

# CLAIBORNE PARISH SCHOOL BOARD

## MINUTES OF REGULAR MEETING

December 5, 2024

The Claiborne Parish School Board met in a regular session at Haynesville Elementary in Haynesville, Louisiana at six o'clock December 5, 2024 with the following members:

*Present: Stewart Griffin, William Maddox, Yolanda Coleman, Perry Anderson, Thomas Davidson, Roy Mardis, David Nokes*

*Absent: Patricia Stevens, Linda Knox, Mark Perot*

There was also present Mr. Chris Brooks, Secretary of the Board.

Mr. Anderson, Board President, opened the meeting with prayer followed by the singing of the National Anthem by Miss Ava Burford.

The minutes of the Regular Called Meeting held on November 7, 2024, and the Accountability Overview Meeting held on November 12, 2024, which had been emailed to the Board Members previously, were approved unanimously by a motion made by Mr. Davidson, seconded by Mr. Nokes.

Haynesville Elementary 1<sup>st</sup> graders and 4<sup>th</sup> graders presented a demonstration using a learning tool called Merge Cube. This cube uses 3D objects to teach and engage students in hands-on science, social studies and math lessons. Ms. Ray's 1<sup>st</sup> grade students answered questions using the cube about the Earth and the Louisiana Purchase. Ms. Bogle's 4<sup>th</sup> grade students demonstrated a lesson with the cube and a robot answering questions about ancient civilizations. This is a fun, interactive way for the students to get excited about learning. The Board thanked the students for their presentation.

Ms. Annette Hammons, Jobs for America's Graduates (JAG) Specialist, introduced 3 students in the Haynesville JAG program. They spoke about their experiences attending a JAG Conference recently held in Marksville. They learned at the conference the traits and qualities needed in becoming a leader. The program provides vital job and life skills, along with hands-on experience. Superintendent Brooks stated there is funding for a JAG Specialist at the Summerfield campus and the program will be implemented there as well. Ms. Hammons shared there are currently 63 students enrolled in the program.

Superintendent Brooks made a request to the Board to approve the following updated job Descriptions - Accounts Payable Clerk, Insurance Clerk, Receptionist, Secretary to the Superintendent, Business Manager, Data Specialist and Sales Tax Collector. Additional updated job descriptions will be on the agendas over the next months. A motion to approve was made by Mr. Davidson, seconded by Mr. Nokes. Motion passed by a vote of 7 yes, 0 no.

Mr. Brooks asked the Board to approve out of state travel for Ms. Sheppard, Federal Grants Supervisor. The National ESEA Conference will be held in Austin, TX, on February 19<sup>th</sup> – 21<sup>st</sup>. The trip would be paid for from Title I funds. Mr. Davidson made a motion to approve, seconded by Ms. Coleman. Motion passed by a vote of 7 yes, 0 no.

Superintendent Brooks requested the board approve policy revisions to policies, KFA (Public Conduct on School Property) and KG (Visitors to the Schools). Ms. Coleman requested the revised policies be posted to the district’s social media page as well. A motion to approve was made by Mr. Davidson, seconded by Mr. Griffin. Motion passed by a vote of 7 yes, 0 no.

Ms. Micki Turner, Business Manager, requested approval of the 15<sup>th</sup> check. Due to House Bill #1, passed in the 2013-2014 year, monies are given to school boards to be used for supplementing salaries in the amount of \$178,201. In every year in which Level 1 and Level 2 state cost allocation per pupil increases, the School Board must pay employees the supplement. If the Board approves, the 15<sup>th</sup> check would be \$768.18 for professionals and \$384.09 for support personnel. This payment would be scheduled for distribution on Friday, January 10, 2025. Motion to approve was made by Mr. Davidson, seconded by Ms. Coleman. Motion passed by a vote of 7 yes, 0 no.

Ms. Turner informed the Board the 2024 13<sup>th</sup> check for school employees will be distributed on Friday, December 6<sup>th</sup>. Professionals will be paid \$3,161.55 and Support Staff will be paid \$1,359.47.

Ms. Turner briefly discussed the November 2024 financials. There were no questions.

Superintendent’s Report:

Personnel Actions – December 5, 2024

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 |
|----------------------------|----------------|-----------|-----------|
| Tammy Nelson - Summerfield | JAG Specialist | 11/12/24  | New       |
|                            |                |           |           |

II. Resignations, Retirements:

| Name | Position | Effective | Reason |
|------|----------|-----------|--------|
|      |          |           |        |

III. Transfers:

| Name | Position | Effective | Reason |
|------|----------|-----------|--------|
|      |          |           |        |

- 1. If the Haynesville football team wins tomorrow night, Haynesville staff and students will be out next Thursday and Friday to be able to attend the championship game at the Dome in New Orleans.
- 2. The January board meeting will be back in the Central Office location.

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