APPROVED

Élan Academy Charter School

Minutes

Board Meeting

Date and Time
Wednesday October 27, 2021 at 6:00 PM

Location
Via Zoom Meeting Conference as per State of Louisiana Proclamation Number 2020-30
Phone Discussion (646) 558-8656;
Meeting ID: 825 6221 7713;
Password: NONE

709 Park Blvd., New Orleans, LA 70114; (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.

Directors Present
A. Olatunji (remote), D. Barnes (remote), D. Hoover (remote), D. Patin (remote), G. Thomas-Batiste (remote), J. Stewart (remote), R. Watkins (remote), S. Brown (remote)

Directors Absent
A. Shabankareh

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

D. Patin called a meeting of the board of directors of Élan Academy Charter School to order on Wednesday Oct 27, 2021 at 6:07 PM.

C.

Approval of Today's Meeting Agenda - Darren Patin (Voting)

A. Olatunji made a motion to approve the minutes from Board Meeting on 09-29-21.
R. Watkins seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Head of School Report

A. Head of School Report – Melanie Askew (Voting)

HoS report was circulated for review

NOPS Board Meeting went well

- We will hear final decision on charter renewal on 11/18/2021
- Site visit was held by Ms. Pickett
- Elan received100k from DOE - Mastery numbers dropped, stipend
- **Uses:**
  - Attendance/ Well Being
  - Academic Recovery and Acceleration
  - Professional Development

Facilities/Operations:

- Will Meet with Ethan Ashley on Friday, 10/29
- No word on the status of building(Schwartz/ Rosenwald)
- Preference for WB

Personnel:

- lead teacher and para have resigned; interviews are being held
- Reading/ Math results show that scholars need continued support
- Enrollment remains healthy at 316, short of max number of 336

One App opens November 1st
D. Hoover made a motion to Approve Head of School Report.
S. Brown seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Governance

A. Governance Committee Report - Darren Patin (Voting)

Discussed Dr. Radamaker

Strategic planning session focused on board and committees

Discussion:

- cafeteria vendors are doing well
- some issues with janitorial and transportation centered around staffing
- some janitorial staff members are not reporting to work
- some days there are no bus monitors
- considering providing staff with stipend to serve as bus monitors

Audit report was solid with no issues identified

Board training attendance

- Steven missed, but is scheduled to attend
- Tiffany will also attend

Facilities/ Buildings

- Rain Tree- was skeptical to budget and ability to finance. Presumption was based on ambiguities from available financial information provided from Edtech
- Get with Edtech to get clarification for monthly/annual budget for capital improvement
- Charter School Capital- will have a follow up phone call to discuss financing opportunities

Strategic Planning meetings

- Jonathan has taken a lead on community partnerships

G. Thomas-Batiste made a motion to Approve Governance Report.
J. Stewart seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Academic

A. Academic Committee Report – Anane Olatunji (Voting)

Did not have a quorum at last meeting.

V. Finance

A.

Finance Committee Report – Roger Watkins (Voting)

Revenues:

- September revenues totaled $390,713
- MFP payment of $245K (gross)
- $141K in uncategorized revenue

Expenses:

- September expenses totaled $229K
- Salaries and benefits totaled $157K
- -$20 in uncategorized expenses

Cash and Balance Sheet:

- September ending cash balance totaled $1.37M
- Credit card liability of $738 and payroll liability of $1,732

Elan ended September with $1.37M; projecting to end FY22 with $2.1M

Additional Information:

- Working on getting a process in place for recognizing/recording grant income
- Discussed the feasibility of taking on additional debt for capital improvements.

A. Olatunji made a motion to Approve Finance Report.
The board **VOTED** unanimously to approve the motion.

VI. Development

A. Development Committee Report – Ashley Shabankareh (Voting)

Unable to meet this month.
presented recommendations:
1. Annual Event projected to be held for late March
Parents Night Out or Gala

Committee meeting scheduled for next Tuesday at 6pm.

2. Increase board giving to 15k to cover any possible gaps (give or get). Current giving is $250/ board member. Last year the board raised 10K.

End of year giving increases for non- profits.

A. Olatunji made a motion to Approve Development Committee report.
S. Brown seconded the motion.

The board **VOTED** unanimously to approve the motion.

VII. Additional Business

A. Old Business

B. New Business - Darren Patin

Consideration of Dr. Radaker for Board membership.
Dr. Radaker introduced himself to the board and gave some background insight.

R. Watkins made a motion to Approve Dr. Rademaker to the Board.
A. Olatunji seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. Board Terms

Discussed board term limits.

1. Darren Patin – June 30, 2023
2. Roger Watkins – June 30, 2023
3. Daphine Barnes – June 30, 2023
4. Steven Brown – June 30, 2023
5. Anane Olatunji – June 30, 2023
6. Tiffany Lewis – June 30, 2024
7. Ashley Shabankareh – June 30, 2022
8. David Hoover – June 30, 2022
9. Jonathan Stewart – June 30, 2022

S. Brown made a motion to Approve the terms and confirm as dated.
R. Watkins seconded the motion.
The board **VOTED** unanimously to approve the motion.

VIII. Closing Items

A. Chairman's Remarks

B. Adjourn Meeting

J. Stewart made a motion to Adjourn the meeting.
R. Watkins seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:28 PM.

Respectfully Submitted,
D. Barnes

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.