APPROVED

Élan Academy Charter School

Minutes

February Board Meeting

Date and Time
Wednesday February 28, 2024 at 5:30 PM

Location
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. Patin, G. Briggs, J. Thibodeaux, R. Green

Directors Absent
D. Barnes, S. Rademaker

Ex Officio Members Present

S. Garza

Guests Present
J. Jefferson, Kevin Connor, M. Clark, Raven Brown

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 Feb 28, 2024 at 5:36 PM.

C. Approval of Today's Meeting Agenda

G. Briggs made a motion to Approve meeting agenda.
J. Thibodeaux seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Approval of Prior Meeting Minutes

R. Green made a motion to Approve January 2024 meeting minutes.
G. Briggs seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Head of School Report

A. Head of School Report

Presented by Dr. Clark and Ms. Askew.

Building signage completed
Basketball court completed
Playground installed
Kindergarten and Pre-K building code project completed

Hiring updates
2 Vacancies
Early applicants for 24-25, interviews being scheduled
work tasks being issued for Data and Content Coordinator role

418 enrollment numbers - on the increase

Attendance numbers are steady

Behavior issues are declining

iReady Math numbers are increasing while Reading numbers are lagging

Operations

Most repairs addressed - damaged window needs to be replaced

Discussed upcoming events
Open House March 25
Spring formal April 12
Spring Festival April 20
Awards Day May 22
Graduation Algiers Navy Base May 23

Trimester 3 priorities discussed re organizational chart restructuring; budget assessment; foundational docs codification; systems logistics re evaluations and accountability, particularly scheduling (feasibility of 4 day workweeks)

Return from leave focus groups and one on ones

J. Thibodeaux made a motion to Approve the Head of School report.
G. Briggs seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Academic

A. Academic Committee Report

Met on 2/27/24.

Discussed Dibels, iReady and the status of the efforts with students who are close to achieving next level goals.

DIbels - growth shown across all grade levels from beginning of year stats.

Addressed self-examination of student's goals and ability to track assessments.

R. Green made a motion to Approve Academic Committee report.
J. Thibodeaux seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Finance

A. Finance Committee Report –

Financials are steady and consistent from last month

Forecasts remain the same

Projected budget surplus is $1.1 million, with $2.4 million currently in reserves

Need to address LAMP fund investments being returned to general account.

Expiration of ESSER funds requiring budget examination and analysis
G. Briggs made a motion to Approve Finance Committee Report.
R. Green seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Development

A. Development Committee Report –

No meeting this month

VI. Additional Business

A. Old Business

Governance Committee report was delivered

The Governance Committee Meeting commenced on February 28, 2024 at 5:08 p.m. In attendance were Darren Patin, chair and Jeremy Thibodeaux, along with Dr. Melanie Askew Clark.
The following matters were discussed:
Vendor status: The food service vendors are not providing the salad bar, as promised to the faculty. There is also concern with regards to the size of the portions. Dr. Clark is scheduling a meeting with the vendor in order to discuss same.
Janitorial vendor is continuing to perform satisfactorily and within expectations.
The transportation vendor is proving to be expensive, although the GPS service is of benefit to the parents. There appears to be a communication issue with regards to the arrival and departure of the vehicles that needs to be addressed. There have not been a lot of later arrivals, however. There are also two referrals/disciplinary issues involving students, one of which involved a fight and the other is just simply failure to abide by the directions of the drivers.
The lawn vendor is not providing the best service. They have also not repaired a broken window. We are looking to replace the lawn service.

Facility status – The basketball court and playground are completed. Seeds have been spread along the yard. There is a backflow tapper issue that needs to be fixed. Estimates have been requested. There is also a leaking urinal.
Status of litigation – There is no news with regards to any pending litigation.
Board recruitment efforts – We have reached out to LACPS to see if they can provide us with an updated graduates list so we can explore board member recruitment. We have also asked Dr. Clark to reach out to the parents within the Momentum organization to see if anyone would be interested in serving as a parent representative.
Other matters – We discussed the budget surplus and savings balance as we move into the 24-25 school year. This is particularly so as the school is considering changing the teaching model to a director-focused model.

Motion to approve Governance Committee report was offered by Dr. Green, Seconded by Gary Briggs, and approved unaminously

VII. 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 6:25 PM.

Respectfully Submitted,
J. Thibodeaux

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.