

CLAIBORNE PARISH SCHOOL BOARD

MINUTES OF REGULAR MEETING

January 11, 2024

The Claiborne Parish School Board met in a regular session at the Claiborne Parish School Board office in Homer, Louisiana, at six o’clock January 11, 2024 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. Perry Anderson, Board Member, opened the meeting with prayer followed by the Pledge of Allegiance.

Mr. Mardis made a motion to nominate Ms. Coleman as President, seconded by Mr. Nokes. A motion was then made by Mr. Davidson to nominate Mr. Maddox as President, seconded by Ms. Knox.

	YAYS	NAYS	ABSTAINED	ABSENT
Patricia Stevens		X		
Stewart Griffin	X			
Yolanda Coleman	X			
Perry Anderson		X		
Linda Knox		X		
William Maddox		X		
Tommy Davidson		X		
Roy Mardis	X			
David Nokes	X			
Mark Perot	X			

By a roll call vote of 5 yays, 5 nays, no action on the motion to elect Ms. Coleman was taken.

	YAYS	NAYS	ABSTAINED	ABSENT
Patricia Stevens	X			
Stewart Griffin		X		
Yolanda Coleman		X		
Perry Anderson	X			
Linda Knox	X			
William Maddox	X			
Tommy Davidson	X			
Roy Mardis		X		
David Nokes		X		
Mark Perot		X		

By a roll call vote of 5 yays, 5 nays, no action was taken on the motion to nominate Mr. Maddox as President.

A motion was made by Mr. Mardis to nominate Mr. Anderson as Vice-President, seconded by Mr. Nokes. A motion was made by Mr. Davidson to nominate Ms. Stevens as Vice-President. There was no second on the motion to nominate Ms. Stevens. The motion died on the table.

	YAYS	NAYS	ABSTAINED	ABSENT
Patricia Stevens	X			
Stewart Griffin	X			
Yolanda Coleman	X			
Perry Anderson	X			
Linda Knox	X			
William Maddox	X			
Tommy Davidson	X			
Roy Mardis	X			
David Nokes	X			
Mark Perot	X			

By a roll call vote of 10 yays, 0 nays, motion passed unanimously to elect Mr. Anderson as Vice-President.

Returning to the President nomination, a motion was made by Mr. Davidson to nominate Mr. Maddox as President, seconded by Ms. Knox. Mr. Mardis made a motion, seconded by Mr. Nokes, to nominate Ms. Coleman as President.

	YAYS	NAYS	ABSTAINED	ABSENT
Patricia Stevens	X			
Stewart Griffin		X		
Yolanda Coleman		X		
Perry Anderson	X			
Linda Knox	X			
William Maddox	X			
Tommy Davidson	X			
Roy Mardis		X		
David Nokes		X		
Mark Perot		X		

By a roll call vote of 5 yays, 5 nays, no action was taken on the motion to nominate Mr. Maddox as President.

	YAYS	NAYS	ABSTAINED	ABSENT
Patricia Stevens		X		
Stewart Griffin	X			
Yolanda Coleman	X			
Perry Anderson		X		
Linda Knox		X		
William Maddox		X		
Tommy Davidson		X		
Roy Mardis	X			
David Nokes	X			
Mark Perot	X			

By a roll call vote of 5 yays, 5 nays, on the motion to nominate Ms. Coleman as President, no action was taken.

Ms. Coleman stated she would like to concede from accepting a nomination as President. She cited her reasons as being that she knows the make-up of the Board and the vote will not change. Also, she understands that the role of president is presiding over the meeting and hitting the gavel, but the position carries one vote, same as any other board member and she is good with that.

At this point, Ms. Knox made a motion to nominate Mr. Maddox as President, seconded by Mr. Davidson. Mr. Mardis confirmed with Mr. Guice (board attorney, who was available via Zoom) the floor could be opened to nominate Mr. Anderson, who was elected Vice President, earlier in the meeting. Mr. Mardis made the motion to nominate Mr. Anderson as President, seconded by Mr. Nokes. Mr. Anderson declined to accept the nomination for President.

On the motion to nominate Mr. Maddox that remained on the floor, by a roll call vote of 5 yays, 5 nays, no action was taken.

	YAYS	NAYS	ABSTAINED	ABSENT
Patricia Stevens	X			
Stewart Griffin		X		
Yolanda Coleman		X		
Perry Anderson	X			
Linda Knox	X			
William Maddox	X			
Tommy Davidson	X			
Roy Mardis		X		
David Nokes		X		
Mark Perot		X		

Mr. Griffin suggested to come back to this item later in the meeting. In the meantime, Mr. Guice would check Robert’s Rules of Order to determine what actions could be taken next.

Superintendent Kennedy read into the minutes the Announcement of Public Meeting:

Notice is hereby given that at its meeting to be held on Thursday, February 8, 2024 at 6:00 p.m. at its regular meeting place, the Parish School Board Office, 415 E. Main Street, Homer, Louisiana, the Parish School Board of the Parish of Claiborne, State of Louisiana, plans to consider adopting a resolution ordering and calling an election to be held in Claiborne Parish School District, Claiborne Parish, Louisiana, to authorize the levy of an ad valorem tax therein.

The minutes of the Finance Committee Meeting and the Regular Meeting held December 11, 2023, which had been emailed to the Board Members previously, were approved.

In honor of School Board Recognition Month, Superintendent Kennedy expressed appreciation and gratitude to the board members for their service, dedication and focus on the well-being and achievement of our students throughout the district, especially during this past year. He requested adoption of a resolution declaring January 2024 as a Louisiana School Board Recognition Month. Motion to adopt the resolution was made by Mr. Davidson, seconded by Mr. Griffin. Motion passed by a vote of 10 yes, 0 no.

SCHOOL BOARD RECOGNITION PROCLAMATION

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, Superintendent William Kennedy, do hereby declare my appreciation to the members of the Claiborne School Board and proclaim January 2024 as

SCHOOL BOARD RECOGNITION MONTH in Claiborne Parish School District. 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 today’s and tomorrow’s children.

IN OFFICIAL RECOGNITION WHEREOF, I hereby affix my signature this 11th day of January, 2024.

Superintendent

Superintendent Kennedy read into the minutes the following training hours for each board member for 2023.

BOARD MEMBER TRAINING											
CLAIBORNE PARISH											
2023											
	Ethics	Camp. Fin.	Sexual Harassment	Bullying	Cyber Security	New Board	LSBA Conference	Capitol Conference	Guice	Southern Region	Fall Trailblazer
NAME	Online	Online	Online	Online	Online	1/9/2023	3/7-9/23	5/2/23	6/12/23	7/16-18/2023	9/26/23
TOTALS											
Patricia Stevens	1.0	1.0	1.0	1.0	X	5.0	10.5	5.0	2.5	10.5	5.0
Linda Knox	1.0	1.0	1.25	1.0	0.25				2.5		
Yolanda Coleman	1.0		1.0				4.5		2.5		
Perry Anderson	1.0	1.0	1.0			5.0	4.5		2.5		
Stewart Griffin	1.0	1.0	1.25			5.0	6.5		2.5		
William Maddox	1.0	1.0	1.25	1.0					2.5		
Tommy Davidson	1.0	1.0	1.25				4.5				
Roy Mardis	1.0	1.0	1.75			5.0	4.5				
David Nokes	1.0	1.0	1.25			5.0			2.5		
Mark Perot	1.0	1.0	1.0	1.0		5.0			2.5		
Online - Annual Ethics Training - 1 CLU Hr.											
Online - Campaign Finance - 1 CLU Hr. (Due within 4 year term)											
Online - Sexual Harassment - 1 CLU											
Online - Bullying - 1 CLU											
Online - Cyber Security											
1/9/23 (West Monroe) LSBA New Board Member Training - 5.0 CLU Hr.											
3/7-3/9 LSBA Annual Conference - 10.5											
6/12/23 - Jon Guice Board Training - 2.5 CLU											
5/2/23 - Capitol Conference - 5.0											
7/16-18/23 - Southern Region - 10.5 CLU											
9/26/23 Fall Trailblazers 5.0 CLU											

He also gave special recognition to Ms. Patricia Stevens and presented her with a certificate for achieving the distinction of a "***certified school board member***". This is a program offered by the Louisiana School Board Association (LSBA), whereby a school board member is recognized for having voluntarily earned twenty (20) or more training hours during a calendar year.

Motion was made by Mr. Anderson, seconded by Mr. Mardis, to set the date/time for Regular Board Meetings for the first Thursday after the first Sunday of each month at 6 PM. Motion passed by a vote of 10 yes, 0 no.

Superintendent Kennedy informed the Board of the 6-month and 1-year interest rate options for Gibsland Bank and Trust (GBT) and First Guaranty Bank (FGB). This item was discussed in greater detail in a Finance Committee meeting held earlier in the week. Motion was made by Mr. Davidson, seconded by Mr. Anderson, to invest \$3,000,000 in a money market account with Gibsland Bank and Trust for a six (6) month period at the proposed rate of 5.29% and \$3,000,000 in a money market account with FGB at the proposed rate offered of 5.25% for 1-year. This surplus money will be transferred from our account with Louisiana Asset Management Pool (LAMP). Motion passed by a vote of 10 yes, 0 no.

Mr. Kennedy requested approval of policy revisions – CG (Administrative Records), DFG (Donations and Gifts), EBBH (Use of Automated External Defibrillator (AED) and Cardiac Emergency Plan), GBG (Probation), IHAD (Parent Conference), JGB (School Wellness), and JGC (Student Health Services). Motion to approve the revisions was made by Mr. Davidson, seconded by Mr. Griffin. Motion passed by a vote of 10 yes, 0 no.

Ms. Turner, Business Manager, discussed the salary supplement which will be paid on Friday, January 12th, 2024. The 2023-24 supplement check was \$768.18 for professionals and \$384.09 for support personnel.

Also, the one-time stipend from the State will be dispersed in a separate check to employees on Friday, January 12, 2024.

Ms. Turner briefly discussed the December 2023 financials.

Superintendent Kennedy asked the Board to consider the superintendent retirement and selection process and accept his retirement letter. Motion was made by Mr. Davidson, seconded by Mr. Anderson to accept Superintendent Kennedy’s retirement letter. Motion passed by a vote of 10 yes, 0 no. At this time, the floor was turned over to Mr. Jon Guice, Board Attorney. He began with commending Superintendent Kennedy for being one of the top 5 longest-tenured superintendents in the state with 10 years of service as Superintendent. He congratulated and wished Superintendent Kennedy the best with his retirement. Mr. Guice stated in the superintendent selection process, the law has changed and the position opening must be advertised at a minimum of three times. The first week is advertised in the official journal (Guardian Journal). The next week has to be published in a larger newspaper, which would be the Shreveport Times, in correlation to our location. We are welcome to also publish in any other larger newspapers, such as the Baton Rouge Advocate. The third time will again be advertised in the Guardian Journal. He recommends also having placed on the Louisiana School Board Association (LSBA) and Louisiana Association of Superintendents (LASS) websites free of charge. The application will be placed on our school website for applicants to print off and complete. We will secure a new post office box specifically for receiving applications. The applications will be retrieved from the post office the day after the deadline by the President and/or Vice-President. Mr. Guice provided a sample timeline he recommends in seeking a new superintendent. He arbitrarily suggests the date of April 1st for having a new superintendent in place. This would allow the new superintendent the opportunity to sit with Superintendent Kennedy, if the Board desires. Mr. Guice asked the Board to approve the application and advertisement tonight. Board members asked Mr. Guice several questions in regards to the selection process and the questions were answered. Motion was made by Mr. Mardis, seconded by Mr. Davidson, to proceed with the advertisement and application. The motion passed by a vote of 10 yes, 0 no.

Mr. Guice gave the Board his conservative advice, according to Robert’s Rules of Order, in regards to the President nomination at the beginning of the meeting. He suggested Mr. Maddox, current Board President, passing the gavel to the newly-elected Vice-President, Mr. Anderson. If Mr. Maddox is the only nominee for President, Mr. Anderson can declare him elected by acclamation. It was asked if this has to be done tonight or if it can be done at the next board meeting. Mr. Guice answered it was the board’s decision. It was decided to proceed at the next board meeting.

Superintendent’s Report:

Personnel Actions – January 11, 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
Tamia Watson-Homer Elem	Teacher	12/7/23	Resigned

Haley Myers-Homer Elem	Para	12/20/23	Resigned
Estella Waters-Homer Jr	Teacher	12/20/23	Resigned
Tommie Beene-Homer High	Cafe Janitor	1/8/24	Resigned
Alvin Shelton-Haynes Elem	Janitor	1/1/24	Retired

III. Transfers:

Name	Position	Effective	Reason

- Ms. Sheppard – There have been ILT and Cluster meetings this week at Homer High. They are progress monitoring their SPS, WorkKeys, cohort graduation rate, and EOC and providing staff with updates on where they are. Surveys were sent out today for all employees on a 4-day school week. After tonight, community and stakeholder surveys will be sent out as well. The goal for employees is to have 86% of employees to respond.
- Ms. Haynes – She will email the board members a schedule of the future ILT and Cluster meetings at the campuses. If they would like to attend, she asked they give the principal a courtesy call beforehand to make sure testing is not being done.
- Ms. Prior – A film will be presented to high school students discussing suicide prevention on all campuses. Parents will be sent opt-out letters if they do not want their child to watch the film. In mid-February, Talented Art testing will begin. We received a good audit on the LA4, which is funding our Pre-school classes. She praised Ms. Jennifer Taylor for her hard work with this program.
- Ms. Hilton – Students of the Year finalists are being interviewed. Teachers of the Year winners will submit their presentation into the state portal. Students of the Year, Teachers of the Year, New Teachers of the Year, and Principals of the Year will be recognized at next month’s board meeting. The middle of the year DIBELS testing is taking place now.
- Mr. Martin – KARE program will be adding a student. Recruitment will be at LA Tech in the morning. He gave a shout out to Ms. Haynes for all her time and fantastic work she does in preparing for these events.
- Mr. Brooks – New welding equipment (6 welding machines and drill press) were ordered for the Homer Ag shop. Planning has begun on Jumpstart Summers. A few segments may be added but it will be competitive due to last year’s success and the number of students that participated.
- Mr. Guillory – Replaced lighting in the Homer Ag shop with LED lighting. Due diligence is being done in preparing for cold weather coming next week. Cafeteria serving lines have been installed on all three campuses.
- There were no bids received on the 2nd round of bid advertisements for the Mt. Olive Road, Bernice, LA (2.01 ACRES). A 3rd advertisement will run for bids with no minimum amount required. Sealed bids will be opened on Tuesday, February 6th.
- The weather will be watched during the expected cold weather early next week.

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