

CLAIBORNE PARISH SCHOOL BOARD

MINUTES OF REGULAR MEETING

September 8, 2022

The Claiborne Parish School Board met in a regular session at the Claiborne Parish School Board Office in Homer, Louisiana at six o'clock September 8, 2022 with the following members:

Present: Yolanda Coleman, Linda Knox, William Maddox, Tommy Davidson, Shelley Malsam, Chris Chandler, Terry Willis

Absent: Danny Lee, Norman Meadors, Dr. Robert Haynes

There was also present Mr. William Kennedy, Secretary of the Board.

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

A public meeting was held for public comments regarding the 2022-23 budget. A board member expressed concern in expecting a Finance Committee meeting prior to approving the budget. Also, a couple of board members stated the timeliness in receiving the budget was not adequate to be able to research. Superintendent Kennedy asked the board members to email or call Business Manager, Ms. Fedrick, with any questions or concerns on the budget and a Finance Committee meeting date will be set to discuss.

Danny Lee arrived.

A motion was made by Ms. Malsam, seconded by Ms. Knox to adopt the 2022-23 Budget Resolution. Motion passed by 5 yeas, 3 nays, 2 absent, roll call vote.

BUDGET RESOLUTION

The following resolution was offered by Shelley Malsam and seconded by Linda Knox:

A resolution adopting, finalizing and implementing the General Fund and the Special Revenue Fund Budgets of the Claiborne Parish School Board for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

WHEREAS, Mr. William Kennedy, in his capacity as chief administrative officer of the Claiborne Parish School Board prepared, with the assistance of Terri Fedrick, Business Manager, a proposed General Fund and Special Revenue Fund Budgets for the fiscal year beginning July 1, 2022 and ending June 30, 2023, which was accompanied by a budget adoption resolution; and

WHEREAS, the proposed General Fund and Special Revenue Fund Budgets shows the revenues itemized by source and the expenditures itemized by function as required by Louisiana R.S. 39:1305; and

WHEREAS, notice of a public meeting on the proposed General Fund and Special Revenue Fund Budgets and notice of the availability of the proposed budgets for inspection at such meeting have been timely published in the official journal, **The Guardian Journal**; and

WHEREAS, a public hearing on the proposed General Fund and Special Revenue Fund Budgets has been held for public comments; now

THEREFORE, BE IT RESOLVED by the Claiborne Parish School Board that the proposed General Fund and Special Revenue Fund Budgets is hereby approved, adopted, and finalized.

This resolution having been submitted to a vote; the vote thereon was as follows:

YEAS: 5 (Danny Lee, Linda Knox, William Maddox, Tommy Davidson, Shelley Malsam)

NAYS: 3 (Yolanda Coleman, Chris Chandler, Terry Willis)

ABSTAINING: 0

ABSENT: 2 (Norman Meadors, Dr. Haynes)

And the resolution was declared adopted on this, the 8th day of September, 2022.

William Kennedy, Secretary

William Maddox, President

Sworn to and subscribed by me this 8th day of September, 2022.

Notary Public

The minutes of the Regular Meeting held August 11, 2022, which had been emailed to the Board Members previously, were approved.

Superintendent Kennedy requested approval of the final revision of the 2021-22 Budget. Motion to approve was made by Ms. Knox, seconded by Mr. Lee. Motion passed by a vote of 7 yes, 1 no.

Mr. Don Pledger, Program Director at Claiborne Memorial Medical Center (CMMC), presented a brief overview of the telemedicine program currently in place on Claiborne Parish School Board campuses, along with Claiborne Parish private schools and nursing homes. The telemedicine program is a place that a student can go to, on the campus of his or her school, receive basic “health care”. Only students whose parents have opted in for these services and faculty/staff are eligible. Parents are able to opt-in/opt-out for this service at any time. The program can help reduce school absences and provides a connection between CMMC and the student’s primary care physician. To date, over 650 students are participating in this program.

Mr. Guillory, Transportation Supervisor, requested to declare eighteen (18) buses surplus. The district has been able to replace older buses with 15 recently purchased buses with ESSER funds. There is also a good supply of spare buses, if needed. If approved, the district will request sealed bids. Motion to declare 18 buses surplus was made by Mr. Davidson, seconded by Mr. Lee. Motion passed by a vote of 8 yes, 0 no.

Mr. Kennedy requested the approval of the 2022-23 Pupil Progression Plan. This is done annually and the plan has been displayed for 30 days in the CPSB Central Office. Motion was made by Mr. Davidson to approve, seconded by Mr. Lee. Motion passed by a vote of 8 yes, 0 no.

Superintendent Kennedy requested to approve an Employment of Special Counsel Resolution. This was previously approved at the Regular Called Meeting on November 11, 2021. The Office of the Attorney General declined to approve the Special Counsel Resolution until it contains specific language, which now has been added. Mr. Davidson made a motion to approve the Employment of Special Counsel Resolution, seconded by Ms. Malsam. Motion passed by a roll call vote of 7 yays, 1 nay, 2 absent.

RESOLUTION OF CLAIBORNE PARISH SCHOOL BOARD
REGARDING EMPLOYMENT OF SPECIAL COUNSEL

WHEREAS, Louisiana Revised Statutes 42:263 authorizes the retention of special counsel by any school board upon a statement of reasons why such counsel is necessary and upon the approval by the Attorney General; and

WHEREAS, the Claiborne Parish School Board has employed the law firm Hammonds, Sills, Adkins, Guice, Noah & Perkins, LLP (formerly Hammonds & Sills) since 2007 as its special counsel with experience, training, and expertise in school law issues including, but not limited to, special education, school personnel matters, public bid law and general school board policy matters involving compliance with the federal and state laws and regulations, including due process hearings, tenure hearings, misconduct investigations and the handling of administrative hearings and litigation in state and federal courts; and

WHEREAS, through its representation of the Claiborne Parish School Board and various school boards throughout the State of Louisiana, the law firm of Hammonds, Sills, Adkins, Guice, Noah & Perkins, LLP has special experience, training and expertise in those issues of school law.

NOW, THEREFORE, BE IT DULY RESOLVED by the Claiborne Parish School Board in regular session duly convened:

Section I – This School Board does hereby renew its employment of the law firm of Hammonds, Sills, Adkins, Guice, Noah & Perkins, LLP as special counsel with training, experience and expertise in school law issues including, but not limited to, special education, school personnel matters, public bid law and general policy matters to include administrative hearings and litigation with respect thereto for the purpose of advising, consulting with, and representing this School Board in connection with such legal matters involving the school system.

Section II – Said law firm shall be paid for their services at hourly rates equal to the maximum hourly fee schedule for special counsel published by the Attorney General of the State of Louisiana in effect at the time of the services except that the paralegal rate shall be \$75.00 per hour and to be reimbursed for out-of-pocket expenses for long distance telephone calls, document duplication, expert witness fees, court reporter fees, printing costs, travel expenses and other expenses as a result of the legal services to and for this School Board.

Section III – Said law firm shall keep itemized time records for presentation to the Superintendent with respect to services rendered at said hourly rates and the expenses incurred, and the Superintendent is hereby authorized and directed to pay same upon submission and receipt thereof.

Section IV – This employment shall continue and is effective immediately upon adoption of this resolution.

Section V – The School Board recognizes that claims brought in federal court seeking equitable relief against school boards implicate the interests of the State of Louisiana, and so the School Board agrees to provide advance written notice to the Louisiana Attorney General 10 business days before the School Board's next meeting and an opportunity for the Attorney General to express concerns directly to the Board in writing or in executive session before the School Board:

1. proposes a settlement, accepts a proposed settlement, agrees to a consent decree, or enters any other agreement with any party in any federal action for declaratory or injunctive relief that is going to be or has been filed; or

2. files any document in any federal case in which (a) declaratory injunctive relief has been granted against the School Board, (b) final judgment dismissing the case has not been entered, and (c) at least 3 years have passed since any party seeking relief, including the USDOJ in an amicus capacity, filed any document in the case.

Accordingly, the School Board authorizes and directs the law firm to provide the required notice to the Attorney General, release such information and documentation as the Attorney General may request in response to the notice, and generally cooperate with the Attorney General in regard to the notice.

The vote, in open meeting, on the resolution was as follows:

YEAS: Danny Lee, Yolanda Coleman, Linda Knox, William Maddox, Tommy Davidson, Shelley Malsam, Terry Willis

NAYS: Chris Chandler

ABSENT: Norman Meadors, Dr. Robert Haynes

CERTIFICATE

I hereby certify that the foregoing Resolution was adopted by the Claiborne Parish School Board in regular session duly convened on September 8, 2022 and that same has not been rescinded or repealed.

HOMER, LOUISIANA, this 8th day of September, 2022.

WILLIAM H. MADDOX, President
Claiborne Parish School Board

WILLIAM KENNEDY, JR., Secretary-Treasurer
Claiborne Parish School Board

Superintendent Kennedy requested approval of the Uninsured/Underinsured Motorists Bodily Injury Resolution. This is a requirement of LARMA Insurance Agency. Motion to approve was made by Dr. Haynes, seconded by Ms. Coleman. Motion passed by a vote of 8 yes, 0 no.

Mr. Kennedy asked the Board to approve a substitute pay daily increase extension. The pay increase was initially approved for \$20/day for substitutes in each category during the 2021-22 school year through ESSER funds. Ms. Coleman, Board Member, requested that this agenda item be brought back before the Board for extension. Motion was made by Mr. Davidson to approve the substitute pay daily increase extension of \$20/day, seconded by Ms. Coleman. It was discussed that a permanent rate increase for substitutes will be discussed at a future Finance Committee meeting for when the ESSER funds are discontinued or fully used. At this time, a motion was made by Mr. Davidson to amend the previous motion to approve substitute pay daily increase effective August 4, 2022, seconded by Ms. Coleman. Motion was passed by a roll call vote of 8 yays, 0 nays.

	YAYS	NAYS	ABSTAINED	ABSENT
Danny Lee	X			
Norman Meadors				X
Yolanda Coleman	X			
Dr. Robert Haynes				X
Linda Knox	X			
William Maddox	X			

Tommy Davidson	X			
Shelley Malsam	X			
Chris Chandler	X			
Terry Willis	X			

Motion was then made by Mr. Davidson to approve the amended agenda item of approving the substitute pay daily increase effective August 4, 2022, seconded by Ms. Coleman. The amended motion passed by a roll call vote of 8 yays, 0 nays.

YAYS NAYS ABSTAINED ABSENT

Danny Lee	X			
Norman Meadors				X
Yolanda Coleman	X			
Dr. Robert Haynes				X
Linda Knox	X			
William Maddox	X			
Tommy Davidson	X			
Shelley Malsam	X			
Chris Chandler	X			
Terry Willis	X			

Superintendent Kennedy requested to consider approval of the new, certified teacher stipends and qualifications/guidelines for paying the same. The guidelines include being a new hire to the district, returnees do not qualify; certified and teaching in their area in high needs subjects, and the Superintendent will determine the high needs areas. The stipend of \$10,000 will be paid over a two-year period in quarterly payments of \$1,250. The new hire must complete the 2-year commitment. All payments will cease if the new hire leaves by choice or dismissal before the end of the 2 years. He asked the Board to ratify the guidelines/qualifications that are in place to offer this stipend to those who qualify per the guidelines set. Motion was made by Mr. Davidson to ratify and approve the qualifications/guidelines for the stipend, seconded by Mr. Lee. Mr. Chandler, Board Member, commented the stipend is not fair to the existing teachers in our district who taught during the pandemic and this has not been voted on by the Board. He stated this item should have gone before a subcommittee. Mr. Kennedy stated when the salary schedules were approved; this stipend was approved. Mr. Chandler disagreed. Ms. Holland reminded the Board this stipend is not a permanent salary increase. She also added that teachers that are participating in TAP program schools can potentially receive a \$2,000/year stipend, contingent on observations/evaluations, student growth, and SPS. Also, administrators participating in the TAP program can potentially receive a \$4,000/year stipend, contingent upon the same conditions. They will continue to receive this money while they participate in a TAP school. Motion made by Mr. Davidson to ratify and approve the qualifications/guidelines for the stipend and seconded by Mr. Lee passed by a roll call vote of 6 yays, 2 nays, 2 absent.

YAYS NAYS ABSTAINED ABSENT

Danny Lee	X			
Norman Meadors				X
Yolanda Coleman	X			

Dr. Robert Haynes				X
Linda Knox	X			
William Maddox	X			
Tommy Davidson	X			
Shelley Malsam	X			
Chris Chandler		X		
Terry Willis		X		

Superintendent's Report:

Personnel Actions – September 8, 2022

I. To be Hired:

a. Certified Teaching or Administrative Positions

Name	Position	Effective	Replacing
James Banks-Homer High	Teacher	8-1-22	David Howard

b. Classified, Support, Bus Drivers or Other Non-Certificated Positions

Name	Position	Effective	Replacing
David Hill-Summerfield	Custodian	8-1-22	Sam Bolen

II. Resignations, Retirements:

Name	Position	Effective	Reason
Beverly Ewing-Homer High	Para	8-31-22	Resigned

III. Dismissals, Terminations:

Name	Position	Effective	Reason

1. LAMP interest rates are currently 2.36%. If they continue to rise, the item may be brought to the Board to request transferring funds to LAMP.
2. The School Disclosure forms are due by September 15th. This applies to Board Members who have immediate family working for the district.
3. The Campaign Finance forms are due by December 31st to any board member who has not completed during their term.
4. Beverly Smith with Claiborne Abstract continues to research the landowners affected by the Pearl Street property boundaries. When completed, they will request boundary agreement signatures.
5. Superintendent Kennedy received a letter from Mr. Jimmy Hand, Main Street Director, stating he has applied for a grant to extend Main Street Homer to procure the Pearl Street property. This would allow for this property to be named as a historic district.
6. Mrs. Heather Brooks, Haynesville Elementary Principal, has received 16 applications for the new LEAD program she has initiated. She will be accepting 10 applicants for the first cohort year. The first meeting will be September 20th.
7. The Claiborne Parish Schools mobile app will formally be released on September 19th. This will have the latest news, information, and updates for our district.

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