

A public hearing was held at eleven (11:00) a.m. on Monday, June 18, 2018, prior to the Board meeting at twelve (12:00) o'clock noon providing the public an opportunity to review and inspect the proposed 2017-18 Budget Revision No. 1 of the Ouachita Parish School Board before its adoption by the Board, bringing it into compliance with the "Notice of Public Hearing" law meeting state requirements. A notice of public hearing was prepared and advertised in the *Ouachita Citizen* on Thursday, May 30, 2018 inviting public inspection of the revised budget and made available to the public at the OPSB central office. Following the public inspection of the revised budget, the Ouachita Parish School Board met in regular session at twelve (12:00) o'clock noon, Monday, June 18, 2018, at its regular meeting place, the Ouachita Parish School Board office, to conduct the business of the Board.

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.

Board member Greg Manley led the Pledge of Allegiance to the American Flag.

The Invocation was given by Board member Scott Robinson.

On motion by Carey Walker, seconded by A. R. Sims, the Board approved the Minutes of May 22, 2018 as written. Motion carried unanimously.

Greg Manley moved, seconded by Tommy Comeaux, that the Board approve the Agenda as presented. Motion carried unanimously.

Dr. Coker announced that several administrative positions left vacant by retirees are being filled by the following appointees: **Gail Autrey** will assume the duties of the *Director of Student Support Services*, effective July 1, 2018, replacing Mrs. Brenda "Doll" Adams who will be retiring next month. **Jason Thompson** was named *Sterlington High School Principal*, effective July 1, 2018, replacing the current principal, Dell Ashley, also retiring next month. **Angela Spivey** will serve as the new *Principal of Shady Grove Elementary School* as of July 1, 2018. **Cody Lewis** will assume the position of *Assistant Principal of West Monroe High School*, effective August 1, 2018. **Pamela Jones** will begin her new position as the *Assistant Principal of Woodlawn Middle School*, effective August 1, 2018 and **Jessica Hunter** was appointed the new *Curriculum Coordinator at East Ouachita Middle School*, effective August 1, 2018.

Upon the request of Dr. Coker, Carey Walker moved, seconded by John Russell, that the Board grant permission to open the following three positions for application through the interview process: *Supervisor of Special Education - Principal of Pinecrest - Assistant Principal of Robinson Elementary*. Public comment was offered by President Hicks and motion carried unanimously.

Communication Coordinator Aline Smead invited Tim Whitman and the Ouachita Parish High School girls' softball team to come forward and receive a well-deserved Certificate of Excellence from the Board in recognition of their dedication and outstanding achievement as the 2018 Class 5A State Softball Champions. School Board representative, Greg Manley, and Superintendent Coker commended

their accomplishment and reminded them of how much pride the Lady Lions brought back to our district. Dr. Coker extended his gratitude in thanking Coach Whitman and his talented assistants for a job well done in representing our community.

Purchasing Agent Bobby Jones offered proposals submitted by “Monroe Free Press”, “The Ouachita Citizen” and “The News-Star”, contenders for the Board’s Official Journal. After the Board reviewed and compared the proposals, Scott Robinson moved, seconded by Tommy Comeaux, that the Board continue with *The Ouachita Citizen* as the Board’s Official Journal for 2018-19. President Hicks offered a brief moment for public comment and motion carried, with John Russell voting “no”.

Purchasing Agent Bobby Jones presented a copy of the “Change Order” for the preparation of dirt work at the WMHS football practice field for a difference of \$1,200.00. The original bid from R.D. Owens Construction, Inc. was \$7,800.00. However, according to Mr. Owens, unsuitable soil material in areas of the practice field was discovered and needed to be replaced with 1,500 cubic yards of imported embankment @ \$6.00 per cubic yard increasing the total cost of the project to \$9,000.00. Whereby, Tommy Comeaux moved, seconded by Scott Robinson, that the Board approve increasing the bid of R. D. Owens Construction, Inc. an additional \$1,200.00 for the WMHS football practice field project for a total of \$9,000.00. A brief moment for public comment was offered by President Hicks and motion unanimously carried.

Business Director Juanita Duke provided the Board with a copy of the proposed Budget Resolution (2017-18 Budget Revision No. 1) document for consideration. A summary of the financial performance of the Board for this fiscal year was mailed to them by Mrs. Duke for review before today’s meeting. The contents of the material contained the accumulation of all the financial changes that occurred during the year or anything exceeding 5 percent of budgeted revenue or expenditures. Mrs. Duke informed the Board and those in attendance that the budget hearing was performed prior to this meeting providing the public an opportunity to review and inspect the 2017-18 Budget Revision No. 1 document before its adoption and that all requirements for acceptance of the budget revisions have been met according to Mrs. Duke and are being presented to the Board for approval within the final Budget Resolution (2017-18 Budget Revision No. 1). The budget revisions were recommended for adoption by Mrs. Duke and the following final budget summary of fund balances and resources were presented:

2017-18 Annual Operating Budget – Revision No. 1

	General Fund	Special Revenue Funds	Debt Service Funds	Total Operating Budget
Beginning Fund Balance	\$20,766,489	\$45,156,620	\$16,385,944	\$82,309,053
Revenues	141,606,059	72,712,337	9,294,002	223,612,398
Expenditures	(144,012,877)	(64,250,863)	(17,589,037)	(225,852,777)
Other Sources (Uses)	(1,005,181)	(9,570,574)	9,407,334	(1,168,421)
Excess (Deficiency)	(3,411,999)	(1,109,100)	1,112,299	(3,408,800)
Ending Fund Balance	\$17,354,490	\$44,047,520	\$17,498,243	\$78,900,253

Following Mrs. Duke's presentation, Scott Robinson moved, seconded by Tommy Comeaux, that the Board adopt the Budget Resolution (*2017-18 Budget Revision No. 1*) as presented. President Hicks offered a brief moment for public comment and motion carried unanimously.

Business Director Juanita Duke presented the April 30, 2018 monthly Financial Report to the Board stating that 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 began her report with an announcement of the total expenditures in the **General Fund** balance reflects 99.4% of revenues collected compared to this time last year, approximately 85% of the budget, expenditures for the period were approximately 72% of the current budget and about 101.9% of expenditures this same time last year. The total fund balance to date in the General Fund is \$38.4 million. There are two more months in the fiscal year, May and June, plus school employee summer salaries for July and August to be accrued for the fiscal year which will increase the expenditures substantially by the end of the fiscal year.

SPECIAL REVENUE FUNDS:

School District #1 M&O Fund Sales Tax collections are approximately 95-96% of collections on average of all our sales tax funds to date through April 30, 2018 with \$4.9 million collected in the M&O Sales Tax fund. She reported there are still four months of sales tax collections (March through June) to be reported to close the fiscal year. Mrs. Duke emphasized that this is a cash basis report and that the total ending fund balance in the District M&O_Sales Tax Fund is \$17.3 million at this time. She noted the Fund Balance in the **1968 Sales Tax Fund** totaled \$6.2 million and are being paid out to the employees in the 13th check tomorrow June 19, 2018.

Internal Service Funds

The **Self-Insurance Fund** (*Casualty & Risk Fund*) has expended \$566,907 on general liability and workers compensation claims to date and maintains net assets of \$2.5 million.

Centralized Printing expenses are about \$497,596 for the fiscal year. The current net liability is approximately \$32,696 which is not unusual for this time of year with outstanding billings to departments and schools remaining to be collected by the end of fiscal year close.

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. She noted **East Ouachita School District** property tax collections are approximately 116% compared to last fiscal year due to the increases in millage rate from 30 to 33.2 mills and an increase of almost 6% in assessed property values than originally anticipated for 2018.

Capital Projects Funds: East 2015 Bond Construction has a fund balance of \$1 million. **West 2015 Bond Construction** has a balance of approximately \$4 million.

Mrs. Duke concluded her report referring the Board to the last two pages of her report that provided additional information on historical views of the accumulation of *fund balance, excess (deficiency), revenue and other sources, and expenditures and other uses trends* comparing

accumulated totals in each month of 2015-16, 2016-17 and 2017-18 for the General Fund and the School District No. 1 (M&O) Sales Tax Fund comparing each fund's monthly performance year after year. Following Mrs. Duke's presentation, Greg Manley moved, seconded by Scott Robinson, that the Board approve the 2017-18 Interim Financial Report for the Period ended April 30, 2018 as presented. President Hicks offered a brief moment for public comment and motion unanimously carried.

Business Director Juanita Duke presented a summary of the 2017-2018 sales tax collections from all four sales tax funds (Supplemental Salaries Sales Tax [1968 Sales Tax] **13th Check – June Payment**) report to the Board. Mrs. Duke provided information showing trends of current collections from being down compared to prior years through the month of April 2018 an average between 2.5 to 3.0% across all funds. She reminded the Board that this report is showing total collections from the April 30, 2018 Financial Report through collection received from vendors through the month of February. Mrs. Duke collections in the 1968 Sales Tax Fund being down about 2.5%, and then announced the **13th Check (1968 Sales Tax Fund)** for OPSB employees will be distributed this Wednesday, June 19, 2018. The reported distribution amounts are as follows:

\$4,172 – Instructional; \$1,460 – 11 & 12 Month Support; and \$877 – 9 & 10 Month Support.

These amounts will be prorated for employees classified as 3, 4, 4.5, 5, 5.5, 6, 6.5 or 7 hour workers.

Mrs. Duke continued her report stating that the (1995 Sales Tax Report included on the 2017 – 2018 sales tax collections report) is known as the **14th Check (paid in November)** and that collections for the same period were down a little less than 3%. The West Ouachita Sales Tax fund total collections for the year were down about 3% and the M&O Sales Tax has decreased about 3% fiscal year to date. Upon conclusion of Mrs. Duke's report, Scott Robinson moved, seconded by Tommy Comeaux, that the Board accept the Sales Tax Collections Report as presented by Mrs. Duke. Public comment was offered and allowed by President Hicks and motion unanimously carried.

Business Director Juanita Duke presented the Claims Management Services Agreement between Crawford & Company and Ouachita Parish School Board for the Board's consideration as recommended by the Finance Committee. Mrs. Duke explained that Crawford & Company has served our district for the past several years representing our interest with respect to the investigation and payment of property and casualty claims set forth in the agreement. A list of the fees associated with the services was provided and defined by Mrs. Duke. The renewal of the agreement is for a two-year period commencing July 1, 2018 and ending through June 30, 2020. Whereby, Greg Manley moved, seconded by Carey Walker, that the Board accept the recommendation presented by Mrs. Duke, and approve the Claims Services Agreement renewal with Crawford & Company for a period of two-years commencing on July 1, 2018 and ending on June 30, 2020. President Hicks offered a brief moment for public comment and motion carried unanimously.

On the recommendation of Business Director Juanita Duke, Tommy Comeaux moved, seconded by Scott Robinson, that the Board reject the uninsured motorist liability insurance coverage and authorize the Superintendent to execute the waiver of such coverage for the 2018-19 policy renewal. By rejecting uninsured motorist coverage, the School Board would not assume the liabilities of an uninsured driver who is at fault. This helps to protect the School Board's claims history for future

insurance renewals and premium costs. Following an offer for public comment by President Hicks, motion was unanimously approved.

Special Projects and Safety Coordinator Kenneth Slusher announced that TBA, Tim Brandon Architect, had provided each Board member a copy of his assigned projects listed on his Project Status Report detailing the status of the following ongoing construction projects: **OPSB Central Office** is in *(Construction Document Phase)*; **West Ouachita Baseball** presently the *(Block walls and door frames are being installed)*; **Sterlington Laundry Room** presently the *(Block walls and door frames are being installed)*; and **Richardson/OPAC Renovations** *(Modifications to the facility are almost complete)*. Our maintenance supervisor Steven Hemphill has been working with the Fire Marshal on everything that has been approved and completed and is presently removing and replacing walls. Mr. Hemphill and his staff are actually ahead of schedule with the OPAC renovation project. When OPAC opens for school this fall, it will be located at the former *"Richardson Middle School"* along with *"School Food Service"* instead of the current location *(former WMJH)* according to Mr. Slusher.

Discussion followed with an inquiry from Rev. Russell to Mr. Slusher concerning a leaking roof problem at Swayze Elementary School. Mr. Slusher responded that there are between 18 and 20 leaks from the roof, which would require about 550 squares of shingles for a new pvc roof replacement estimated to cost from \$400,000 to \$500,000. Mr. Slusher stated that he postponed patching the roof because he wanted to present the estimated cost to the Finance Committee to consider at their next meeting to possibly put a roof replacement out for bid. Mr. Slusher doesn't think there is time for the roof replacement to be completed by the time school starts this fall, but feels it could be started before then, and continue, during school if the roofers are very careful during the process. The Board was reminded by Mr. Slusher that our maintenance supervisor Steven Hemphill and his staff are formulating a list of all roofs in our district, grouping them in order of their decline and assessing a cost estimate to implement a budget plan to address their future costs for repairs/replacements. This process will enable the Board to budget these unexpected costs and prepare for future roof replacement costs at select sites.

Mr. Manley questioned Mr. Slusher about the new Sterlington High School laundry facility presently under construction asking if it will be adequate for the players to use by the time football season starts at Sterlington High School. Mr. Slusher responded that it is expected to be completed in October. However, the contractor, Todd Gentry, anticipates the laundry room facility will be functioning adequately within 30-45 days earlier than originally thought and arrangements have been made to accommodate their needs in case football season begins before completion.

At this time, Dr. Coker wanted to publically thank Maintenance Supervisor Steven Hemphill, and Warehouse Supervisor George Booth, including staff, for their hard work in moving the Instructional Team to their temporary offices at Ouachita Junior High, converting the former Richardson High School maintenance wing into the new alternative center to accommodate the OPAC students next fall, and helped move the Director of Child Nutrition JoLynne Correro's department into the annex. Several other departments were assisted by these two leaders and their staff. Their next assignment will entail

getting the former Ouachita Parish Alternative Center (*the future Central Office Complex*) ready for the abatement team to remove the asbestos materials out of the building.

On the recommendation of Transportation Supervisor Prentice “Skeeter” Boyd, John Russell moved, seconded by Greg Manley, that the Board purchase one (1) Driver’s Education vehicle that will replace (1) one 10-year-old Driver’s Education car registering over 100,000 miles. Upon arrival, the new Driver’s Education vehicle will be placed in the fleet to be used for the Driver’s Education Program. President Hicks offered a brief moment for public comment and motion unanimously carried.

Special Projects/Safety Coordinator Kenneth Slusher presented the Board with the bids received for the new roof replacement project at Ouachita Parish High School, recommending acceptance of the second lowest bid of \$880,000.00 from Southern Roofing that includes a 20-year roof warranty on contents if damaged inside the building from roof leakage. Whereby, Mr. Slusher explained that the lowest bid of \$859,174.00 from Trumble Construction was rejected because it was declared as being non-responsive. Whereby, Greg Manley moved, seconded by Carey Walker, that the Board accept the second lowest bid of \$880,000.00, plus architect fees, from Southern Roofing for the roof replacement at Ouachita Parish High School and funded with M&O Sales Tax funds, [Bid No. 14-18]. Public comments were offered by President Hicks and motion carried unanimously.

On the recommendation of Purchasing Agent Bobby Jones, Tommy Comeaux moved, seconded by John Russell, that the Board accept the low bid of \$11,933.00 from VideoLink for camera security for a period of one year with the understanding that the equipment can be moved from school to school, if necessary [Bid No. 40-18]. Following an offer by President Hicks for public comment, motion carried unanimously.

On the recommendation of Purchasing Agent Bobby Jones, Scott Robinson moved, seconded by Tommy Comeaux, that the Board accept the low bid of \$40,554.01 from Air Nu for air filters to be used system wide and paid with General Funds [Bid No. 13-19]. Public comment was offered by President Hicks and motion unanimously passed.

Purchasing Agent Bobby Jones gave a brief description of the four bid items listed under Permission to Bid and Greg Manley moved that the Board approve **Bid Item Nos. 2, 3 & 4** and *omit Item No. 1 (Athletic Equipment)* from approval [Bid No. 15-19].

A substitute motion to Mr. Manley’s motion was offered by Scott Robinson, seconded by Tommy Comeaux, to approve all four bid items listed under Permission to Bid as follows: **(1) Athletic Equipment, funded with School Student Activity Funds, [Bid No. 15-19]; (2) Fresh Produce and Eggs, funded through the Child Nutrition Program with a budget of \$750,000, [Bid No. FS6-19]; (3) Ag Science Items, funded through the Ag Science Program, [Bid No. 16-19]; and (4) Copy Paper (for various schools) funded with General Funds, [Bid No. 17-19].** President Hicks invited public discussion and Cindy Hendrix (representing H Mickel Sports, D & H Sports & other sports vendors) addressed the Board with concerns regarding the Athletic Equipment Bid Item (No. 1) [Bid No. 15-19] and encouraged the Board to do business with locally owned companies to establish a healthy customer relationship. An employee with

BSN Sports and owner of Green Sports, Bobby Aulds, was acknowledged by President Hicks and allowed to speak to the Board addressing the same concerns as Mrs. Hendrix in questioning the Board's bidding process and requested that local vendors be considered in the future when writing up a bid for advertising. Whereby, the following roll-call vote on Mr. Robinson's substitute motion was recorded: Tommy Comeaux, yes; Scott Robinson, yes; A. R. Sims, yes; Jerry R. Hicks, yes; John Russell, yes; Carey Walker, no; and Greg Manley, no. Motion carried, with five (5) "yay" votes and two (2) "nay" votes.

President Hicks scheduled the next meeting for July 10, 2018 at twelve (12:00) noon. *[However, due to scheduling conflicts with several Board members, the July 10th meeting is cancelled and rescheduled for Wednesday, July 25 at twelve (12:00) noon.]*

There being no further business to discuss, Scott Robinson moved, seconded by A. R. Sims, that the meeting adjourn. Motion carried unanimously.

OUACHITA PARISH SCHOOL BOARD

Jerry R. Hicks, President

ATTEST:

Don Coker, Secretary

/ps