

DRAFT



Élan Academy Charter School

Minutes

November Board Meeting

Date and Time

Wednesday November 29, 2023 at 5:30 PM

Location

Elan Academy
6501 Berkley Dr.
New Orleans, LA 70131

Elan Academy

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.

Directors Present

D. Barnes, D. Patin, G. Briggs, R. Green, S. Rademaker

Directors Absent

J. Thibodeaux

Guests Present

Jondricka Jefferson

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 Nov 29, 2023 at 5:41 PM.

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

D. Agenda amended to include voting item regarding state approved stipend

S. Rademaker made a motion to approve amended agenda.

G. Briggs seconded the motion.

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

II. Head of School Report

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

G. Briggs made a motion to approve head of school report.

R. Green seconded the motion.

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

Ms Jefferson presented the report in Dr. Clark's absence.

Ms. Garza presented Powerpoint slide of report previous to meeting.

Discussed status of facilities projects including basketball court, signage and yard/playground installation

Provided staffing updates

Discussed status of grants and partnerships, which are strong

Enrollment data shows increased enrollment, and lower issues with attendance and behavior this year, which is encouraging

Received LEAP updates and testing modules which show improvement and growth

Discussed operations issues

Discussed upcoming events

III. Governance

A. Governance Committee Report - Darren Patin (Voting)

Discussed state stipend

Discussed facility and vendor status as outlined in head of school report

Discussed litigation matters

Discussion of interim head of school and operations manager stipend

S. Rademaker made a motion to approve governance committee report.

G. Briggs seconded the motion.

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

IV. Academic

A. Academic Committee Report –

Discussion regarding step testing results

Coordination of meeting in December re interim data analysis

D. Barnes made a motion to approve the academic committee report.

S. Rademaker seconded the motion.

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

V. Finance

A. Finance Committee Report –

Discussed audit status - looking good, set to be complete by end of December and prior to December 30.

One issue re payroll forms that need to be secured

Finances are sound and above compliance levels

Budget outlook is now a surplus based on increased enrollment

Audit to be completed by 12/30 deadline

we will have a December meeting to approve budget

Solid financial standing

D. Barnes made a motion to approve finance committee report.

G. Briggs seconded the motion.

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

VI. Development

A. Development Committee Report –

Ready to launch popcorn fundraiser

Working on next fundraising - Little House on Algiers Point ; trivia night

Discussion of sponsorship for Spring Fest and coordination with PTO

Discussion of golf tournament

Outreach to local restaurants to have school nights

Launch Double Good popcorn fundraiser

Will have multiple fundraising campaigns

Discussed additional fundraising opportunities with Algiers small businesses

Discussed Sponsorship to the Elan Academy Spring Fest

G. Briggs made a motion to approve development committee report.

R. Green seconded the motion.

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

VII. Additional Business

A. Old Business

B. New Business - Darren Patin

Discussion of resolution regarding payment of stipend to teachers and support staff - and distribution schedule.

S. Rademaker made a motion to approve resolution to authorize stipend payment in 2 parts - December 15 and May 15.

G. Briggs seconded the motion.

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

Legislature stipend discussion

motion to approve a resolution to distribute the stipend in 2 parts.

VIII. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:00 PM.

Respectfully Submitted,

G. Briggs

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:27 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.