

The Ouachita Parish School Board met in regular session on Tuesday, November 14, 2017 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, A. R. Sims, Jerry R. Hicks, John Russell, Carey Walker and Greg Manley. Scott Robinson was the only member absent.

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

The Invocation was given by Board member Greg Manley.

Mr. A. R. Sims moved to approve the Board Minutes of October 24, 2017 as written, seconded by Tommy Comeaux. President Hicks offered a brief moment for public comment and motion unanimously carried. Scott Robinson was absent

On motion by Greg Manley, seconded by Mr. Sims, the Board approved the Agenda amended to include Business Item No. 7 (*LED Sign – Lenwil – (Bobby Jones)*); Permission to Bid Items No. 1 (*Cooling/Heating -- [Bid No. 28-18]*) & No. 2 (*Football Helmets – [Bid No. 29-18]*) as presented. Motion carried unanimously. Scott Robinson was absent.

Upon motion by John Russell, seconded by Carey Walker, the Board approved the amended agenda as presented. President Hicks offered a brief moment for public comment and motion unanimously carried. Scott Robinson was absent.

Superintendent Dr. Coker announced that he would like permission from the Board to open three positions for application due to the retirement of administrators of these positions as follows: **Title I Supervisor** (*Janice Comeaux*); **Assistant Principal of OPJH** (*Janet Breard*); and **Assistant Principal of Lakeshore Elementary** (*Jo Alice Olin*). Whereby, Carey Walker moved, seconded by A. R. Sims, that the Board grant Dr. Coker permission to open the positions of **Title I Supervisor, Assistant Principal of OPJH and Assistant Principal of Lakeshore Elementary** for application through the interview process. President Hicks offered a brief moment for public comment and motion carried unanimously. Scott Robinson was absent.

Title I Supervisor Cynthia Osborne provided the Board copies of policies to be approved and considered. Whereby, Tommy Comeaux moved, seconded by John Russell, that the Board approve the **Policy JDA: Corporal Punishment** as presented, which has been reviewed and approved by district personnel, our policy service provider (*Forethought Consultants, Inc.*), and Board attorney, Elmer Noah. The following five policies will be presented for consideration at a future meeting: **Policy EB 17: Building and Grounds Management**; **Policy GAMA 17B: Employee Tobacco Use**; **Policy JCDA 17b: Student Smoking/Use of Tobacco**; **Policy JGCD: Administration of Medication**; and **Policy KF 17: Use of School Facilities**. Following a brief moment for public comment offered by President Hicks, motion unanimously carried. Scott Robinson was absent.

Business Director Juanita Duke presented her monthly 2017-18 Interim Financial Report for the period ended September 30, 2017. The Board was provided copies of the report showing all funds of the school board and the total budgeted revenues and expenditures all through the year comparing to

their actual performance through the end of September 30, 2017. Mrs. Duke had nothing unusual to report on expenditures overall other than the first month of sales tax collections have been reported for the month of September this fiscal year. Revenue for sales taxes received in the months of July and August (for collections in May and June) have been accrued into the beginning fund balance of each respective fund. The tax collections obtained in the same month the prior year was about 94% on average across all four funds. The total General Fund budget revenues collected to date is around 99% of last year's revenue and 21% of the current budget collected. Expenditures year to date in General Fund are \$20.2 million, approximately 14% of the current budget and 102% of expenditures this same period last fiscal year. Mrs. Duke continued her report on other fund performance as follows:

**District M&O Fund** – Reported a beginning fund balance of \$18.6 million with FYTD Expenditures for September of \$1.7 million or (21.64% of budget).

**1968 Sales Tax and 1995 Sales Tax (Salary Supplement Funds)** - Expenditures to date are \$431,205 (3.97% of budget) and \$1.1 million (7.47% of budget), respectively.

**West Ouachita Sales Tax** – Has a beginning fund balance of \$10.6 million with FYTD Expenditures of \$520,810 (61.49% of budget) leaving an ending fund balance of \$8.9 million or (110.45%) fund balance.

**Other Special Revenue Funds** – Include *Child Nutrition* and *Grant Fund Programs* had first primary expenditures starting up in September for 9-month contracts for salaries and benefits. The *Child Nutrition Program* has a beginning fund balance of \$4.2 million with FYTD Expenditures of \$1.5 million or (14%) CY Budget.

**Internal Service Funds** – *Self-Insurance Workers Comp/Risk Program* is taking measures making sure this program is closely monitored. There is \$63,664 year to date in the budget and watching it carefully. The operating transfer already authorized in the budget has not been made at this time and will occur later in the year as we see how these funds are shaping up as far as expenditures and if they are being paid on our self-insurance programs. *Centralized Printing* is working under regular operations at this point.

**Debt Service Funds** – *West Ouachita Bond Reserve, West Ouachita School District Bonds, School District No. 1 QSCB – (West), School District No. 1—West Limited Certificates* and *East Ouachita School districts*. The next bond payments are due March 1<sup>st</sup>.

#### **Capital Project Funds:**

**East 2015 Bond Construction** – Beginning fund balance is \$3.2 million with expenditures of \$2.3 million reducing the current ending fund balance to \$853,275.

**West 2015 Bond Construction** – Current ending fund balance is \$4.5 million.

Upon the conclusion of Mrs. Duke's 2017-18 Interim Financial Report, Tommy Comeaux moved, seconded by Greg Manley, that the Board approve the September 30, 2017 Interim Financial Report as presented. President Hicks offered a brief moment for public comments and motion unanimously carried.

Business Director Juanita Duke gave a detailed report of the School Board's August 31, 2017 Employee Benefits Insurance Committee Meeting. The School Board's Third Party Administrator, First Financial Group Administrator representatives were present and presented proposals for this year's Open Enrollment in supplement benefits offered to OPSB employees. The OPSB employees were offered the following open enrollment supplement benefits:

- 1. Ameritas Vision (pre-tax)** plan renewal with 3% premium increase;
- 2. Allstate Cancer Insurance** stipulating no "new" enrollments allowed next year, but recommending a new cancer product through **Humana Insurance** (New-after tax); The committee approved the Humana plan and grandfathering the Allstate Plan;
- 3. CHUBB-Colonial Life (New-after tax)** is a life insurance product with a flexible rider that will provide long-term care benefits (LTC) if needed to employees;
- 4. KMG Life Insurance** is a life product with a plan renewal that has an 11% premium increase due to the number of retired employees on the plan. This is the second increase in two years, and FFGA understands that increases will continue due to the number of retired employees on the plan and the increasing age of participating retirees;
- 5. Horace Mann 403b7 Tax Sheltered Annuity** – An alternative 403b7 plan was presented to the committee for tax-sheltered retirement savings; but due to questions raised by the FFGA, the School Board's 403b plan administrator, this product was deferred by the committee for further review and additional information on how this plan would work.

Mrs. Duke completed her report on the August 31, 2017 Insurance Committee Employee Benefits Meeting and Greg Manley moved, seconded by Tommy Comeaux, to approve the August 31, 2017 Insurance Committee report as presented with an effective date of January 1, 2018 for all renewals and plan changes. President Hicks offered a brief period for public comment and motion carried unanimously. Scott Robinson was absent.

Purchasing Agent Bobby Jones said that he was approached by the Louisiana Department of Wildlife and Fisheries concerning their current 10-year lease for the Russell Sage Wildlife Management Area set to expire in March 2018 and that they were interested in renewing their agreement with the School Board. The land is located on a 640 acre tract on Section 16, Township 17 North, Range 5 East, Ouachita Parish, Louisiana. Mr. Jones provided a copy of the current lease agreement for the Board that was issued in March 2008 between the Ouachita Parish School Board and the Louisiana Wildlife and Fisheries Commission (Louisiana Department of Wildlife and Fisheries). Following discussion, Greg Manley moved, seconded by Tommy Comeaux, that the Board accept the Cooperative Endeavor Agreement between the Louisiana Wildlife and Fisheries Commission (Louisiana Department of Wildlife and Fisheries) and the Ouachita Parish School Board once a similar lease agreement is prepared, updated and executed by Board attorney Elmer Noah. Further moving that once the document is completed by Mr. Noah, to grant authority to Board President Jerry Hicks to execute the document on behalf of the Board and that the Department of Wildlife and Fisheries, based on the proposal offered by their agent tonight, that they pursue the timber sales on School Board property free of charge and let the Board know what their options are at a later date. President Hicks offered a brief period for public comment and motion carried with five "yes" votes and Mr. Sims casting the only "no" vote.

Purchasing Agent Bobby Jones announced that he had received a request from West Monroe High School to extend the existing pole-vault area about 30 or 40 feet so the regular track event and pole-vault event can take place at the same time. Since the track is already scheduled to be resurfaced next month at a cost of \$39,850.00, Mr. Jones decided to get a proposal from the same contractor for the additional pole-vault space. The pole-vault expansion would add \$14,759.00 to the existing project. Following discussion, Tommy Comeaux moved, seconded by Greg Manley, that the Board approve the

proposed cost of \$14,759.00 for the expansion of the existing pole-vault area in conjunction with the track resurfacing project. The funding source for the pole-vault expansion will be determined at a later date. President Hicks offered a brief period for public comments and the motion unanimously carried. Scott Robinson was absent.

On the recommendation of Purchasing Agent Bobby Jones, Tommy Comeaux moved, seconded by John Russell, that the Board accept the \$70,000.00 proposal (excludes asbestos abatement) from Lathan Construction, L.L.C. to demolish the former Tim Tippet school site on Linderman Ave. in West Monroe (leased for many years by "OMCAP" – *Ouachita Multi-Purpose Community Action Program, Inc.*, used for their *Headstart Program*) and accept the \$30,000.00 proposal from PAC Environmental Specialists, L.L.C. for the removal of asbestos on said property. Following an offer by President Hicks for public comments, the motion carried unanimously. Scott Robinson was absent.

On the recommendation of Purchasing Agent Bobby Jones, Tommy Comeaux moved, seconded by A. R. Sims, that the Board grant permission to Mr. Jones to purchase a new LED marquee sign replacement for Lenwil Elementary. Mr. Jones estimates it will cost between \$19,000.00 and \$20,000.00. President Hicks offered a brief moment for public comments and motion unanimously carried. Scott Robinson was absent.

The Board heard the latest updates on the construction/renovation projects from Special Projects/Safety Coordinator Kenneth Slusher. The fire marshal approved the canopies at Good Hope and Calhoun Middle Schools and the parent pickup and drop-off covers at George Welch Elementary are finished. Mr. Slusher provided a request from Mrs. Becky Oaks, principal at WOHS, for the replacement of lights and nets on the baseball and softball fields. The current ones are old and need updating. Meanwhile, Mr. Slusher stated that he is currently getting quotes for the lights only, the existing poles will remain, and an engineer is looking at the nets. The poles only go so high is a problem in getting nets high enough to protect the parking lot area around the field to prevent fly balls from hitting cars. Because of the timeframe, Mr. Slusher asked the Board to grant permission to the Superintendent now so he can make a qualified decision on the quotes received for replacing the baseball field lights before rainy weather sets in limiting access. Final action is contingent upon the approval of WOHS representatives, Mr. Red Sims and Scott Robinson. Once Dr. Coker makes his selection on the quote for the lights, Mr. Slusher will bring his decision to the Board for their approval.

On motion by Tommy Comeaux, seconded by Greg Manley, that the Board amend the Agenda to add Business Item No. 9. – *Grant Permission to Dr. Coker to accept Quotes for Purchasing Replacement Lights for WOHS Baseball Field.* Motion carried unanimously. Scott Robinson was absent.

On motion by John Russell, seconded by Greg Manley, the Board approved the amended Agenda to include Business Item No. 9 as presented. Motion carried unanimously.

Tommy Comeaux moved, seconded by Greg Manley, that the Board grant permission to Dr. Coker to accept quotes for purchasing new replacement lights for the WOHS baseball field and once he makes his selection, his decision is pending approval of WOHS representatives, Mr. Red Sims and Scott Robinson. Mr. Slusher will present the quotes to the Board at the next meeting for their final approval. Motion carried unanimously.

On the recommendation of Purchasing Agent Bobby Jones, Tommy Comeaux moved, seconded by John Russell, that the Board accept the bid for Helmets and Shoulder Pads – Items 1 & 5 from D & H Sports and Item 4 from Riddell and reject Bid Items 2 & 3 [*Bid 20-18*]. Motion carried unanimously.

On the recommendation of Purchasing Agent Bobby Jones, Greg Manley moved, seconded by Carey Walker, that the Board reject all bids for Various Cooling/Heating Equipment because bids were over budget [*Bid No. 25-18*]. 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 Carey Walker, that the Board grant permission to rebid Cooling/Heating Equipment [*Bid No. 28-18*] and [*Bid No. 29-18*] for Football Helmets. President Hicks offered a brief moment for comments and motion carried unanimously.

President Hicks set the next Board meeting for December 12, 2017 at 12:00 noon.

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

**OUACHITA PARISH SCHOOL BOARD**

Jerry R. Hicks, President

**ATTEST:**

Don Coker, Secretary

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