

LINCOLN PARISH SCHOOL BOARD

Ruston, Louisiana

REGULAR SESSION

Tuesday, June 7, 2016 6:00 p.m.

The Lincoln Parish School Board met in Regular Session on Tuesday, June 7, 2016, at 6:00 p.m. in the Board Room of the Lincoln Parish School Board Office, 410 South Farmerville Street, Ruston, Louisiana. Members present were Ms. Debbie Abrahm, Mr. Otha Anders, Mr. Michael Barmore, Ms. Lisa Best, Mr. Curtis Dowling, Mr. David Ferguson, Ms. Lynda Henderson, Mr. Trott Hunt, Mr. George Mack, Jr., Mr. Joe Mitcham, and Ms. Susan Wiley.

Mr. Danny Hancock was absent.

President Joe Mitcham called the meeting to order, Ms. Wiley gave the invocation, and Dr. Doris Lewis led in the Pledge of Allegiance to the American flag.

Upon a motion by Mr. Anders, seconded by Mr. Hunt, the Board unanimously voted to adopt the agenda as printed.

Upon a motion by Ms. Best, seconded by Mr. Dowling, the Board unanimously voted to approve the minutes of the Regular Session held on May 3, 2016, as distributed.

Prior to the regular session, a Building and Grounds Committee meeting was held at 5:30 p.m. Chairman Trott Hunt reported that a project at Choudrant High was discussed. Expansion of the parking lot near the athletic facilities, improvement of the access road, and correction of drainage problems would be addressed with an estimated budget of approximately \$200,000. Mr. Hunt shared the committee's recommendation to grant permission to advertise for bids for the above work along with contracting with Riley Company of Louisiana, Inc.

The Board unanimously voted to grant permission to enter into a contract with Riley

Company of Louisiana, Inc. and advertise for bids for the parking lot and drainage improvements at Choudrant High School.

As the first year of Sharing the Art of Reading (STAR) ended, Lisa Mangum, Literacy Coordinator, shared results of the program. Approximately 135 of the lowest 20-25% of first graders were served with the majority of them beginning in September as nonreaders. She was ecstatic to communicate that using Reading A to Z to determine the students' approximate reading levels revealed that 82% of the students achieved 1st or 2nd grade reading levels. The average growth of Lincoln Parish 1st graders that were not participating in the STAR program was 8.2 levels, and STAR students averaged slightly higher than 8.2 levels. Of those not making adequate progress, 4 students had a language other than English as their primary language, 2 student had significant health impairments, 8 students didn't begin until March, and 10 were recommended for additional screening. She was thrilled with the results.

Also ending for the school year was the Leadership Academy. Chief Academic Officer, Lisa Bastion, said administrators had worked with 13 potential leaders from the district. She said the program was as specific for Lincoln Parish as possible and covered topics such as policies, procedures, Pupil Progression Plan, and school data. Presentations were also done by John Guice (school law) and Mary Null (personnel). It was free for the participants and the district. Plans are to keep Cohort 1 of the educators together and probably meet quarterly to work on action learning plans for their schools and to begin a Cohort 2 with more monthly meetings. Ms. Bastion opined that the Leadership Academy was positive and successful and great feedback was received.

In her Personnel Report, Doris Lewis, Director of Human Resources shared the following:

1. Retirement of Stephanie Sisemore, elementary teacher from Glen View, effective May 28, 2016.

2. Resignation of the following effective May 28, 2016:

Sarah Reno, teacher at Choudrant Elementary; and

Haley Perot, teacher at Glen View.

3. Transfers/Points of Reference of the following effective August 8, 2016, unless otherwise noted:

Keena Ogle from Ruston Elementary to teacher at Choudrant Elementary replacing Sarah Reno who resigned;

Robin Collinsworth from Simsboro Elementary to teacher at Choudrant Elementary replacing Kaye Ambrose who retired;

Kirby Brasher from Simsboro High to ELA at Ruston High replacing Jane Tatum who retired;

Random Kennedy from Dubach Elementary to ELA at Ruston Junior high replacing Allison Searcy who resigned;

Victoria DeLaCalle from Ruston High to Spanish at Ruston Junior High/Simsboro due to foreign language needs;

Jeremy Blake from Dubach Elementary to special education at Ruston Junior High because of increasing special education numbers;

Felicia Dunbar from Dubach School to math at Simsboro High replacing Keith Gray who resigned; and

Jennifer Franks from Dubach School to counselor at YRC/Pupil Appraisal effective July 11, 2016, due to student needs.

4. Employment of the following:

Ashley Ellis as accountability coordinator at the central office effective July 1, 2016,

replacing Donna Doss who was retiring;

Cheryl Williams as secretary/bookkeeper at Glen View effective April 25, 2016, replacing Sharona White who resigned;

Jane Thorson as teacher at Glen View effective August 8, 2016, replacing Ashton Sistrunk who resigned;

Audrianna Gunn as teacher at Glen View effective August 8, 2016, replacing Haley Perot who resigned; and

Ryan Williams in a new computer technician slot at the central office effective July 1, 2016.

5. Employment of the following bus drivers effective August 11, 2016:

Phillip Johnson in the Choudrant area replacing Doris Rogers who retired;

Mozalene Holland in the Ruston area replacing Jerry Huey who retired;

Tonya Scott in the Dubach area replacing Chris McWain who resigned;

Mike Roberson in the Ruston area replacing Calvin Woodford who resigned;

David Pickett in the Ruston area replacing Bernard Crowe who retired;

Steve Wilson in the Ruston area replacing Elby Harrison who retired; and

Lori Davis in the Simsboro area on a new route.

She also communicated that the Lincoln Parish Job Fair was recently held with 43 elementary applicants and 31 secondary applicants meeting with the principals. At the present time, math and science teachers are needed.

Superintendent Milstead introduced Ashley Ellis, a new hire who had been working with Network 2, who was in attendance. She will overlap with Donna Doss, Accountability Coordinator, until her retirement and also work with intensive teachers and mentoring 1st year teachers.

Ms. Ellis introduced her husband and said she was glad to be part of Lincoln Parish's

educational team.

In a construction update, James Payton, New Construction Coordinator, narrated pictures and said:

1. Improvements to the parking lot, access road to Highway 80, and drainage issues at Choudrant High will be bid in the near future.
2. Plans are being made to add a parking lot in the front of Ruston High School where the band and soccer teams currently practice. Only a portion of that area will be used for the 100' x 300' lot.
3. The addition at Hillcrest Elementary is basically completed on the outside but some work is still remaining on the inside. They should be finished by the 17th.
4. There has not been substantial change on the outside at I. A. Lewis, and quite a bit of work is remaining on the inside. Painting, ceiling work, doors, A/C, and floors are not finished. The contractor believes that project will be completed at the end of June. He noted they are doing excellent work.
5. They are roughing in the plumbing for the spirit building at Ruston High. After that grade beams will be set, and the slab will be poured. By the 21st a steel building will be delivered.
6. Plumbing has already been roughed in for the freshman locker facility. They are getting ready to form it up and pour the slab. They have found a 2" gas line that runs under the building that will have to be relocated. A change order may be needed.
7. On the north end of construction at Ruston Junior High, the exterior blocking is complete on the outside, and they are beginning to work on the interior walls. Brick work is also being done. On the south end, they are further along. All of the brick and block work has been completed on the outside and the inside. A little work remains on the inside, but they are mainly painting. That project is moving along nicely.
8. Work has begun on the drainage issues and parking for Simsboro School. They are getting ready to install pipes and catch basins.

A sales tax report for the month ending May 2016 was presented by George Murphy, Business Manager. Accumulations were \$1,310,478, which were down 11.97% compared to the

same month last year. Year-to-date the collections were still up 16.83%. Three of the last four months showed smaller collections than the same month in the previous year; it appears that sales tax collections have peaked as was discussed at the May Sales and Use Tax Commission meeting. Recoveries through audits for the month were \$3,119. Those were down a little over 52% year-to-date.

Mr. Murphy also delivered an April 2016 financial update and called attention to the bottom right corner of the spreadsheet. He communicated that the Total Fund Balance was down \$483,800 for March of 2016, but up \$5.9 million compared to the same month last year.

In a health plan update for April 2016, George Murphy said the health care fund was up \$825,072 and \$1.1 million year-to-date. The Net Change – Estimate of Claims Incurred but not Reported showed \$810,360, which was the primary reason the fund was up.

Mr. Hunt noted that the Building and Grounds Committee had considered bids for improvements at Ruston High School. A total of six bids had been opened on May 19, 2016. The base bids plus two additive alternates from Gentry Construction, Traxler Construction, Triad Builders of Ruston, Vista Construction Group, Walker Construction, and Womack & Sons Construction ranged from \$1,569,000 to \$1,858,779. After reviewing the bids, the Building and Grounds Committee unanimously voted to approve the administration's proposal and recommend the acceptance of the base bid with two additive alternates from Vista Construction Group for \$1,569,000 for improvements at Ruston High School.

The Board unanimously voted to accept the base bid of \$1,540,000 plus additive alternate #1 for \$20,000 and additive alternate #2 for \$9,000 submitted by Vista Construction Group and award them as contractor for the New Tech classrooms, soccer facilities for girls and boys, new

roof on the auditorium, and a new floor for the girls' gym at Ruston High School.

Seventy-one MacBook computers used since the beginning of the New Tech program in 2010 were at the end of their useful lives. George Murphy asked the Board to declare them as surplus.

Upon a motion by Mr. Anders, seconded by Ms. Abrahm, the Board unanimously voted to declare the computer as surplus, to advertise the items, to authorize a surplus sale, and should there be no buyers on some items to grant permission to dispose of those items in a prudent manner.

Formal approval of change order #4 on the Hillcrest and I. A. Lewis project was requested. James Payton said monetary items included in the change order were:

Item #1 – Add chain-link fence and gates at Hillcrest	\$ 5,661.77
Item #2 – Add French drain to connect to existing drainage at I. A. Lewis	\$20,565.52
Item #3 – Deduct \$10,000.00 for liquidated damages at Hillcrest	<u>(\$10,000.00)</u>
Item #4 – Deduct \$15,000.00 from total bond contingency allowance	<u>(\$13,000.00)</u>
Net Change (Added Costs)	<u>\$ 3,227.29</u>

Besides the items noted above, the contract time at Hillcrest would be increased by 13 days and 21 days would be added at I. A. Lewis.

Upon a motion by Mr. Hunt, seconded by Ms. Henderson, the Board unanimously voted to approve change order #4 for the Hillcrest and I. A. Lewis renovation and construction project in the amount of \$3,227.29 with the addition to the contract time of 13 days at Hillcrest and 21 days at I. A. Lewis.

In accordance with state law, a solicitation for a proposal was sent to the only newspaper in Lincoln Parish prior to naming an official journal for the upcoming year. George Murphy communicated that the *Ruston Daily Leader* offered \$5.75 per legal square, which was the

same as last year and .25 below the maximum charge of \$6.00 per legal square. He suggested that the Board name them as the official journal.

Upon a motion by Mr. Anders, seconded by Ms. Best, the Board unanimously voted to name the *Ruston Daily Leader* as the official journal for fiscal year 16-17.

Because the State Fire Marshal now requires a more elaborate alarm system for education occupancies than in the past, a voice evacuation system needed to be added to the Ruston High School spirit building. In order to do so, James Payton presented change order #1 on that project adding \$3,506.00 and 2 days.

Upon a motion by Mr. Barmore, seconded by Ms. Best, the Board unanimously voted to approve change order #1 for the Ruston High School spirit building with an increase of 2 days to the contract time and \$3,506.00 added to the total contract price.

The Lincoln Parish Sales and Use Tax Commission's 2016-2017 proposed budget was the next agenda item according to George Murphy. In the proposed budget, the total expenses had decreased \$5,730 from \$190,203 in 2015-2016 to \$184,473 for 2016-2017. Mr. Murphy recommended approval of the budget.

Mr. Mitcham explained that Denise Griggs, the Commission's Administrator, had to travel to Lake Charles early in the morning so she could not be in attendance. He verbalized that the Commission is very efficient and does an excellent job collecting and disbursing sales tax collections.

Upon a motion by Ms. Henderson, seconded by Mr. Dowling, the Board unanimously voted to approve the 2016-2017 Sales and Use Tax Commission's proposed budget with total expenses of \$184,473.

In a Report of the Superintendent, Mr. Milstead noted that:

1. He and approximately 48 Lincoln Parish educators attended the State Superintendent's Teacher/Leader Collaborative in New Orleans last week. From about 4,000 attendees, more of the presenters (14) were from Lincoln Parish than any other parish in the state. He expressed his pride in them and said he believes their selection and presentations spoke to the quality of education offered in Lincoln.
2. He wanted to recognize the Lincoln Health Foundation as one of the top partners working with the school system. Monies from the sale of the hospital provide 3 nurses and 1 guidance counselor. He appreciates them and their partnership.
3. Earlier in the day he attended and spoke to those retiring from the Maintenance, Transportation, and Food Service Departments. Approximately 257 years of experience walked out of the door with an impressive average of about 20 years per employee.
4. An invitation was placed in portfolios for the First Annual Clinical Residency Conference on Monday, June 13, 2016, from 12:00 – 3:00. The Believe and Prepare program, a partnership for the last several years between Louisiana Tech and the Lincoln Parish School Board, is a way for student teachers to teacher in the local schools for an entire school year during their last year at the university. There are some problems associated with it, namely the students can't have even a part-time job, but the advantages are tremendous. They are tweaking the only program like this in the state as the state through BESE is going mandate that all student teaching be for an entire school year.
5. The July board meeting was scheduled for a week later than usual because of the 4th of July holiday. It will be held on July 12.

In lieu of a reception for 2015-2016 retirees, they were presented certificates by Central Office Administrators at their schools or areas of assignment. President Mitcham called attention to a list of retirees as follows:

<u>NAME</u>	<u>LOCATION</u>	<u>YRS IN LINCOLN</u>	<u>TOTAL YRS</u>
David Crowe	Maintenance Facility (Administrator)	37	37
Abigail James	Central Office (Coordinator)	37	20
Paula Pardue	Central Office (Coordinator)	25.75	24.75
Kaye Ambrose	Choudrant Elementary (Teacher)	28	28
Birdel Barker	Pupil Appraisal (Home School Intervent.)	20.5	20.5
Patricia Cochran	Ruston High (Teacher)	45	30

Charles "Ed" Colvin	Ruston High (Teacher/Coach)	21	21
Jennie Cooper-Dunn	Alma J. Brown (Teacher)	31	31
Brenda Folk	Choudrant Elementary (Teacher)	30	27
Elizabeth Freeman	Pupil Appraisal (School Psychologist)	11	11
Barbara Gaulden	Grambling High (Teacher)	36	32
Susan Griffin	Ruston High (Teacher)	23.5	23.5
Susan Kelley	Ruston Junior High (Teacher)	32	32
Betty Sheeler	Cypress Springs (Speech Therapist)	20	15
Terri Singleton	Pupil Appraisal (Behavior Interventionist)	25	25
Stephanie Sisemore	Glen View Elementary (Teacher)	33	33
Jane Tatum	Ruston High (Teacher)	33	33
Cherri Barmore	Transportation (Secretary/Bookkeeper)	15.5	15.5
Carnella Carroll	Ruston Junior High (Secretary/Bookkeeper)	10	10
Haroldyne Murphy	Cypress Springs (Paraprofessional)	21.5	21.5
Velma Williams	Cypress Springs (Tutor)	17	17
Bernard Crowe	Transportation (Bus Driver)	24	24
Elby Harrison	Transportation (Bus Driver)	34	34
Jerry Huey	Transportation (Bus Driver)	11	11
Elsie McGuire	Transportation (Bus Aide)	19	19
Doris Rogers	Transportation (Bus Driver)	27	27
Patsy Dade	Choudrant High (Custodian)	26	26
Willie Gunn	Hillcrest Elementary (Custodian)	11	11
Robert Jenkins	Dubach School (Custodian)	22	22
Ferrell Pesnell	Simsboro School (Custodian)	14	14
Thomas Woods	Choudrant High (Custodian)	10	10
Jo Ann Castine	Dubach School (Food Service)	7	7
Patrice Guy	Ruston Elementary (Food Service)	25	25
Mary Jo Torbor	Simsboro School (Food Service)	27	27

After comments by one board member, upon a motion by Ms. Best, the meeting adjourned at 6:52 p.m.

Mike Milstead, Secretary

Joe E. Mitcham, Jr., President