

GENERAL COMMITTEE REPORT TUESDAY, DECEMBER 8, 2020

The St. Bernard Parish School Board met as a Committee of the Whole on Tuesday, December 8, 2020 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. Members present were; Mrs. Diana B. Dysart, President, Mrs. Darleen P. Asevedo, Mr. Donald D. Campbell, Mr. William H. Egan, Ms. Carly C. Jackson, Mrs. Katherine K. Lemoine, Mr. Clifford M. Englande, , Mr. Sean K. Warner and Mrs. Rosiland R. White. Mr. Joseph V. Long, Sr. and Mr. Shelton P. Smith were absent.

Mrs. Dysart welcomed Ms. Cheramie Kerth, Special Education Supervisor to introduce Mr. Michael Bouche' and Ms. Allana Fast of Ochsner Hospital System to recognize them for a donation of masks for teachers. Ms. Kerth explained that Ochsner Health has donated 600 windowed masks to the St. Bernard Parish Public School District. She stated that the cloth masks with a clear vinyl window in the middle are designed to provide teachers and staff the opportunity to maintain proper masking while removing potential communication barriers. Mr. Bouche' and Ms. Fast explained that research indicated the need for students and/or young patients to see the mouth and facial expression as an additional stimulus for learning and understanding. This is what prompted the development of these masks and the donation to the schools.

Ms. Voitier and the Committee thanked the representatives from Ochsner for their donation which is sure to assist in teaching and learning. Ms. Voitier also mentioned a donation from the Office of Public Health of 2000 rapid Covid-19 tests which can be used by our partners with the Methodist Foundation who staff the Nunez Community College clinic. These tests allow for testing teachers, students and family expeditiously and conveniently.

Mrs. Dysart welcomed Ms. Alex Schneider to present Super News for the month of December. Ms. Schneider began by reviewing the December Communications Report of Press and Social Media coverage during the previous month. The Super News video presented Teachers of the Year, they are Alaa Alkurd of Arabi Elementary, Gabrielle Arceneaux of Chalmette Elementary, Kayla Serigne of Davies Elementary, Chelsea Hayes of Gauthier Elementary, Dina Martinez of Lacoste Elementary, Katie Green of Meraux Elementary, Greg Patterson of Smith Elementary, John Trevino of Rowley Alternative, Bridget Derbyshire of Andrew Jackson Middle, Amber Manino

of St. Bernard Middle, Sabrina Cunningham of Trist Middle School and Annelise Cassar Tedesco of Chalmette High. District wide winners named were Katie Green of Arlene Meraux Elementary, Amber Manino of St. Bernard Middle and Annelise Cassar Tedesco of Chalmette High School.

Mrs. Dysart thanked Mrs. Schneider for her presentation and congratulated all the Teachers of the Year.

Mrs. Lemoine, Education Committee Chair, presented the next agenda item regarding an update on Head Start. Dr. Raviotta appeared before the Education Committee to provide the Head Start update and Annual Report. Dr. Raviotta presented items that are mandated to be presented to the Head Start governing board, which is the School Board. In the series of handouts to be presented Dr. Raviotta began with the Head Start Program Annual Report. This Annual Report consists of the following information; Funding of the program, budgetary expenditure projections for those funds, total number of children and families served, percentage of students who received medical and dental exams, parent involvement information and the final component is how they transition students for kindergarten.

Other handouts offered were; Head Start Governing Body Roles and Responsibilities; Head Start Program Goals and Head Start correspondence regarding waivers for bus child restraint systems and monitors; The Summary Narrative of Fall and Winter Data for 2019-2020 which refers to the assessment of improvements made by students during the school year; and finally the Summary Narrative of Fall Data for the 2020-2021.

Dr. Raviotta thanked all of the Head Start administrators, teachers and staff for their hard work and professionalism on a daily basis. He addressed all questions from the Committee. Mrs. Lemoine thanked him for the presentation and his hard work within the Head Start Program. The Head Start Annual Report is shown below.

St. Bernard Parish School Board

Head Start Program

Annual Report

2019-2020

Each Head Start agency shall make available to the public a report published at least once in each fiscal year that discloses the following information from the most recently concluded fiscal year, except that reporting such information shall not reveal personally identifiable information about an individual child or parent.

PLEASE NOTE: Due to COVID-19 the entire school system went on lockdown in March, April, and May 2020. Virtual instruction was substituted for in-person instruction during that time for our entire student population including our Head Start students.

(A) The total amount of public and private funds received and the amount from each source.

| | |
|--------------------------------|--------------|
| Public Funding | |
| Continuation Application Grant | \$890,694.00 |
| In-Kind Contribution | \$222,674.00 |
| Private Funds | -0- |

(B) An explanation of budgetary expenditures and proposed budget for the fiscal year.

| | | |
|--|--------------|----------|
| Federal Contribution | \$890,694.00 | |
| Four Year Old Children Funded Enrollment | 112 | |
| Personnel – Salaries | \$545,635.84 | Benefits |
| | \$275,314.96 | |
| Other Categories | | |
| Training & Technical Assistance (T&TA) | \$1,239.00 | |
| Supplies | \$5,608.84 | |
| Travel | \$2,227.11 | |
| Field Trips | \$1,474.25 | |

| | |
|----------------|-------------|
| Indirect Costs | \$59,194.00 |
|----------------|-------------|

(C) The total number of children and families served, the average monthly enrollment (as a percentage of funded enrollment), and the percentage of eligible children served. NOTE: Numbers reflect enrollment through February 30, 2020.

| | |
|---|------|
| The total number of children served | 127 |
| The total number of families served | 127 |
| The average monthly enrollment (as a percentage of funded enrollment) | |
| 100% | |
| The percentage of eligible children served | 100% |

(D) The results of the most recent review by the Secretary and the financial audit.

In full compliance, no corrective action required.

(E) The percentage of enrolled children that received medical and dental exams through February 30, 2020.

Medical

98.4% (125 of 127) of all children were up-to-date on a schedule of age-appropriate preventive and primary health care according to the LA EPSDT schedule for well child

care. The number of children receiving medical treatment for the following chronic health conditions is as follows:

| | | |
|----------------------|----|--|
| Anemia | 3 | |
| Asthma | 6 | |
| Hearing Difficulties | 1 | |
| Vision Problems | 22 | |
| High Lead Levels | 0 | |
| Diabetes | 0 | |

Dental

127 children received an oral exam by a dentist. 127 children received preventive care and 19 received additional treatment.

(F) Information about parent involvement activities.

The St. Bernard Parish School System's Head Start program provided a number of opportunities for parents to become involved in their children's preschool experience. Parents were first introduced to the Head Start Program at Orientation followed by Home Visits. During the school year, parents were able to conference with teachers and paraprofessionals regarding their child's progress at Parent-Teacher Conference Day. An open door policy gave parents access to the child's classroom in the course of the school day. Parent information workshops on topics such as Work Force, Make-N-Take sessions, and School Readiness Training were held throughout the year. Parents received information based on their needs identified on the Family Interest Survey in the areas of Disciplining your Child, Stages of Child Development, Adult Education Programs, Mental Wellness for Children and Families, and Health Issues. Informational flyers were sent home monthly. Parents were encouraged to participate with their children during Reading around the World days and were also able to accompany their children on all field trips. Parents were able to participate in parent involvement activities held on their elementary school sites such as Family Math & Literacy Night, the Health Fair, Book Fairs, Dad's Day and Fall Festivals. Grandparents were invited to participate in Grandparent's Day at each school. Parents were also able to participate in our Parenting Curriculum Sessions at each school site. NOTE: The Annual Transitioning to Kindergarten Workshop was not held due to school closures because of COVID.

(G) The agency's efforts to prepare children for kindergarten.

The St. Bernard Parish School System's Head Start program served 127 eligible children four years of age by September 30, 2019. Twelve children with IEPs received services.

Ms. Voitier presented the Personnel changes for the month of December. Mrs. Dysart congratulated Kathy Pechon on her retirement from teaching at Chalmette High, Patrice Trosclair of Davies Elementary and Virginia Neal of Trist Middle School and thanked them for their years of service. Ms. Dysart thanked Ms. Voitier for this presentation.

Mr. Englande, acting on behalf of Executive Committee Chair Joe Long who was absent welcomed Mr. Tommie Powell, Child Welfare and Attendance Supervisor, regarding the consideration of adopting a Virtual School Discipline Policy to be included in the Guide to Student Conduct.

Mr. Powell began with some background on Act No. 48 of the 2020 Second Extraordinary Session of the Louisiana State Legislature. It states that it is an

act to amend and reenact R.S. 17:416(C)(4) and (5) and to enact R.S. 17:416(K), relative to student discipline to provide for judicial review of certain discipline actions; to provide for discipline policies applicable during online instruction; to provide awarding of damages and attorney fee; to provide for applicability; and to provide for related matters. In section K of Act No. 48 it states that for the purposes of this Section, “virtual instruction” means instruction provided to a student through an electronic delivery medium including but not limited to electronic learning platforms that connect to a student in a remote location to classroom instruction. Act No. 48 also states in Section 4 that no later than December 31, 2020, every public school board shall comply with the provisions of R.S. 17:416.8 and convene a meeting of its disciplinary policy review committee to update all policies and procedures relative to conduct that occurs at home or other locations that are not school property where a student is participating in virtual instruction.

Mr. Powel then stated that the St. Bernard Parish School District Discipline Policy Review Team met on Tuesday, December 1, 2020 in order to comply with Act No. 48. The review team members were:

Mr. William Schneider – Assistant Principal at Chalmette High School
 Ms. Andrea Licciardi – Principal of Andrew Jackson Middle School
 Mr. Todd Larche – Assistant Principal of Andrew Jackson Middle School
 Mr. Tony Morales – Assistant Principal of St. Bernard Middle School
 Ms. Heather Morel – Principal of Lacoste Elementary School
 Ms. Shannon Meyer – Parent from Andrew Jackson Middle School
 Dennis Bradley – Teacher from Chalmette High School

Mr. Powell stated that he has brought to the Committee a draft of the Virtual Discipline Policy for their consideration to be adopted and added to the School District’s Guide to Student Conduct.

Ms. Voitier added that in an abundance of caution, she requests that the Committee, in order to closely review this policy between this General Committee Meeting and the December 15th Regular Monthly Board Meeting, pass this agenda item on to the Regular Monthly meeting without a recommendation. This will allow for a Public Hearing to be held regarding this policy before the Board takes action on adopting this policy and adding it to the Guide to Student Conduct.

Mr. Warner moved to move this agenda item on to the Regular Monthly Meeting without a recommendation. Ms. Jackson seconded the motion which

passes unanimously by a voice vote of the members present.

Mr. Englande, again, acting as Executive Committee Chair, welcomed Ms. Alex Schneider who presented four (4) policies that need to be revised in conjunction with the aforementioned Act No. 48. Mrs. Schneider presented the first policy, BD – School Board Policy.

Ms. Schneider stated the change clarifies language which states that the School Board does not appoint a discipline committee, only establishes it in accordance with statutory guidelines.

With a motion from Mrs. Dysart, seconded by Ms. Lemoine, the Committee voted unanimously by the members present to recommend to the Board to approve the revisions to this policy of BD – School Board Policy.

The next policy concerns the revision of policy JD - Discipline. Mrs. Schneider explained that this revision is mainly to include a new section titled, “Discipline of Students Engaged in Virtual Instruction. The definition for virtual instruction will also be added to the end of the Definitions section.

With a motion from Mr. Warner, seconded by Ms. Jackson, the Committee voted unanimously by a voice vote of the members present to recommend to the Board to approve the revisions to the policy JD - Discipline.

Ms. Schneider next presented policies JDD – Suspension and JDE – Placement at the Alternative School. Both policies have been revised to provide the right for a parent or tutor of a student who is recommended for expulsion to a review by the School Board then they may appeal to the district court, even if the recommendation for expulsion is reduced to a suspension.

Mrs. Dysart moved to recommend that the Board approve the revision to policy JDD – Suspension. Seconded by Mrs. White, the motion passed unanimously by a voice vote of the members present.

Mrs. Lemoine moved to recommend that the Board approve the revision to policy JDE – Placement at the Alternative School. Seconded by Mrs. White, the motion passed unanimously by a voice vote of the members present.

Mr. Englande moved on with Executive Committee business by welcoming Ms. Lumetta, Assistant Superintendent to discuss the adoption of the 2021 through 2022 School Calendar. Ms. Lumetta first congratulated the calendar

committee that was formed by Ms. Maggie Roussell. She then explained the differences between the three choices being voted on by the school district full-time employees. These options are laid out in the handout below.

Calendar Options 2021-2022 School Year

NOTES:

1. Four district-wide professional development/teacher preparation days are scheduled before students report to school with two additional days scheduled during the school year. The dates are listed below along with the calendar option numbers.

| Dates of Professional Development Days | | |
|---|-----------------------|------------------------------|
| Option | August Dates | Fall and Winter Dates |
| Option 1 | August 2, 3, 4, and 5 | November 2 and January 18 |
| Option 2 & 3 | August 2, 3, 4, and 5 | November 1 and January 18 |

2. Report Card Conference Days are scheduled for the dates and times listed below. Teachers would teach during the day and stay later into the evening for Report Card Conference Day(s). October 19, 20, and 21 would count as two work days for teachers of the various grade levels based on the approved calendar option.

| Report Card Conference Days for all Options | | |
|--|-----------------------------|-------------------|
| Grade Range | Date | Time |
| High School | Tuesday, October 19, 2021 | 3:30 pm – 6:45 pm |
| Middle School | Wednesday, October 20, 2021 | 4:00 pm - 7:15 pm |
| Elementary School | Thursday, October 21, 2021 | 4:30 pm - 7:45 pm |

3. Common features for all three options

| Feature | Date |
|------------------------------|-------------------------|
| Thanksgiving Holidays | November 22 - 26 |
| Christmas Holidays | December 20 – January 2 |
| Classes Resume | January 3 |
| Mardi Gras Holidays | February 28 – March 4 |

Ms. Lumetta stated that each of the three options seem to have been attractive as evidenced by the very close voting between the options but in the end, option #1 was the winner. The highlights of that option are as follows; Classes begin for students on August 6th. Fall Break is on November 1st.

Professional Development Days are on November 2nd and January 18th. Report Card Conference Nights are on October 19th, 20th, & 21st. Easter Holidays begin on April 14th with classes resuming on April 20th.

Mr. Warner moved recommend to the Board to approve Option 1 of the proposed school calendars for 2021-2022 school year. Seconded by Mr. Campbell, the motion passed by a voice vote of the members present.

Mr. Warner as Finance Committee Chair welcomed Mr. Fernandez to address the next agenda item regarding the Administration's request for proposals for Telecommunication Services. Mr. Fernandez stated that this request for proposal was advertised in the St. Bernard Voice, www.periscopholdings.com, St. Bernard School Board website and Erate website. Proposals were also mailed to 4 vendors who showed interest but only one proposal was received. Cox Business proposes commencing on July 1, 2021 with an initial 3 year contract with 2 optional 12 month extensions. Cox will provide an integrated system including delivery, installation, training, in-service and maintenance of a turnkey system compatible with our existing equipment.

With a motion from Mrs. Dysart and a second from Mrs. Lemoine, the Committee voted unanimously by a voice vote of the members present to recommend to the Board to approve Cox Business as our Telecommunications Services provider.

Continuing with Finance Committee business Mr. Warner welcomed Mrs. Joni Blum to present the bid tabulation for Spices and Seasonings (Class 2), Cereal, Dried Beans and Crackers (Class 3), Frozen Foods (Class 5), Meat and Meat Products (Class 6), Poultry and Eggs (Class 7), Seafood Products (Class 8) and Canned Goods (Class 9) for the period of January 1, 2021 to June 30, 2021.

Mr. Campbell moved to recommend to the full Board the approval of the lowest bidder on each item on the aforementioned bid tabulation. Seconded by Mrs. Lemoine, the motion passed with no objections by a roll call vote of the members present.

Under Superintendent's recommendations Ms. Voitier stated that the under this pandemic situation many holiday happenings are being pared back but the season continues and teachers continue to keep the classroom productive and celebratory.

On motion of Mr. Campbell, seconded by Mrs. Asevedo, and passed by a unanimous voice vote of the members present, the meeting was adjourned.