

PROCEEDINGS OF THE LIVINGSTON PARISH SCHOOL BOARD TAKEN AT A REGULAR SESSION HELD AT THE LIVINGSTON PARISH SCHOOL BOARD OFFICE, SCHOOL BOARD OFFICE CONFERENCE ROOM, 13909 FLORIDA BLVD., LIVINGSTON, LOUISIANA ON THURSDAY, JULY 8, 2010.

The Livingston Parish School Board met in a regular session in the School Board Office Conference Room, 13909 Florida Blvd., Livingston, Louisiana on Thursday, July 8, 2010, at seven o'clock p.m. pursuant to the following notice:

July 1, 2010

There will be a Regular Meeting of the Livingston Parish School Board at the School Board Office, 13909 Florida Blvd., Livingston, Louisiana on **THURSDAY, JULY 8, 2010**, at **SEVEN O'CLOCK P.M.** for the following purpose and to take whatever action is necessary:

1. Presentation of Automated External Defibrillators (AED's) to be donated by Denham Springs-West Livingston Kiwanis Club and Walker Kiwanis Club - Nursing Coordinator Jennifer Wilkinson
2. Approval of the minutes of the School Board Meeting held on June 17, 2010
3. Approval of Notice of Substantial Completion, North Corbin Elementary Multi-Purpose Facility - Ziler Architects, "Licensed Design Professional - Stafford Construction Company, Inc., Contractor
4. Discussion and action on approval of 2010-2011 Erate Application - Director of Technology Sandra Brewer
5. Ratify bids received on June 22, 2010 for Custodial Supplies - Purchasing Agent Sandra Pace
6. Public Hearing on adjusting and levying of millage rates on the 2010 tax rolls - Business Manager Terry Hughes
7. Discussion and action on adjusting and levying of millage rates on the 2010 tax rolls - Business Manager Terry Hughes
8. Discussion and action on Budgetary Cuts for 2010-2011 - Superintendent Bill Spear
9. Discussion and action on report from Athletic/Staff Committee meeting held on July 8, 2010
10. Discussion and action on the Superintendent's recommendation for the position of Assistant Principal, Holden School
11. Approval of Personnel Changes – Human Resource Director Rick Wentzel (See attached list)
12. Approval of paying of invoices

ADDENDUM

13. Approval of Notice of Substantial Completion, Juban Parc Elementary - Alvin Fairburn & Associates, "Licensed Design Professional"
14. Ratify bids received on July 7, 2010 for Gray's Creek Elementary Multi-Purpose Facility - Board Member Buddy Mincey

(The Livingston Parish School Board reserves the right to enter into an Executive Session, if needed, in accordance with LSA-R.S. 42:6.1 et seq. to review matters of litigation strategy and settlement negotiations.)

BY ORDER OF THE PRESIDENT,

Sincerely,

Bill Spear, Superintendent and Ex-Officio Secretary

The meeting was called to order by Mr. Keith Martin, and upon roll call the following members were present:

PRESENT: Mr. Clint Mitchell, Mr. David Tate, Dr. Milton Hughes, Mr. Louis Carlisle, Mr. Buddy Mincey, Jr., Mr. Jeff Cox, Mr. James Watson, Mr. Sid Kinchen, Mr. Keith Martin

ABSENT: None

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1. Jennifer Wilkinson, Nursing Coordinator, introduced Mr. Jack Summerell of the Walker Kiwanis Club and Ms. Deborah Keller of the Denham Springs-West Livingston Kiwanis Club. Mr. Summerell recounted the fund raising efforts by the Walker Kiwanis and noted that with the previous donations by the Chad Barcia Foundation, financial help from benefactors, and the monies raised all the schools in the city of Walker have an Automated External Defibrillator (AED). Ms. Deborah Keller introduced her fellow club members and detailed the fund raising efforts by the Denham Springs-West Livingston Kiwanis Club and their commitment to the children of Livingston Parish Public Schools.

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2. The minutes of the School Board meeting held on June 17, 2010 were approved upon motion by Mr. Carlisle, seconded by Dr. Hughes and the vote on the motion was as follows:

YEAS: Mr. Mitchell, Mr. Tate, Dr. Hughes, Mr. Carlisle, Mr. Mincey, Mr. Cox, Mr. Watson, Mr. Kinchen, Mr. Martin

NAYS: None

ABSENT: None

The President declared that the motion carried and was duly adopted.

3. A motion was offered by Mr. Cox, seconded by Mr. Watson to approve the Notice of Substantial Completion, North Corbin Elementary Multi-Purpose Facility - Ziler Architects, "Licensed Design Professional - Stafford Construction Company, Inc., Contractor. The vote on the motion was as follows:

YEAS: Mr. Mitchell, Mr. Tate, Dr. Hughes, Mr. Carlisle, Mr. Mincey, Mr. Cox, Mr. Watson, Mr. Kinchen, Mr. Martin
NAYS: None
ABSENT: None

The President declared that the motion carried and was duly adopted.

4. Sandra Brewer, Director of Technology, presented a slide show and a copy the 2010-2011 Erate Application to the Board for approval. A motion was offered by Mr. Kinchen, seconded by Mr. Mincey to approve the request as presented, and the vote on the motion was as follows:

YEAS: Mr. Mitchell, Mr. Tate, Dr. Hughes, Mr. Carlisle, Mr. Mincey, Mr. Cox, Mr. Watson, Mr. Kinchen, Mr. Martin
NAYS: None
ABSENT: None

The President declared that the motion carried and was duly adopted.

5. Bids received on June 22, 2010 for Custodial Supplies were ratified as follows: A motion was offered by Dr. Hughes, seconded by Mr. Carlisle to accept the low bids meeting specifications as highlighted on the recap sheet. The vote on the motion was as follows:

YEAS: Mr. Mitchell, Mr. Tate, Dr. Hughes, Mr. Carlisle, Mr. Mincey, Mr. Cox, Mr. Watson, Mr. Kinchen, Mr. Martin
NAYS: None
ABSENT: None

The President declared that the motion carried and was duly adopted.

6. A public hearing was called on adjusting and levying of millage rates of the 2010 tax rolls. Thereupon, the millage rates were explained by Terry Hughes, Business Manager, discussed fully by the Board and comments from any member of the public who wished to speak were heard.

7. Motion was offered by Mr. Kinchen, seconded by Mr. Cox to adopt the following Resolution as presented by Terry Hughes, Business Manager.

BE IT RESOLVED, that the following millage rates are hereby levied on the 2010 tax roll on all property subject to taxation by Livingston Parish School Board:

	<u>MILLAGE</u>
<u>GENERAL FUND</u>	
School Parish-Wide Constitutional Tax (GF)	3.29 mills
School Parish-Wide Additional Support Tax (GF)	7.18 mills
<u>SPECIAL FUNDS</u>	
School Parish-Wide District No. 5 (Construction)	5.00 mills
School Parish-Wide Special Maintenance (7Mill)	7.00 mills
<u>SINKING FUND (Debt Service)</u>	
District No. 1 - Denham Springs	18.29 mills
District No. 4 – Walker	11.41 mills
District No. 22 - Live Oak	25.00 mills
District No. 24 – Albany	16.62 mills
District No. 25 – Holden	0.00 mills
District No. 26 - Doyle	0.00 mills
District No. 27A – Springfield	12.89 mills
District No. 31 - Frost	53.76 mills
District No. 32A - French Settlement	30.47 mills
District No. 33 - Maurepas	16.84 mills

BE IT FURTHER RESOLVED that the proper administrative officials of the Parish of Livingston, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2010, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

Upon being submitted to a vote, the vote thereon was as follows:

YEAS: Mr. Mitchell, Mr. Tate, Dr. Hughes, Mr. Carlisle, Mr. Mincey, Mr. Cox, Mr. Watson, Mr. Kinchen, Mr. Martin
NAYS: None
ABSENT: None

The President declared that the motion carried and was duly adopted.

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8. Superintendent Bill Spear recommended the following budgetary cuts for 2010-2011:
1. Remove employee allotment for supplies/uniforms
 2. Raise secretarial allotment ratio
 3. Raise custodial allotment ratio
 4. Raise school food service meals per labor hour ratio
 5. Reduce school allotments for custodial supplies, library, and general per pupil
 6. Freeze all paraprofessional hiring (freeze currently in place)
 7. Freeze all Central Office hiring - replacement of current personnel will take Board approval
 8. Freeze all Maintenance hiring - replacement of current personnel will take Board approval
 9. Freeze all overtime for Maintenance to no more than 6 hours per employee per month. Any additional must be approved by the Assistant Superintendent.
 10. Freeze all Central Office overtime. Any additional must be approved by the Assistant Superintendent.
 11. No substitute teachers will be hired for middle schools and high schools. Current teachers at these schools will cover the classes during their planning period.

A discussion ensued among all present with emphasis on the following:

- No secretarial or custodial positions will be eliminated and the new allotment ratio will be reached through attrition.
- Due to the summer workload, the freeze on overtime for Maintenance will not go into effect until August 6, 2010. Maintenance overtime in excess of 6 hours will require the approval of the Assistant Superintendent.
- Substitute teachers will not be hired for high school and middle school teachers. The principal will take into consideration the number of teachers absent before hiring a substitute teacher and will make a decision based on circumstances.
- Reexamine the budget in six months

After the lengthy discussion, a motion was offered by Mr. Watson, seconded by Mr. Cox to approve the recommendation as presented and the vote on the motion was as follows:

YEAS: Mr. Mitchell, Dr. Hughes, Mr. Carlisle, Mr. Mincey, Mr. Cox, Mr. Watson, Mr. Kinchen, Mr. Martin
NAYS: None
ABSTAIN: Mr. Tate
ABSENT: None

The President declared that the motion carried and was duly adopted.

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9. Chairperson David Tate presented the report of the Athletic/Staff Committee Meeting held at 6:30PM, July 8, 2010 stating that the purpose of the meeting was for: (A) Introduction of the Livingston Parish Public Schools Personnel Evaluation Plan with the following action being taken:

A. The Committee voted unanimously to recommend the approval of the revisions to the 2010/2011 Personnel Evaluation Plan. A motion was offered by Mr. Tate to accept the Committee's recommendation and the vote on the motion was as follows:

YEAS: Mr. Mitchell, Mr. Tate, Dr. Hughes, Mr. Carlisle, Mr. Mincey, Mr. Cox, Mr. Watson, Mr. Kinchen, Mr. Martin
NAYS: None
ABSENT: None

The President declared that the motion carried and was duly adopted.

10. The Superintendent recommended Kristine Rountree for the position of Assistant Principal, Holden School with a performance-based contract effective July 21, 2010 - June 30, 2010. A motion was offered by Mr. Mitchell, seconded by Mr. Kinchen to accept the Superintendent's recommendation and the vote on the motion was as follows:

YEAS: Mr. Mitchell, Mr. Tate, Dr. Hughes, Mr. Carlisle, Mr. Mincey, Mr. Cox, Mr. Watson, Mr. Kinchen, Mr. Martin
NAYS: None
ABSENT: None

The President declared that the motion carried and was duly adopted.

11. A motion was offered by Mr. Kinchen, seconded by Mr. Cox to approve the Personnel Changes as submitted by the Personnel Department: (A copy of the Personnel List is hereby attached and becomes a part of these minutes.)

YEAS: Mr. Mitchell, Mr. Tate, Dr. Hughes, Mr. Carlisle, Mr. Mincey, Mr. Cox, Mr. Watson, Mr. Kinchen, Mr. Martin
NAYS: None
ABSENT: None

The President declared that the motion carried and was duly adopted.

12. Payment of invoices was approved upon motion by Mr. Carlisle, second by Dr. Hughes and the vote on the motion was as follows:

YEAS: Mr. Mitchell, Mr. Tate, Dr. Hughes, Mr. Carlisle, Mr. Mincey, Mr. Cox, Mr. Watson, Mr. Kinchen, Mr. Martin
NAYS: None
ABSENT: None

The President declared that the motion carried and was duly adopted.

13. A motion was offered by Mr. Mincey, seconded by Dr. Hughes to approve the Notice of Substantial Completion, Juban Parc Elementary - Alvin Fairburn & Associates, "Licensed Design Professional - Frank Anzalone General Contractors, Inc., Contractor. The vote on the motion was as follows:

YEAS: Mr. Mitchell, Mr. Tate, Dr. Hughes, Mr. Carlisle, Mr. Mincey, Mr. Cox, Mr. Watson, Mr. Kinchen, Mr. Martin
NAYS: None
ABSENT: None

The President declared that the motion carried and was duly adopted.

14. Bids received on July 7, 2010 for Gray's Creek Elementary Multi-Purpose Facility, Alvin Fairburn & Associates, "Licensed Design Professional" were ratified as follows: A motion was offered by Mr. Mincey, seconded by Mr. Carlisle to accept the low bid meeting specifications from JBV Consulting-Construction Management, LLC, in the amount of \$484,000.00. The vote on the motion was as follows:

YEAS: Mr. Mitchell, Mr. Tate, Dr. Hughes, Mr. Carlisle, Mr. Mincey, Mr. Cox, Mr. Watson, Mr. Kinchen, Mr. Martin
NAYS: None
ABSENT: None

The President declared that the motion carried and was duly adopted.

A motion was offered by Mr. Kinchen, seconded by Mr. Mincey to suspend the rules for discussion and action on the request by Human Resource Director Rick Wentzel for permission to advertise for the position of Maintenance Mechanic III. The vote on the motion was as follows:

YEAS: Mr. Mitchell, Mr. Tate, Dr. Hughes, Mr. Carlisle, Mr. Mincey, Mr. Cox, Mr. Watson, Mr. Kinchen, Mr. Martin
NAYS: None
ABSENT: None

The President declared that the motion carried and was duly adopted.

A motion was offered by Mr. Kinchen, seconded by Mr. Mincey to grant Human Resource Director Rick Wentzel permission to advertise for the position of Maintenance Mechanic III. The vote on the motion was as follows:

YEAS: Mr. Mitchell, Mr. Tate, Dr. Hughes, Mr. Carlisle, Mr. Mincey, Mr. Cox, Mr. Watson, Mr. Kinchen, Mr. Martin

NAYS: None
ABSENT: None

The President declared that the motion carried and was duly adopted.

Upon request by Mr. Mincey, a Plant/Site Committee meeting will be held at 6:00PM Thursday, July 22, 2010.

There being no further business before the Board, the President declared the meeting adjourn and the Board adjourned at 8:02PM until Thursday, July 22, 2010.

Bill Spear

Bill Spear, Superintendent
and Ex-Officio Secretary

Keith Martin

Keith Martin
President