Centerville, Louisiana

January 13, 2022

# Redistricting Workshop:

The St. Mary Parish School Board met prior to the regular session on Thursday, January 13, 2022, at 4:00 p.m., in the Evans Medine Meeting Room at the Central Office Complex in Centerville, Louisiana. Demographer Mike Hefner provided the Board and the public with information regarding the St. Mary Parish School Board Reapportionment process. The following members answering to roll call:

**Present**: Mr. Joseph C. Foulcard Jr., Ms. Tammie L. Moore, Mrs. Pearl B. Rack, Mrs. Ginger S. Griffin, Mr. Michael E. Taylor, Mrs. Alaina L. Black, Mr. Kenneth E. Alfred.

**Absent:** Mr. Wayne J. Deslatte, Ms. Marilyn P. LaSalle, Mr. Dwight D. Barbier, Mr. Roland H. Verret.

Mr. Mike Hefner reported that the 2020 Census showed a 9.6 percent drop in St. Mary's population from the 2010 head count. Since the November redistricting workshop, Mr. Hefner has been working on trying to equalize numbers in the minority districts. He indicated that the school board may be allowed to have up to three splits per district, but no precinct can be split between more than two districts. The previous plan discussed at the November workshop had too many splits in District IV. After modifying the current boundaries of District IV, the numbers have significantly improved. District I was low in population, which could only pick up population from District II, District IV, and District VII. After Mr. Hefner’s configurations, District I remained a viable majority/minority district, and District II, IV, and VII numbers also improved with slight changes. Mr. Hefner stated that everything on the east end of Calumet is currently unchanged since his previous plan. He then opened the floor for discussion and questions regarding the west end of Calumet.

After comments from board members and the public, Mr. Hefner indicated that the only change in District I was north of the Four Corners area and no changes in the Franklin area. The biggest change would be in District III, which runs from the Berwick area, across to the basin, north of District II in the Baldwin and Chitimacha area. Mr. Hefner made District III more compact since the population centers were closer to the Berwick area. Since District VII was closer to that area, he moved numbers that used to be in District III (north of District II) into District VII. This plan would allow using the Calumet cut as a main dividing line.

President Alfred asked Mr. Hefner if there is a need for another Redistricting Workshop.

Mr. Hefner asked the public and board members if another workshop was necessary or should he formalize this plan to present at a regular board meeting.

Mrs. Rack responded that the board members should be provided with the modified plan and maps to review, since Mr. Foulcard was not able to attend the meeting.

Mr. Hefner indicated that he would start formalizing the plan and provide the Board with documentation to review, then if a workshop is needed it can be scheduled prior to a regular board meeting. If there are no changes to the proposed plan, it can be put on the School Board’s agenda for a hearing to be adopted at the meeting.

President Alfred inquired if a public hearing is needed if there are no changes to the plan.

Mr. Hefner responded that he would have the redistricting workshop, then a formal public hearing prior to the board meeting. A resolution will be available if the Board decides to adopt at that time.

President Alfred inquired about the redistricting final process after the Board’s approval.

Mr. Hefner replied that he will send the submission for the Secretary of State and the State Legislative Office to review and approve. Once approved, it should be ready for qualifying in July for the November election.

With no further discussion, the workshop adjourned.

# The Regular School Board Meeting was called to order by President Alfred.

**Regular Session:**

The St. Mary Parish School Board met in regular session on Thursday, January 13, 2022, at 5:00 p.m., in the Evans Medine Meeting Room at the Central Office Complex in Centerville, Louisiana, with the following members answering to roll call:

**Present:** Ms. Tammie L. Moore, Mrs. Pearl B. Rack, Mrs. Ginger S. Griffin, Mr. Michael E. Taylor, Mr. Dwight D. Barbier, Mrs. Alaina L. Black, Mr. Kenneth E. Alfred.

**Absent:** Mr. Joseph C. Foulcard Jr., Mr. Wayne J. Deslatte, Ms. Marilyn P. LaSalle, Mr. Roland H. Verret.

**Invocation**

Mrs. Bergeron gave the Invocation.

# Pledge of Allegiance to the Flag of the United States of America.

President Alfred led the Pledge of Allegiance to the Flag of the United States of America.

# Introduction of Students and Employees of the Month

**B. E. Boudreaux Middle School:**

On behalf of Principal Ronnie Louis, Guidance Counselor Erica Wilson-McDaniel introduced 8th grader Amyrie’ Barabin as student of the month at B. E. Boudreaux Middle School. During Amyrie’s three years of attending B. E. Boudreaux Middle School, she played volleyball, softball, she joined the Beta Club and writing club. In her seventh-grade year she received the highest GPA average in ELA and Social Studies. In the summer of 2021, she participated in the Educational Talent Search by the University of Louisiana at Lafayette. Currently, in the eighth grade, she is on the principal’s list, she is the student of the month and student of the year for this school year. One of her goals after high school graduation is to attend Xavier University of New Orleans and become a general practitioner. She would like to earn a bachelor’s degree and attend a medical school of her choice.

On behalf of Principal Ronnie Louis, Guidance Counselor Erica Wilson-McDaniel introduced Paraprofessional Patrick Jones, as employee of the month at B. E. Boudreaux Middle School. He was accompanied by his wife this evening. Mr. Jones was a graduate of Patterson High School Class of 1983, an Army Veteran, and a graduate of Jacksonville Theological Seminary with a BS in Biblical Studies and MA in Christian Counseling. He is currently enrolled in the University of Phoenix to earn his BS in business management. He has been the pastor of Good Hope Baptist Church in Patterson for the last 22 years. Mr. Jones has been employed with the St. Mary Parish School Board for the last 18 years as a substitute teacher, before being hired full-time at B. E. Boudreaux Middle School for the last 4 years as a paraprofessional. His goal is to ultimately become an educator and have his own classroom one day and help every scholar that he encounters to be successful in their education.

**Hattie A. Watts** **Elementary School:**

Principal Brianna Comeaux introduced 4th grader Ishani Martin as student of the month at Hattie A. Watts Elementary School. Ishani was unable to attend the meeting, therefore her mother will be accepting her awards. Ishani has been a straight A student throughout her elementary school career. Her favorite subject is science because she gets to complete science experiments and learn about animals. She enjoys reading, practicing math problems, playing games, and trying her own science experiments when she is at home. Ishani is caring, loving, hardworking, and one of the sweetest children she knows. When she grows up, she is considering a few career choices. She does not know if she wants to be a businesswoman, a doctor, or a therapist. Hattie A. Watts Elementary School is proud to call Ishani their student of the year.

Principal Brianna Comeaux introduced Kindergarten teacher, Alicia Williams as employee of the month at Hattie A. Watts Elementary School. She is accompanied by her husband and mom. Ms. Williams has been employed with the St. Mary Parish School Board since 1993. She began in the school food service department for a few years before crossing over into her teaching career. She began her teaching career at Foster Elementary School, she later moved to J. B. Maitland Elementary, then moved to Hattie A. Watts Elementary School. Out of the 26 years of teaching, she has taught Kindergarten for 25 of those years. Ms. Williams is kind, compassionate, and hardworking. She is not only Hattie A. Watts Elementary teacher of the year, but is also the St. Mary Parish Elementary teacher of the year. Ms. Williams will be retiring at the end of this year and will be missed by her peers at Hattie A. Watts Elementary School.

**Raintree Elementary School:**

On behalf of Principal Tonya Hills, Ms. Marie Cole introduced 5th grader Cielor Smith as student of the month at Raintree Elementary School. She is accompanied by her parents. Cielor has been an honor roll student since Kindergarten. She loves to dance, she participates in Raintree’s dance crew and the Mt. Zion Baptist Church praise dance, and she is also a member of the Elite Dance Company. She is an active member in her church, and she loves spending time with her family. She plans to attend LSU to major in marine biology. Cielor is smart, sweet, and she is a role model to everyone.

On behalf of Principal Tonya Hills, Ms. Maria Cole introduced Special Education Teacher, Willie Marinella as employee of the month at Raintree Elementary School. She is accompanied by her husband, two children, and her mom. She has taught for 19 years with 11 of those years being a third-grade teacher. Ms. Marinella earned her master’s degree in Special Education in 2015 and is mentoring certification candidates as of the spring 2021. She is currently continuing her education as she works toward educational leadership. In her free time, she loves to read, spend time with her family and go camping. Everyone loves her, even students who are not special education tries to sneak their way into her classroom every single day. Her colleagues say that she is helpful, she gives great advice, and she goes the extra mile for all of Raintree Elementary students.

# Approval of Amended Agenda.

There was no amended agenda.

# Approval of Official School Board Minutes.

Mrs. Griffin offered the motion and Ms. Moore offered the second to approve the official school board minutes from the Redistricting Workshop and the regular school board meeting held on December 9, 2021, as presented. All in favor and the motion carried.

# Approval of Consent Agenda.

President Alfred stated that Board Members can remove any of the items on the consent agenda for further discussion in the regular proceedings. Superintendent Bagwell read aloud the items on the consent agenda as follows:

# New Business

**Personnel:**

## Item 1. \*Approval of revised policies from Forethought Consulting:

A. Purchasing (DJE)

B. Bids and Quotations (DJED)

## Item 2. \*Approve updated job descriptions for:

A. Teacher

B. Principal (moved from consent for further discussion)

C. Assistant Principal

D. Assistant Maintenance Supervisor

# Business Affairs:

## Item 5. \*Authorize RFP or negotiation process for property insurance for the year commencing April 1, 2022.

## Item 6. \*Authorize RFP or negotiation process for workers compensation insurance for the year commencing May 1, 2022.

## Item 8. \*Approve banking resolutions authorizing signatories at various schools as a result of Recent appointments.

Mrs. Rack requested to remove Item 2 B from the Consent Agenda for further discussion.

Mr. Barbier made a motion and Mr. Taylor made a second to remove Item 2 B from the Consent Agenda and approve remaining items, as presented by Dr. Bagwell. All in favor and the motion carried.

# Appearances

Recognition of 2021 Louisiana High School Athletic Association Prep Poster Contest Winner -

Victoria Nguyen of Berwick High School.

Ms. Victoria Nguyen was unable to attend the meeting and will be recognized at the February 2022 regular school board meeting.

## Item 2. Approve updated job descriptions for:

B. Principal

Mrs. Bergeron stated that the last bullet on the updated principal job description under Administration and Professionalism Additional Responsibilities, which states “perform other such duties and assume additional duties/ responsibilities assigned by the School Principal, Principal designee, Supervisor and/or Superintendent may assign.” The words “School Principal or Principal designee” needs to be removed.

Mrs. Black made a motion to approve the principal job description and remove the words School Principal or Principal designee from the last bullets. Mrs. Rack made a second, all in favor and the motion carried.

## Item 3. Approve acceptance of audit report for year ended June 30, 2021.

Mr. Jemery Meaux with Darnall, Sikes, & Frederick CPA firm reported that the firm performed the audit for the St. Mary Parish School Board for the year ending June 30, 2021. Mr. Meaux reported that the overall audit issued a clean unmodified opinion on the St. Mary Parish School Board’s financial statements as of and for the year ended June 30, 2021. There were no significant deficiencies in internal control over financial reporting noted during the audit of the financial statements. Mr. Meaux stated that there was one noncompliance finding related to the Louisiana Public Bid Law. It was noted that as a result of their audit questions, the St. Mary Parish School Board did not receive an affidavit prior to the bid/award process. Because the required affidavit was not obtained during the bid/award process, the School Board is not in compliance with the Louisiana Public Bid Law. In regard to the federal programs single audit testing, all compliance requirements were met, and a clean unmodified opinion was issued for the year. The test performed on applying agreed-upon procedures had five exceptions when comparing years of experience noted in the Profile of Educational Personnel (PEP) file to the related employee’s personnel file for 25 teachers selected. One exception noted regarding teacher’s base compensation being understated on the PEP file versus actual paid. Mr. Meaux reported overall the St. Mary Parish School Board had a successful audit report this year.

Mrs. Griffin made a motion and Mr. Barbier made a second to approve acceptance of audit report for year ended June 30, 2021, as presented by Mr. Jemery Meaux, with the firm of Darnall, Sikes, & Frederick. All in favor and the motion carried.

## Item 4. Set day, time, and place for Regular Monthly School Board Meetings.

President Alfred stated that the regular monthly school board meetings are held on the second Thursday of each month at 5:00 p.m., at the Central Office Complex in Centerville. There are two conflicts that will need to be discussed. The April 14th board meeting is scheduled during the Easter break, and high school graduations are held on the same day with the May 12th board meeting. President Alfred suggested moving the April 14th meeting to April 21st, and move the May 12th meeting to May 19th.

Mrs. Rack made a motion to move the April 14th regular board meeting to April 21, 2022, due to the Easter break of April 11-15, 2022, and move the May 12th regular board meeting to May 19, 2022, due to high school graduations. All other regular board meetings will remain on the second Thursday of the month. Ms. Moore made a second, all in favor and the motion carred.

## Item 7. Proclamations/Resolutions:

## A. Louisiana School Board Member Recognition Month (January 2022)

Dr. Bagwell read the resolution as follows:

**Louisiana School Board Member Recognition Month**

**WHEREAS**, the mission of public schools is to meet the diverse educational needs of all children and to empower them to become competent, productive contributors to a democratic society and an ever-changing world; and

**WHEREAS**, local school board members are committed to children and believe that all children can be successful learners and that the best education is tailored to the individual needs of the child; and

**WHEREAS**, local school board members work closely with parents, educational professionals, and other community members to create the educational vision we want for our students; and

**WHEREAS**, local school board members are responsible for ensuring the structure that provides a solid foundation for our school system; and

**WHEREAS**, local school board members are strong advocates for public education and are responsible for communicating the needs of the school district to the public and the public’s expectations to the district;

**NOW, THEREFORE, I**, Teresa T. Bagwell, do hereby declare my appreciation to the members of the St. Mary Parish School Board and proclaim January 2022 as **School Board Recognition Month** in St. Mary Parish. I urge all citizens to join me in recognizing the dedication and hard work of local school board members and in working with them to mold an education system that meets the needs of both todays and tomorrow’s children.

**In official recognition whereof**, I hereby affix my signature this 13th day of January, 2022.

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Teresa T. Bagwell, Superintendent

Mrs. Griffin made a motion and Mr. Taylor made a second to approve Louisiana School Board Member Recognition Month for January 2022. All in favor and the motion carried.

## B. Louisiana Literacy Week (January 24-28, 2022)

Ms. Hoffpauir stated that the Louisiana Literacy Week has been proclaimed in recognition of the vital importance of literacy in our lives, schools, and communities. The ability to read is fundamental to leading a full and productive life. Research shows that children of all ages who are read to are more successful in school and are more likely to remain better readers. Therefore, she asked to please let it be recognized as Literacy Week for January 24-28, 2022, in St. Mary Parish focusing on the development of literacy and instilling in our young people an appreciation for the gift of reading.

**PROCLAMATION**

WHEREAS, **Louisiana Literacy Week** has been proclaimed in recognition of the vital importance of literacy in our lives, schools, and communities; and

WHEREAS, the **St. Mary Parish School Board** affirms the system’s dedication toward improving literacy among all its students; and

WHEREAS, the ability to read and write is the gateway to educational excellence and a key to success in our democratic society; and

WHEREAS, the ability to read is fundamental to leading a full and productive life, in our knowledge-based society; and

WHEREAS, illiteracy is causing irreparable damage to our society and for those who are unable to read with sufficient skill to function in today’s world; and

WHEREAS, the constant battle against illiteracy calls for concerted efforts on behalf of all stakeholders to take action and mobilize all necessary resources to address our community’s literacy needs.

NOW, THEREFORE, the week of **January 24-28, 2022,** is recognized as **Literacy Week** in St. Mary Parish focusing on the development of literacy and instilling in our young people an appreciation for the gift of reading.

I hereby certify the above is a true and correct copy of a proclamation adopted by the St. Mary Parish School Board in Regular Session on January 13, 2022.

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Kenneth E. Alfred, President Teresa T. Bagwell, Superintendent

Mr. Barbier made the motion, Mrs. Black made the second and the motion carried to approve the proclamation declaring the week of January 24-28, 2022, as Louisiana Literacy Week.

## C. African-American History Month (February 2022)

Mr. Stadalis read the proclamation as follows:

**Proclamation**

**African-American History Month**

**WHEREAS,** the month of February has officially been declared as African-American History Month; and

**WHEREAS,** the St. Mary Parish School Board recognizes the significant contributions that African-Americans have made to this great nation; and

**WHEREAS**, it is critical that as an educational institution we acknowledge the pivotal role African-Americans have played in our nation’s history along with their many contributions to present and future generations of Americans;

**NOW LET IT THEREFORE BE RESOLVED** that the St. Mary Parish School Board acknowledges and fully supports observance of African-American History Month by St. Mary Parish educators and students. The Board advocates that observances develop an appreciation and awareness of the historical role of America’s ethnic groups and their unique contribution to its history.

Signed this day of January 13, 2022

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Kenneth E. Alfred, President Teresa T. Bagwell, Superintendent

Ms. Moore made a motion and Mrs. Rack made a second to approve the African-American History Proclamation for the month of February 2022.

Mrs. Rack requested to amend the motion by recognizing Monday, January 17th for the Martin Luther King Holiday. Ms. Moore made a second, all in favor and the motion carried.

Ms. Moore made a motion to the original motion as amended. Mrs. Rack made a second, all in favor and the motion carried.

## D. National School Counseling Week (February 7-11, 2022)

Dr. Sanders read the proclamation as follows:

**Proclamation**

**WHEREAS**, school counselors are employed in public and private schools to help students reach their full potential; and

**WHEREAS**, school counselors are actively committed to helping students explore their abilities, strengths, interests, and talents as these traits relate to career awareness and development; and

**WHEREAS**, school counselors help parents focus on ways to further the educational, personal and social growth of their children; and

**WHEREAS**, school counselors work with teachers and other educators to help students explore their potential and set realistic goals for themselves; and

**WHEREAS**, school counselors seek to identify and utilize community resources that can enhance and complement comprehensive school counseling programs and help students become productive members of society; and

**WHEREAS**, comprehensive developmental school counseling programs are considered an integral part of the educational process that enables all students to achieve success in school;

**Therefore, St. Mary Parish School Board do hereby proclaim February 7-11, 2022, as National School Counseling Week**.

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Kenneth E. Alfred, President Teresa T. Bagwell, Superintendent

January 13, 2022

Ms. Moore made a motion and Mr. Barbier made a second to approve the National School Counseling Proclamation for the week of February 7-11, 2022. All in favor and the motion carried.

## Item 9. Approve resolution for the sale of M.D. Shannon Elementary School to the City of Morgan City and authorizing the Superintendent to execute a cooperative endeavor agreement to effectuate the same.

Dr. Bagwell reported that M. D. Shannon Elementary School consolidated in 2016 and over the years the school system has used it periodically. The City of Morgan City made a presentation requesting the sale of the property to the city to be utilized in the future. The sale price has been agreed upon for the price of $100,000, which the City is offering to pay back in thirty-six (36) equal monthly installments. Dr. Bagwell asked the Board to approve the resolution that would allow her to move forward in working with the mayor and the City of Morgan City.

Mr. Taylor made a motion and Mrs. Black made a second to approve the resolution for the sale of M.D. Shannon Elementary School to the City of Morgan City and authorizing the Superintendent to execute a cooperative endeavor agreement to effectuate the same.

Mr. Taylor commended Mayor Dragna for putting together a plan to use and develop the Shannon property that would be pleasing to the citizens of Morgan City.

After no further discussion, all in favor and the motion carried.

# Staff Report:

## Chief Financial Officer’s Report:

**Sale Tax Update**

Mr. Perry reported that the sales tax collections for halfway through the year was estimated at $1, 560,000.

**Financial Statements (Major Funds Only):**

The Board was provided financial statements for major funds only to review at their leisure.

**Other Significant Items:**

Mr. Perry reported that the IRS reimbursement rate has increased slightly from 56 cents to 58.5 cent per mile, which was effective as of January 1, 2022. The updated mileage form can be accessed on the St. Mary Parish School Board’s website.

# Superintendent’s Report:

Dr. Bagwell reported as entering the spring semester, schools have hosted workshops for educators on January 3rd, ranging from literary instruction to whole brain learning. A select group of high school teachers have also volunteered to participate in a rigorous training on ACT test preparation, which would ultimately certify them to instruct students of St. Mary Parish. Additionally, staff members are starting to prepare for the annual state testing series, which begins with workshops for test administrators of the English Language Proficiency Exam and the LEAP Connect Test. Congratulations to the St. Mary Parish Students of the Year in grades five, eight, and twelve. The annual competition to select the St. Mary Parish Students of the Year was held last week, and showcased the very talented and academically gifted students of St. Mary’s district. The winners will be presented to the Board following completion of a regional and state level competition which includes, Lynkon Kitchen, 5th grade student at Bayou Vista Elementary School, Jude Tarver, 8th grade student at Berwick Junior High School, and Alyssa Perkins, 12th grade student at Patterson High School. On Monday, January 17th, schools will close in honor of Dr. Martin Luther King, Jr. In closing, Dr. Bagwell encouraged students to spend time and in remembrance in the extraordinary contributions that Dr. King and many others have made to our nation, particularly their legacy of social justice and service.

# Any other Business as Allowed by Act 131

None

# Closing

## Resolutions of Respect

Mrs. Bergeron read the Resolutions of Respect for the late Rita Holmes (retired Spanish teacher).

With there being no further business to address, Mr. Taylor made a motion to adjourn the meeting. Mrs. Black made a second, all in favor and the motion carried.