



Élan Academy Charter School

Governance Committee Meeting

Published on September 23, 2025 at 3:52 PM CDT

Date and Time

Wednesday September 24, 2025 at 5:00 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			5:00 PM
A. Record Attendance			1 m
B. Call the Meeting to Order			
II. Governance			5:01 PM

	Purpose	Presenter	Time
A. CEO Report	FYI	Melanie Clark	5 m
B. FYE 2025/2026 Committee Goals	Discuss	Daphine Barnes	15 m
C. PTO Policy Change	Discuss	Melanie Clark	5 m
III. Other Business			
IV. Closing Items			
A. Adjourn Meeting	Vote		

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

CEO Report

Section:	II. Governance
Item:	A. CEO Report
Purpose:	FYI
Submitted by:	
Related Material:	CEO Report September 2025.pdf

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CEO REPORT

AUGUST 2025



Through a classical curriculum, high-quality instruction, and leadership development, Élan Academy Charter School ensures that all students have the foundation necessary to thrive in secondary school, succeed in college, and access lives of opportunity.

K-8 Mastery Growth



Rank 1	Wilson Charter School	+7
Rank 2	Edward Hynes Charter School – Parkview	+6
	Martin Behrman Charter Acad of Creative Arts & Sci	+6
Rank 3	Élan Academy Charter School	+4
	Fannie C. Williams Charter School	+4
	ReNEW Laurel Elementary	+4
Rank 4	Esperanza Charter School	+3
	Mary Bethune Elementary Literature/Technology	+3
	Mildred Osborne Charter School	+2
Rank 5	Audubon Charter School	+2

Enrollment Update 25-26

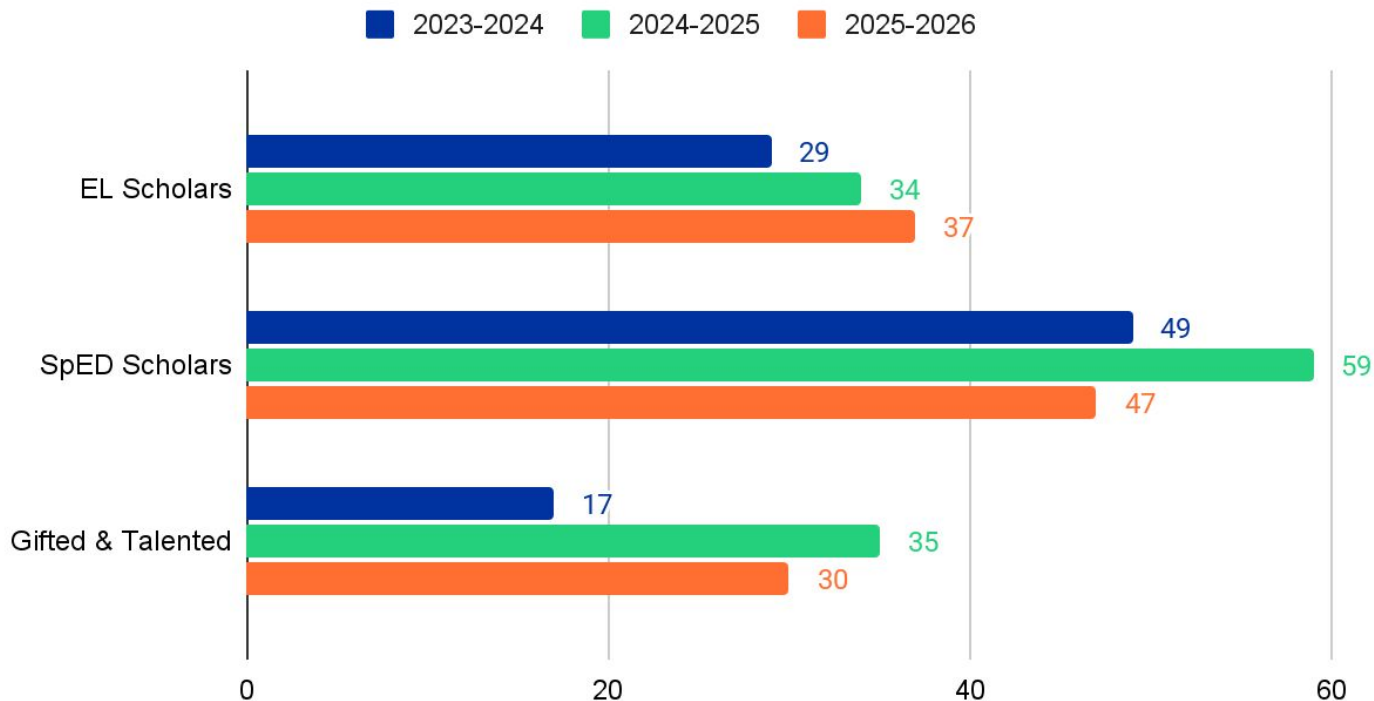
Budget w/ PK: 470
*16 scholars below

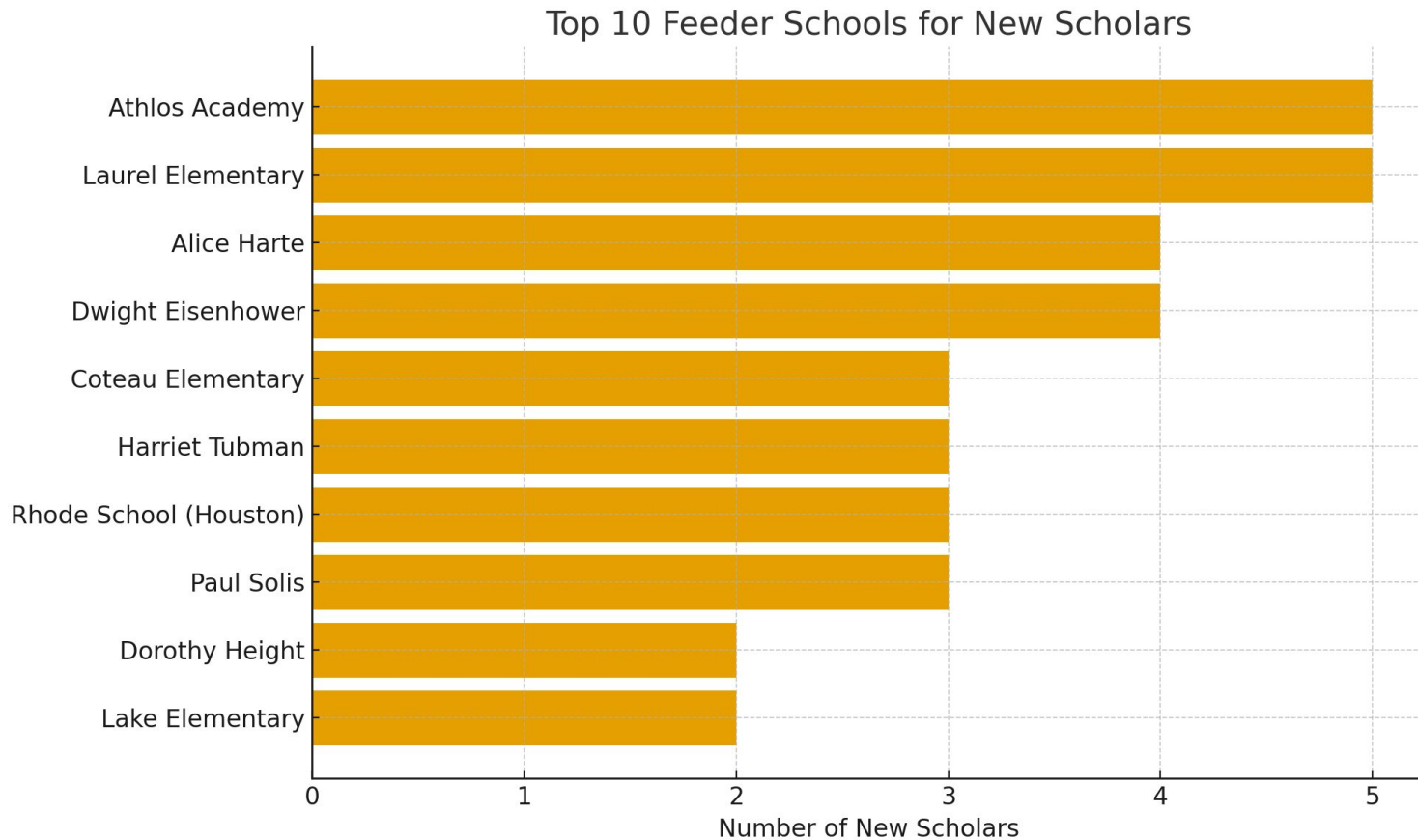
Grade	Active Students	10/1 Target	Available Seats
PK	15	15	0
PKT	5	5	0
K	48	52	4
1	52	52	0
2	48	52	4
3	51	52	1
4	47	52	5
5	45	52	7
6	50	52	2
7	46	52	6
8	47	52	5
TOTALS	454	488	34

New Scholars

Grade	Active Students
PK	15
PKT	5
K	33
1	7
2	7
3	9
4	9
5	7
6	11
7	8
8	13
TOTALS	124

Scholar Support Numbers





Westbank Schools

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Enrollment by Zone: School-Level

2024-25 End of Year Active Student Enrollment by Zone

Student Zone (Where Students Reside)					
Site	Zone 1 (Westbank)	Zone 2 (Uptown/Central City)	Zone 3 (N.O. East)	Zone 4 (Downtown/Mid-City)	Student Location Not in System
Behrman	81%	5%	5%	7%	2%
Eisenhower	83%	2%	3%	12%	0%
Elan	80%	5%	5%	8%	3%
Harte	84%	5%	4%	7%	0%
Height	86%	3%	5%	4%	2%
NOMMA (8th)	15%	*N/A	*N/A	*N/A	85%
Tubman	82%	3%	3%	7%	4%

- All Westbank K-8 schools enroll ~80-86% of their students from Westbank families (Note: with the exception of NOMMA's 8th grade, which has a low percentage because they enroll students from outside Orleans Parish).

K-8



Enrollment Capacity

Zone	2023-24			2024-25			2025-26			
	10/1 K8 Enrollment	Targets	Fill Rate	10/1 K8 Enrollment	Targets	Fill Rate	*8/22 K8 Active Student Enrollment	*Estimated K-8 10/1 Enrollment	*Targets	Projected Fill Rate
Zone 1 Westbank*	4,159	4,645	90%	4,149	4,399	94%	4,233	4,108	4,332	95%
Zone 2 Uptown/Central City	7,002	7,771	90%	6,944	7,692	90%	7,031	6,823	7,658	89%
Zone 3 New Orleans East	6,297	7,351	86%	6,418	7,168	90%	6,388	6,199	7,365	84%
Zone 4 Downtown/Mid-City	11,385	12,421	92%	11,513	12,546	92%	11,686	11,340	12,443	91%
Citywide	28,843	32,188	90%	29,024	31,805	91%	29,338	28,470	31,798	90%

- Westbank grades K-8 has the smallest number of students of any zone, and saw a very small decrease in enrollment from SY 23-24 to SY 24-25. But, despite this, shrinking targets gave the Westbank the highest SY 24-25 fill rate of any zone at 94%.
- Overall K-8 enrollment on the Westbank is expected to drop this year by about 1%, but K-8 targets have decreased this year by 1.5%, resulting in a slightly higher projected fill rate of 95% (which would again be the highest of any zone).

K-8

Enrollment: Westbank

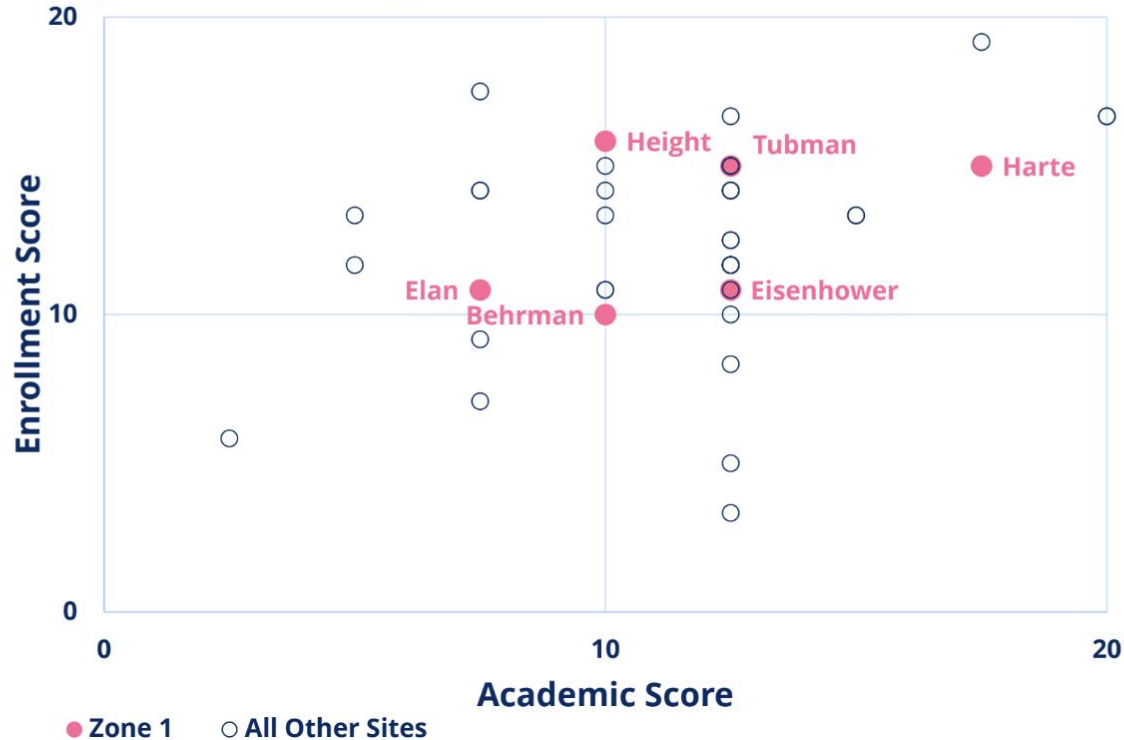
Site Name	2023-24			2024-25			2025-26			
	10/1 K8 Enrollment	Targets	Fill Rate	10/1 K8 Enrollment	Targets	Fill Rate	*8/22 K8 Active Student Enrollment	*Estimated 10/1 K8 Enrollment	*Targets	*Estimated Fill Rate
Behrman	764	956	80%	695	780	89%	727	705	739	95%
Eisenhower	573	681	84%	560	594	94%	560	543	570	95%
Elan	379	453	84%	415	457	91%	441	428	468	91%
Harte	694	723	96%	695	703	99%	703	682	702	97%
Height	789	801	99%	824	825	100%	832	807	807	100%
NOMMA (8th)	131	131	100%	114	140	81%	150	146	146	100%
Tubman	829	900	92%	846	900	94%	820	796	900	88%
Total	4,159	4,645	90%	4,149	4,399	94%	4,233	4,108	4,332	94%

- Although the Westbank schools vary in size, differing trends in enrollment and targets are resulting in relatively healthy fill rates for all schools.

K-8

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Zone 1 (Westbank) NSNO Scorecard: 2024-25



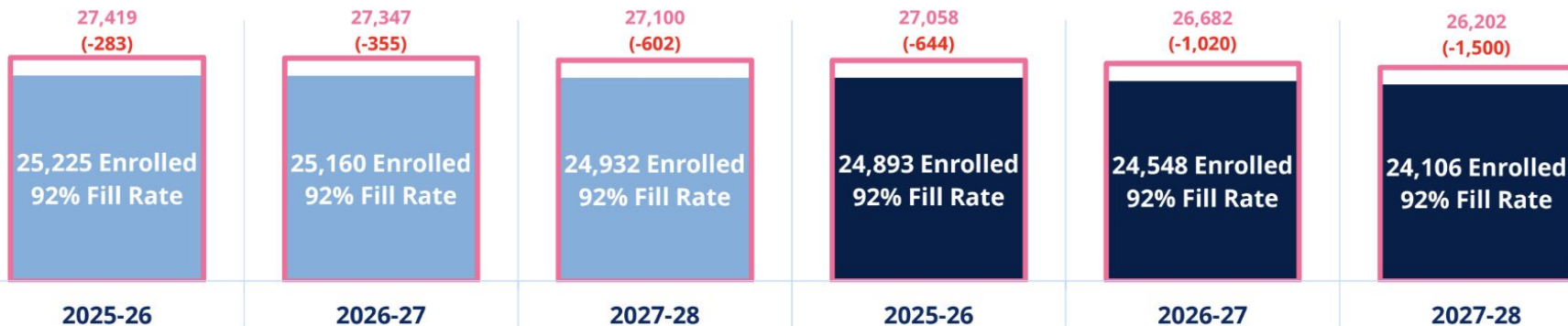
K-8



Estimated Needed to Reach 92% Fill Rate

Type 2, alternative, and selective admission schools not included

Seats Needed To Reach 92% by Year When Applying
Enrollment Estimates: K-8th



Seats Needed to Reach 92%: High Enrollment Estimate

Seats Needed to Reach 92%: Low Enrollment Estimate

- The 2024-25 Fill Rate for grades K-8 was 91%. When layering over our enrollment estimates, we estimate a 90-92% fill rate for 2025-26.
- For grades K-8, we estimate we have ~602 to ~1,500 “too many seats” when compared to the 92% fill rate goal for the 2027-28 school year. This is roughly one to two K8 schools.

The Accelerator builds on NSNO's existing School Sustainability grantmaking and includes 3 additional categories for innovation. The initiative will fund projects in 2025 – 2027.

School Sustainability	Diverse Learners	High School Models	Emerging Opportunities
<ul style="list-style-type: none">• School Closure• School Consolidation• Seat Reduction• School Relocation• Facility Co-location• Operator Merger	<ul style="list-style-type: none">• Supports that will improve outcomes for students with disabilities and multilingual learners• Specialized programming	<ul style="list-style-type: none">• Improve transitions from K-8 to HS, or HS to postsecondary• Approaches that enable further flexibility in students' time and schedules	<ul style="list-style-type: none">• Mental health• A.I. tools inside and outside the classroom

Operations

Facilities Update

- New Facilities Manager has been hired and has been doing an amazing job with the building upkeep.
- The **Department of Health** conducted an inspection on **August 15th** – we passed with **no findings**.
- The **Fire Marshal** conducted an inspection on **August 6th** – we also passed with **no findings**.
- The fire department conducted a random drill on September 22nd - we passed as an exemplar.

Transportation Update

- Transportation is off to a great start for the school year no issues have occurred as of now.
- All drivers have submitted their current and updated license and SB-Numbers.

Nutrition Update

- SFSP Audit was completed Thursday August 28th and held off site.

Data Update

- We continue to face challenges with our Single-Sign On partner Clever. It has caused delays in BOY testing and access to curriculum and educational platforms.

Hiring Updates

FY26 Vacancies:

- 1 Teacher
 - Self-Contained (Maternity Sub.)

New Hires:

- 14

Returning Teammates:

- 39 - 70% Retention rate

Returning Leaders:

- 6 - 100% Retention rate



New Partnerships

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Our Mission in Action

In our Classrooms

ELA % Mastery +

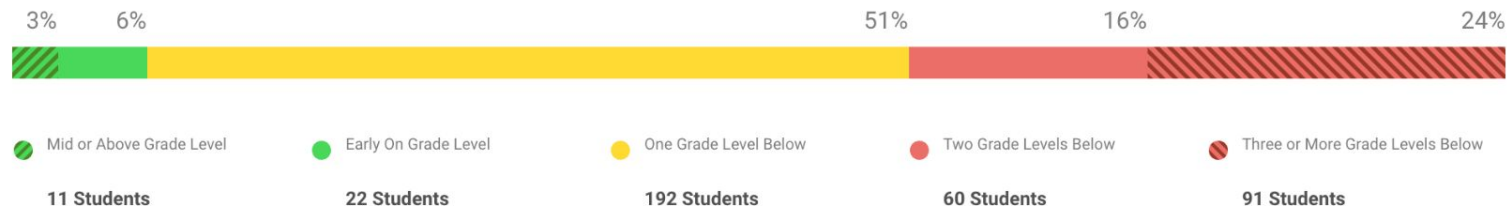
Grade	2024	2025	% Change
3rd	19%	22%	+3%
4th	19%	28%	+9%
5th	29%	26%	-3%
6th	24%	23%	-1%
7th	37%	37%	0%
8th	42%	54%	+12%

Our Mission in Action

In our Classrooms

Math% Mastery +

Grade	2024	2025	% Change
3rd	10%	27%	+17%
4th	17%	22%	+5%
5th	18%	9%	-9%
6th	8%	15%	+7%
7th	23%	28%	+5%
8th	19%	17%	-2%

Overall PlacementStudents Assessed/Total: **376/392**
[i The Mapping Between 5-Level and 3-Level Placements](#)
▼ Placement by Domain

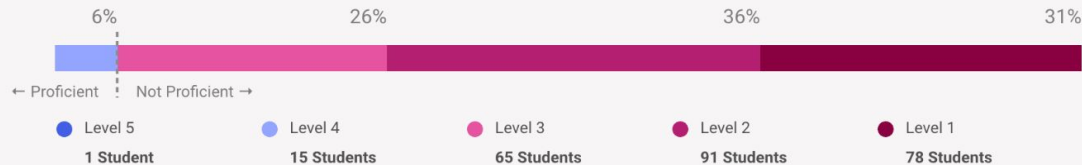

MATH LEAP PROJECTIONS

Proficiency if Students Show No Additional Growth

Students with Projection/Total: 250/268

Proficient: **6%**

(Level 5 + 4)

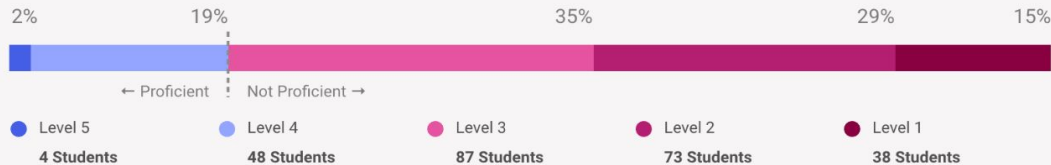


Projection if Students Achieve Typical Growth

Students with Projection/Total: 250/268

Proficient: **21%**

(Level 5 + 4)

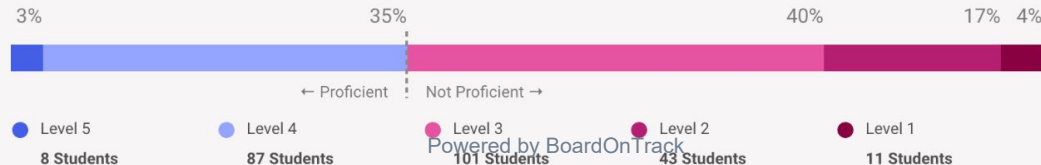


Projection if Students Achieve Stretch Growth

Students with Projection/Total: 250/268

Proficient: **38%**

(Level 5 + 4)

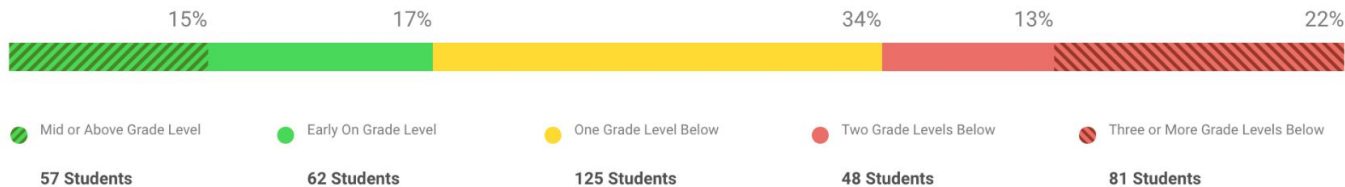


READING

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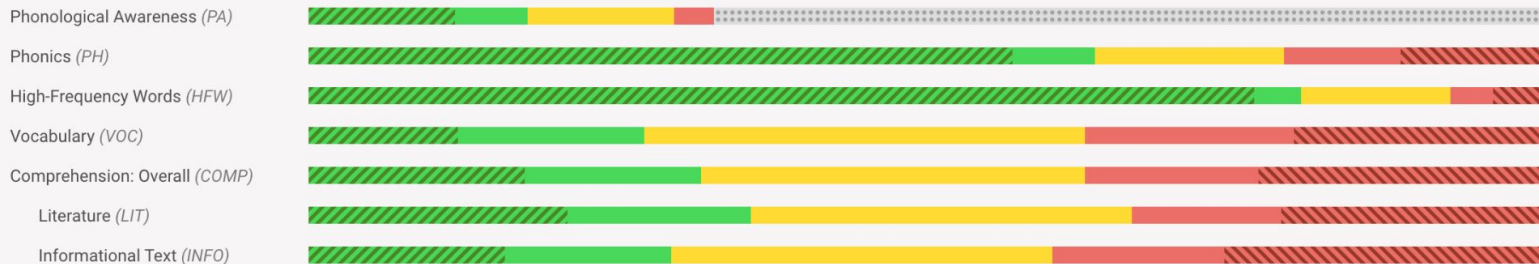
Overall Placement

Students Assessed/Total: 373/392



[The Mapping Between 5-Level and 3-Level Placements](#)

Placement by Domain



Not assessed (due to grade or domain exempted)

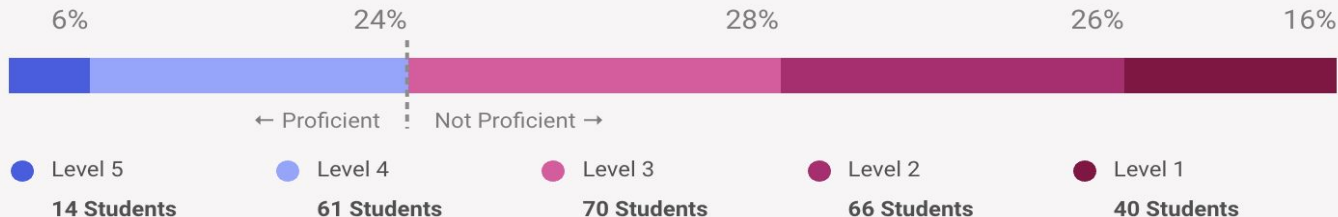
ELA LEAP PROJECTIONS

Proficiency if Students Show No Additional Growth

Students with Projection/Total: **251/268**

Proficient: **30%**

(Level 5 + 4)

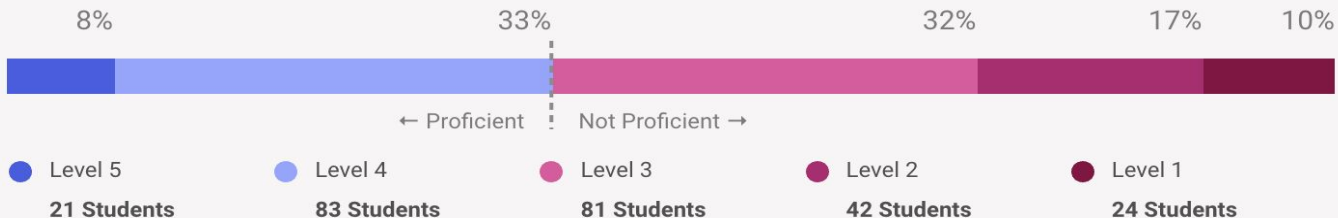


Projection if Students Achieve Typical Growth

Students with Projection/Total: **251/268**

Proficient: **41%**

(Level 5 + 4)

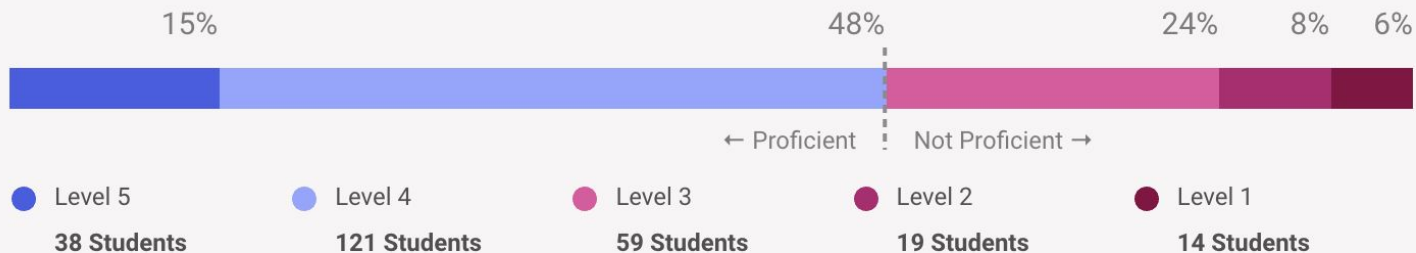


ELA LEAP PROJECTIONS

Projection if Students Achieve Stretch Growth

Students with Projection/Total: **251/268**

Proficient: **63%**
(Level 5 + 4)



24-25 iReady Math BOY Typical Growth Projection	24-25 iReady Math MOY Typical Growth Projection	24-25 iReady Math EOY Projection	24-25 Math LEAP Results	25-26 iReady Math Typical Growth Projection
14%	16%	22%	19%	21%

24-25 iReady ELA BOY Typical Growth Projection	24-25 iReady ELA MOY Typical Growth Projection	24-25 iReady ELA EOY Projection	24-25 ELA LEAP Results	25-26 iReady ELA Typical Growth Projection
33%	40%	41%	29%	41%

Coversheet

FYE 2025/2026 Committee Goals

Section:	II. Governance
Item:	B. FYE 2025/2026 Committee Goals
Purpose:	Discuss
Submitted by:	
Related Material:	Governance Committee FYE 2025-2026 Goals.pdf



GOVERNANCE COMMITTEE FYE 2025/2026 GOALS

1. Amend By-Laws

- **Specific:** Review current by-laws, identify needed revisions (e.g., committee structures, officer roles, conflict-of-interest), draft amendments, and obtain board approval.
- **Measurable:** Completion of draft amendments, legal review, committee approval, and final board adoption.
- **Achievable:** Governance Committee leads the review; seek input from CEO and legal counsel as needed.
- **Relevant:** Updated by-laws ensure compliance, clarity, and alignment with strategic goals.
- **Time-Bound:**
 - Initial review & draft changes: **by October 31, 2025**
 - Legal review: **by November 30, 2025**
 - Board vote: **by December 17, 2025**

2. Develop New Board Member Orientation Packet and Training Protocol

- **Specific:** Create a packet including mission/vision, strategic plan, financial overview, governance policies, committee descriptions, and meeting calendar; design a training protocol for onboarding.
- **Measurable:** Finalized packet distributed; training protocol documented; at least one pilot session held with a new/existing member.
- **Achievable:** Draft by Governance Committee with staff support; review by full board for feedback.
- **Relevant:** Strengthens governance effectiveness and prepares new members to engage quickly.
- **Time-Bound:**
 - Draft packet & training outline: **by January 31, 2026**
 - Final version approved: **by March 31, 2026**
 - First training delivered: **no later than June 30, 2026**

3. Develop Robust Board Recruitment and Succession Procedures

- **Specific:** Document criteria for board membership, recruitment sources, vetting process, term limits, leadership succession, and diversity goals.
- **Measurable:** Written recruitment and succession plan; adoption by board; implementation evidenced by at least 2 new members recruited through the process in FY2026.
- **Achievable:** Committee develops draft with input from Nominating/Executive Committee and CEO; board approves final version.
- **Relevant:** Ensures continuity, diversity, and strength of board leadership.
- **Time-Bound:**
 - Draft procedures: **by February 28, 2026**
 - Board approval: **by April 30, 2026**
 - First cycle of recruitment using new procedures: **by June 30, 2026**



4. Develop Compliance/Operations Calendar

- **Specific:** Create an annual calendar that includes compliance deadlines (IRS 990, state filings, audit, charter requirements), governance tasks (CEO evaluation, board self-assessment), and strategic planning milestones.
- **Measurable:** Calendar produced, approved, and adopted by the board; updated annually.
- **Achievable:** Governance Committee works with Finance, Academic, and CEO to collect all key dates; committee staff/board secretary maintains updates.
- **Relevant:** Ensures compliance, reduces risk, improves board efficiency.
- **Time-Bound:**
 - Draft calendar prepared: **by November 30, 2025**
 - Board adoption: **by December 17, 2025**
 - Annual review/update process established: **every June, starting June 2026**