

CLAIBORNE PARISH SCHOOL BOARD

MINUTES OF REGULAR MEETING

July 13, 2023

The Claiborne Parish School Board met in a regular session at the Claiborne Parish School Board Office in Homer, Louisiana at six o'clock July 13, 2023, with the following members:

Present: Patricia Stevens, Stewart Griffin, Yolanda Coleman, Perry Anderson, Linda Knox, William Maddox, Tommy Davidson, Roy Mardis, David Nokes, Mark Perot

Absent:

There was also present Mr. William Kennedy, Secretary of the Board.

Mr. Maddox, Board President, opened the meeting with prayer followed by the Pledge of Allegiance.

Motion was made by Mr. Davidson to adopt the 2023 Ad Valorem Tax Millages, seconded by Mr. Griffin. Motion passed by a unanimous roll call vote.

**CLAIBORNE PARISH SCHOOL BOARD
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RESOLUTION

BE IT RESOLVED, that the following millage(s) are hereby levied on the 2023 tax roll on all property subject to taxation by **CLAIBORNE PARISH SCHOOL BOARD:**

2023 MILLAGES

GENERAL FUND – Parish-wide

1. Constitutional Tax	5.37 mills
2. Special Operational and Maintenance Tax	5.23 mills
3. Salaries and Benefits	10.15 mills

MAINTENANCE TAX – Parish-wide

1. Special Maintenance Tax	5.23 mills
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SPECIAL FUNDS

1. School District #11 Maintenance Tax	3.41 mills
2. School District #13 Maintenance Tax	11.96 mills
3. School District Summerfield and Eastern Pineview	9.25 mills

BE IT FURTHER RESOLVED that the proper administrative officials of the Parish of Claiborne, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2023, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

The foregoing resolution was read in full; the roll was called on the adoption thereof, and the resolution was adopted by the following votes:

YEAS: 10
NAYS: 0
ABSTAINED: 0
ABSENT: 0

CERTIFICATE

I hereby certify that the foregoing is a true and exact copy of the resolution adopted at the board meeting held on July 13, 2023, at which meeting a quorum was present and voting.

Homer, Louisiana, this 13th day of July, 2023.

William Kennedy

The minutes of the Regular Meeting held June 8, 2023, which had been emailed to the Board Members previously, were approved.

Ms. Claudia Haynes, TAP Coordinator, presented an update on the Reimagine Grant, which supports the TAP Program. She stated there are two reporting periods throughout the year; one being in December and the other in June. She reviewed the results of the goals set, with the first goal being 50% proficiency in June for Clusters, which are collaborative sessions held weekly and led by the Master Teacher at each campus. Ms. Haynes reported this goal was exceeded in June with 75% of clusters rated as Proficient. The second goal was 50% proficiency with ILTs and was met with 50% proficiency in June. The third goal was 45% of TAP teachers to meet goals for their student achievement growth. When the LEAP scores come out, this goal will be reviewed and determined if it was met. Also, the 2022-23 program review results concluded Homer Elementary and Homer Jr. High rated as Proficient. This was the first year of formal program reviews and Ms. Haynes explained that there are four (4) levels of support: Principals, Assistant Principals, Master Teachers, and Mentor Teachers. Principals and ILT members are in the process of creating schedules for their ILT and clusters for the 2023-24 school year. In closing, Ms. Haynes encouraged the board members to schedule a visit to the classrooms to watch a principal leading an ILT or a master teacher leading a cluster.

Ms. Sandra Bosby, Food Services Supervisor, requested approval of the low bid for milk, bread, produce, and paper products. Motion was made by Mr. Anderson to approve the request, seconded by Mr. Davidson. Motion passed by a vote of 10 yes, 0 no.

Mr. Joey Guillory, Transportation Supervisor, requested approval of the bid from Crump Oil Company for fuel for Haynesville and Homer districts. Motion was made by Mr. Nokes, seconded by Mr. Anderson. Motion passed by a vote of 10 yes, 0 no.

Mr. Kennedy requested approval of the pay day schedule for 2023-24. Mr. Anderson made a motion to approve the request, seconded by Ms. Knox. Motion passed by a vote of 10 yes, 0 no.

Superintendent Kennedy requested approval to policy revision GBN (Dismissal of Employees). This revision would give the Superintendent authority to dismiss non-certified employees (support staff) and ten (10)

days for employee to respond. The employee’s response shall be included in his/her personnel file. The Superintendent’s decision will be final, and such employees will not be entitled to a hearing before a disciplinary hearing officer or the School Board. Mr. Davidson made a motion to approve, seconded by Ms. Stevens. Motion passed by a vote of 10 yes, 0 no.

Superintendent Kennedy requested to approve the Memorandum of Understanding with Board of Supervisors of Louisiana State University and Agricultural and Mechanical College on Behalf of Louisiana State University Health Sciences Center – New Orleans. This is also an annual occurrence renewal. This agreement provides training to teachers/staff in working with autistic students. Motion was made by Ms. Malsam, seconded by Mr. Davidson. Motion passed by a vote of 10 yes, 0 no.

Mr. Kennedy asked the Board for approval of the SRO Memorandum of Understanding with the Claiborne Parish Sheriff’s Office. Motion to approve was made by Mr. Davidson, seconded by Mr. Mardis. Motion passed by a vote of 10 yes, 0 no.

Superintendent Kennedy requested to approve the substitute pay increase extension for the 2023-24 school year of the additional \$20/day, per position. This is currently budgeted out of the ESSER grant. He reminded the Board this is the last year funds will be available through the ESSER grant. Motion to approve was made by Mr. Griffin, seconded by Mr. Mardis. Motion passed by a vote of 10 yes, 0 no.

Superintendent Kennedy requested approval of a revision to the principal job description. Mr. Griffin, Board Member, drafted an addendum to the principal job description with several changes. After an Educational Committee Meeting was held on July 10th, the recommendation was made to amend the principal performs multiple observations of teachers, a minimum of three per teacher per semester. Also, the principal maintains a presence in all classrooms as much as possible supervising instruction as the instructional leader, to the greatest extent possible. Motion to approve was made by Mr. Griffin, seconded by Mr. Nokes. Motion passed by a vote of 10 yes, 0 no.

Mr. Kennedy asked the Board to consider declaring surplus property located in Bernice. The parcel number is 8100000400 (2 acres) located adjacent to Mount Olive Missionary Baptist Church. Motion to declare surplus was made by Mr. Davidson, seconded by Ms. Stevens. Motion passed by a vote of 10 yes, 0 no.

Ms. Turner briefly discussed the June 2023 year-end financials.

Superintendent’s Report:

Personnel Actions – July 13, 2023

I. To be Hired:

a. Certified Teaching or Administrative Positions

Name	Position	Effective	Replacing

b. Classified, Support, Bus Drivers or Other Non-Certificated Positions

Name	Position	Effective	Replacing

II. Resignations, Retirements:

Name	Position	Effective	Reason
Steven Shirey	Janitor	6/30/23	Retired
Tara Burkhalter	Counselor – Homer High	6/30/23	Resigned
Nathaniel Richardson	Asst. Principal – Homer Jr	6/30/23	Resigned
Rebecca Stohler	Teacher – Haynesville Jr/Sr	6/19/23	Resigned
Alona Obaze	Teacher - Summerfield	8/1/23	Resigned
Amber Ford	Teacher - Summerfield	8/1/23	Resigned
John Grafton	Teacher - Summerfield	8/1/23	Resigned

III. Transfers:

Name	Position	Effective	Reason
Hannah Ates	Teacher - Homer High	8/4/23	Replacing Farryn Cooper
Chatoryia Fisher	Para - Homer High	8/4/23	Replacing Patrick Shelman
LaFrance Cooper	Teacher - Homer High	8/4/23	Replacing Dustin Danzie
Hannah Schroch	Teacher - Summerfield	8/4/23	Replacing Jordan Bostick
Kim Beavers	Master Teacher to Counselor – Homer High	7/1/23	Replacing Tara Burkhalter (Homer High Counselor)
Christy Coleman	Master Teacher to Assistant Principal (Homer Jr.)	7/1/23	Replacing Nathaniel Richardson (Asst. Principal at Homer Jr.)

1. Board training has not updated on the platform which provides the Sexual Harassment training. When it is updated, Mr. Martin will inform the Board.
2. School Board Disclosure Forms are due within 30 days of the beginning of the school year for board members who have immediate family members employed within the district.
3. Ms. Sheppard, Federal Grant Supervisor, informed the Board that the Safer Schools Grant was applied for and awarded to our district. This grant is for \$518,000 and designed to keep students and teachers safe by reinforcing single points of entry. We will be purchasing open-gate metal detectors for campuses and school activities. Quotes will be obtained for bullet-resistant laminate film for entry windows.
4. Mr. Guillory, Transportation Supervisor, gave the board an update on the buses recently purchased with ESSER funds. The last two buses will be picked up in Alexandria this week, making our entire fleet 2016 or newer.
5. Claiborne Memorial Medical Center will be hosting a school supply drive for our students. This benefits many of our students. We appreciate their generosity in doing this each year.
6. Jump Start Summers is coming to an end this summer. We have 43 students pursuing industry-based credentials (IBCs) this summer in CNA, Welding, EMR, and Drone programs.
7. Haynesville Elementary is accepting applications for a Pre-K 3 Early Childhood Program. We are currently awaiting licensure approval, with an August 14th tentative start date. If approved, there will be a 1-year trial period.
8. Currently in the State of Louisiana, seniors must pass End-of-Year Course (EOY) tests. The Board of Elementary and Secondary Education (BESE) passed the EXCELL Appeals Process, which will allow students to appeal the standard graduation assessment requirement in their senior year. We are waiting for Louisiana Department of Education (LDOE) to release implementation guidance.
9. The State Legislature passed overtime for teachers working after-school duties. The Governor vetoed this legislature.
10. Principal’s Meeting will be held on Tuesday, July 25th.
11. New Teacher Orientation will be on Thursday, August 3rd at the Homer High Cottage.
12. Back-to-School Professional Development will be on Friday, August 4th, at each campus. Superintendent Kennedy will address staff via Zoom at 8:00 a.m.
13. The first day for students will be Tuesday, August 8th.

There being no further business to come before the Board, the meeting was adjourned.

William Maddox, President
Claiborne Parish School Board

ATTEST:

Mr. William Kennedy, Secretary
Claiborne Parish School Board