

# **LAFAYETTE PARISH SCHOOL BOARD**

## **REGULAR BOARD MEETING**

Wednesday, March 20, 2002 - 5:30 P. M., Board Room

Judy H. Cox, President, Presiding

The School Board of the Parish of Lafayette, State of Louisiana, met in regular session at its meeting place, the Lafayette Parish School Board Administrative Building, Board Room, Lafayette, Louisiana, on Wednesday, March 20, 2002 at 5:30 P. M., pursuant to notice given in writing to every member.

**MEMBERS PRESENT:** Judy H. Cox, President; Michael C. Hefner, Vice-President; Kay Gibson, John Earl Guidry, Rickey Hardy, Carl LaCombe, Edward J. Sam, David G. Thibodaux, Beverly Wilson, Board Members; James H. Easton, Secretary-Treasurer/Superintendent

**MEMBERS ABSENT:** None

### **I. MEETING OPENINGS**

The meeting was called to order by Cox and opened with a prayer by Gibson. Guidry led the group in the Pledge of Allegiance.

#### **A. ADDITIONS TO THE AGENDA**

Motion (Thibodaux, Guidry) that the Special Board Meeting minutes of 3/19/02 be added to the agenda. Motion carried.

### **II. RECOGNITIONS/PRESENTATIONS**

The Board recognized Kevin Faulk, a graduate of Carencro High School, and a running back with the New England Patriots football team, who helped the Patriots win this year's NFL Super Bowl Championship.

Also recognized was Oliver Batiste, eighth grade student at Carencro Middle School, who placed first at State Student Council and will represent Carencro Middle at the Jr. Beta State Convention in May.

The Lafayette Parish School System was recognized by the Commissions on Elementary and Secondary Middle Schools for receiving accreditation from Southern Association of Colleges and Schools (SACS) for 2002.

The Carencro Middle School Dance Team, "Sensations", were unable to be in attendance and will be recognized at a future Board meeting.

### **III. CORRECTIONS AND/OR APPROVAL OF BOARD/COMMITTEE MINUTES**

#### **A. CORRECTIONS ON THE MINUTES OF:**

##### **a. Regular Board Meeting of 3/6/02**

Motion (LaCombe, Hardy) that the minutes of the Regular Board Meeting of March 6, 2002 be approved as presented. Motion carried.

##### **b. Special Board Meeting of 3/19/02**

Motion (Sam, Hardy) that the minutes of the Special Board Meeting of March 19, 2002 be approved as presented. Motion carried.

#### **B. APPROVAL OF THE COMMITTEE MINUTES OF:**

##### **a. None**

### **IV. FINANCIAL INFORMATION/REPORTS**

#### **A. APPROVAL OF RATIFICATION OF BILLS ... January, 2002**

- General Fund \$6,948,240.65
- Special Revenues 8,533.48
- Adult Education 49,794.16
- Consolidated Other Federal 7,274.80
- Special Education 204,869.04
- Bond Sinking Fund -0-
- Consolidated School District #1 -0-
- Self-Funded Construction 38,597.33
- Construction Account 1999 Bond 1,398.91
- Construction Account 2001 Bond 1,061,731.41
- IASA Title I (Federal Programs) 127,548.27
- Child Development 156,092.89
- IASA Title II/Title IV/Title VI 34,810.49
- School Food Service 316,069.28
- Capital Improvement . . . . . 191,986.86
- Employee Insurance Fund 2,174,145.13
- LPSB General & Auto Loss Fund 22,357.84
- LPSB Workmen's Compensation 186,185.35

TOTAL DISBURSEMENTS \$11,529,635.89

Motion (Hardy, LaCombe) that the Board approve the ratification of bills for January, 2002. Motion carried.

## B. OTHER REPORTS

- a. None

## V. REPORTS/INFORMATION/INTRODUCTION ITEMS

### A. INFORMATION REPORTS

- a. Curriculum Update - Parent-Child Center

Leslie Jaubert, Supervisor of the Parent-Child Center, informed the Board that the program's present mission is to provide multidisciplinary evaluations for children birth through age 5 not enrolled in school and to provide support to their families and teachers. The Parent-Child Center has been sited as a model program by the State Department of Education.

- b. Gibson read a Congressional Resolution designating the month of March as "Women's History Month".

### B. INTRODUCTION ITEMS

- a. None

### C. OTHER REPORTS

- None

## VI. APPROVAL OF ACTION ITEMS

Motion (Hardy, Sam) that Action Item U. Approval of Names for New Elementary School on Willow Street be placed after the Personnel Changes. Motion carried.

### A. APPROVAL OF PERSONNEL CHANGES

That the Board approve the following personnel changes:

### PERSONNEL CHANGES

#### RECOMMENDED APPOINTMENTS:

- REAGOR, Sarah, BS-ULL, 8 Yrs. Exp., Teacher - Kdgn. - G. T. Lindon Elem. (**Eff. 03/01/2002 - 05/31/2002**)
- MOLLENDICK, Sharon, BA-OOSC, 3 Yrs. Exp., Teacher - Hearing Impaired - S. J. Montgomery Elem. (**Eff. 02/25/2002**)
- CAPPELLO, Agnes, BS-OOSC, No Exp., Teacher - French - Northside High (**Eff. 03/01/2002-05/31/2002**)

**ADMINISTRATIVE APPOINTMENT:**

DOMINGUE, Laura, from Teacher - Chemistry - Carencro High to Asst. Prin. II - Lafayette High (Eff. 03/21/2002 - 03/20/2004)

**SUSPENSION WITHOUT PAY:**

BONHOMME, Emily, Teacher - Vocal - Carencro Hghts. (TWO DAYS ONLY - MARCH 21 & 22, 2002)

**CLERICAL DEPARTMENT**

**RESIGNATION:**

BIESSENBERGER, Rebecca, Cler. Asst. - Westside Elem. (Eff. EOD 03/15/2002)

**RECOMMENDED APPOINTMENTS:**

- STARK, HELEN, Secretary I - Plantation Elem. (Eff. 03/21/2002)
- STEINMAN, Monica, Cler. Asst. - Special Education (Eff. 03/21/2002)

**FEDERAL PROGRAMS**

**RESIGNATION:**

DUPUIS, Deneige, Head Start Tea. Asst. - J. W. Faulk Elem. (Eff. EOD 02/25/2002)

**RECOMMENDED APPOINTMENT:**

CHAISSON, Harriet, Head Start Tea. Asst - J. W. Faulk Elem. (Eff. 02/26/2002)

**TRANSFERS:**

- DUGAS, Mary, from Tea. Asst. - Prairie Elem. to Tea. Asst. - N.E.S.T. (Eff. 02/26/2002)
- MARTIN, Alveldrea, from Tea. Asst. - N.E.S.T. to HIPPY Home Instructor (Eff. 02/26/2002)

**SPECIAL EDUCATION DEPARTMENT**

**RESIGNATION:**

ARMELIN, Lee, Tea. Asst. - Lafayette High (Eff. EOD 03/01/2002)

**RECOMMENDED APPOINTMENT:**

McCANT, Victoria, Tea. Asst. - Plantation Elem. (Eff. 03/25/2002)

**RETURNING FROM LEAVE WITHOUT PAY:**

WILTZ, Sarina, Tea. Asst. - N. P. Moss Annex (Eff. 02/28/2002)

**CHILD NUTRITION DEPARTMENT**

**SERVICE RETIREMENT:**

BRUNO, Marie, Child Nutrition Tech. - N. P. Moss Middle (Eff. 03/04/2002)

**MAINTENANCE DEPARTMENT**

**TRANSFER:**

DUGAS, Peggy, from Maintenance Tech. I - Maintenance Dept. to Electrician I - Maintenance Dept. (Eff. 03/21/2002)

**CUSTODIAL SERVICES**

**RESIGNATIONS:**

- HARRIS, Melanie, Custodian - Carencro Middle (Eff. 02/28/2002)
- RIDEAUX, Brian, Custodian - Ridge Elem. (Eff. 02/04/2002)

**RECOMMENDED APPOINTMENTS:**

- DURAL, Larry, Custodian - Acadiana High (Eff. 03/21/2002)
- RICHARD, Joseph, Custodian - Carencro Middle (Eff. 03/21/2002)
- MARKS, Joseph, Custodian - Comeaux High (Eff. 03/07/2002)
- TURNER, Chris, Custodian - Comeaux High (Eff. 03/07/2002)
- JOHNSON, Elizabeth, Custodian - Ridge Elem. (Eff. 03/21/2002)

**LEAVE WITHOUT PAY:**

LINDON, Artella, Head Custodian I - Woodvale Elem. (Eff. 03/28/2002 - 05/03/2002)

Wilson requested that this item be pulled for discussion.

**U. APPROVAL OF NAMES FOR NEW ELEMENTARY SCHOOL ON WILLOW STREET**

That the Board approve the names for the new elementary school on Willow Street as recommended by the School Naming Committee. The names are: J. Wallace James Elementary, Willow Bend Elementary and Willow Street Elementary.

Gibson requested that this item be pulled for discussion.

**B. PERMISSION TO APPROVE THE PROPOSED STAFFING FOR 2002-2003**

That the Board approve the proposed staffing for 2002-2003.

Wilson requested that this item be pulled for discussion.

**C. PERMISSION TO APPROVE THE JOB EVALUATION/RECLASSIFICATION COMMITTEE RECOMMENDATIONS**

That the Board approve the Job Evaluation/Reclassification Committee Recommendations

Wilson requested that this item be pulled for discussion.

**D. APPROVAL OF SALARY ADJUSTMENT FOR ELEMENTARY SCHOOL PRINCIPAL JARVIS HEBERT**

That the Board approve the salary adjustment for elementary school Principal II, Jarvis Hebert at Live Oak Elementary, by increasing his salary in the amount of \$670.00 to meet the Southern Association Standards.

Wilson requested that this item be pulled for discussion.

**E. PERMISSION TO ADVERTISE AND FILL THE POSITION OF CLERICAL ASSISTANT AT WESTSIDE ELEMENTARY SCHOOL**

That the Board grant permission to advertise and fill the position of Clerical Assistant at Westside Elementary School.

**F. PERMISSION TO ADVERTISE AND FILL THE POSITION OF MAINTENANCE TECHNICIAN I (TELECOMMUNICATIONS) IN THE MAINTENANCE DEPARTMENT**

That the Board grant permission to advertise and fill the position of Maintenance Technician I (Telecommunications) in the Maintenance Department.

**G. RESOLUTION FOR SITE CONTRACT PROVIDERS**

That the Board approve the Resolution for Site Contract Providers as required by the Louisiana Department of Social Services in order to conduct contract services with outside agencies.

**H. APPROVAL OF CAREER AND TECHNICAL EDUCATION TEXTBOOKS RECOMMENDED FOR ADOPTION**

That the Board approve the Career and Technical Education Textbooks recommended for adoption to be used in high school agriscience, business, family and consumer sciences, marketing, health occupations and industrial technology.

Wilson requested that this item be pulled for discussion.

**I. APPROVAL OF REVISIONS TO POLICY FILE: JDB-R GUIDELINES FOR ADMINISTERING DISCIPLINE**

That the Board approve the revisions to Policy File: JDB-R Guidelines for Administering Discipline.

Wilson requested that this item be pulled for discussion.

**J. APPROVAL OF REVISIONS TO LAFAYETTE PARISH SCHOOL SYSTEM STUDENT/PARENT HANDBOOK**

That the Board approve the revisions to the Lafayette Parish School System Student/Parent Handbook for 2002-2003.

Wilson requested that this item be pulled for discussion.

**K. APPROVAL OF 2002-2003 ADMINISTRATIVE HANDBOOK**

That the Board approve the 2002-2003 Administrative Handbook.

Wilson requested that this item be pulled for discussion.

**L. APPROVAL OF RESOLUTION 03-02-1375 - BICYCLE SAFETY**

That the Board adopt Resolution 03-02-1375 - Bicycle Safety.

**RESOLUTION 03-02-1375**

**WHEREAS**, bicycle safety will be taught to sixth and seventh grade pupils in all Lafayette Parish public school; and,

**WHEREAS**, the bicycle safety course will be taught by certified League of American Bicyclists Effective Cycling Instructors (ECI); and,

**WHEREAS**, the DOTD and the Sponsor (LPSS) previously entered into an Agreement dated August 3, 2000 for the project, and now wishes to amend the Agreement to provide for certain scope changes; and,

**WHEREAS**, the DOTD is agreeable to the changes in the implementation of this Project and desires to cooperate with the Sponsor as hereinafter provided; and,

**WHEREAS**, in consideration of the premises and mutual dependent covenants herein contained, the parties here to agree to amend the agreement dated August 3, 2000, the bicycle safety course will be funded for a five-year period.

## **C E R T I F I C A T E**

I, the undersigned Secretary-Treasurer of the Lafayette Parish School Board, do hereby certify that the above and foregoing is a true copy of a resolution adopted at its Regular Board Meeting of March 20, 2002 at which time a quorum was present and that same is in full force and effect.

Dated at Lafayette, Louisiana, this 20<sup>th</sup> day of March, 2002.

/s/James H. Easton, Ed.D., Secretary-Treasurer

LAFAYETTE PARISH SCHOOL BOARD

### **M. APPROVAL OF RESOLUTION 03-02-1376 - NATIONAL LIBRARY WEEK**

That the Board adopt Resolution 03-02-1376 - National Library Week.

### **RESOLUTION - 03-02-1376**

**WHEREAS**, our nation's libraries and librarians play a vital role in connecting millions of people with the resources they need to live, learn, work and thrive in the 21st Century; and,

**WHEREAS**, Americans use libraries to find jobs, to learn to read, to be literate online, to find vital health facts, to research their environment and diets - and to find food for our souls; and,

**WHEREAS**, free people need free libraries. America's libraries are the cornerstones of our democracy, and librarians are the guardians of free access to information and resources. Libraries are for everyone, everywhere; and,

**WHEREAS**, every library - whether public, school, academic or special - has something unique to offer that ties its community to the very concept of a free people in a free land; and,

**WHEREAS**, a library is just as important a part of a community's infrastructure as any road, bridge, public building or utility; and,

**WHEREAS**, libraries are places of opportunity. Libraries are the heart of the American dream. They are a place for education and self-help; and,

**WHEREAS**, libraries bring you the world. Libraries are unique - in person, online, modern and dynamic. Nowhere else can you have access to nearly anything on the Web or in print as well as personal service and assistance in finding it; and,



**WHEREAS**, in times of economic instability, Americans turn to - and depend on - their libraries and librarians; and,

**WHEREAS**, awareness and support must be increased for libraries by increasing the visibility of libraries in a positive context and by communicating clearly and strongly why libraries are both unique and valuable; and,

**WHEREAS**, millions of people pass through the library each year, but without adequate support, library resources may not be there when we need them. We must ensure our libraries have a future with sustained funding and support; and,

**WHEREAS**, libraries and library supporters across America and beyond are celebrating National Library Week with The Campaign for America's Libraries, "at your library"; now,

**THEREFORE, BE IT RESOLVED**, that the Lafayette Parish School Board does hereby proclaim April 14 -20, 2002 as

### **NATIONAL LIBRARY WEEK**

and encourage all residents to use their library for the purpose of improving their lives. Rediscover America at your library.

### **C E R T I F I C A T E**

I, the undersigned Secretary-Treasurer of the Lafayette Parish School Board, do hereby certify that the above and foregoing is a true copy of a resolution adopted at its Regular Board Meeting of March 20, 2002 at which time a quorum was present and that same is in full force and effect.

Dated at Lafayette, Louisiana this 20<sup>th</sup> day of March 2002.

/s/James H. Easton, Ed.D, Secretary-Treasurer

### **LAFAYETTE PARISH SCHOOL BOARD**

#### **N. APPROVAL OF DEBT SERVICE FUND BUDGET REVISION #1 FOR FISCAL YEAR 2001-2002**

That the Board approve the Debt Service Fund Budget Revision #1 for fiscal year 2001-2002.

#### **O. APPROVAL OF SALES TAX FUND BUDGET REVISION #2 FOR FISCAL YEAR 2001-2002**

That the Board approve the Sales Tax Fund Budget Revision #2 for fiscal year 2001-2002.

P. APPROVAL OF GENERAL FUND BUDGET REVISION #3 FOR FISCAL YEAR 2001-2002

That the Board approve the General Fund Budget Revision #3 for Fiscal Year 2001-2002.

Q. APPROVAL FOR PURCHASE OF PHYSICAL EDUCATION SUPPLIES AND EQUIPMENT FOR GRADES K-5

Bids were received from

- Bell's Sporting Goods
- Collegiate Pacific
- Fisher Athletic
- Greg Larson Sports
- Riddell/All American
- US Games

That the Board accept the bid of US Games for the purchase of physical education supplies and equipment for grades K-5.

R. APPROVAL FOR PURCHASE OF KITCHEN SUPPLIES AND EQUIPMENT FOR NEW ELEMENTARY SCHOOL ON WILLOW STREET

Bids were received from

- Calico Industries, Inc.
- Economical Janitorial Supplies
- Janitor's Warehouse
- XPEDX

That the Board accept the bid of Calico Industries, Inc. for the purchase of kitchen supplies and equipment for the new elementary school on Willow Street.

S. PERMISSION TO ADVERTISE AND AWARD BIDS FOR MILK AND MILK PRODUCTS, BREAD, PRODUCE, DRY, STAPLE AND FROZEN FOOD ITEMS, PORTIONED FRUIT JUICES, PAPER, PLASTIC, JANITORIAL & MISCELLANEOUS KITCHEN EQUIPMENT & SUPPLIES

That the Board grant permission to advertise and award bids for milk and milk products, bread, produce, dry, staple and frozen food items, portioned fruit juices, paper, plastic, janitorial and miscellaneous kitchen equipment and supplies.

T. APPROVAL OF CHILD NUTRITION SERVICES BUDGET REVISION #1 FOR FISCAL YEAR 2001-2002

That the Board approve Child Nutrition Services Budget Revision #1 for Fiscal Year 2001-2002.

- APPROVAL OF U.S. DEPARTMENT OF EDUCATION GRANT APPLICATION UNDER THE SMALLER LEARNING COMMUNITIES PROGRAM

That the Board allow the Superintendent to enter into an agreement with EduShift, Inc. to contract for services, and to submit application and acquire funds for the Smaller Learning Communities Program federal grant.

Motion (Gibson, LaCombe) that Action Items E, F, G, L, M, N, O, P, Q, R, S, T and V be approved, and that Action Items A, B, C, D, H, I, J, K and U be pulled for discussion. Motion carried.

#### A. APPROVAL OF PERSONNEL CHANGES

Motion (Wilson, Hefner) that the Board approve the Personnel Changes. Motion carried.

#### U. APPROVAL OF NAMES FOR NEW ELEMENTARY SCHOOL ON WILLOW STREET

That the Board approve the names for the new elementary school on Willow Street as recommended by the School Naming Committee. The names are: J. Wallace James Elementary, Willow Bend Elementary and Willow Street Elementary.

Motion (Hardy, Sam) that the Board name the new elementary school on Willow Street, J. Wallace James Elementary School.

A substitute motion was made by Hefner and seconded by Wilson that the Board name the new elementary school on Willow Street, Willow Bend Academy.

The question was called for.

The Chair called for a roll call vote on the substitute motion. Voting for were Cox, Hefner and Wilson. Voting against were Guidry, LaCombe, Hardy, Sam, Thibodaux and Gibson. Motion failed.

The Chair called for a roll call vote on the original motion. Voting for were Guidry, LaCombe, Hardy, Sam, Hefner, Wilson, Thibodaux, Gibson and Cox. Motion carried.

#### B. PERMISSION TO APPROVE THE PROPOSED STAFFING FOR 2002-2003

Motion (Guidry, Hefner) that the Board approve the proposed staffing for 2002-2003 as follows: **Grades K-3** - In low performance schools, grades K-3, eighteen(18) pupils to one teacher; schools that received students from J.W. James and St. Antoine Elementary in grade one (1) shall be eighteen (18) pupils to one teacher; grades K, 2 and 3 shall be twenty-two (22) pupils to one teacher; other Non-Low Performance Schools in grades K-3 shall be twenty-two (22) pupils to one teacher; **Grade 4** - systemwide classroom pupil-teacher ratio shall be twenty-two (22) pupils to one teacher; **Grade 5** - systemwide classroom pupil-teacher ratio shall be twenty-six (26) pupils to one teacher; **Grades 6-7** - systemwide classroom pupil-teacher ratio shall be twenty-nine (29) pupils to one teacher. Because of the various testing programs, in the areas of Math and Language Arts the class size shall not exceed twenty-five (25) pupils to one teacher; **Grade 8** - systemwide classroom pupil-teacher ratio shall be twenty-five (25) pupils to one teacher; **Grades 9-12** - systemwide classroom pupil-teacher ratio shall be twenty-nine ( 29) pupils to one teacher. Because of the various testing programs in the areas of Math and English, the class size shall not exceed twenty-five (25) pupils to one teacher; **Librarians** - one librarian to provide library service to W.D. Smith Career Center and N. P. Moss Annex, each on a half-time basis; a second librarian to serve L.A.P.S. from 11:00 a.m. until 2:30 p.m. and the Charter High School from 2:30 p.m. until 6:00 p.m. on a daily basis.

The question was called for.

The Chair called for a voice vote on the motion. Motion carried.

Motion (Sam, Gibson) that the staff conduct a survey of those schools that have an at-risk population between 40-60% with the exception of those four (4) schools currently being addressed in the staffing formula, and that staff report back to the Board the number of teachers and the fiscal impact to lower pupil-teacher ratios to an appropriate level. Motion carried.

#### C. PERMISSION TO APPROVE THE JOB EVALUATION/RECLASSIFICATION COMMITTEE RECOMMENDATIONS

Motion (Wilson, Gibson) that the Board approve the Job Evaluation/Reclassification Committee Recommendations as follows: Betty Stevens from Clerical Assistant Pay Grade 1 to Secretary I Pay Grade 3 on the Support Salary Schedule; Mastern St. Julien from Warehouse Worker I Pay Grade 3 to Warehouse Worker III Pay Grade 4 on the Crafts and Trade Salary Schedule; Carol Gaines from Accountant I Pay Grade 5 to Accountant II Pay Grade 6 on the Support Salary Schedule; Stephanie Richard from Accountant III Pay Grade 4 to Accountant III Pay Grade 5 on the Administrative Salary Schedule; Daphne Villemarette from Title I Coordinator Pay Grade 2 to Title I Coordinator Pay Grade 3 on the Administrative Salary Schedule; and Patsy Williams from Program Supervisor I Pay Grade 3 to Program Supervisor I Pay Grade 4 on the Administrative Salary Schedule. Motion carried.

**D. APPROVAL OF SALARY ADJUSTMENT FOR ELEMENTARY SCHOOL PRINCIPAL JARVIS HEBERT**

Motion (Wilson, Guidry) that the Board approve the salary adjustment for elementary school Principal II, Jarvis Hebert at Live Oak Elementary, by increasing his salary in the amount of \$670.00 to meet the Southern Association Standards. Motion carried.

**H. APPROVAL OF CAREER AND TECHNICAL EDUCATION TEXTBOOKS RECOMMENDED FOR ADOPTION**

Motion (Wilson, LaCombe) that the Board approve the Career and Technical Education Textbooks recommended for adoption to be used in high school agriscience, business, family and consumer sciences, marketing, health occupations and industrial technology. Motion carried.

**I. APPROVAL OF REVISIONS TO POLICY FILE: JDB-R GUIDELINES FOR ADMINISTERING DISCIPLINE**

Motion (Wilson, Gibson) that the Board defer this item until the April 3, 2002 Regular Board Meeting. Motion carried.

**J. APPROVAL OF REVISIONS TO LAFAYETTE PARISH SCHOOL SYSTEM STUDENT/PARENT HANDBOOK**

Motion (Wilson, Gibson) that the Board defer this item until the April 3, 2002 Regular Board Meeting. Motion carried.

**K. APPROVAL OF 2002-2003 ADMINISTRATIVE HANDBOOK**

Motion (Wilson, Gibson) that the Board defer this item until the April 3, 2002 Regular Board Meeting. Motion carried.

**VII. REPORTS**

**A. PUBLIC COMMENTS**

Comments were made by the public. No action was taken.

**B. BOARD PRESIDENT/MEMBERS**

Comments were made by the Board. No action was taken.

**C. SUPERINTENDENT**

Comments were made by the Superintendent. No action was taken.

**VIII. EXECUTIVE SESSION**

**IX. ADJOURN**

There being no further business, it was moved by Gibson, seconded by Hefner and carried that the meeting adjourn.

SIGNED:

/s/Judy H. Cox, President /s/James H. Easton, Ed.D., Secretary-Treasurer

LAFAYETTE PARISH SCHOOL BOARD

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