

# CLAIBORNE PARISH SCHOOL BOARD

## MINUTES OF SPECIAL CALLED MEETING

June 27, 2024

The Claiborne Parish School Board met in a special called session at the Homer High Cottage in Homer, Louisiana at 6:00 p.m., on June 27, 2024, with the following members:

*Present: Patricia Stevens, William Maddox, Linda Knox, Perry Anderson, Tommy Davidson, Roy Mardis, Mark Perot*

*Absent: Stewart Griffin, Yolanda Coleman, David Nokes*

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

Superintendent Brooks asked the Board to approve updated salary schedules for teachers and principals/administrators with specific wording added to the schedules to reflect Act 311, recently enacted by the Legislature this summer. The wording states:

“For certified personnel, the salaries reflected in the present salary schedule shall serve as full compensation for all work performed which relates to the duties and responsibilities set forth in such employees’ job description. Any approved work performed by such employees which does not relate to the job duties and responsibilities specified in such employees’ job descriptions shall be paid in accordance with La. R.S. 17:418 and shall be submitted to School Principal/ Site Admin, along with the completed authorization form, within 7 calendar days from the date such work was performed.

Any teacher who is not afforded the minimum uninterrupted planning time required by R.S. 17:434(A) shall be compensated at the effective hourly rate of that teacher for each hour of planning time. A teacher's effective hourly rate, for the purposes of this payment, shall be calculated by converting the teacher's annual salary on the teacher's salary schedule adopted by the governing authority into an hourly rate of pay.

Any additional, approved work performed by non-exempt personnel shall be paid in accordance with the Fair Labor Standards Act.”

Motion to approve was made by Ms. Knox, seconded by Mr. Davidson. Motion passed by a vote of 6 yes, 0 no, and 1 abstain by Mr. Mardis.

Superintendent Brooks continued with the next agenda item of approving the updated job descriptions. This also pertains to Act 311 recently enacted by the Legislature. He noted that the district is not adding new responsibilities or duties. Rather, simply making sure that their job descriptions capture the duties which its

certified employees regularly perform. Ms. Stevens made a motion to approve, seconded by Mr. Davidson. Motion passed by a vote of 7 yes, 0 no.

At the conclusion of the open session interview, motion was made by Mr. Davidson, seconded by Ms. Knox to enter into executive session to discuss a personnel matter pursuant to La.R.S.42:16. Motion passed unanimously by a roll call vote of 7 yes, 0 no. Mr. David Nokes arrived. The Board entered into executive session. Mr. Davidson made a motion to close the executive session, seconded by Ms. Knox. Motion passed unanimously with a vote of 8 yes, 0 no.

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

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Perry Anderson, President  
Claiborne Parish School Board

ATTEST:

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Mr. Chris Brooks, Secretary  
Claiborne Parish School Board