

The Ouachita Parish School Board met in regular session on Wednesday, July 25, 2018 at twelve (12:00) o'clock noon at its regular meeting place, the Ouachita Parish School Board office.

President Hicks called the meeting to order and welcomed visitors and guests to the meeting.

The roll was called and the following members were present: Tommy Comeaux, Scott Robinson, A. R. Sims, Jerry R. Hicks, John Russell, Carey Walker and Greg Manley. There were none absent.

The Pledge of Allegiance to the American Flag was led by Board member Tommy Comeaux.

The Invocation was given by Purchasing Agent Bobby Jones.

On motion by A. R. Sims, seconded by Tommy Comeaux, the Board approved the Minutes of June 18, 2018 as written. President Hicks offered a brief moment for public comment and motion carried unanimously.

Upon motion by John Russell, seconded by Carey Walker, the Board approved the Agenda as submitted. Motion carried unanimously.

Dr. Coker announced that our newly appointed Special Education Supervisor position, formerly held by Dr. Gail Audrey, has been filled by Angela Westerburg (*a 12 mo. position*), effective 8/01/18; Glen Kline has been appointed as the new Assistant Principal at Robinson Elementary School (*a 10 mo. position*), effective 8/01/18; and Sheree Dear was named the new Principal of Pinecrest Elem/Middle School, (*a 12 mo. position*) effective 7/11/18.

Title I Supervisor Cynthia Osborne presented the following policies for the Board's review and consideration at a later date: Policy **BC**: *Retirement*; Policy **DJA**: *Authorized Signatures*; Policy **GBRIBA**: *Family and Medical Leave*; Policy **GBQ**: *Retirement*; Policy **JGC**: *Student Health Service*. These policies have been reviewed by district personnel as well as our Board attorney Elmer Noah and will be considered by the Board at another meeting.

Business Director Juanita Duke presented her monthly 2017-18 Interim Financial Report for the period ended May 31, 2018. Copies of her report were provided the Board that included all funds of the School Board and the total budgeted revenues and expenditures for the fiscal year compared to actual performance. Mrs. Duke reported that of the revenues collected to date is 99.2% of the current budget at \$131.1 million while expenditures are \$114.5 million or around 80% of the budget. As of May, the revised budget still compares to the original budget on this report, which is approximately 1.4% above our expenditures at this same period compared to the prior fiscal year. The total ending fund balance currently in the General Fund at the end of May is \$36.9 million and as the fund balance comparison reports coming to you at the end of the report as well just to see how it compares to prior periods.

Special Revenue Funds:

Sales Tax Funds to date have estimated collections of approximately 75% of budget. Collections through this period ending May is actually for sales taxes collected at vendor points of sale through the

month of March. There is a little more than three months of collections to go until expenditures in the **School District #1 M&O Fund** are about 102.8 % of expenditures this same period last year or 87% of the budget. Ending fund balance currently is \$17.6 million.

1968 & 1995 & West Ouachita Sales Tax Funds collections are still running about the same percentages as this same time last year or 96% - 97% of revenues collected but has seen a slight improvement in collections in recent months after this report. Mrs. Duke is hoping it will level off but still thinks it will be down by the end of the year as budgeted.

Child Nutrition & Grant Funds reflect nothing unusual except completing programs in finalizing expenditures and purchases for the year. Standard purchases should be completed at this point.

Internal Service Funds

Self-Insurance Funds has a balance of \$2.4 million after \$658,792 was expended at the time of this report. Then again, *Centralized Printing* is still accruing payments coming in on a cash basis from schools reimbursing the account for last school year's expenditures.

Debt Service funds are accumulating monthly transfers in *West Ouachita School District bonds, School District No. 1 QSCB (West) School District No. 1 (West) Limited Certificates and East Ouachita School District* in anticipation of the next bond payments due on September 1 of next year.

Capital Projects Funds: **East 2015 Bond Construction** has a fund balance of \$998,747 and **West 2015 Bond Construction** reflects a fund balance of \$4.017 million.

Following the presentation of Mrs. Duke's 2017-18 Interim Financial Report, Carey Walker moved, seconded by John Russell, that the Board approve the May 31, 2018 Interim Financial Report as presented. President Hicks offered a brief moment for public comment and motion unanimously carried.

Personnel Director Todd Guice provided the Board copies of the Finance Committee Report regarding their meeting of July 10, 2018 as well as the approved Minutes of the May 15, 2018 Finance Committee meeting. Mr. Guice referred to the July 10, 2018 meeting as a short meeting and later directed the Board to look at the Minutes of the May 15, 2018 Finance Committee meeting. He pointed out the four items listed on the Agenda, the first one being the *Online School Payments Plan* officially considered and unanimously recommended by the Finance Committee. Business Director Juanita Duke will be presenting this plan to the Board for their consideration during this meeting. Mr. Guice also noted that the *SNS Methodology (ESSA) program* was recommended by the Finance Committee with their full approval. Mrs. Duke will also be presenting this program to the Board for their consideration and approval later on in this meeting. Information and discussion regarding the *Roofing Assessment Report* was addressed by Maintenance Supervisor Steven Hemphill as he shared the results of the roofing evaluation reporting that our future most pressing roofing needs are at OPHS, Swartz Upper, Swayze, Central, Pinecrest, Woodlawn Elementary and a small portion of WMHS. Mr. Guice confirmed the unanimous recommendation of the Finance Committee that the Board approve the *Adoption of*

Mileages for the 2018 Property Tax Roll as presented by Business Director Juanita Duke. Mrs. Duke will bring this recommendation before the Board for adoption later during this meeting. In conclusion, Mr. Guice reset the next Finance Committee meeting for **Tuesday, August 21 at 9:00 a.m. in the Boardroom of the central office**, changed from August 14, 2018.

On motion by Greg Manley, seconded by Tommy Comeaux, the Board approved the July 10, 2018 Finance Report as presented by Personnel Director Todd Guice. President Hicks offered a brief moment for public comment and motion carried unanimously.

Business Director Juanita Duke recommended acceptance of the Resolution authorizing the following millages hereby levied on the 2018 tax roll on all property subject to taxation by the Ouachita Parish School Board as presented and continuing the following two general fund millages: **Constitutional tax at 5.18 mills** and **Parish wide Maintenance & Operating tax at 24.15 mills** (*This is the maximum rate authorized for these two taxes and is no change from the prior year*). In addition, she recommended reducing the taxes collected from the prior year’s millage of 33.2 mills on the **East Ouachita Bond Debt Service Millage to 30.00 mills**. Whereby, Carey Walker moved, seconded by Scott Robinson, that the Board accept Mrs. Duke’s recommendation and adopt the Resolution authorizing the following millages hereby levied on the 2018 tax roll on all property subject to taxation by the Ouachita Parish School Board as presented:

	<u>MILLAGE</u>
<u>Taxing District: Parish of Ouachita School Board</u>	
Constitutional	5.18 Mills
Maintenance and Operation	24.15 Mills
<u>Taxing District: East Ouachita Parish School District</u>	
East Ouachita Bond (Debt Service)	30.00 Mills

The following roll call vote to adopt the millages levied on the 2018 tax roll was recorded: Tommy Comeaux, yes; Scott Robinson, yes; A. R. Sims, yes; Jerry Hicks, yes; John Russell, yes; Carey Walker, yes; and Greg Manley, yes. Following a brief moment for public comment offered by President Hicks, motion carried, with seven (7) “yes” votes and no “nay” votes.

A written detailed ESEA report was provided the Board by Business Director Juanita Duke as she explained the newly proposed ESEA (*Elementary and Secondary Education Act*) Methodology for Title I Supplement, Not Supplant regulations that will become fully effective in the 2018-19 fiscal year under Section 1118(b)(2), replacing the No Child Left Behind (NCLB) Act. Local Educational Agencies (LEAs) must now demonstrate a methodology used to allocate State and local funds to each school receiving Title I allocations and ensure that the schools receive all of the State and local funds it would otherwise receive if it were not receiving Title I funds. Once an LEA has adopted a methodology, then it is no longer required to identify individual costs or services supported by Title I as supplemental. Mrs. Duke announced that this proposal was approved by the Finance Committee and submitted to the Board for their consideration. A formula that allocates resources for each category of school personnel, the number of students in the school multiplied by the district’s average per-pupil expenditures for non-personnel resources ensures each Title I school gets all of the funding it is entitled to as measured by the sum of the number of personnel and students in the school. Following Mrs. Duke’s presentation, Tommy Comeaux moved, seconded by Scott Robinson, that the Board adopt the 2018-19 proposed

Methodology for Title I Supplement, Not Supplant application as presented. President Hicks offered a brief moment for public comment and motion unanimously carried.

Business Director Juanita Duke presented a new *online payment system* to the Board for consideration. The *online payment system* is used to collect school fees from parents similar to the one used to collect school lunch fees. It was piloted this spring in five schools with good results. All participating schools could clearly see the advantage of time saved by teachers and bookkeepers in handling money. Payment options in cash and by check will still be permitted at the discretion of each Principal. On July 10, 2018, the Finance Committee approved the recommended options that are being presented at this time to the Board for their consideration. Whereby, Scott Robinson moved, seconded by Tommy Comeaux, that the Board approve the **2018-19 Fees for Online Payment Services**. Public comment was offered by President Hicks and motion carried unanimously.

On the recommendation of Business Director Juanita Duke, Tommy Comeaux moved, seconded by Scott Robinson, that the Board approve the Louisiana Compliance Questionnaire for 2017-18 Independent Audit as presented. Mrs. Duke acknowledged that the compliance represents the best responses provided throughout the district and that everything is marked showing compliance with all the stipulated laws and regulations required of school boards. Public comment was offered by President Hicks and motion carried unanimously.

Superintendent Coker expressed his concerns to the Board regarding the safety and security of our students and employees. The Superintendent reminded the Board of the time when there were two co-directors over safety and security about 3 years ago, Mr. Gary Armstrong and Mr. Anthony Moore. However, Mr. Armstrong has since retired, leaving only Mr. Moore in charge of this department and Mr. Armstrong's position was never filled. This position was actually a General Fund cost position and Dr. Coker just found out that the Board will be getting twice the amount of money through the Title IV program designated to the Safe and Drug Free program that are monies our federal government allows us every year. Dr. Coker believes it to be over \$400,000. Therefore, Dr. Coker feels that, with all the safety concerns our society and schools have been experiencing these last few years, he is asking that the Board allow him to hire someone that can go into the schools on a daily basis to check security and be able to perform lockdown drills and safety procedures. At this time Dr. Coker provided the Board with a 4-page job description for the position of *Director of Safety and Security* for consideration.

Whereby, Greg Manley moved, seconded by Carey Walker, that the Board allow Dr. Coker to establish the *Director of Safety and Security* job position needed to provide a safe and secure environment for students and employees of the Ouachita Parish School System. This will be a permanent 12-month position which will be funded with Title IV federal Safe and Drug Free monies as long as it is available and, if ever discontinued, will continue with funds that were used for Mr. Gary Armstrong's former position as Assistant Director of Child Welfare and Attendance. President Hicks offered a brief moment for public comment and motion unanimously carried.

On motion by Greg Manley, seconded by Scott Robinson, the Board unanimously accepted the job description for the position of *Director of Safety and Security* as presented. Public comment was offered by President Hicks and motion unanimously carried.

Now that the position and job description are established, Dr. Coker announced that he will appoint an interim *Director of Safety and Security* which means the position will not be advertised or go through the interview process for the first year. After the first year, he will come back and ask the Board to open the position for application. At this time, Dr. Coker announced the appointment of Mrs. Marsha Baker for the position of *Interim Director of Safety and Security* for one year, effective, 7/26/2018.

In the absence of Special Projects/Safety Coordinator Ken Slusher, Superintendent Coker presented Mr. Slusher's recommendation regarding the bid on the asbestos removal project for the Board's consideration. Whereby, Scott Robinson moved, seconded by Tommy Comeaux, that the Board accept the low bid of Gill Industries, Ltd. for the asbestos removal project at the Ouachita Parish Alternative Center in the amount of \$58,500.00 with the project to begin on August 13, 2018. Board President Hicks offered a brief moment for public comment and motion carried unanimously.

Dr. Coker continued with Mr. Slusher's Construction/Renovation Report as instructed. The dormers on the roof at Swartz Upper Elementary have been removed and roof repaired. The softball batting cages at OPHS are complete. The abatement at OPAC will start on August 13 and the cleanup at the school is complete. At this time, Dr. Coker commended Steven Hemphill and George Booth and their staff for all the hard work in preparing various buildings for students and staff and moving them into the new settings before school starts. WOHS' baseball dressing room and the SHS field house laundry room anticipated completion date is September 15. Drew Elementary Drainage project is complete. Sterlington Middle School restrooms in connection with the auditorium will be complete when school begins. The drainage and gutter problems at Swayze have been addressed by the maintenance crew and repaired. In conclusion, the work on the roof replacement at OPHS is being performed at night.

On the recommendation of Purchasing Agent Bobby Jones, John Russell moved, seconded by Carey Walker, that the Board accept the low bid from BSN Sports in the amount of \$47,130.59 for athletic equipment paid with school activity funds [Bid No. 15-19]. Mr. Jones noted that only 2 bidders out of 13 were responsive. Following an offer for public comments by President Hicks, motion carried with six (6) "yes" votes and Mr. Manley casting the only "no" vote.

On the recommendation of Purchasing Agent Bobby Jones, Scott Robinson moved, seconded by Tommy Comeaux, that the Board accept the low and responsive bids for Copy Paper from **Jackson Paper** on Items 1 - 44 typed in **bold print** (except **Items #8, #9 & #22**) and accept bid **Items #8, #9 & #22 from Unisource** [Bid No. 17-19]. President Hicks offered a brief moment for public comment and motion carried unanimously.

On the recommendation of Purchasing Agent Bobby Jones, Tommy Comeaux moved, seconded by A. R. Sims, that the Board grant permission to bid the following items: **(1)** Basketball Uniforms (funded with SHS School Activity Funds) [Bid No. 18-19]; **(2)** Renovations (*opsb Alt. Ctr.*), funded with *Westside Construction & Sales Tax Funds*) [Bid No. 19-19]; **(3)** Band Instruments (Parish Wide) funded thru District Band Allocations [Bid No. 20-19].

Questions were asked from a member of the audience concerning the total cost of Item No. 2 (*Renovations at the OPSB Alternative Center*). In an attempt to establish an actual cost, Bobby Jones asked that the budgeted amount of \$7.1 million be added to the Minutes documenting the amount budgeted for the renovations to convert the Ouachita Parish Alternative Center into the Ouachita Parish School Board Central Office Complex. Mrs. Duke added that the \$7.1 million is strictly the contractors cost and does not include the architect's fee.

At this time, Scott Robinson offered a substitute motion that our dollar figures reflect a cap of what we can spend out of Westside Bond & Sales Tax on the project and know that the Westside Sales Tax is going to fund the bigger portion of it and then part of the monies generated from the sale of the School Board's facilities would offset some of the costs. In an effort to keep the cost from getting up into the \$8 million range Mr. Robinson further moved to designate a cap of no more than \$6 million be obligated to come from the Westside Bond and Sales Tax proceeds. After further discussion, Mr. Robinson added that **Item No. 2** under **Permission to Bid** be broken out and voted on separately. However, motion dies for lack of a second.

Mr. Comeaux's original motion to grant permission to bid the 3 items listed on the Agenda, carried with six (6) "yes" votes and Scott Robinson voting "no". President Hicks offered public comment and the vote was recorded with six (6) "Yeas" and one (1) "Nay" cast by Mr. Robinson.

Dr. Coker announced that our former Director of Child Welfare and Attendance, Mr. Willie Isby passed away last week. Mr. Isby served as an educator over 47 years. The Board offers their condolences to the family and friends of Mr. Isby. He will forever be remembered for his loyal service and commitment to his profession in teaching and helping children of this community.

The next two meetings will be held on August 14 at 12:00 noon and August 28 at 4:00 p.m. However, since this writing the August 14th meeting was cancelled.

There being no further business to discuss, Greg Manley moved, seconded by Tommy Comeaux, that the Board meeting adjourn. Motion carried unanimously.

OUACHITA PARISH SCHOOL BOARD

Jerry R. Hicks, President

ATTEST:

Don Coker, Secretary

/ps