

PROCEEDINGS OF THE PARISH SCHOOL BOARD OF THE PARISH OF WEST FELICIANA, STATE OF LOUISIANA, TAKEN AT A REGULAR MEETING HELD ON TUESDAY, FEBRUARY 21, 2017, AT 5:05 P.M.

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, February 21, 2017, at five minutes after five o'clock (5:05) p.m.

The meeting was called to order by President Kevin Beauchamp.

The Pledge of Allegiance was led by Ms. McKinney. 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, Jerry Landrum, Beth Tycer, Milton Coats, Kelly O'Brien, and 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.

I. AGENDA

It was moved by Ms. O'Brien, seconded by Ms. Tycer to approve the agenda for the February 21, 2017, regular Board meeting. Vote was unanimous. Motion Carried.

II. MINUTES

It was moved by Mr. Coats, seconded by Ms. McKinney to approve the minutes of the January 17, 2017, regular Board meeting. Vote was unanimous. Motion Carried.

III. ELECTION OF OFFICERS

Mr. Beauchamp referred to Mr. Milton who began by pointing out the new artwork on display in the board room. The artwork was created by first grade students at Bains Lower Elementary.

Mr. Milton yielded to the Board for nominations for president of the Board. Ms. McKinney nominated Mr. Beauchamp. Ms. Wilson-Rogers nominated Mr. Coats.

Mr. Milton called for a roll call vote. The vote for School Board President was as follows:

	<u>Beauchamp</u>	<u>Coats</u>
A. McKinney	x	
K. Beauchamp	x	
J. Landrum	x	
B. Tycer	x	
M. Coats		x
K. O'Brien	x	
S. Wilson-Rogers		x
	<hr/> 5	<hr/> 2

Mr. Beauchamp was declared President of the School Board by a vote of 5:2.

III. ELECTION OF OFFICERS *(continued)*

Mr. Milton yielded to the Board for nominations for Vice-President of the School Board. Ms. McKinney nominated Mr. Coats. Mr. Coats nominated Ms. Wilson-Rogers. Mr. Milton called for a roll call vote. The vote was as follows:

	<u>Coats</u>	<u>Wilson-Rogers</u>
A. McKinney	x	
K. Beauchamp	x	
J. Landrum	x	
B. Tycer	x	
M. Coats	x	
K. O'Brien	x	
S. Wilson-Rogers	x	
	<hr style="width: 50px; margin: 0 auto;"/> 7	<hr style="width: 50px; margin: 0 auto;"/> 0

Mr. Coats was declared Vice-President of the School Board by a unanimous vote of 7:0.

IV. OTHER SCHOOL BOARD BUSINESS

A. Postlethwaite & Netterville Year End Report, FY 15-16

Mr. Rodney Combs, Postlethwaite & Netterville, presented the Year End Report for FY 2015-16. He pointed out that the General Fund Financial Section was given an unmodified opinion for compliance with state controls. He also mentioned documentation for the Head Start Program will be enhanced and improved before the next year audit.

It was moved by Ms. Tycer, seconded by Ms. Wilson-Rogers to approve the Year End Report, FY 2015-16. Vote was unanimous. Motion carried.

B. Act on Calendar FY 17-18

Mr. Jim Carroll and Ms. Zanoia Curtis presented the proposed School Calendar for 2017-2018. Ms. Curtis stated that a committee worked to prepare the calendar and to ensure that the resulting calendar met all requirements. Mr. Carroll pointed out that a Fall Break had been added, and the professional development dates were adjusted. It was moved by Ms. Wilson-Rogers, seconded by Ms. O'Brien to approve the West Feliciana Parish School Calendar for FY 2017-2018 as follows:

**WEST FELICIANA PARISH
SCHOOL CALENDAR FY 2017-2018**

Tuesday, July 4, 2017	Fourth of July Holiday
Friday, August 4, 2017	Staff Dev Day / No Students / Teachers' First Day
Monday, August 7, through Tuesday, August 8, 2017	Staff Dev Day/No Students
Wednesday, August 9, 2017	Students' First Day (Semester Begins)
Monday, September 4, 2017	Labor Day Holiday
Monday, October 9, 2017	Fall Break
Tuesday, October 10 through Wednesday, October 11, 2017	Staff Dev Day / No Students
October 27, 2017	Early Dismissal for Homecoming
Monday, November 20 through Friday, November 24, 2017	Thanksgiving Holiday
Tuesday, December 19, 2017	Early Dismissal for Exams
Wednesday, December 20, 2017 through Tuesday, January 2, 2018	Christmas Holidays
Wednesday, January 3, 2018	Staff Dev Day / No Students
Thursday, January 4, 2018	2 nd Semester Begins
Monday, January 15, 2018	Martin Luther King, Jr. Holiday
Monday, February 12 through Tuesday, February 13, 2018	Mardi Gras Holidays
Wednesday, March 7, 2018	Staff Dev Day / No Students
Friday, March 30, through Friday, April 6, 2018	Easter Holidays/Spring Break
Friday, May 11, 2018	Graduation Day Class of 2018

IV. OTHER SCHOOL BOARD BUSINESS *(continued)*

B. Act on Calendar FY 17-18 *(continued)*

Friday, May 18, 2018Early Dismissal/Exams/Students' Last Day
 Monday, May 21, 2018 Staff Dev / Work Day
 Tuesday, May 22, 2018Staff Dev / Work Day / Teachers' Last Day
 Monday, May 28, 2018 Memorial Day Holiday*

2017-18 Calendar Changes

- Number of Professional development days reduced from 11 to 9
- Number of Instructional Days increased by 2
- Fall Break added on October 9th
- *10-month through 12-month employees will have to work two holiday days instead of one to account for the additional holiday if they choose to have Memorial Day off.
- Total Number of Instructional Minutes required for the District Calendar is 63,720. This calendar includes a plan for a minimum of 65,179 minutes which equates to three extra instructional days for contingencies.
- 4-day work week, June 5 – July 28, 2017

HOLIDAY	EMPLOYEES ONLY	EARLY ISMISSAL	GRADUATION DAY
---------	----------------	----------------	----------------

BOARD APPROVED: 2/21/2017

Vote was unanimous. Motion carried.

C. Adoption of Policies

The following policies were presented for adoption:

- DJA - Authorized Signatures
- JBC - School Admission
- JBCC - Student Assignment
- JCDAC - Dangerous Weapons
- JGCD - Administration of Medication
- JQA - Expectant and Parenting Students

It was moved by Ms. McKinney, seconded by Ms. Tycer to adopt the policies as presented. Vote was unanimous. Motion carried.

D. Additional Policy Information

Additional Policy information was presented by Ms. McClure and Mr. Carroll, concerning Act 234 and Dating Violence Instruction. Act 234 requires that each public school “shall post on their website the number for the child protection toll-free hotline operated by the Department of Children and Family Services.” Ms. McClure stated that the phone number is posted on the District website.

Mr. Carroll addressed the issue of providing classroom instruction about dating violence. He stated that these issues are included as part of the health curriculum, and that the district meets the requirements of providing age-appropriate classroom instruction.

E. Lunch Fund Quarterly Report

Ms. Pat Gilmore presented a summary of the Lunch Fund 2nd Quarterly Report. It was moved by Ms. Tycer, seconded by Ms. Wilson-Rogers to approve the Lunch Fund Quarterly Report as presented. Vote was unanimous. Motion carried.

IV. OTHER SCHOOL BOARD BUSINESS (continued)

F. Budget Revisions

Ms. Davis presented three budget revisions for approval. It was moved by Ms. O'Brien, seconded by Ms. Tycker to approve the budget revisions as follows:

#193, Medicaid, Etc.	\$51,917.40
#287-4535, High Cost Services	\$7,015.00
General Fund Budget Revision #1	\$655,486.96

Vote was unanimous. Motion carried.

G. General Fund Quarterly Report

Ms. Davis presented the General Fund 2nd Quarterly Report. It was moved by Ms. McKinney, seconded by Ms. O'Brien to approve the General Fund Quarterly Report as presented. Vote was unanimous. Motion carried.

V. PERSONNEL ITEMS FOR BOARD APPROVAL

It was moved by Mr. Coats, seconded by Mr. Landrum to approve the Personnel Items as follows:

A. Travel Request:

Hollis Milton, Beverly Grant, Carolyn Lee, Zanovia Curtis, Jim Carroll, Leslie McClure, Abby Cochran, Karolyn Jones, Georgia Dudley, Delwyn Daigre, Jovanka Chatman, Mark Lester, Nikki Milton, Livian Baity, Jodi Lemoine, Torrence Williams, Linda Stovall, Andrea Mathis, Elizabeth Bristow, Tonya Aaron, and (2) TBD: Model Schools Conference; Location: Nashville, TN; Date: June 25, 2017 – June 28, 2017; Funding: General Fund Budget Revision #2

B. Leave Request:

Glenny Riess, Special Education Teacher, requesting leave without pay from January 25, 2017 through March 1, 2017, for sick leave purposes.

Vote was unanimous. Motion carried.

VI. SUPERINTENDENT'S REPORT

Mr. Milton highlighted the *Feliciano Dispatch* at each member's place. The newspaper was created by students at West Feliciano Middle School, who were guided by Ms. Livian Baity. And he pointed out that the paper is also in digital format and can be read online, and that it updates constantly.

Other highlights were:

- The Data Department has hired someone to begin work in March in order to work with Mr. Comfort to transition into the department prior to Mr. Comfort's retirement.
- The Adult Education Program will relocate from Bains Lower Element into a different facility over the summer.
- The bid for work at Pecan Grove has been awarded and the contract will be signed prior to work beginning. There was some discussion about the future of the property.

Mr. Coats departed at 7:05 p.m.

VI. SUPERINTENDENT'S REPORT *(continued)*

- Ms. Susie Tulley, President of the West Feliciana Parish Historical Society, spoke about the John S. Dawson exhibit which will open at the Historical Society Building in March.

VII. ADJOURN

It was moved by Ms. Wilson-Rogers, seconded by Ms. O'Brien to adjourn the meeting.

Meeting adjourned at 7:36 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