

PROCEEDINGS OF THE PARISH SCHOOL BOARD OF THE PARISH OF EAST FELICIANA, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING HELD ON SEPTEMBER 4, 2012

PROPOSED AGENDA FOR
EAST FELICIANA PARISH SCHOOL BOARD
Central Office Board Room, located at
12732 Silliman Street, Town of Clinton, Louisiana
TUESDAY, SEPTEMBER 4, 2012 - 5:00 P.M.

1. Call to order
2. Approval of the agenda
3. Approval of the minutes of August 7, 2012 public hearing and regular meeting
4. Special Recognitions
5. Communications/Reports
 - (1) Expression of sympathy to Family of Mr. William L. "Willie" Johnson, Brother of Mr. Robert Johnson, Maintenance Department; in his passing on Sunday, August 19, 2012
 - (2) Expression of sympathy to Family of Mr. Joseph Bradford, respective Father, Father-In-Law and Grandfather of Board President Michael Ray Bradford, Mrs. Loretta Bradford and Kenya Lanns, CNP Manager, Clinton Elementary; in his passing on Thursday, August 30, 2012
 - A. Sales Tax Collections Report
 - B. Superintendent's Report
 - (1) Update on recovery from Hurricane Isaac for area Schools
 - (a) request Board authorization for Dr. Lewis, to use his discretion on behalf of the East Feliciana Parish School Board; for issuance of stipend to Support Staff Employees who worked during Hurricane Isaac and/or assumed extra duties in another department based upon receipt and review of appropriate documentation reflecting hours worked/duties performed
 - (2) Receive minute entry to reflect the following Board Members completion of 2012 Ethics Training for Elected Officials in accordance with Act 3 of 2008 (La. R.S. 42:1170), for the following:
 - (a) Olivia Irvin Harris April 23, 2012
6. Old Business
 - A. Policy Review Committee submission of Board Policy File: GAMB, entitled

- “Employee Dress Code” for a 2nd reading and adoption as Policy
 - B. Receive request of Vice-President Mitchell Harrell to schedule Strategic Planning Meeting
 - C. Receive and review adjustment to 2012-2013 Salary Schedule denoting verbiage on District-Based Executive Master Teacher reflecting annual salary of \$74,000.00 {(Executive Master Teacher State Scale) funded by 2-year TIF Grant and EEF}
- 7. New Business
 - A. Enrichment Academy Committee Report
 - B. Policy Review Committee Report
 - C. Personnel Committee Report
 - D. Finance Committee Report
 - (1) receive and review the 2013 Operating Budget and proposed Resolutions for discussion and consideration of adoption as received at Public Hearing on Tuesday, September 4, 2012 at 4:30 P.M.
 - E. School Health Services Committee

There were present: School Board Members Olivia Harris, Elizabeth “Beth” Dawson, Melvin L. Hollins, John Benjamin Cupit, Paul Kent, Michael Ray Bradford, Debra Spurlock Haynes, Broderick Brooks, Sr. and Rufus Nesbitt. Other Attendees: Henderson Lewis, Jr., Superintendent, Irma Lee Bendily, Admn. Asst, Samuel D’Aquila, 20th JDC District Attorney and other attendees. Vice-President Mitchell Harrell and Board Members Rhonda Matthews and Richard Terrell joined the meeting during Item 2.

Board President Michael Ray Bradford opened and chaired the meeting and asked Board Member Rufus Nesbitt, to open the meeting with prayer. Board President Bradford lead the Pledge of Allegiance to The Flag in unison.

The Parish School Board of the Parish of East Feliciana, State of Louisiana, was duly convened as the governing authority of said Parish for school purposes by Michael Ray Bradford, Board President, who announced the purposes of said meeting in accordance with the aforesaid written notice thereof. Board President Bradford stated the Board was ready for transaction of business.

Item 2. Board President Bradford called for any additions to the agenda.

Dr. Lewis requested the following written additions to the above agenda:

REQUEST FOR ADDITIONS

- 4. Special Recognitions
 - A. Mary Jo Salmon, presentation on East Feliciana Parish Master Plan Meetings scheduled for September 10th and 11th, 2012

5. Communications/Reports
 - (3) Family of Emily Thomas Underwood, Retired Paraprofessional; in her passing on Tuesday, August 28, 2012
- B. Superintendent's Report
 - (3) Receive Board authorization for Dr. Lewis, using his discretion on behalf of the East Feliciana Parish School Board; to enter into a Cooperative Agreement with the Capital Area Human Services District Baton Rouge Mental Health Center/Children's Behavioral Health Services at Jackson Elementary School for remainder of the 2012-2013 School Year
6. Old Business
 - D. 2012 Reapportionment submission due to U.S. Department of Justice, Board Members need to wrap up revisions with Nancy Jensen, Consultant prior to Monday, October 15, 2012
7. New Business
 - F. Receive presentation from Principal Kimberly Glascock on start up of "*Slaughter Elementary Extended Day Program*"

Motion by Mr. Hollins, seconded by Mr. Cupit to approve the above agenda, with Dr. Lewis' written requests for additions.

Vice-President Harrell and Board Member Matthews joined the meeting at this time.

Substitute motion by Mr. Brooks and Mrs. Haynes to approve the above agenda, deleting Item 7.E. and with Dr. Lewis' written requests for additions.

Board President Bradford then asked for any public comment before a vote is taken on this motion. After some discussion by Board President Bradford, Board Member Kent, Mr. Timmy Travis, Mr. Jason Aaron and Vice-President Harrell, Board President Bradford then proceeded with a roll-call vote on Mr. Brooks substitute motion, as follows:

Yeas:	Harris, Bradford, Haynes, Brooks and Matthews
Opposed:	Dawson, Hollins, Cupit, Kent, Harrell and Nesbitt
Absent during vote:	None
Absent and not voting:	Terrell

Board President Bradford announced by a vote of 5 to 6, with 1 absent and not voting, the substitute motion.

Board Member Richard Terrell joined the meeting at this time.

After some discussion by Board President Bradford and Board Member Haynes, along with responses by D.A. D'Aquilla, Board President Bradford then proceeded with a roll-call vote on Mr. Hollins original motion, as follows:

Yeas:	Harris, Dawson, Hollins, Cupit, Kent, Harrell, Bradford, Haynes, Matthews, Terrell and Nesbitt
Opposed:	Brooks
Absent during vote:	None
Absent and not voting:	None

Board President Bradford announced by a majority vote of 11 to 1, the original motion carried.

Item 3. Motion by Mrs. Dawson, seconded by Mr. Brooks, to approve the minutes of August 7, 2012, public hearing and regular meeting, published in the official journal.

Board President Bradford then asked for any public comment before a vote is taken on this motion. Receiving none, Board President Bradford then proceeded with the vote. All yeas. The motion carried.

Item 4.A. Board President Bradford turned the floor over to Mrs. Mary Jo Salmon.

Mrs. Mary Jo Salmon distributed flyers to Board Members and audience members and proceeded with her presentation on the upcoming East Feliciana Parish Master Plan Meeting respectively scheduled for Clinton and Jackson Areas on Monday, September 10th, 2012 and Tuesday, September 11th, 2012.

After some discussion by Board Member Dawson, Board President Bradford proceeded with the agenda.

Item 5. Board President Bradford turned the floor over to Dr. Lewis.

Dr. Lewis related expressions of sympathy on behalf of the Board to families listed on the above agenda.

Board President Bradford extended thanks for sympathies extended the Bradford Family and the Lanns Family during their recent loss and requested a moment of silence. Amen.

Item 5.A. Board President Bradford turned the floor over to Dr. Lewis.

Dr. Lewis related to Board Members present that the August, 2012 Sales Tax Report reflects collections at 5% of \$560,134.41 and delinquent sales tax collections of \$30,554.33.

Board President Bradford called for any questions or comments. Receiving none, Board President Bradford proceeded with the agenda.

Item 5.B.(1) Board President Bradford turned the floor over to Dr. Lewis.

Dr. Lewis related to Board Member and audience attendees that written notification of school/work make-up days due to Hurricane Issac school/work closures during the week of August 28th thru 31st, 2012, have been scheduled for the respective Mondays of September 17th, which was formerly a Professional Development Day) and September 24th, 2012, along with our regular 4-day week school/work schedule. He noted calling the payroll and business department employees in on Monday, August 27th, 2012 to complete electronic deposit of payroll, along with having a skeleton crew come in on Friday, August 31st, 2012 to distribute payroll. He noted Mr. Bell, along with our Maintenance Department, Food Service Managers and Transportation Department were quite busy getting the schools ready to reopen on Tuesday, September 4th, 2012.

Dr. Lewis then took the opportunity to introduce Jonathan Coats, who has taken the position of Assistant Principal at East Feliciana Middle School.

Item 5.B.(2) Motion by Mr. Terrell, seconded by Mr. Brooks to authorize a minute entry reflecting Board Member Olivia Irvin Harris completion of her 2012 Ethics Training for Elected Officials in accordance with Act 3 of 2008 (La. R.S. 42:1170) (a copy of which Ethics Certificate is attached hereto and made a part hereof for reference).

Board President Bradford then asked for any public comment before a vote is taken on this motion. Receiving none, Board President Bradford then proceeded with the vote. All yeas. The motion carried.

Item 5.B.(1)(a) Motion by Vice-President Harrell, seconded by Mr. Brooks to authorize Dr. Lewis, to use his discretion on behalf of the East Feliciana Parish School Board; for issuance of stipend to Support Staff Employees who worked during Hurricane Isaac and/or assumed extra duties in another department based upon receipt and review of appropriate documentation reflecting hours worked/duties performed.

Board President Bradford then asked for any public comment before a vote is taken on this motion. After some discussion by Board Members Dawson, Kent, Haynes, Terrell, Cupit and Board President Bradford, along with responses by Dr. Lewis, Supervisor James Bell, Jr. and Vice-President Harrell, Board President Bradford then proceeded with a roll-call vote, as follows:

Yeas:	Harris, Dawson, Hollins, Cupit, Harrell, Bradford, Haynes, Brooks, Matthews and Nesbitt
Opposed:	Kent and Terrell
Absent during vote:	None
Absent and not voting:	None

Board President Bradford announced by a majority vote of 10 to 2, the motion carried.

Item 5.B.(3) Motion by Mrs. Dawson, seconded by Mrs. Harris to authorize Dr. Lewis, to use his discretion on behalf of the East Feliciana Parish School Board; to enter into a Cooperative Agreement with the Capital Area Human Services District Baton Rouge Mental Health Center/Children's Behavioral Health Services at Jackson Elementary School for remainder of the 2012-2013 School Year.

Board President Bradford then asked for any public comment before a vote is taken on this motion. After some discussion by Board Members Haynes, Cupit, Dawson and Vice-President Harrell, along with responses by Dr. Lewis and D.A. D'Aquila, Board President Bradford then proceeded with the vote. All yeas. The motion carried.

Item 6.A. Board President Bradford turned the floor over to Mrs. Debra Haynes.

Policy Review Chairperson Debra Haynes called for a motion to waive the oral reading and accept for a 2nd reading and adoption of changes to School Board Policy File: GAMB, entitled "Employee Dress Code" which ban flip flops, etc. She noted that capri and/or cropped pants will be up for a 2nd reading and adoption at our October 2, 2012 Regular Board Meeting.

Motion by Mr. Terrell, seconded by Mrs. Dawson to accept the Policy Review Committee recommendation to waive the oral reading and accept for a 2nd reading and adoption of changes to School Board Policy File: GAMB, entitled "Employee Dress Code".

Board President Bradford then asked for any public comment before a vote is taken on this motion. After some discussion by Vice-President Harrell, along with responses by Chairperson Haynes, Board President Bradford then proceeded with the vote. All yeas. The motion carried.

Item 6.B. Board President Bradford turned the floor over to Vice-President Harrell.

Vice-President Harrell noted the need for the Board to schedule a Strategic Planning Meeting off away from here, or somewhere different and have some conflict resolution type training. He noted it seems that Board Members all on different pages at different times, but he thinks the Board needs to be more in line with each other and it is something that we need to come together as a Board. He related that some of the misunderstandings that we may have about each other and we can function better as a Board. He noted there is too much conflict among each other that the public sees, that we need to come together and make sure that we resolve issues before they actually get out in the public, we need to stand united in Board meetings.

Board President Bradford directed Vice-President Harrell to get with Dr. Lewis and schedule it.

Vice-President Harrell noted they will make it a time frame where every Board Member can attend.

Item 6.C. Motion by Mr. Cupit, seconded by Mrs. Harris to accept Dr. Lewis' recommended adjustment to 2012-2013 Salary Schedule denoting verbiage on District-Based Executive Master Teacher reflecting annual salary of \$74,000.00 {(Executive Master Teacher State Scale) funded by 2-year TIF Grant and EEF}.

Board President Bradford then asked for any public comment before a vote is taken on this motion. After some discussion by Board Member Kent, along with responses by Dr. Lewis, Board President Bradford then proceeded with the vote. All yeas. The motion carried.

Item 6.D. Board President Bradford turned the floor over to Dr. Lewis.

Dr. Lewis related to Board Members present that he has been informed by of [the 2012 Reapportionment submission due to U.S. Department of Justice, Board Members need to wrap up revisions with Nancy Jensen, Consultant prior to Monday, October 15, 2012.](#)

After some discussion by Board Member Terrell, along with responses by Dr. Lewis, Board President Bradford proceeded with the agenda.

Board Member Kent questioned the date and time on the Board Member In-Service with Attorney Bob Hammonds.

Dr. Lewis related as set out in his weekly e-mail to Board Members, Attorney Hammonds is preparing litigation in connection with Act I and will not be available until mid-October, 2012.

Item 7.A. Board President Bradford turned the floor over to Mr. Cupit.

John Benjamin Cupit, Chairman of the Enrichment Academy Committee proceeded with the following presentation from their meeting held on Thursday, August 16, 2012 at 4:30 P.M. (a copy of which is attached hereto for reference) noting all items as informational only.

After some discussion by Board Members Dawson and Kent and Rev. Andre' Greenup, along with responses by Chairman Cupit, Dr. Lewis and Dr. Roddy, Board President Bradford proceeded with the agenda.

D.A. D'Aquilla left the meeting at this time.

Item 7.B. Board President Bradford turned the floor over to Mrs. Haynes.

Debra Spurlock Haynes, Chairperson of the Policy Review Committee proceeded with the following presentation from the Policy Review Committee Meeting held on Thursday, August 23, 2012 at 4:00 P.M. (a copy of which is attached hereto for reference). She then proceeded with recommendations for Items 1., 3., 4., 5. and 6 and noted Item 2. was informational only.

Motion by Mr. Terrell, seconded by Miss Matthews to accept the Policy Review Committee recommendations that the Board waive the oral reading and accept changes, revisions and/or deletions to the following Board Policies covered under Items 1., 3., 4., 5. and 6.:

1. Receive proposed 2012 Louisiana Legislative changes, revisions and/or deletions to the following Board Policies:
 - (a) File: ABB, entitled "*School Board Powers And Responsibilities*"
 - (b) File: BD, entitled "*School Board Policy ~~Development~~*"
 - (c) File: CD, entitled "*Line And Staff Relations*"
 - (d) ~~File: CGB, entitled "*Administrative And Supervisor Positions*"~~
 - (e) File: GAMC, entitled "*Investigations*"
 - (f) File: GBB, entitled "*Personnel Positions*" - NEW POLICY
 - (g) File: GBI, entitled "*Evaluation of Personnel*"
 - (h) File: GBJ, entitled "*Promotion*"
 - (i) File: GBK, entitled "*Employee Discipline*"
 - (j) ~~File: GBKA, entitled "*Suspension*"~~
 - (k) File: GBM, entitled "*Personnel Transfer*"
 - (l) File: GBO, entitled "*Resignation*"
 - (m) File: GBRB, entitled "*Employee Attendance*"
 - (n) File: GBRHA, entitled "*Sabbatical Leave*"
 - (o) ~~File: GBRI, entitled "*Personal Leaves And Absences*"~~
 - (p) File: GBRIB, entitled "*Sick Leave*"
 - (q) File: GBRIBB, entitled "*Sick Leave Bank*" - NEW POLICY
 - (r) File: GBRJ, entitled "*Substitute Personnel*"
3. Receive proposed deletion from Board Policy File: BCBD, entitled "*Agenda Preparation And Dissemination*" under ¶ entitled "*Order of Business*" deletion of Agenda Item 8. Personnel based on 2012 Louisiana Legislative Changes Act I (effective date: July 1, 2012)
4. Receive proposed revisions to Board Policy File: IFCB, entitled "*Field Trips And Excursions*" under ¶ entitled "*Field Trip/Student Travel Guidelines*" § F. No more than two (2) ~~field~~ trips by a specific ~~class~~ grade ~~or teacher~~, are to be taken during the school year except with ~~special permission from the Superintendent~~ ~~written authorization from the Principal and Superintendent~~.
5. Receive proposed revisions requested by Board Member John Benjamin Cupit to include mandatory tutoring in Board Policy File: IDFA, entitled "*Interscholastic*"

Athletics” and Board Policy File: IDE, entitled “Co-Curricular And Extracurricular Activities”

6. Receive proposed revisions requested by Board Member Elizabeth “Beth” Dawson to exclude Capri pants in Board Policy File: GAMB, entitled “*Employee Dress Code*” under ¶ entitled Employee Dress Code § 2. Articles of Clothing: § f. Pants/trousers must be of appropriate length, have a hem or cuff – no ~~Capri or~~ crop pants, cut-offs, cut-outs and/or ragged “distressed jeans” are permitted

as 1st readings. Further to bring same back to the upcoming October 2, 2012 Regular Board Meeting for 2nd readings and adoption as Policy.

Board President Bradford then asked for any public comment before a vote is taken on this motion. After some discussion by Board Members Kent, Dawson, Nesbitt and Cupit, along with responses by Chairperson Haynes and Dr. Lewis, Board President Bradford then proceeded with the vote. All yeas. The motion carried.

Item 7.C. Board President Bradford turned the floor over to Mr. Hollins.

Melvin L. Hollins, Chairman of the Personnel Committee proceeded with the following presentation from the meeting held on Thursday, August 23, 2012 at 4:30 P.M. He then proceeded with the recommendations on Items 1. and 2. and called for a motion on same.

Motion by Mrs. Dawson, seconded by Mrs. Harris to accept the Personnel Committee recommendations in connection with Items 7.C.(1) and 7.C.(2), as follows:

1. Accept and approve Dr. Lewis’ written job description for Operations/Ancillary Supervisor (12-Month Position); and
2. Accept and approve Dr. Lewis’ proposal for 12-Month Contract with PCPFHF (a/k/a RKM) for Professional Services of a Registered Dietician.

Board President Bradford then asked for any public comment before a vote is taken on this motion. After some discussion by Board Members Kent, Haynes and Harris, along with responses by Dr. Lewis, Board President Bradford then proceeded with the vote. All yeas. The motion carried. Abstained from voting: Brooks (due to being an employee of PCPFHF a/k/a RKM).

Item 7.D. Board President Bradford turned the floor over to Mr. Terrell.

Richard Terrell, Chairman of the Finance Committee proceeded with the following presentation from the meeting held on Thursday, August 23, 2012 at 5:00 P.M. He noted all informational items of Items 1., 2., 3. and 4. on the May 15, 2012 Finance Committee Agenda. He then proceeded with the informational Items 1. through 7., with the exception of Item 6. being the budget and turned the floor over to C.P.A. LeJeune for his presentation.

C.P.A. Tommy LeJeune gave a recap of the budget information presented at the

Public Hearing held at 4:30 P.M. this evening, September 4, 2012.

After some discussion by Board Members Kent, Nesbitt, Cupit, Dawson and Vice-President Harrell, along with responses by Chairman Terrell, C.P.A. LeJeune and Board President Bradford proceeded with Item 7.D.(1).

Item 7.D.(1) Motion by Mr. Terrell, seconded by Mrs. Dawson to adopt the East Feliciana Parish School Board 2013 Operating Budget and proposed Resolutions operating budgets for the year ending June 30, 2013, as published on August 15th and 29th, 2012, in Official Journal “*The Watchman*” and received at a Budget Hearing on Tuesday, September 4, 2012, at 4:30 P.M.

Board President Bradford then asked for any public comment before a vote is taken on this motion. After some discussion by Board Members Kent and Haynes, along with responses by C.P.A. LeJeune and Dr. Lewis, Board President Bradford then proceeded with a roll-call vote, as follows:

Yeas:	Harris, Dawson, Hollins, Cupit, Kent, Harrell, Bradford, Haynes, Brooks, Matthews and Terrell
Opposed:	Nesbitt
Absent during vote:	None
Absent and not voting:	None

Board President Bradford announced by a majority vote of 11 to 1, the motion carried.

Item 7.E. Board President Bradford turned the floor over to Mr. Brooks.

Broderick Brooks, Sr., Chairman of the School Health Committee noted cancellation of the committee meeting scheduled on Thursday, August 30, 2012 at 5:30 P.M. due to power outages associated with Hurricane Issac. He then noted rescheduling of the School Health Services Committee Meeting to Wednesday, September 12, 2012 at 5:30 P.M., here at the School Board Office Board Room.

After discussion lead by Board Member Cupit, along with Board Members Kent, Nesbitt, Dawson and Harris, Board President Bradford, Mr. Jason Aaron, Mr. Timmy Travis, Vice-President Harrell and Slaughter Elementary Asst. Principal Thomas Sanches, along with responses by Chairman Brooks and Dr. Lewis, Board President Bradford proceeded with the agenda.

Item 7.F. Motion by Mrs. Harris, seconded by Mr. Brooks to approve the *Slaughter Elementary Extended Day Program* (a copy of which is attached hereto for reference) as presented by Principal Kimberly Glascock to Dr. Lewis.

Board President Bradford then asked for any public comment before a vote is taken on this motion. After some discussion by Board Members Kent and Haynes, along with responses by Dr. Lewis, Board President Bradford then proceeded with the vote. All yeas. The

motion carried.

There being no further business to come before the Board, a motion for adjournment by Mrs. Dawson, seconded by Mr. Harris, prevailed until the next regular meeting unless called into special session by the President.

HENDERSON LEWIS, JR., Ph.D.,
SECRETARY-TREASURER

MICHAEL RAY BRADFORD,
BOARD PRESIDENT