

**PROCEEDINGS OF THE PARISH SCHOOL BOARD OF THE PARISH OF WEST FELICIANA, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING HELD ON TUESDAY, DECEMBER 13, 2016, AT 5:04 P.M.**

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The Parish School Board of the Parish of West Feliciana, State of Louisiana, met in regular session at its regular meeting place, the Parish School Board Office, 4727 Fidelity Street, St. Francisville, Louisiana, on Tuesday, December 29, 2016, at four minutes after five o'clock (5:04) p.m.

The meeting was called to order by President Kevin Beauchamp.

The Pledge of Allegiance was led by Ms. Tycer. Mr. Beauchamp asked the Board Secretary, Helen B. Davis, to call the roll of the Board.

There were present: President Beauchamp, School Board Members Amanda McKinney, Helen Whitfield, Beth Tycer, Milton Coats, and Kelly O'Brien. Absent was Sara Wilson-Rogers.

The Parish School Board of the Parish of West Feliciana, State of Louisiana, was duly convened as the governing authority of said parish for school purposes by Honorable Kevin Beauchamp, President, who then stated that the Parish School Board was ready for the transaction of business.

**AGENDA**

It was moved by Ms. Tycer, seconded by Mr. Coats to approve the agenda for the December 13, 2016, regular Board meeting. Vote was unanimous. Motion Carried.

**MINUTES**

It was moved by Ms. McKinney, seconded by Ms. Tycer to approve the minutes of the October 18, 2016, regular Board meeting. Vote was unanimous. Motion Carried.

Ms. Wilson-Rogers entered at 5:06.

**RECOGNITIONS & PRESENTATIONS**

Mr. Milton welcomed those in attendance for the recognition of the 2016 Teachers of the Year. Ms. Abby Cochran recognized April Davis, the Elementary Teacher of the Year. Ms. Nikki Milton introduced Ms. Alisha Bennett, Middle School Teacher of the Year, and Mr. Jim Carroll introduced Mr. Torrence Williams, High School Teacher of the Year. Each was presented with gifts from several local businesses.

Staff members who have ten years of service with the West Feliciana Parish School System were recognized. Ms. Davis called them forward, and Mr. Milton presented each of them with a gift for their years of service. They are:

Alisha Bennett  
Elizabeth Bristow  
George Brown  
James Carroll  
Sharon Gabriel  
Susan Gordon-Ivy

Hilda Grant  
Cynthia Hildebrand  
Delphine Holly  
Heather Howle  
Karolyn Jones  
Janet Malone

Amanda Moorer  
Margaret Pruitt  
Rosa Scott  
Frances Washington

Staff members who have twenty years of service with the West Feliciana Parish School System were recognized. Ms. Davis called them forward, and Mr. Milton presented each of them with a gift for their years of service. They are:

Judy Bordelon  
Wanda Deamer  
Beverly Grant  
Nancy Heath  
Cassie Hendry

Kellie Hodges  
Evangeline Woodall  
Janet Lathrop  
Teresa Pritchard  
Lashonda Rogers

Lillian Smith  
Renee Sparks  
Nolan Sullivan

Agenda Item III.C., The update on Pecan Grove, was postponed until the January 17, 2017 board meeting.

### **OTHER SCHOOL BOARD BUSINESS**

The School Board meeting dates for 2017 were previously distributed to the Board members for review. It was pointed out by Ms. Davis that an exception was added to the proposed calendar, to begin the March 21, 2017 meeting at 3:00 p.m. instead of 5:00 p.m. because of the Strategic Planning Discussion planned for that date. Ms. Wilson-Rogers suggested that the time be changed to 3:30 p.m. It was moved by Ms. Tycer, seconded by Ms. Wilson-Rogers to approve the West Feliciana Parish School Board 2017 Meeting Dates with the noted change of time of 3:30 p.m. Vote was unanimous. Motion carried.

Mr. Milton stated that because Mr. Faulk was unable to attend the meeting, Item IV.B. dealing with the erosion/draining assessment project by Holly & Smith Architects, would be moved to the January 17, 2017 meeting.

A request had previously been made by the Country Manor Nursing Home to enter into a Memorandum of Understanding with the West Feliciana School Board to provide transportation to their residents (during non-school hours) in case an emergency evacuation was issued. Mr. Milton stated that it was a pro-active move by the nursing home to have an agreement in place prior an emergency, and that it helps protect both parties because if an evacuation would be needed, the plan would already be in place and time would not be wasted trying to find buses and drivers. A list of available drivers will be provided to Country Manor Nursing Home, and that list will be updated as needed throughout the duration of the agreement.

There was discussion about some concerns that Country Manor administration has about repairs and improvements to buses and insurance. After some discussion, it was agreed that wording should be changed to reflect that damages caused by traveling for the purpose of transporting Country Manor residents and staff would be at the expense of Country Manor Nursing Home. It was also pointed out that it is a requirement that cannot be changed that Country Manor Nursing Home provide a certificate of insurance as stated in the Memorandum of Understanding.

It was moved by Ms. McKinney, seconded by Ms. O'Brien to approve the Memorandum of Understanding between the West Feliciana Parish School Board and Country Manor Nursing. Vote was unanimous. Motion carried.

As a result of legislation, a Memorandum of Understanding was created to be used if the West Feliciana Parish School Board should need to enter into an agreement with a charter school to share data. Ms. Wilson-Rogers questioned whether the agreement would be used for sharing data only. Mr. Milton confirmed it would. It was moved by Ms. Tycer, seconded by Ms. Wilson-Rogers to approve the Memorandum of Understanding template. Vote was unanimous. Motion carried.

Permission was requested from the Board to hire an additional food service technician at Bains Elementary. Mr. Beauchamp asked whether this employee could be used to help at other schools if needed. Ms. Gilmore confirmed that the person could be moved if necessary to fill a need at another school. It was moved by Ms. Wilson-Rogers, seconded by Ms. Whitfield to approve filling a new position of Food Service Technician at Bains Elementary. Vote was unanimous. Motion carried.

## **SUPERINTENDENT’S REPORT**

Mr. Milton mentioned that the Superintendent’s Personnel Changes and Sales Tax Report had previously been distributed to the Board. The following points were highlighted:

- Louisiana Public Broadcasting filmed a segment at Bains Lower Elementary, and the Board will be notified when it will be broadcast on WLPB.
- He notified the Board that Mr. Steve Comfort had made him aware of his retirement date of October 2, 2017.
- The election of Board officers will take place at the January 17, 2017 Board meeting.
- For the 6<sup>th</sup> year in a row, the West Feliciana Parish School System has maintained an “A” rating. As a “thank you” for the hard work maintaining that standard required, the school system is in a position to grant a 13<sup>th</sup> check to its employees in the amount of \$350.00 which will be distributed prior to the Christmas holiday. Mr. Beauchamp made a statement that the system’s most valuable asset is its employees. The Board members thanked employees for the good work.

Mr. Beauchamp called for a motion to adjourn. It was moved by Ms. Wilson-Rogers seconded by Ms. Whitfield. Meeting adjourned at 6:08 p.m.

/s/ Hollis G. Milton  
Hollis G. Milton, Superintendent

/s/ Kevin E. Beauchamp  
Kevin E. Beauchamp, President

/s/ Helen B. Davis  
Helen B. Davis, Secretary