

REGULAR MONTHLY MEETING JULY 26, 2016

The St. Bernard Parish School Board met in a Regular Monthly Meeting on Tuesday, July 26, 2016 at 6:00 p.m. in the St. Bernard Parish School Board Office. Following the Prayer and Pledge of Allegiance, the Secretary called the roll. Present were, Mrs. Diana B. Dysart, President, Mrs. Darleen P. Asevedo, Mr. Donald D. Campbell, Dr. Hugh C. Craft, Mr. William H. Egan, Mrs. Katherine K. Lemoine, Mr. Clifford M. Englande, Dr. Henderson Lewis, Jr., Mr. Joseph V. Long, Mrs. Judy W. Nicosia and Mr. Sean K. Warner.

On a personal point of privilege, Mrs. Dysart wished Mr. Sean Warner a Happy Birthday from all the members of the Board.

No one wished to address the Board under Community Concerns on the agenda.

On motion of Mr. Long, seconded by Mr. Warner, the Board voted by a unanimous roll call vote of the members present to incorporate the report of the July General Committee Meeting into the minutes of the July Regular Monthly Meeting minutes.

GENERAL COMMITTEE REPORT TUESDAY, JULY 12, 2016

The St. Bernard Parish School Board met as a Committee of the Whole on Tuesday, July 12, 2016 at 6:00 p.m. in the Board Room of the St. Bernard Parish School Board Office. Following the Prayer and Pledge of Allegiance, the Secretary called the roll. Present were, Mrs. Diana B. Dysart, President, Mrs. Darleen P. Asevedo, Dr. Hugh C. Craft, Mr. William H. Egan, Mr. Clifford M. Englande, Mrs. Diana B. Dysart, Dr. Henderson Lewis, Jr. and Mr. Joseph V. Long, Sr. Mr. Donald D. Campbell, Mrs. Katherine K. Lemoine, Mrs. Judy W. Nicosia and Mr. Sean K. Warner were absent.

Mrs. Dysart recognized Mr. Dennis Bradley with the St. Bernard Association of Educators who was in the audience. He stated to the Committee that he has recently been elected President of the SBAE and also with him tonight were the remaining elected SBAE Officers. He introduced Mr. Stacy Riley, Vice-President, Ms. Jessica Janneck, Secretary and Ms. Linda Rost, Treasurer. He concluded by saying that they all look forward to working with the Administration in the future.

Mrs. Dysart then turned the meeting over to Dr. Lewis as chair of the education committee. Dr. Lewis Invited Ms. Voitier to review the new Strategic Plan - Action Plan for the 2016-2021 school years.

Ms. Voitier addressed the Committee to review the new Strategic Plan – Action Plan for the period of 2016–2021. Handouts were distributed with both the Strategic Plan and the associated Action Plan.

Ms. Voitier went over each of the goals and objectives of the Strategic Plan - Action Plan to review and approve.

Ms. Voitier addressed all questions and concerns of the Committee including a request from Mr. Englande for some exploration regarding a second

extended day aftercare program for parents in the eastern portion of the parish and a discussion regarding the responsibilities of the new Communications Coordinator.

As moved by Mrs. Dysart, seconded by Dr. Craft, the Committee voted unanimously by a roll call vote of the members present to recommend to the Board to approve the 2016-2021 Strategic Plan and Action Plan.

Dr. Lewis continued with Education Committee business by asking Ms. Voitier to present information regarding a revision to Policy IHC: Policy for Selecting Honor Graduates.

Ms. Voitier explained that changes to this policy include the end of Academic Awards Curriculum Recognition. Also a change in graduation honor graduate status changes the wording to describe the grade point average as “weighted” and the total grade point average is changed from 3.2 to 3.3 and the student must have a composite ACT score of 20 or above no matter which curriculum track the student follows. Ms. Voitier also explained some changes to the choosing of the top 5 students at graduation.

Mrs. Dysart raised some concerns regarding the ACT score having to be 20 to be an honor graduate and asked that some additional information be supplied to show how many students it might affect regarding their honor graduate status.

With concerns having been noted, Mr. Long moved to move this item to the Board without a recommendation pending additional requested information. Seconded by Mrs. Dysart, the motion passed unanimously by a roll call vote of the members present.

Mr. Long took over the meeting as chair of the Executive Committee. Mr. Granberry presented the Personnel Changes for July 2016 for the Committee’s review. All questions and concerns from the Committee were addressed by Mr. Granberry.

Mr. Egan acted as the chairman for the following item to be addressed by the Insurance Committee.

Mr. Harlton presented the Renewal of Student and Athletic Insurance to the Committee. He explained that at this time the Administration recommends Risk Services at a cost of \$49,627.00.

On motion of Dr. Craft seconded by Dr. Lewis, the Committee voted unanimously by a roll call vote of the members present to recommend to the Board to approve the purchase of Student and Athletic Insurance from Risk Services at a cost of \$49,627.00.

Mr. Englande asked for a point of personal privilege to Thank Mr. Warner for arranging for the Chalmette High graduating class of 1966 to take a tour of the renovated school on the Friday before their 50th High School Reunion. Under Superintendent’s Recommendations, Ms. Voitier addressed upcoming workshops and training for Administrators, new teachers and certification training along with upcoming dates for teacher and student reporting.

There being no further business to discuss, on motion of Dr. Craft, seconded by Mrs. Asevedo, and passed by a unanimous voice vote, the meeting was

adjourned.

With a motion from Dr. Craft and a second from Mrs. Nicosia, the Board voted by a unanimous roll call vote of the members present to approve the minutes of the May 24, 2016 Regular Monthly meeting as published on July 22, 2016.

As recommended by the Committee, Dr. Lewis moved to approve the new Strategic Plan – Action Plan for 2016-2021. Seconded by Mr. Englande, the motion passed unanimously by a roll call vote of the members present. See the 2016-2021 Strategic Plan – Action Plan as follows.

St. Bernard Parish Public Schools – District Strategic Plan – 2016-2021

Goal 1 – Teaching, learning, and assessment that assure student achievement

- Objective 1.1 – 100% of schools will meet their growth targets
- Objective 1.2 – A strategic, focused professional development plan for staff will be implemented with 100% fidelity each year in schools labeled C, D, or F
- Objective 1.3 – 75% of preschoolers will enter kindergarten ready to learn
- Objective 1.4 – The proficiency rates of 3rd and 7th graders in ELA and math will increase 2% per year each of the five years
- Objective 1.5 – 80% of students will reach 4th and 8th grades on time
- Objective 1.6 – The gap between the ELA and math proficiency rates for the school and the special education and minority subgroups will decrease by 2% per year each of the five years
- Objective 1.7 – The graduation rate will increase 1% per year each of the five years
- Objective 1.8 – The overall strength of the diploma index will increase 1% per year each of the five years
- Objective 1.9 – 80% of students will graduate on time, college and career ready

Goal 2 – Effective and certified employees through on-going recruitment and professional development

- Objective 2.1 – 100% of teachers and administrators will be effective and certified
- Objective 2.2 – Professional development programs for current and prospective administrators and teachers will address staffing needs of the district
- Objective 2.3 – Professional development programs will address needs identified through data-driven research
- Objective 2.4 – Schools will maintain teacher/student ratios reflective of state and AdvancEd guidelines

Goal 3 – Responsible finances and support services which enhance teaching, and learning environments which are safe and secure

- Objective 3.1 – The district will present a budget each year of the five years that is reflective of the vision, mission, and beliefs of the school system and that maintains a fund balance of approximately 10%
- Objective 3.2 – The district will devise both short-term and long-term maintenance plans to assure upkeep and preventative maintenance at each school/office site
- Objective 3.3 – The district will devise a plan to address the social/emotional needs of students within classrooms to be implemented in 2017 and each year thereafter
- Objective 3.4 – The district will continue to devise/revisit schools' emergency plans in conjunction with first responders

Objective 3.5 – The district will continually revisit its Guide to Student Conduct in order to strengthen its PBIS program

Goal 4 – Imaging: Positive impressions of our public schools

Objective 4.1 – Surveys of community partners, parents, and students will indicate a 90% satisfaction rate

Objective 4.2 – The district will implement and continue on-going parent education/involvement programs

Objective 4.3 – The district will develop additional strategies, including video, to celebrate internally and share with all stakeholders the good things happening in the public schools

Goal 1: Teaching, learning, and assessment that assure student achievement

Objective 1.1: 100% of schools will meet their growth targets

Action Steps/Strategies	Timelines	Resources	Responsible Persons	Evaluation Method
Schools will develop instructional goals that define specific actions to address deficiencies for whole- and sub-groups	August 2016-May 2017	State assessment data, benchmark data	School-based administrators, school leadership teams, curriculum staff, stakeholders	State assessments, benchmark assessments
Teachers will track student progress by whole/subgroups and review student work for reteaching/retesting	August 2016-May 2017	Benchmark / unit assessments results over time, student work	Teachers, teacher leaders, coaches, school-based administrators	Unit / benchmark assessments, trans. growth scores (TGS)
Teacher leaders/coaches will lead teachers in the review of student work and assist in the development of strategies to address deficiencies	August 2016-May 2017	Student work, meeting protocols, PD sessions	Teacher leaders, coaches, curriculum staff	Unit and benchmark assessment results
Schools will develop behavior plans that reflect a cohesive approach to addressing students' behavioral needs	August 2016-May 2017	Discipline referrals, parent contacts, RTI manual	School-based administrators, school leadership teams, teachers, curriculum staff	Discipline reports, suspension / expulsion records
Teachers will work with teacher leaders and coaches to address student deficiencies within Tier 1 of the RTI process	August 2016-May 2017	RTI manual, intervention tools, benchmark / unit assessment results	Teachers, teacher leaders, coaches, school-based administrators	State assessments, benchmark assessments, TGS
RTI chairs, teachers, and leadership teams will work to provide comprehensive and effective support for students in need of Tiers 2, 3 intervention	August 2016-May 2017	RTI manual, review of student performance / behavioral data over time, parent input, intervention tools	Teacher leaders, coaches, teachers, school-based administrators, RTI chairs	State assessment, benchmark assessments
Teachers, teacher leaders, and coaches will prioritize opportunities for students to recover grades/credit	August 2016-May 2017	Student interim progress reports, report cards, assessment data	Teachers, teacher leaders, coaches, school-based administrators	Student report cards, transcripts
Curriculum support will be prioritized to address identified critical need areas	August 2016-May 2017	State assessment data, benchmark data	Curriculum staff, school-based administrators	State assessments, benchmark assessments

Goal 1: Teaching, learning, and assessment that assure student achievement

Objective 1.2: Strategic, focused PD plan will be implemented with fidelity in schools labeled C, D, or F

Action Steps/Strategies	Timelines	Resources	Responsible Persons	Evaluation Method
PD plans will be developed to address areas of critical need for teachers	August 2016-May 2017	State assessment data, benchmark data, Compass scores, TGS	School-based administrators, school leadership teams, curriculum staff	State assessments, benchmark assessments
Areas of critical need for teachers will be determined by examining student work, students' performance over time, and transitional growth scores	August 2016-May 2017	Benchmark / unit assessments results over time, student work	Teachers, teacher leaders, coaches, school-based administrators	Unit / benchmark assessments, trans. growth scores
School-based administrators, teacher leaders / coaches will work with PD coordinator and curriculum staff to provide appropriate and on-going job-embedded PD for teachers	August 2016-May 2017	Student work, benchmark / unit assessment data, TGS	School-based administrators, teacher leaders, coaches, curriculum staff, PD coordinator	Unit and benchmark assessment results
School-based administrators and school leadership teams will work to strengthen teachers' skills in providing additional learning opportunities for students through intervention/grade and credit recovery	August 2016-May 2017	Student progress reports, report cards, unit / benchmark assessment data	School-based administrators, school leadership teams, teachers, curriculum staff	Unit and benchmark assessment results, interim progress reports, report cards
PD plans will be tied to school instructional goals	August 2016-May 2017	School improvement plans, benchmark / unit assessment results	Teachers, teacher leaders, coaches, school-based administrators, curriculum staff	State assessments, benchmark assessments, trans. growth scores

Goal 1: Teaching, learning, and assessment that assure student achievement

Objective 1.3: 75% of preschools will enter kindergarten ready to learn

Action Steps/Strategies	Timelines	Resources	Responsible Persons	Evaluation Method
Preschool curriculum will address skills aimed at getting students kindergarten ready, with an emphasis on literacy skills – phonics and phonemic awareness	August 2016-May 2017	Preschool and kindergarten standards, DIBELS NEXT and RTI guidelines	Preschool coordinators, teachers and preschool staff	Meeting agendas, curriculum completion documents
Preschool teachers will attend PD aimed at implementing instruction for kindergarten readiness	August 2016-May 2017	Preschool curriculum, state standards, training materials	Preschool coordinator, staff, and teachers	Meeting agendas, curriculum documents
Preschool will continue administration of modified DIBELS NEXT screening instrument in phonics	April 2017-May 2017	Pre-DIBELS screening instrument	Preschool coordinator, teachers, and staff	Results of pre-DIBELS screening instrument
Preschool teachers will use a tracking system specifically to track student master of all kindergarten readiness skills	August 2016-May 2017	State preschool and kindergarten standards, district preschool assessment system	Preschool coordinator, teachers, and staff	Monitoring of tracking system
The preschool coordinator and support team will analyze kindergarten student performance in order to determine effectiveness of readiness efforts	August 2016-October 2016	DIBELS NEXT phonics screener results for kindergarteners	Preschool coordinator, CO preschool support	Analysis of DIBELS NEXT screening results for kindergarteners

Goal 1: Teaching, learning, and assessment that assure student achievement

Objectives 1.4/1.5: The proficiency rates of 3rd and 7th graders in ELA and math will increase 2% per year
80% of students will reach 4th and 8th grades on time

Action Steps/Strategies	Timelines	Resources	Responsible Persons	Evaluation Method
School-based administrators and school leadership teams will review scheduling to ensure maximum opportunities for deficient students to recover skills and/or grades	August 2016-May 2017	Interim progress reports, report cards, benchmark and unit assessments	School-based administrators, teacher leaders, coaches, teachers, curriculum staff	Report cards, benchmark and unit assessments
RTI plans will be developed for every classroom, with an emphasis on Tier I interventions by classroom teachers	August 2016-May 2017	RTI manual, intervention materials	School-based administrators, teacher leaders, coaches, teachers, curriculum staff	Benchmark and unit assessments
Teachers will track student progress in meeting standards by whole class and by subgroups, reteaching and retesting as necessary	August 2016-May 2017	Benchmark and unit assessments, analysis of student performance data over time	School-based administrators, teacher leaders, coaches, teachers, curriculum staff	Benchmark and unit assessments, student work
Interventions will be monitored by teachers and teacher leaders/ coaches to determine effectiveness	August 2016-May 2017	RTI manual, benchmark and unit assessments	Teachers, teacher leaders, coaches	Benchmark and unit assessments, student work
Cohorts of students will be tracked at each school to determine the “on time” status of 4 th and 8 th graders	August 2016-May 2017	Entry dates for students, student achievement over time	School-based administrators, counselors	Promotion / retention statistics for each grade level cohort

Goal 1: Teaching, learning, and assessment that assure student achievement

Objectives 1.6: The gap between the ELA and math proficiency rates for whole – and sub-groups will decrease by 2%

Action Steps/Strategies	Timelines	Resources	Responsible Persons	Evaluation Method
Teachers will track student progress in meeting standards by whole class and by subgroups, reteaching and retesting as necessary	August 2016-May 2017	Benchmark and unit assessments, analysis of student performance data over time	School-based administrators, teacher leaders, coaches, teachers, curriculum staff	Benchmark and unit assessments, student work
RTI plans will be developed for every classroom, with an emphasis on Tier I interventions by classroom teachers	August 2016-May 2017	RTI manual, intervention materials	School-based administrators, teacher leaders, coaches, teachers, curriculum staff	Benchmark and unit assessments
EL students and students with special needs will be monitored with regard to academic progress in order to ensure standards competencies	August 2016-May 2017	Benchmark and unit assessments, analysis of student performance data over time	School-based administrators, teacher leaders, coaches, teachers, curriculum staff	Benchmark and unit assessments, student work
Curriculum staff will monitor subgroups' academic progress and make adjustments to instructional programs through specific, focused PD	August 2016-May 2017	Disaggregated benchmark and unit assessment results	Curriculum staff, EL program and special education program supervisors	Benchmark and unit assessment results
Grade and credit recovery programs will be available to students as an opportunity to address skill deficits	August 2016-May 2017	Benchmark and unit assessment results, report cards	School-based administrators, teacher leaders, coaches, curriculum staff	Benchmark and unit assessments and state assessment results

Goal 1: Teaching, learning, and assessment that assure student achievement

Objectives 1.7/1.8/1.9: The graduation rate will increase 1% per year
 The overall strength of the diploma index will increase 1% per year
 80% of students will graduate on time, college and career ready

Action Steps/Strategies	Timelines	Resources	Responsible Persons	Evaluation Method
Students will be track by cohort and diploma option and be given multiple opportunities to secure IBC’s, AP courses, and dual enrollment	August 2016-May 2017	Scheduling materials, course catalogs, Nunez personnel	School-based administrators, coaches, counselors, CTE coordinator	Review of scheduling sheets, CATE data, graduation cohort data
RTI plans will be developed for every classroom, with an emphasis on Tier I interventions by classroom teachers	August 2016-May 2017	RTI manual, intervention materials	School-based administrators, coaches, teachers, curriculum staff	Benchmark and unit assessments
ACT/Workkeys preparation will continue to be a focus at the high school, with the emphasis on scheduling students in proper academic classes	August 2016-May 2017	Scheduling materials, course catalogs, ACT-like assessments	School-based administrators, coaches, teachers, curriculum staff	Benchmark and unit assessments, review of scheduling sheets
Students will be encouraged to enroll in AP courses and to achieve scores of 3 or better on AP exams	August 2016-May 2017	Benchmark and unit assessments, scheduling materials	School-based administrators, coaches, teachers, counselors	Benchmark and unit assessment results, scheduling sheets, AP results
Grade and credit recovery programs, as well as EOC preparation programs, will be available to students as an opportunity to address skill deficits	August 2016-May 2017	Benchmark and unit assessment results, report cards	School-based administrators, coaches, curriculum staff	Benchmark and unit assessments and state EOC results
Teachers in ELA and math will implement Springboard with fidelity, with implementation monitored by administrators	August 2016-May 2017	Springboard materials, classroom observations	School-based administrators, coaches, teachers, curriculum staff	Benchmark and unit assessments, ACT and AP exam results

Goal 2: Effective and certified employees through on-going recruitment and PD

Objective 2.1: 100% of teachers and administrators will be effective and certified

Action Steps/Strategies	Timelines	Resources	Responsible Persons	Evaluation Method
Teachers will continue to participate in PD programs tied to areas of critical need as evidenced by TGS, Compass results, and student work	August 2016-May 2017	Student work, Compass results, TGS	PD Coordinator, school-based administrators, teacher leaders, coaches, curriculum staff	Workshop attendance, PD portfolios, student work, assessment results
Teachers will continue to take part in training sessions aimed at enhancing their knowledge of the Compass program, helping them develop meaningful SLTs, and completing professional growth plans	August 2016-May 2017	Compass results, SLT reviews, TGS	School-based administrators, PD Supervisor, curriculum staff, coaches, teacher leaders	TGS, SLT reviews
Administrators will become members of the district's professional learning community, with an emphasis on their training in school improvement	August 2016-May 2017	School Performance Scores, benchmark scores for whole and sub-groups	Curriculum staff, PD coordinator, Superintendent, Assistant Superintendent	School Performance Scores
Teachers will continue to receive training in the use of effective Tier 1 interventions in the classroom to address students' skill deficits	August 2016-May 2017	Benchmark / unit assessment results for whole and subgroups	School-based administrators, teacher leaders, coaches, teachers, curriculum staff	Benchmark and unit assessment results
PD opportunities will align with needs outlined in School Improvement Plans and the district Strategic Plan	August 2016-May 2017	School Improvement Plans, Strategic Plan, PD calendar	PD Supervisor and Coordinator, curriculum staff, school-based administrators	Review of PGPs, School Improvement Plans, Strategic Plan

Goal 2: Effective and certified employees through on-going recruitment and PD
Objective 2.2: PD programs for current and prospective administrators and teachers will address staffing needs

Action Steps/Strategies	Timelines	Resources	Responsible Persons	Evaluation Method
Teachers will continue to participate in PD programs tied to areas of critical need as evidenced by TGS, Compass results, and student work	August 2016-May 2017	Student work, Compass results, TGS	PD Coordinator, school-based administrators, teacher leaders, coaches, curriculum staff	Workshop attendance, PD portfolios, student work, assessment results
The district will continue its Alternate Certification Program as an avenue for increasing staffing capacity	August 2016-May 2017	Alternate Certification Program, partners at Tulane and LSU	PD Supervisor, curriculum staff, Assistant Superintendent	Number of staff certified through Believe and Prepare
The district will continue to support prospective administrators through funding coursework as funding is available	August 2016-May 2017	Title II, cohort members for administration	PD Supervisor, teachers	Effectiveness of teachers enrolled in Admin. programs
The district will continue to support the development of teacher leaders and encouraging those with M.Ed.s to pursue administrative certification	August 2016-May 2017	Teacher leader cohort, roster of teachers with M.Ed.s outside of administration	PD Supervisor, Personnel Supervisor, school-based administrators	Number of persons becoming certified through portfolios

Goal 2: Effective and certified employees through on-going recruitment and PD
Objective 2.3: PD programs that address critical needs of teachers identified through data-driven research

Action Steps/Strategies	Timelines	Resources	Responsible Persons	Evaluation Method
Teachers will continue to participate in PD programs tied to areas of critical need as evidenced by TGS, Compass results, and student work	August 2016-May 2017	Student work, Compass results, TGS	PD Coordinator, school-based administrators, teacher leaders, coaches, curriculum staff	Workshop attendance, PD portfolios, student work, assessment results
PD opportunities will align with needs outlined in School Improvement Plans and the district Strategic Plan	August 2016-May 2017	School Improvement Plans, Strategic Plan, PD calendar	PD Supervisor and Coordinator, curriculum staff, school-based administrators	Review of PGPs, School Improvement Plans, Strategic Plan
The district will support principals by making avenues available for job-embedded PD	August 2016-May 2017	School Improvement Plans, Compass Results, TGS	PD Coordinator, curriculum staff, teacher leaders, coaches	School Performance Scores, listing of PD sessions provided
The district will continue to provide training to teacher leaders and coaches in using student work to identify areas of critical needs for teachers	August 2016-May 2017	Student work, PD sessions, TGS, School Improvement Plans	PD Coordinator, curriculum staff, teacher leaders, and coaches	Training agendas for teacher leaders and coaches

Goal 2: Effective and certified employees through on-going recruitment and PD
Objective 2.4: Schools will be staffed with certified teachers and ratios reflective of state and AdvancEd guidelines

Action Steps/Strategies	Timelines	Resources	Responsible Persons	Evaluation Method
Designated teachers will be provided with tuition assistance for approved courses applicable to certification as long as funding is available	August 2016-May 2017	LDOE certification requirements, university prescriptions, tuition fee documents	PD Supervisor, Personnel Supervisor, school-based administrators, teachers	University transcripts, fee bills
Staffing decisions will reflect current state mandates and AdvancEd guidelines	August 2016-May 2017	District, state, and accreditation standards	Personnel Supervisor, school-based administrators	Pupil-teacher ratios
The district will continue to recruit certified teachers during its annual spring job fair	April – May 2017	Staffing numbers, recruitment days at local universities	Personnel Supervisor, school-based administrators	Staffing sheets
The district will continue its alternate certification program as a pathway to securing certified teachers	August 2016-May 2017	Coaching materials, BESE guidelines	PD Supervisor, Assistant Superintendent, CO staff	Number of persons securing certification through Believe and Prepare

Goal 3: Responsible finances and responsive support services that enhance teaching and learning environments which are safe and secure
Objective 3.1: A budget reflection of the vision, mission, and beliefs that maintains a fund balance of 10%

Action Steps/Strategies	Timelines	Resources	Responsible Persons	Evaluation Method
Curriculum staff prepares budget requests that are reflective of long-term student performance goals	August 2016-May 2017	Student performance data, identified instructional needs	Curriculum staff, Assistant Superintendent, CFO	Review of instructional needs lists from schools
Department heads prepare budget requests that are reflective of needs which support district goals	August 2016-May 2017	Identified maintenance, food service, transportation, and business services needs	Department heads, CFO	Review of department needs and feedback from schools regarding support services
Continue FEMA close-out procedures on completed projects	August 2016-May 2017	Project worksheets, purchase orders, reimbursements	CFO and business services staff	Completed FEMA files
The district will continue its tradition of audits that are without questioned costs and recommendations	August 2016-May 2017	Audit managers, audit guidelines, financial records	CFO and business services staff	Annual financial audit report

Goal 3: Responsible finances and responsive support services that enhance teaching and learning environments which are safe and secure
Objective 3.2: Short-term and long-term maintenance plans to assure upkeep/preventative maintenance at schools

Action Steps/Strategies	Timelines	Resources	Responsible Persons	Evaluation Method
Schools will provide the maintenance department with maintenance needs and priorities	August 2016-May 2017	Maintenance work orders, summer work lists	Maintenance Supervisor, maintenance staff, school-based administrators	Walkthroughs of facilities
The maintenance department will prepare annual and long-term goals to support identified facilities' needs	August 2016-May 2017	Identified maintenance needs established in concert with school-based administrators	Maintenance Supervisor, maintenance staff, school-based administrators, CFO	Walkthroughs of facilities, review of plan documents
The maintenance staff will continue training custodial staff in the proper and safe use and storage of cleaning supplies	August 2016-May 2017	Safety manuals, training guides	Maintenance Supervisor, custodial foreman	Walkthroughs of facilities, review of custodial closets
Construction progress at Meraux Elementary will be monitored to ensure timely completion	August 2016-June 2017	Construction meeting minutes, progress reports from construction manager	Maintenance Supervisor, Construction Manager, Superintendent	Review of construction progress meetings

Goal 3: Responsible finances and responsive support services that enhance teaching and learning environments which are safe and secure
Objective 3.3: Develop a plan to address social/emotional needs of students to be implemented in 2017

Action Steps/Strategies	Timelines	Resources	Responsible Persons	Evaluation Method
The district will establish a committee of counselors, teachers, and pupil appraisal personnel to research programs to address student needs	August 2016-May 2017	LSUHSC personnel, commercial programs, reviews of programs in use in other parishes	Supervisor of Child Welfare, Sp. Ed. Coordinator, Committee members	Documented completion of plan timelines, input from stakeholders
A plan for program implementation will be established, including timelines and persons responsible	August 2016-May 2017	Program guidelines and implementation manuals	Supervisor of Child Welfare, Sp. Ed. Coordinator, Committee members	Printed plans distributed to school-based administrators
School-based administrators will have the opportunity to review the plan and discuss implementation procedures	August 2016-May 2017	Program guidelines and implementation manuals	Supervisor of Child Welfare, Sp. Ed. Coordinator, Committee members	Meeting agendas and minutes
Upon stakeholder approval of the plan, the program will be implemented and progress monitored for effectiveness	January 2017-August 2017	Plan, implementation guidelines	Supervisor of Child Welfare, Sp. Ed. Coordinator, counselors, administrators	Documentation of discipline referrals and referrals for support

Goal 3: Responsible finances and responsive support services that enhance teaching and learning environments which are safe and secure
Objective 3.4: District will continue to devise/revisit school emergency plans

Action Steps/Strategies	Timelines	Resources	Responsible Persons	Evaluation Method
The district will conduct periodic drills of procedures to be followed in emergency	August 2016- May 2017	Emergency plans, First Responders	School-based administrators, Supervisor of Child Welfare	Evaluation of drill effectiveness and efficiency
The district will continue its partnership with law enforcement to annually update crisis plans, to comply with latest legislative regulations, and to provide a resource officers for designated schools	August 2016- – ongoing	Louisiana Legislature, St. Bernard Parish Sheriff’s Department, Fire Department	Superintendent, Assistant Superintendent, Supervisor of Child Welfare, Principals	Review of school crisis plans

Goal 3: Responsible finances and responsive support services that enhance teaching and learning environments which are safe and secure
Objective 3.5: The district will continually revisit its Guide to Student Conduct to strengthen its PBIS program

Action Steps/Strategies	Timelines	Resources	Responsible Persons	Evaluation Method
The district will implement protocols for behavioral interventions in each classroom through RTI program and individual classroom discipline plans	August 2016-May 2017	LSUHSC health service providers, state PBIS program	Child Welfare Supervisor, special education personnel, school-based administrators	Documentation of interventions
Each school will revisit its plan for addressing bullying and cyber- bullying	August 2016-May 2017	Second Step program; supplemental materials	Supervisor of Child Welfare and Attendance; Federal Programs Supervisor, school-based administrators	Student discipline referrals
Schools will develop behavior plans that reflect a cohesive approach to addressing students' behavioral deficiencies	August 2016-May 2017	RTI guide, progress monitoring data	School-based administrators, teachers, teacher leaders, coaches, social workers, counselors	Discipline data, progress monitoring data
The district will continue to track discipline referrals in accordance with state guidelines	August 2016-May 2017	State Department of Education; eSchool; Guide to Student Conduct	Supervisor of Child Welfare and Attendance, school-based administrators	Review of student discipline referrals

Goal 4: Imaging: Positive impressions of our public schools
Objective 4.1: Surveys of community partners, parents, and students will indicate a 90% satisfaction rate

Action Steps/Strategies	Timelines	Resources	Responsible Persons	Evaluation Method
The district will survey students, parents, and community partners to determine rates of satisfaction with the school system.	Fall, 2016	Modified LANA surveys, Tripod Surveys, AdvancEd surveys	Assistant Superintendent	Survey data analysis
The district will conduct exit surveys for students leaving the school system.	May 2017 - ongoing	Modified LANA survey	Vocational Coordinator; school-based administrators	Survey data analysis
The schools will study the results of modified Tripod surveys and enact strategies to address areas of concern	May 2017	Tripod Surveys	Principals, counselors	Survey data analysis

Goal 4: Imaging: Positive impressions of our public schools

Objective 4.2: The district will implement and continue on-going parent education/involvement programs

Action Steps/Strategies	Timelines	Resources	Responsible Persons	Evaluation Method
The district will continue Family Literacy Nights and Math Nights currently sponsored by the Title I program	September 2016 - ongoing	Parent involvement policies and literature	Designated Title I personnel, leadership teams, coaches, curriculum staff	Parent workshop attendance sheets, satisfaction surveys
The district will continue to host quarterly meetings with the Superintendent's Advisory Committee; school-based parent compacts will be completed	November 2016 February 2017 June 2017	Parent involvement policies and literature, Title I guidelines	Superintendent, Assistant Superintendent; Federal Program Supervisor	Parent surveys
The district will continue to update its website to provide current program information to parents	August 2016 - ongoing	Web-based software	Communications Coordinator, school communications personnel	Parent surveys
School sites will continue to promote parent involvement through websites, HAC, PTOs, and Title I parent compacts	August 2016 – ongoing	Web-based software	Coordinator of technology; school-based administrators, Federal Programs Supervisor	Parent surveys

Goal 4: Imaging: Positive impressions of our public schools

Objective 4.3: The district will develop strategies to celebrate internally and externally the good things happening in the public schools

Action Steps/Strategies	Timelines	Resources	Responsible Persons	Evaluation Method
PEN television will air highlights of school district events and activities	August 2016-May 2017	School-based administrators; school PR liaison	PEN television staff	Program CD's
Each school will designate one individual to serve as the PR liaison the Communications Coordinator	August 2016-May 2017	School-based administrators; school PR liaison	Communications Coordinator	Weekly printed articles
The district will continue to update the public regarding school district programs and events with semi-annual brochures distributed at the opening of school, the breakfast and the Business Expo	August 2016-June 2017	School-based administrators; school PR liaison	Communications Coordinator	Printed brochures
School liaisons and the Communications Coordinator will work together to publish on-going news about school events and activities	August 2016 – ongoing	School calendars, district calendar	Communications Coordinator, school liaisons	Articles, brochures, fliers

With no recommendation from the Committee pending additional information, Ms. Voitier mentioned the concern of the Committee in having the ACT score as part of the criteria to be an Honor Graduate. Ms. Voitier then welcomed Chalmette High School Assistant Principal, Kelli Watson, to describe the efforts to help students raise awareness of the importance of their ACT scores in preparation for their final ACT testing during their senior year which will be used in calculating their opportunity to become an honor graduate.

After much discussion, a motion was made by Mr. Warner to approve the Policy IHC: Policy for selecting Honor Graduates as presented to the Board tonight. The motion was seconded by Mrs. Asevedo. At this time, Mrs. Dysart expressed a continued concern with students having to have a certain ACT score along with a certain GPA to be an honor graduate. Mrs. Dysart then offered a substitute motion to remove the ACT test score from the policy that outlines who will be offered honor graduate status. This motion did not get a second, so the vote took place in accordance with the previous motion and second to approve the presented Policy IHC: Policy for selecting Honor Graduates, as presented to the Board by the Administration. When the vote was taken, the motion passed unanimously by the following roll call vote.

ROLL CALL VOTE:

YEAS: Mrs. Asevedo, Mr. Campbell, Dr. Craft, Mr. Egan, Mrs. Lemoine, Mr. Englande, Dr. Lewis, Mr. Long, Mrs. Nicosia, Mr. Warner

NAYS: Mrs. Dysart

ABSENT: None

FILE: IHC

Procedure for Selecting Honor Graduates

Honor graduates will be determined by computing the overall grade point average for each semester course in which the student received a grade during the student's secondary course studies. Specifically, a review of each course pursued will be made, and for each course in which the student received a grade (A, B, C, D, F, NE), the quality points earned will be computed. The total courses in which a student received a grade will be divided into the total number of quality points which will represent the grade point average (see File: IHD). Honors quality points will be granted only for those classes recognized as honors classes in the course offerings or St. Bernard Parish. The final date for computing grade point average for Honor Graduates will be ten days prior to ~~the first~~ graduation ~~scheduled by a parish high school~~.

Academic Awards Curriculum Recognition

~~Students completing all requirements of the Academic Awards Curriculum will receive special recognition at graduation ceremonies regardless of the grade point average achieved. Students wear one white cord, and this accomplishment will be designated in the graduation program. This recognition will no longer be in effect beginning with the incoming freshman class, 2013-14, and beyond.~~

Graduating with Honors

~~Any student who achieves an overall grade point average of 3.2 or higher in completing his secondary studies shall be considered as a student “graduating with honors”. Such students wear one gold cord and are recognized by name at the graduation ceremonies.~~

~~Beginning with the incoming freshman class of 2013-14 and beyond Students must meet the following requirements in order to be honor graduates or to be considered as graduating with honors: 1) the student’s **weighted** grade point average must be 3.3 or higher; and, 2) the student must have a composite ACT score of 20 or above. ; and, 3) the student must complete the Louisiana Core 4 curriculum successfully.~~

Honor Graduates (Top 5)

Graduation ceremonies should include special recognition of the five students having the five highest grade point averages, providing ~~these averages are 3.2 or higher~~ the minimum grade point average and all criteria for being recognized as graduating with honors (above) is met, and the students have completed all requirements of the ~~Academic Awards Curriculum~~ **TOPS University curriculum**. Additionally, the student graduating among the “Top 5” must ~~schedule complete for~~ **earn** eight (8) ~~classes~~ **credits** during each of his/her four years of high school. College classes and course provider classes may satisfy the 8 classes per year requirement provided that each class taken off-campus is approved by the principal prior to enrollment. – **Additionally, students must earn one credit in an advanced English course and one credit in an advanced mathematics course during his/her senior year. The principal will make the final determination of what constitutes an advanced English or advanced mathematics course.** ~~These graduates will be “Honor Graduates”. The Academic Awards Curriculum will no longer be in effect for the incoming freshman class, 2013-14, and beyond.~~

The student(s) obtaining the highest grade point average will be designated “Valedictorian(s)”. The student(s) obtaining the second highest grade point average will be recognized as the “Salutatorian(s)”. In order to be eligible for the positions of Valedictorian(s) or Salutatorian(s), the student must have attended the public high schools of St. Bernard Parish for two years.

For the purposes of determining the top five Honor Graduates only, ~~courses taken in summer school and~~ Drivers Education will be excluded when computing the grade point average.

Honor graduates wear two gold cords to distinguish these graduates as those who have attained the highest academic achievement and are seated in a designated area.

The total number of Honor Graduates should not exceed five except for the following conditions:

- 1) Two or more graduates attain the fifth highest grade point average.
- 2) Three or more graduates attain the fourth highest grade point average.
- 3) Four or more graduates attain the third highest grade point average.
- 4) Five or more graduates attain the second highest grade point average.
- 5) Six or more graduates attain the highest grade point average. If this should occur, these students will be considered "Co-Valedictorians".

In all of the above cases, the number of Honor Graduates would be increased by one or more depending on the number of graduates who attain the same grade point average. Conversely, if there is a tie for the first four honor positions, it would not automatically necessitate an increase in Honor Graduates. If two (three or four) graduates tie for the second highest grade point average, such a tie would be considered as the second and third (fourth and fifth) highest averages; and, therefore, would not necessitate additional Honor Graduates. If two (or three) graduates tie for the third highest average, such a tie would be considered as the fourth and fifth highest averages and would not require additional Honor Graduates.

Adopted: August 1, 1978
Revised: June 17, 1986
Revised: January 22, 1991
Revised: May 16, 1995
Revised: March 23, 1999
Revised: January 22, 2013
Revised: July 26, 2016

Mr. Granberry appeared before the Board to inform them of Personnel Changes for the Month of July 2016. Congratulations were offered by the Board to retiree Dennis Juneau for his years of service. Those changes are shown below.

CHANGES FOR BOARD MEMBERS INFORMATIONAL PURPOSE ONLY:
PERSONNEL CHANGES - TEACHERS

APPOINTMENTS

Denise St. Amant (Temporary Assignment)	Gauthier Pre-School-Pre-K Teacher
Shannon Geraci (Temporary Assignment)	St. Bernard Middle-Elementary Teacher
Whitney Asevado (Temporary Assignment)	St. Bernard Middle- Special Education Teacher
Danielle Lewis (Temporary Assignment)	Andrew Jackson Middle-Elementary Teacher/Coach
Erin De Vita	Trist Middle-Elementary Teacher
Satcha Sanon	Chalmette High School-High School Teacher
Tia Domingo (Temporary Assignment)	Lacoste Elementary-Pre-K Teacher
Victoria Tuck (Temporary Assignment)	Trist Middle-Elementary Teacher
Krissy Gadwaw (Temporary Assignment)	Trist Middle-Special Education Teacher
Caroline Miller (Temporary Assignment)	Arabi Elementary-Elementary Teacher
Henry Anderson (Temporary Assignment)	Trist Middle-Elementary Teacher
Brittany Hodges (Temporary Assignment)	Chalmette Elementary-Kindergarten Teacher
Paul Wilson (Temporary Assignment)	Chalmette High School-High School Teacher

RESIGNATIONS

Ronda DeForest	Trist Middle-Elementary Teacher 8/1/16
Lauren Smith	Andrew Jackson Middle-Speech Therapist 8/1/16
Canaan West	Chalmette High School-High School Teacher 8/1/16
Ashley Leleux	Arabi Elementary-Elementary Teacher 8/1/16
Hannah Rea	Lacoste Pre-School-Pre-K Teacher 8/1/16
Michelle DeLatte	Chalmette High School-High School Teacher 8/1/16
Amy Viola	Chalmette Elementary-Kindergarten Teacher 8/1/16
Jeffery Southerland	Trist Middle-Elementary Teacher 8/1/16
Matthew Knips	Andrew Jackson Middle-Elementary Teacher 8/1/16

MEDICAL

Dana Martin	Lacoste Elementary-Elementary Teacher (Katelyn Alphonso replaced Dana Martin)
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SUPPORT PERSONNEL

APPOINTMENTS

Randi Holmes	Smith Pre-School-Paraeducator
Robin Hazlett	Smith Pre-School-Paraeducator
Marylan Dean	Arabi Elementary-Paraeducator
Destinie Collins	Arabi Elementary-Paraeducator
Tiffany Lala	Lacoste Elementary-Paraeducator

RESIGNATIONS

Georganna Alphonso	Smith Elementary-Paraeducator 8/1/16
Denise Shiffer	Arabi Elementary-Paraeducator 8/1/16

RETIREE

Dennis Juneau	Maintenance-Maintenance III 9/1/16
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As recommended by the Committee and on motion of Dr. Lewis, seconded by Mr. Long, the Board voted without objection by a roll call vote of the members present to approve Risk Services of Louisiana as the provider of Student Athletic Insurance for the period of August 1, 2016 through July 31, 2017 at a cost of \$49,627.00. See Spreadsheet below:

St. Bernard Parish School Board
Student and Athlete Insurance 2016-2017

	Current Provider & Coverage Student & Athlete Only	Risk Services of Louisiana		Regions Insurance			Benchmark Insurance	
Agent / Broker	Risk Services of Louisiana,	Preferred Plan	Comprehensive Plan	Gerber Plan 2	Zurich Plan 3	Zurich Plan 4	United States Fire	Nationwide
	3699 Jackson Street, Suite 201	3700 Jackson Street, Suite 201	3701 Jackson Street, Suite 201	405 E. S. Peters St.	405 E. S. Peters St.	405 E. S. Peters St.	509 Main St.	509 Main St.
	Alexandria, LA 71303	Alexandria, LA 71303	Alexandria, LA 71303	New Iberia, LA 70560	New Iberia, LA 70560	New Iberia, LA 70560	Arkadelphia, AR	Arkadelphia, AR
Contact Person(s)	Alisa Myatt	Alisa Myatt	Alisa Myatt	Bobby Horn / Chloe Segura	Bobby Horn / Chloe Segura	Bobby Horn / Chloe Segura	Ted Huneycutt / Christina Buras	Ted Huneycutt / Christina Buras
	318.484.3335	318.484.3335	318.484.3335	337-365- 5426	337-365- 5426	337-365- 5426	870-345- 4752	870-345- 4752
Insurers / Best Rating								
Student & Athlete	Security Life / B++	Security Life / A-	Security Life / A-	Gerber Life / A	Zurich American / A+	Zurich American / A+	United States Fire	Nationwide

[illegible]

[illegible]

	Current Provider & Coverage Student & Athlete Only	Risk Services of Louisiana		Regions Insurance			Benchmark Insurance	
Separate Agreement	SAME	SAME	SAME	Various	Various	Various	SAME	SAME
Exclusions:	SAME	SAME	SAME	Various	Various	Various	Various	Various
Total Premium	\$38,827	\$49,627	\$40,827	\$53,340	\$58,206	\$45,450	\$59,000	\$67,436
Plan Coverage:		All benefits remain the same						
Physician - Surgical	R & C to \$5,000	R & C to \$5,000	R & C to \$2,500	80% to 3,000 max	U & C to \$5000	80% U & C to \$1500	R & C to \$5,000	R & C to \$5,000
Physician - non surgical	R & C to \$100 /visit, max 20	R & C to \$100 /visit, max 20	R & C to \$100 /visit, max 10	\$50 / day	U & C to \$250	80% U & C to \$250	R & C to \$100 /visit, max 20	R & C to \$100 /visit, max 20
Surgical Facility	R & C to \$2000	R & C to \$2000	R & C to \$1000	\$1200 max	U & C to \$1000	80% U & C to \$500	R & C to \$2000	R & C to \$2000
Hospital Inpatient Room	\$700/day plus \$1000 misc	\$700/day plus \$1000 misc	\$700/day plus \$1000 misc	100%	U & C 100%	80% U & C to \$1000	\$700/day plus \$1000 misc	\$700/day plus \$1000 misc
Nursing Care	included	included	included	100%	U & C \$350	80% U & C \$250	R & C	included

	Current Provider & Coverage Student & Athlete Only	Risk Services of Louisiana		Regions Insurance			Benchmark Insurance	
Hospital Outpatient	R & C to \$2,000	R & C to \$2,000	R & C to \$1,000	\$1200 max	U & C to \$1000	80% U & C to \$500	R & C to \$2,000	R & C to \$2,000
Anesthesia	R & C	Included in Surgery	Included in Surgery	25% of surgical benefits	30% of Surgery	80% U & C / 30% of Surgery	R & C	R & C
X-Rays	R & C to \$1000	R & C to \$1000	R & C to \$300	\$750 max	U & C to \$200	80% U & C to \$150	R & C to \$1000	R & C to \$1000
Digital Imaging	R & C to \$1000	R & C to \$1000	R & C to \$500	\$1000 max	U & C to \$750	80% U & C to \$500	R & C to \$1000	R & C to \$1000
Ambulance	R & C to \$800	R & C to \$800	R & C to \$500	\$1000 max	U & C to \$1000	80% U & C to \$500	R & C to \$800	R & C to \$800
Prescription Drugs	R & C to \$500	R & C to \$500	R & C to \$100	\$300 max	U & C 100%	80% U & C	R & C to \$500	R & C to \$500
Othopedic Appliances	R & C to \$500	R & C to \$500	R & C to \$200	\$500 max	U & C to \$2500	80% U & C to \$1000	R & C to \$500	R & C to \$500
Physiotherapy	\$100 / visit; 10 visits max	\$100 / visit; 10 visits max	\$100 / visit; 10 visits max	\$50 / visit; \$700 max	\$500 / 10 visits	80% U & C to \$250 / 5 visits	\$100 / visit; 10 visits max	\$100 / visit; 10 visits max
Eyeglasses / Hearing Aids	R & C to \$1000	R & C to \$1000	N/A	\$400 max	U & C to \$1000	80% U & C to \$750	R & C to \$1000	R & C to \$1000

	Current Provider & Coverage Student & Athlete Only	Risk Services of Louisiana		Regions Insurance			Benchmark Insurance	
Dental	R & C to \$800	R & C to \$800	R & C to \$200 / tooth	\$1500 max	U & C to \$4000	80% U & C to \$2500	R & C to \$800	R & C to \$800
Vehicle Limit	Same as any injury to \$1000	Same as any injury to \$1000	Same as any injury to \$1000	\$10,000	No Limit	No Limit	Same as any injury to \$1000	Same as any injury to \$1000

There were no items to place on the agenda of the next meeting.

Under Superintendent's Recommendations, Ms. Voitier noted that the School System is preparing for the arrival of students shortly. Administrators, new teachers and then all teachers will be in place preparing for students by the time of the August 5th opening of school rally. Students report on Tuesday, August 9th.

There being no further business to discuss, and on motion of Mr. Campbell seconded by Dr. Craft, and passed by a unanimous voice vote, the meeting was adjourned.

Diana B. Dysart/s
Diana B. Dysart
President

Doris Voitier/s
Doris Voitier
Secretary