

**PROCEEDINGS OF REGULAR MEETING OF
NATCHITOCHE PARISH SCHOOL BOARD
MEETING ON DECEMBER 5, 2019**

A public meeting was held at the Natchitoches Parish School Board on December 5, 2019, at 5:00 p.m. in the Board Room of the Natchitoches Parish School Board Office, 310 Royal Street, Natchitoches, Louisiana. Upon roll call, the following members and Dale Skinner, Secretary-Treasurer, were present: Russell Danzy, Emile Metoyer, Billy Benefield, Eugene Garner, Steven Harris, Rhonda Guidroz, Katrina Willis, Beverly Broadway, Dorothy McGaskey, Tan'Keia Palmer (5:38 p.m.), and Reba Phelps. The meeting was called to order by Board President, Rhonda Guidroz, followed by an invocation by Mr. Eugene Garner and Pledge of Allegiance by Mrs. Dorothy McGaskey.

At Tuesday's Committee Meeting, the board was given information regarding the Workforce Innovation and Opportunity Act Youth Program. Roger Cunningham also presented the Activity Fund Audit for the school year ending June 30, 2019. There were no incidents of laws not being followed in the report. Audit summary results were: (1) An unmodified opinion was issued on the financial statements of the Student Activity Funds of the Natchitoches Parish School Board as of and for the year ended June 30, 2019, (2) the audit did not disclose any material weaknesses in internal control and (3) the audit disclosed no instances of noncompliance that are required to be reported under Government Auditing Standards. The board also heard from Suzanne Harris regarding The Teaching and Learning Center which trains teachers/staff using research-based strategies to improve students social and emotional learning, cultural competency training and early career success for students.

Mr. Danzy read the following public announcement at Tuesday and Thursday nights meeting: Notice is hereby given that at its meeting to be held on Thursday, January 9, 2020 at 6:00 p.m. at its regular meeting place, the Parish School Board Office, Board Room, 310 Royal Street, Natchitoches, Louisiana, the Parish School Board of the Parish of Natchitoches, State of Louisiana, plans to consider adopting a resolution ordering and calling an election to be held in Consolidated School District No. 7 of the Parish of Natchitoches, State of Louisiana to authorize the renewal or replacement of an ad valorem tax.

At Thursday's meeting, the board recognized Lakeview High School football team and coaches for their great accomplishments this past season. The board also received an update from Ms. Pam Pierce on the 4-H activities in the parish. Mrs. Toni Bennett, Department of Exceptional Student Services presented an update to the board regarding the Special Education Advisory Council. Dr. Pam McCalister, NSU, updated the board on the results of the Community Survey regarding the upcoming Superintendent search.

A motion was made by Mr. Garner to accept the following Consent Agenda items. Mr. Harris offered a second to the motion. All members present at the meeting unanimously approved the motion and the second.

1. *Adoption* of Agenda.
2. *Approval* of Minutes of November 7, 2019; Special Called Minutes of November 19, 2019
3. FINANCE ITEMS
 - A. *Payment of Bills:*
 - B. *Out of State Travel*
 - C. *School Bus Routes Changes:*
 - D. *Purchase of Buses:*
 - E. *Advertisements:*
 1. *Permission to advertise for bids:*

- F. *Resignations:*
- G. *Retirements:*
- H. *Requests for Leave:*
- I. *Termination:*

The Finance Report was presented by Mr. Russell Danzy. During the monthly Transportation Report, Mr. Michael Babin, Terminal Manager, updated the board on the number of applicants (11), number of participants in the program (9) and the number of master trainers (3) he is currently working with. There will be a class for coaches during the week of June 8, 2020. Mr. Babin requested that all owner operator drivers check in to the terminal to ensure that the bus cameras are working properly. The cell phone policy as it pertains to students while on the bus, was also reviewed. Students are not allowed to use a cell phone during bus transportation to and from school.

A motion was made by Mr. Danzy to accept the following low bids. The motion was accompanied by a second from Ms. Phelps and unanimous consent from all members present:

The low bid from Lamm Food Service was approved for Processed & Frozen Foods for use in the Child Nutrition Program during the period of January 1, 2020 through June 30, 2020 (the bids were received November 12, 2019)

The low bids from Dazwell, Economical Janitorial & Paper Supplies, Interboro Packaging Corporation, Pyramid School Products and Unipak Corp, were approved for Paper & Cleaning Supplies for use in the Child Nutrition Program during the period of January 1, 2020 through June 30, 2020 (bids were received November 14, 2019).

The Tax Commission Report update was given by Mr. Richard Foshee, who stated that there had been a slight increase.

A motion was made by Mr. Danzy to accept the budget update as it was presented by Mr. Foshee. The motion was accompanied by a second from Mr. Benefield and unanimous consent from all members present.

A motion was made by Mr. Danzy to accept the Activity Fund Audit for the school year ending June 30, 2019 as presented by Mr. Roger Cunningham. The motion was accompanied by a second from Mr. Harris and unanimous consent from all members present.

The board received a report on the estimated increase in spending against the General Fund budget for the start of the 2019-2020 fiscal year from Mr. Foshee at Tuesday's Committee meeting.

The Personnel Report was presented by Mrs. Linda Page. A motion was made by Mr. Benefield to approve the new job position and description of academic health tech. The motion was accompanied by a second from Mr. Danzy and unanimous consent from all members present.

The Executive Report was presented by Mr. Benefield. A motion was made by Mr. Benefield to approve the proposed board meeting calendar for 2020 with a change to the November dates. The November committee meeting would be held on Monday, November 2, 2020 instead of Tuesday, November 3, 2020. The motion was accompanied by a second from Mrs. Broadway and unanimous consent from all members present.

Attorney Robert Hammonds provided guidance and recommendations to the board on the procedures for the upcoming Superintendent search.

A motion was made by Mr. Danzy to use the State qualifications for advertising set by BESE in the search for a superintendent. The motion was accompanied by a second from Mr. Metoyer and unanimous consent from all members present.

A motion was made by Mr. Metoyer to require applicants to have the advertised qualifications as of the date of the application as either reflected by the Superintendent on their certificate or letter from LDOE indicating that they are qualified to receive that certification upon request. The motion was accompanied by a second from Mr. Garner and unanimous consent from all members present.

A motion was made by Mr. Garner requiring the board to advertise for the position of Superintendent twice in the local journal with the ads running at least a week apart. The advertisement would also run at least once in a newspaper in a metropolitan area having in excess of 100,000 persons closest to the school board office, that being the Shreveport Times. Advertisement would also be done in five other metropolitan areas: Shreveport, Monroe, Lake Charles, Baton Rouge and New Orleans. The advertisement would run twice in each of these journals at least thirty days apart. The motion was accompanied by a second from Mr. Danzy and unanimous consent from all members present.

A motion was made by Mr. Harris that the board would advertise with LSBA, as well as the Association of School Superintendents and the Natchitoches Parish School Board website. The motion was accompanied by a second from Mr. Metoyer and unanimous consent from all members present.

A motion was made by Ms. Phelps to authorize the advertisement for the position of Superintendent with NSBA (National School Board Association) and contacts with the Executive Directors of Texas, Arkansas and Mississippi. The motion was accompanied by a second from Mr. Harris and unanimous consent from all members present.

A motion was made by Mr. Harris to approve the date of February 7, 2020 as the deadline date for application submission with the understanding that all applications must be postmarked by February 7, 2020. The motion was accompanied by a second from Ms. Palmer and unanimous consent from all members present.

A motion was made by Mr. Danzy to approve the purchase of a separate post office box specifically for application submission for the position of Superintendent. The motion was accompanied by a second from Mr. Garner and unanimous consent from all members present.

A motion was made by Mr. Benefield to include in the advertisement, the salary range of \$120,000-\$145,000 for Superintendent. The motion was accompanied by a second from Mr. Garner. Upon roll call the following votes were cast. YEAS: Russell Danzy, Billy Benefield, Eugene Garner, Steven Harris, Rhonda Guidroz, Katrina Willis, Beverly Broadway, Dorothy McGaskey, Tan'Keia Palmer and Reba Phelps. NAYS: Emile Metoyer. The motion passed.

A motion was made by Mr. Metoyer recommending that someone from outside of the parish be allowed to handle the redaction process of the applications for the position of Superintendent. This person will be appointed by Personnel Director, Linda Page and Attorney Robert Hammonds. The motion was accompanied by a second from Mrs. McGaskey and unanimous consent from all members present.

Organizers of the Workforce Innovation and Opportunity Act Youth Program will meet with the Superintendent and other supervisors at a later date.

A motion was made by Mrs. McGaskey to table the discussion of The Teaching and Learning Center until a later date. The motion was accompanied by a second from Mr. Harris and unanimous consent from all members present.

The board meeting adjourned at 6:56 p.m. on a motion from Mr. Harris and a second from Mrs. Willis.

DALE SKINNER, SECRETARY-TREASURER

RHONDA GUIDROZ, PRESIDENT