



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

Date: June 1st, 2016 Time: 6:30 PM

Location: Terrytown Playground Gym Rm. 102, 651 Heritage Street

Board Member	Present/Absent
Ben Bourgeois	P
Kathleen Robert	P
Jason McNeil	P
Harvey Wier	P
Nina Camacho	A
Carolyn Steel	A
Kirby Hobbs	P
Landon Allen	P
Advisory Members: Andrew Webber (A); Jason Trosclair (A); Glenn Hayes, Sr. (A) Athlos HQ: Jenn Thompson (P) Guest: Jeff Gunther with Athlos on call-in	

Chair Ben Bourgeois called the meeting to order at 6:35 pm.
Quorum present.

Topic	Discussion/Conclusion	Notes
Approval of Agenda (1 minute)	Kathleen Robert	Kathleen Robert motions for approval as presented. Harvey Wier seconds the motions. Passes unanimously.
Call for Conflicts of Interest (1-5 minutes)	Ben Bourgeois	None stated by board members.
Approval of Meeting Minutes (1 minute)	Kathleen Robert	Kathleen Robert motions for approval as presented. Landon Allen seconds. Motion passes unanimously.
Public Comment	Ben Bourgeois	None
Board Development		
Mission Statement (2 minutes)	Ben Bourgeois	Ben Bourgeois read the mission and the vision at the start of the meeting. He stated the board would look into board development. He reported Harvey Wier and himself attended leadership course at Athlos in Boise.

		<p>Governance Committee is looking into opportunities with training in town and LA Charter School Association for best practices training. Ben Bourgeois is looking to do a retreat format. Saturday seems best day for board members present.</p> <p>Jenn Thompson stated that Jeff Gunther put together some great training opportunities on the website, and she will enroll all board members. Kathleen Robert added the importance of being trained on the state laws and expectations.</p>
Public Comments (6 mins)	Ben Bourgeois	<p>None at this time.</p> <p>Ben Bourgeois took this moment to introduce Oscar Pipkins with the West Bank Business coalition of over 30 civic associations.</p>
Reports		
Governance Committee Report (8 mins)	Ben Bourgeois: 1023 status, on-boarding process discussion, status of 501(c) 3, discussion of committee meetings	<p>1023 was put through with acknowledgement from IRS. Ben Bourgeois would like to look for opportunity for business development in the form of donations to Athlos JP. Committees need to step up and start meeting and tackling the work that needs to be done. Committee reports need to be turned in a week before at least for entry into packet.</p> <p>Board members need to log in and use the Athlos “cloud” as this is where everything is communicated and posted.</p> <p>Kirby Hobbs recommends a meeting to focus on just to work on organization and communication as a training.</p>
Finance Committee (10 minutes)	Jason McNeil: new federal over time law, need meeting between June and July board meeting	<p>Final rule to change constitutes an exempt employees regarding over time. If management and over \$23K, you are exempt from getting over time. Liberal</p>

		<p>definition of “over time”. Since increase \$ to \$47,500. Less than you qualify for OT if working over 40 hours. In initial budget, our teachers will be making more than that.</p> <p>Ben Bourgeois interjected that root cause is the unionization of charter schools by united teachers of New Orleans. Charter schoolteachers put in a lot of time, this may affect out budget, and we need to be aware and monitor this. This could add another layer into the school. Quality of life balance. (See email attachment from Harvey Wier). Jason also says we must look at the fundraising issues and state taxes.</p> <p>Finance Committee to put together official budget. Will need Athlos input on timeline expenditures in planning year. Already drawing on the promissory note, funds will go down quickly so need to do some fundraising. Our biggest cost right now is legal cost.</p>
Recruitment Committee (5 mins)	Carolyn Steel: schedule meeting to discuss review of the recruitment policy	Not Present; no report given
Facilities Committee (5 mins)	Harvey Wier	<p>No new updates from Harvey Wier.</p> <p>Athlos builds the building. Only goes to bid for lease agreement per Jenn Thompson. Zoning hearing on June 22. Break ground in August. Building should be finished August 1, 2017</p>
Athlos Report (8 minutes)	Launch Status update; timeline review Jenn Thompson, Athlos;	<p>Finance manual needs to be approved by the board. Grant policy on docket. David Shepard emailed with list of state required training. In January, the board needs to know how we will be managing</p>

		<p>the school leader and look into job description of school leader. There are over 100 policies to review as well as the handbooks.</p> <p>Great speakers for the summer institute.</p> <p>Construction update: city council on June 22nd, submit for official permit, Committee recommendations for 2-3 weeks from now.</p> <p>Please see handout from Jenn</p>
Discussion Items		
Policy Packet #1 (10 policies)	Jenn Thompson Athlos (Boise)	<p>Packet one includes:</p> <ul style="list-style-type: none"> Confidentiality of employees Equal Opportunity Student records/confidentiality Attendance Truancy Anti-bully policy Freedom of speech and religion Grievance policy Discipline policy Suspension and expulsion <p>These policies will be submitted by Ben Bourgeois to board's legal counsel.</p>
Committee meetings	Ben Bourgeois	<p>Governance (Ben Bourgeois and Kathleen Robert)</p> <p>Discussion of number of committees to have, calendar of meeting dates and maintain meeting on same day, create a sign up for committees.</p> <p>Media relations training is important for opening. Camille from Athlos to prepare for ground braking</p>
Discussion of offering to pay for Athlos Leadership Training for School Leaders.	Ben Bourgeois	<p>If a candidate requests leadership training, Ben Bourgeois suggests reimbursement if we feel</p>



		<p>strongly or they request the reimbursement.</p> <p>Jason likes option of vetting candidate and candidate getting more knowledge of Athlos, Registration fee, plane ticket cost, lodging, etc.</p> <p>To be voted on at next meeting.</p>
Action Items		
Vote of enrollment policy, and public comment policy	Ben Bourgeois turned over to Jenn Thompson	<p>Jenn Thompson recommends turning over both of these policies to committee for another month because of some discrepancies in the policies found. Jenn would like to review and do a little more research on the recommendations made by counsel.</p> <p>Table vote to July.</p> <p>Ben asked for all policies to review to get an estimate from the attorneys so we have an estimate and can be adequately budgeted.</p>
Public comment		None

Adjournment: **Kirby Hobbs motions to adjourn. Harvey Wier seconds. Motion passes unanimously. Meeting adjourns at 7:50 pm**

Upcoming Meeting Dates:

- August 3rd, 2016**
- September 7th, 2016**
- October 5th, 2016**
- November 2nd, 2016**
- December 7th, 2016**