



**ATHLOS ACADEMY OF JEFFERSON PARISH
BOARD OF DIRECTORS MEETING**

Date: May 2, 2018 Time: 7:00pm
 Location: 2600 Belle Chasse Highway Suite 201 Gretna, LA 70056

Board Member	Present/Absent
Ben Bourgeois	P
Kathleen Robert	P
Harvey Wier	P
Carolyn Steel	P
Landon Allen	P
John Foard	P
School Leader: Esrom Pitre (P) Athlos HQ: Jeff Gunther (P), Andrea Thomas-Reynolds (P)	

Chair Ben Bourgeois called the meeting to order at 7:02 pm.

Topic	Discussion/Conclusion	Notes
Pledge of Allegiance (1 minute)		Ben Bourgeois
Approval of Agenda (1 minute)		Kathleen Robert made a motion to approve the agenda as presented. Carolyn Steel seconded the motion. The motion passed unanimously.
Call for Conflicts of Interest (1-5 minutes)		Ben Bourgeois None
Approval of Meeting Minutes (1 minute)	Approval of April 4, 2018 Minutes	Kathleen Robert made a motion to approve the minutes as presented. Harvey Wier seconded. The motion passed unanimously.
Public Comment (6 mins)		Ben Bourgeois
Board Development		
Mission Statement (2 minutes)	The mission of Athlos Academy of Jefferson Parish is to provide high quality educational opportunities for the whole child through three	Ben Bourgeois stated, after reading the school's mission, that



	foundational pillars: Prepared Mind, Healthy Body, and Performance Character.	he is proud of the board for the last years each member has been committed. He added that employees and staff are being hired.
Discussion Items		
Director's Report (5 minutes)	Update on on-going pre-operational tasks completed by the School Leader	<p>Esrom Pitre gave an update on school enrollment: 1040 students applied, 887 accepted, 653 fully registered on record however 740 as of today. Every section is filled except for fourth grade. Esrom Pitre spoke to community relations and attendance of job fairs at various college campuses. 10 college students interested in coming back home to teach. Parent Meet and Greets have been scheduled. The last two were full with approximately 120 parents with kids. This one was the highest since November. About 20 teachers have been hired. The construction update includes cement poured in areas. Esrom mentioned that Academic policies will be reviewed soon, and he is diving into the three pillars.</p> <p>Ben spoke about the meeting with GNO Inc and specifically about their recruiting of businesses to the area.</p>



Athlos Report (5 minutes)	Update on construction and launch supports provided by Athlos Academies	Jeff Gunther reports construction is on track. He stated ELL and Special Education are launching. Next month for food services, and RFP's will be out. He is working on the On Boarding, interviewing, helping with student registration, and getting student information system up and running.
Enrollment Update (5 minutes)	Discussion of current enrollments	Jeff Gunther See above
Financial Review (5 minutes)	Update on pre-operational budget and recent expenses	Jeff Gunther Jeff reported that Athlos has spent not quite half of line of credit. The rest will be geared to salaries.
Employee Hiring Progress (5 minutes)	Update on progress of employee hiring, plan to bring on contracted assistance	Andrea Thomas-Reynolds and Esrom Pitre Andrea reported to date that 21 staff members received approval tonight. Only literacy coach and the last administrator not hired.
Policy Review (10 minutes)	Review Policies 4034 – Expense Reimbursement 4038 – Employee Leave 5303 – Medication Administration 5306 – Student Health Screenings 7202 – Bus Transportation	Jeff Gunther Jeff asked all board members to review the policies prior to the meeting and opened floor for discussion to prepare for vote next month.
2018-19 Budget Timeline	Review timeline for 2018-19 budget approval	Jeff Gunther Jeff stated the budget is for review in May and a vote will occur at the June meeting.



Action Items		
Public Comment (2 mins)		Ben Bourgeois
Approve Line of Credit Drawdown	Approve request for Line of Credit funds	Ben Bourgeois requested a motion be made to approve the line of credit funds. Kathleen Robert made a motion to approve the request for the line of credit funds. Landon Allen seconded. The motion carried unanimously.
Public Comment (2 mins)		Ben Bourgeois
Approve New Hires	Approve employment agreements for staff hired through May 2	Esrom Pitre Harvey Wier made a motion to approve the employee agreements for the staff hires through May 2nd. Landon Allen seconded the motion. The motion passed unanimously.
Public Comment (2 mins)		Ben Bourgeois
Approve Technology Purchase	Approve purchase of classroom and teacher technology	Jeff Gunther stated that 10 classrooms of carts of laptops, 2 carts of iPad, and 4 stationary computers need to be purchased for the classrooms. Harvey Wier motioned for the purchase of 10 classrooms of carts of laptops, 2 carts of iPad, and 4 stationary computers. Carolyn Steel seconded the motion. The motion passed unanimously.
Public Comment (2 mins)		Ben Bourgeois Ben told the back story of the school mascot – The Triton.
Approve Mascot (5 minutes)	Approve mascot artwork	Jeff Gunther. After much discussion,



		mascot vote will be tabled to next mtg
Public Comment (2 mins)		Ben Bourgeois
Approve Security System RFP (5 minutes)	Select from security system bids	Jeff Gunther A vote on security systems was delayed as only one bid had been submitted. The board will wait for further bids.
Public Comment (2 mins)		Ben Bourgeois
Approve Benefits Plan (5 minutes)	Approve benefits plan for 2018-19 And trash /recycling contract	Jeff Gunther reported trash and recycling needs. Both Metro and Republic turned in bids. Landon Allen made a motion for approve Metro for trash contract (8 cubic yards) and Republic for school recycling. Carolyn Steel seconds the motion. The motion passed unanimously. Jeff also spoke to the health benefit plan from BCBS. With the different plan options, he advised the board on the lowest deductible, a 80/60 plan. With 85% premiums for employee covered. 60-\$70 per individual, \$90 for family. Better than JPSD for individual and 2 dependents; 25% covered for dependent. Carolyn Steel motions for Athlos health benefit plan be the BCBS 80/60 plan, 60-\$70 per individual, \$90 for family. Landon Allen seconds the motion. The



		motion passed unanimously.
Public Comment (2 mins)		Ben Bourgeois
Policy Approval (10 minutes)	Approve Policies 4025 - School Bus Driver Standards 4033 - Employee-Student Relationships 7501 - Food Sales Outside Reimbursable Meals	Jeff Gunther presents the policies to be voted on at current meeting. Harvey Wier motions to approve School Bus Driver Standard policy, Employee-Student Relationship policy, and the Food Sales Outside Reimbursable Meals policy as discussed. John Foard seconds the motion. The motion passes unanimously.
Public Comment (2 mins)		Ben Bourgeois
Gulf Coast Bank Authorization (5 minutes)	Add view access to accounts for back office provider	John Foard discussed how access is needed for Michael Dunn of Dunn Financial, so he may prepare books in advance of spending money. John Foard made a motion to grant Michael Dunn view only access to finance records. Kathleen Robert seconded the motion. The motion passed unanimously.

Commented [JG1]: Include credit cards?

Harvey Wier made a motion to add to agenda the subject of an enrollment cap Action Item. Ben Bourgeois seconded the motion. The motion passed unanimously. Jeff Gunther and Esrom Pitre pointed out there has been a lot of growth in the student enrollment. The current budget preparation is based on 940 students. The school is funded by October 1st enrollment and Feb 1st enrollment. The recommendation is to raise enrollment cap by adding two seats per section - K by 12 and 10 by every other grade giving a total of 72 more students. The cap total would be raised to 1012 students. **Kathleen Robert made a motion to increase the cap total to 1012 by adding two seats per section - K by 12 and 10 by every other grade giving a total of 72 more students. Harvey Wier seconded the motion. The motion passed unanimously.**



Next Meeting: June 6, 2018 at 7:00pm

Adjournment: **Kathleen Robert moved to adjourn. Harvey Wier seconded motion. Meeting adjourned at 7:48 pm.**