



**Elan Academy Charter School Board of Directors Meeting Minutes
Wednesday, November 30, 2018
Elan Academy Charter School
709 Park Blvd., New Orleans**

ATTENDANCE

Board: Darren Patin, Dan Willeman, Kim Davis, Tanya Dix, Angela Jordan, Todd Taylor.
Staff: Melanie Askew, School Leader
Guests: David Hoover; Hannah Shore, EdTEC

Meeting was called to order at 6:02 p.m. by Board Chair Patin. It was acknowledged that we have 6 of 8 board members, establishing a quorum.

MEETING MINUTES

Board Chair Patin called for a motion to accept the October 26, 2018 meeting minutes. A motion was made by Kim Davis and seconded by Angela Jordan. Two corrections were offered: date was Tuesday, October 30, 2018; and, removed Kheri Phillips from attendance. The motion passed with a 5 Aye/Yes votes.

ACCEPTANCE OF PROPOSED MEETING AGENDA

Board Chair Patin added four items to the agenda: 1) removal of Academic Committee report; 2) discussion of an interim treasurer; 3) potential donations for the winter formal; and 4) Alex Margetta's potential resignation from the board. Chair called for a motion to approve revised meeting agenda. A motion was made by Dan Willeman and seconded by Tanya Dix. Motion passed with 5 AYE/Yes votes.

HEAD OF SCHOOL REPORT

Melanie Askew gave her report which included a summary of OPSB school opening and closure decisions; announced that OneApp opened on November 19 for priority seating, and gave measurement dates for the rounds; discussed the STEP Cycle scores to date; discussed the LEAP score projections based on August MAP scoring; discussed 2019 – 20 hiring

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opportunities and current year vacancies; discussed some facility/capital improvement needs, including the need for a permanent location or in space growth; gave some updates on staff improvement/development; and provided some school event information, including the Principal's List breakfast on 12/4, the Winter Formal on December 14, and a planned Pennies for Patients fund raiser for Leukemia Research. Chair called for a motion to approve the Head of Schools report. A motion was made by Dan Willeman and seconded by Angela Jordan. Motion passed with 5 AYE/Yes votes.

GOVERNANCE COMMITTEE REPORT

Board Chair Patin presented the Governance Committee Report. He introduced David Hoover, professor of Fine Arts, UNO, as a potential board member. Mr. Hoover spoke to the board about his interest and credentials.

Discussed Jazz Brunch Gala, determined the event will be canceled. Holy Cross has been made aware, thanked for their generosity with the space, and we have been extended an opportunity to use the facility in the future.

Discussed the board composition, having met with David Hoover who came to today's meeting. Discussed the efforts to recruit additional members, including reaching out to NOLA Black Professionals, NABA, United Way, Rotary Club, Penn State University Alumni, New Orleans Saints, Louisiana Association of CPAs, NAAAP, and the New Orleans Hispanic Chamber of Commerce.

Board policy and procedures manual was updated to stay compliant and ahead of the efforts to advance best practices.

Discussed potential funding sources, including a list of local funding sources for grants. Darren, Dan, and Todd will work on identifying those entities.

Discussed future facility needs, looking particularly at Westbank options. Discussed the expansion of the current location using modular, including styles of modular.

Discussed the interim treasurer position, noting the board president and secretary can not hold the position. Discussed looking at new board member(s) for the position, or current board vice chair.

Board Chair Patin called for a motion to accept the Governance Committee Report. A motion was made by Angela Jordan and seconded by Kim Davis. Motion passed with a 5 AYE/Yes vote.

FINANCE AND DEVELOPMENT COMMITTEE REPORT

Hannah Shore, EdTEC provided the finance report.

No Development Committee Report given.

Board Chair Patin called for a motion to accept the Finance and Development Committee report. A motion was made by Board Vice Chair Dan Willeman and seconded by Tanya Dix. Motion passed with a 5 AYE/Yes vote.

OLD BUSINESS

No discussion.

NEW BUSINESS

- A. The potential resignation of the treasurer and its impact to the board composition was discussed. Board Chair Patin called for a motion to accept the resignation of Alex Margetta as board treasurer. A motion was made by Kim Davis and seconded by Angela Jordan. Motion passed with a 5 AYE/Yes vote and Alex Margetta's resignation has been formally accepted by the board chair. Board chair Patin will send a thank you letter to Alex Margetta. The board chair has appointed Dan Willeman as interim treasurer.
- B. The Winter Formal, to be held December 14, 2018, was discussed by Kim Davis, and all board members were asked to donate \$20.00. Dan Willeman and Todd Taylor donated at the meeting; other board members will donate before the event.
- C. Discussed David Hoover's board appointment. Board Chair Patin called for a motion to accept the appointment of Mr. Hoover as a member of the Elan Academy Charter School Board. A motion was made by Kim Davis and seconded by Angela Jordan. Motion passed with a 5 AYE/Yes vote. Board Chair Patin and School Leader Askew will work with Mr. Hoover to meet the OPSB mandated requirements to serve, and Board Chair Patin will write a formal acceptance letter to Mr. Hoover at the appropriate time.
- D. Discussed the Spring Festival. Kim and Darren will meet to set up a formal thought and subcommittee, and report back by the next meeting.

ADJOURNMENT

Board Chair Patin thanked our guest for coming to the meeting, and for contributing to the discussion. Asked for a motion to adjourn, moved by Angela Jordan and seconded by Dan Willeman. The meeting was adjourned at 7:30 p.m.