a 5-Year Strategic Budget that aligns with enrollment projections, staffing plans, and facility needs by June 30, 2026
Community Partnerships	<ul style="list-style-type: none"> Establish or deepen 3+ strategic community partnerships that directly support academic or enrichment goals.

Coversheet

FYE 2025/2026 Committee Goal Setting

Section:	II. CEO Support And Eval
Item:	B. FYE 2025/2026 Committee Goal Setting
Purpose:	Discuss
Submitted by:	
Related Material:	CEO Support & Evaluation Committee Goals.pdf

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ELAN ACADEMY CEO SUPPORT COMMITTEE

Board Goals

I. Overarching Longterm Goals (3 years)

Development of CEO Evaluation template and annual timeline to support and evaluate the CEO, by creating and implementing specific, measurable CEO and Board Level goals.

II. Board Annual Goal

Annually review and evaluate CEO performance.
Annually evaluate Committee's work and the committed objectives.
Annually prepare and revise the CEO Contract.
Implement a comprehensive CEO Evaluation.
Annually review and revise Board Level goals for CEO

III. CEO Annual Goal

Meet with CEO Committee to provide input.
Identify and develop annual goals to present to the Committee for approval.
Develop a dashboard to collect data for committee reports regarding measurables.
Complete self-evaluation on an annual basis.

IV. Board Committee Action Plan Goal No. 1

Preparation of Annual documents pertinent to CEO evaluation

Key Actions

Due Date

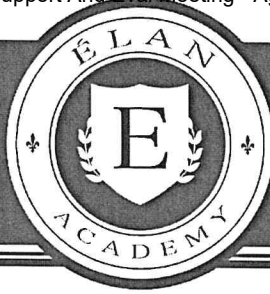
1. Revise CEO Evaluation Template
2. Prepare an outline of CEO's goals to include End of year Evaluation form
3. Prepare outline of Board Level Goals for CEO

V. Board Committee Action Plan Goal No. 2

Create deadlines regarding evaluation process

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Key Actions

Due Date

1. Review calendar and coordinate with CEO regarding setting of dates/deadlines.

VI. Board Committee Action Plan Goal No. 3

Prepare CEO Contract

Key Actions

Due Date

1. Review prior contracts.
2. Review template CEO contracts (BES, Board on Track, e.g.)
3. Include bonus structure and compensation plan.
4. Prepare benefit plan documents which articulate same.