



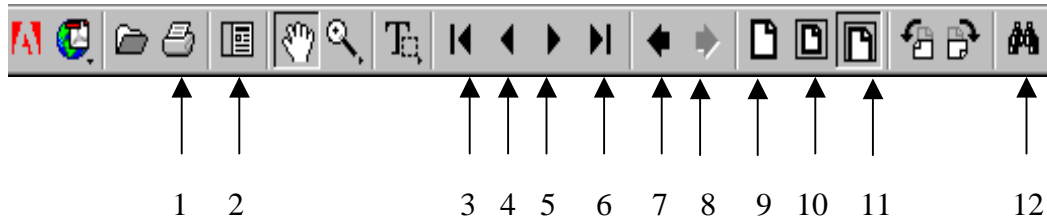
CADDO PARISH SCHOOL BOARD MEETING MINUTES

VOLUME XXXV

October 2, 1996 - January 7, 1998


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October 2, 1996

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session Wednesday, October 2, 1996, at 3:30 p.m. in its office at 1961 Midway Street, Shreveport, Louisiana, with President Mildred B. Pugh presiding and Miles Hitchcock, Sc.D., and Johnny Vance, Jr. present. Other board members present were Ron Adams, Judy D. Boykin, Jerry Tim Brooks, Willie D. Burton, Mark Milam, Alvin Mims, Michael E. Powell III, Michael J. Thibodeaux and Sybil B. Walker. Also present were Secretary James E. Foster, Legal Counsel Fred Sutherland, staff and other visitors. The invocation and Pledge of Allegiance were given/led by Dr. Hitchcock.

Agenda Items. The superintendent presented the proposed agenda for the October 16, 1996 Caddo Parish School Board meeting. "*Executive Session- Litigation: Settlement of Liability Claim*" was added to the agenda. The following items were categorized as consent agenda: 9-A, B, and C; 1012; 14-17 and 21-A.

Mr. Vance moved, seconded by Dr. Hitchcock, approval of the proposed consent agenda. Vote on the motion carried unanimously.

CPSB WORK SESSION

The president polled board members and the audience for input on agenda items.

Special Education. Mr. Powell noted that agenda items 12, 13, and 14 deal with special education. He asked if staff will be making a recommendation relative to these items, and the superintendent answered in the affirmative. He further inquired about the proposed positions to be staffed, and about the proposed revisions for the policy and procedures manual. Mr. Adams asked if one of the positions will be an assignment to Walnut Hill Elementary/Middle School. He asked staff to consider the special education needs of this school. Mrs. Boykin asked about staff's progress in compiling a comparative study of Caddo's special education staffing with the state's minimum.

Health Insurance. Mr. Powell asked for clarification of the intent of the motion to be introduced by Mrs. Walker relative to health insurance. Mrs. Walker said a motion will be included in the mailout packet. Mr. Powell asked legal counsel to be prepared on the propriety of the motion, in light of the motion to postpone which passed at the last school board meeting

Report - Air Conditioner Shut Downs/Effect on Computers and Library Books Burton). Mr. Powell asked if this is only a report. The superintendent said a board member requested the report and a procedure is in place whereby staff deals with shutting down air conditioners in libraries and classrooms. Mr. Burton said he doesn't foresee a motion being made, but it's not definite. He further stated that he is expecting to receive a written report.

Interim Acceptable Use Policy for Internet Access and Network Use Policy. Mr. Powell asked for an explanation of this item. Wanda Gunn, director of curriculum, said schools are going on internet, and staff is developing the policy so that there will be some control systemwide. She said the interim policy will address where the school system is at this point.

Settlement of Liability Claim. Mr. Brooks asked staff to comment on this item. The president said complete information will be included in the mailout. Dwight Collier, director of auditing and risk management, informed board members that if detailed information on this item is desired, then an executive session will need to be added to the agenda.

INSTRUCTIONAL PRESENTATION - TECHNOLOGY PROGRESS REPORT

The superintendent recognized Mrs. Gunn who expressed appreciation to the board for its support, and she introduced three students who apprised the board of their accomplishments in the classroom as a result of using computers. The students were: Nikki Harrison, junior at Caddo Magnet High School, Gracie Leach, eighth grader at Ridgewood Middle School; and, Kim Jones, second grader at A. C. Steere Elementary. Staff presenters were: Sonja Webb (instructional technology specialist), Clay Slagle (program researcher/evaluator/Title I), and Joe Brown (director of data processing).

They gave a detailed progress report of the completed projects, current projects, and future needs in the area of technology. A written report outlining specific projects, funding sources, classroom impact, implementation year and cost was distributed to board members and staff. The report also outlined schools' initiatives and the goals and objectives for the department. Following the presentation, staff responded to questions from board members regarding program expansion (upgrading technology in schools' administrative offices, libraries), the pilot program at Caddo Magnet High, staff's position about investing revenues in upgrading equipment in school offices, the benefits administrative networking has on instructional programs, sources of funding and funding priorities, security safeguards, type of equipment being purchased, etc. Mr. Powell asked staff to provide him with the dollar amount assigned for software purchases.

Recess. The president called for a ten minute recess at approximately 4:56 p.m. The board reconvened at approximately 5:14 p.m.

SPECIAL PRESENTATION - BOND COUNSEL PRESENTATION (Foley and Judell)

The superintendent introduced Bill Beck and David Wolf, bond attorneys from the firm of Foley and Judell in New Orleans, Louisiana. Mr. Beck gave a profile of the firm which exclusively does legal work for bond issues. The practice is limited to handling public finance activities (taxes, sales taxes, bonds). Mr. Wolf informed board members and staff of financing options available to the school board should a need be determined. Board members and staff were provided with an updated summary of millage rates. Mr. Wolf highlighted facts relative to recent trends in assessed valuation of the school district, millage requirements for general obligation bonds, millage rates for limited tax bonds, sales tax rates and sales tax bonds. Information on election dates and deadlines was also provided. Board members were encouraged to contact the bond counsels for further information. A copy of the report is filed in the official papers of the board. Board members asked questions about sales tax exemptions, bond counsels' charge for rendering service to the school system, and usage of funds generated from passage of a bond issue. Mr. Powell asked the superintendent and/or bond counsels to provide him with a parish-by-parish comparison of current millages and sales tax breakdowns. Mr. Wolf indicated that he would provide board members with the information. The superintendent expressed appreciation to the counsels for the presentation.

October, 1996 CPSB Meeting. The Executive Committee, along with the consent of remaining school board members, agreed to start the October 16, 1996 CPSB meeting at 4:30 p.m. instead of 3:30 p.m. Changing the time of the meeting will allow other employees and/or visitors ample time to travel to the school board building for the meeting. Board members referenced the school board policy which allows for quarterly school board meetings to start at a later hour. Mr. Vance asked the board to revisit this policy. Mr. Vance said that in 1997, he wants the school board to examine the total school system unit and ensure that everyone is involved. The superintendent informed board members that last week he received input from 74 schools regarding their concerns about capital needs.

Forum. Mrs. Walker announced that there is a free public forum at the Shreve Memorial Public Library on Friday, October 4, 1996. The forum will address issues of censorship and intellectual freedom. Fliers were distributed to school board members.

Bus Tour. The superintendent announced that *The Times* bus tour to visit Caddo public schools is scheduled for Tuesday, October 15, 1996. The bus will depart central office at 7:30 a.m. He distributed a copy of the itinerary. The president stated that the tour is designed to meet the request of *The Times*.

Adjournment. There being no further business, Mr. Vance moved for adjournment. Dr. Hitchcock seconded the motion which carried unanimously, and the meeting adjourned at approximately 5:55 p.m.

October 16, 1996

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. Wednesday, October 16, 1996, with President Mildred B. Pugh presiding and the following board members present being a quorum: Ron Adams, Judy D. Boykin, Jerry Tim Brooks, Willie D. Burton, Miles Hitchcock, Sc.D., Mark Milam, Alvin Mims, Michael E. Powell III, Michael J. Thibodeaux and Sybil B. Walker. Johnny Vance, Jr. arrived at approximately 4:41 p.m. Also present were James E. Foster, secretary, and Fred Sutherland, legal counsel. The invocation and Pledge of Allegiance were given/led by Mr. Milam.

CONSIDERATION OF MINUTES OF THE SEPTEMBER 18, 19, AND 20 1996 CPSB MEETINGS

Mr. Burton moved, seconded by Mr. Powell, approval of the minutes of the September 18, 19, and 20, 1996 CPSB meetings. Vote on the motion carried unanimously. (Note: Mr. Vance had not made his arrival to the meeting at this time.)

CONSENT AGENDA

The board reviewed the agenda and Mr. Burton asked the board to postpone item 19 (*Report - Air Conditioner Shut Downs/Effect on Computers and Library Books*) until the November 6 school board work session. The board categorized the following items as consent agenda.

Agenda Item No. 9

Approval of Bids/Proposals Taken. Staff recommended approval of the circled low bids for school buses for transportation department; graphics calculators for several schools; and, Caddo Career Center Technical Library, Project 223A. A copy of the tabulation bid sheets is filed in the official papers of the board marked "*Exhibit A, eight pages, October 16, 1996.*"

Ratification of Bid Award. Staff recommended that the lowest qualified bidder be approved for wiring for technology at various schools. Staff further recommended that the bid for emergency repair of the gym floor at Captain Shreve High School in the amount of \$10,537 be approved, to be funded by Capital Projects Contingency Fund.

Approval of Change Orders. Staff recommended that Walnut Hill Elementary/Middle School relocatable restroom building, Project 215, Change Order No. 1 be approved in the amount of \$4,432 for additional work related to plumbing, foundation, fencing and setup.

Agenda Item No. 10

Request for School Bus Transportation by Independence Bowl. Staff recommended that the request for school bus transportation by the Independence Bowl for the period December 28-31, 1996 be approved subject to all terms and conditions being established to the satisfaction of the superintendent.

Agenda Item No. 11

Request for School Bus Transportation by Southern University-Shreveport. Staff recommended that the request from Southern University- Shreveport to rent three school buses for use in the Educational Talent Search Program (after school tutorial program) during the period of January 21 - April 3, 1997 be approved.

Agenda Item No. 12

Additional Special Education Positions. Staff recommended approval for additional special education positions as outlined in the mahout. The request is for five additional special education teaching positions and two additional special education aide positions, effective immediately.

Agenda Item No. 15

Proclamation - American Education Week. Staff recommended that the CPSB adopt the proclamation declaring November 17-23, 1996 as American Education Week.

PROCLAMATION

WHEREAS, throughout American history, schools have helped democratize our nation, strengthen our communities, and widen opportunities for all people; and

WHEREAS, by integrating different groups through commonly shared values, schools prepare this nation's diverse population to live harmoniously in a democratic society; and

WHEREAS, education employees strive continually to serve our children and our communities with dedication, professionalism, and compassion; and

WHEREAS, for generations, our schools have answered the call to cultivate the future leaders of our families, our communities, and our nation; and

WHEREAS, there is no greater legacy than the sound education of our children

NOW, THEREFORE,

I Mildred B. Pugh serving as President

of the CADDO PARISH SCHOOL BOARD (and duly authorized)

do hereby proclaim November 17-23, 1996 as the 75th annual observance of

AMERICAN EDUCATION WEEK

*The Future
Begins in
Today's
Schools*

Signed this 16th day of October, 1996.

Agenda Item No. 16

Interim Acceptable Use Policy for Internet Access and Network Use Policy. Staff recommended that the Interim Acceptable Use Policy for Internet Access and Network Use Policy be approved as presented and included in the mahout.

Agenda Item No. 17

Settlement of Liability Claim. Staff recommended approval to settle the liability claim of Billie Jo Freeland vs CPSB by remitting the school board's insurance deductible of \$100,000.

Agenda Item No. 22-A

Requests for Leaves. The superintendent recommended approval of the following requests for leaves.

Sabbatical Leave for Study, Spring Semester 1996-97 School Year

Lee Ann Underdown, Teacher, Youree Drive Middle
School Angela Robinson, Teacher, Newton Smith
Elementary

Leave Without Pay (Personal), September 1, 1996 to August 31, 1997

Tommy Vestal, Coordinator, Drug Education

Leave Without Pay (Personal), September 30, 1996 - June 4, 1997

Susan Poole, Teacher, EBW Stoner Hill Laboratory School

Requests of the Board. Jane Shea, teacher at Caddo Middle Magnet, requested to be away from her teaching duties October 21 - October 25, 1996 to accompany her husband on a business trip.

Mireille Vase, Codifil teacher at Summer Grove Elementary, requested to be away from her teaching duties October 14 - October 21, 1996 to participate in an eight day training seminar to become a certified Yoga teacher.

Staff **did not** recommend approval of the following requests for leaves:

Leave Without Pay (Personal) [Period requested for leave was not given]

Kechia Dinkins, Technician 1, North Highlands Elementary

Leave Without Pay (Personal), November 4, 1996 - September 1, 1997

Sharon Bazzell, Bus Driver, Transportation Department

Mr. Mims moved, seconded by Mr. Burton, approval of the consent agenda. Vote on the motion carried unanimously.

SPECIAL RECOGNITIONS

On behalf of the board and staff, Essie Holt, administrative assistant to the superintendent, recognized and presented the following special recognitions.

National Merit Scholarship Semifinalists (1995 PSAT Performance Awards) Representing **C. E. Byrd High School** were: Ashley Collinsworth, Julie Mook, Scott Sugar and Anna Teekel. Representing **Caddo Magnet High School** were: Anna Arceneaux, Christopher Beaulieu, Melissa Brannan, Chandra Donepudi, Krishna Donepudi, Kirk Evans, Joel Fankhauser, Rebecca Fulton, Eric Gardner, Taylor Handley, Amy Hinze, Kevin Loechner, Farrell Malone, Bridget McVie, Nicole O'Brien, Scott Richards, Hillary Ross, Bret Shobe and Marya Williams. Ms. R. Lynne Fitzgerald is principal at C. E. Byrd and Mrs. Ascension Smith is principal at Caddo Magnet.

National Merit Commended Students. Representing **C. E. Byrd High School** were: Ryan Alexander and Marjorie (Meg) Frazier. Representing **Caddo Magnet High School** were: Kasey Feldman, Jonathan Hanson, Adam Janca, Katie King, Julie Payne, Ken Peek, Ginger Phillips, and Katherine Williamson. Representing **Captain Shreve High School** is Kevin Bruce and Josh Gill. Dr. Sandra McCalla is principal at Captain Shreve.

National Achievement Semifinalists. Representing **C. E. Byrd High School** is Tai Hardaman. Representing **Caddo Magnet High School** is Tinashe Buranda. Representing **Captain Shreve High School** is Tashayla Collins.

National Achievement Commended Students. Representing C. E. Byrd High School were: Ahmed Dawson, Jason Mashell, and Donecia Tea. Representing Caddo Magnet High School were: Rikkisha L. Candler and Erika D. Godfrey.

National Hispanic Scholar Semifinalist. Joseph J. Neugart represented C. E. Byrd High School.

Dartmouth Debate Institute, First Place Winners. Andy Ryan and Kamal Ghali were the honorees and they represented Caddo Magnet High School. Don Bellanger is the debate coach at Caddo Magnet.

University of Michigan Institute, First Place Winners. Jarrod Atchison and Farrell Malone received this distinction and represented Caddo Magnet High School.

Planning for Life State Award. Sandy Neeson, guidance and counseling specialist for Caddo Public Schools, is the recipient of this honor.

Promotion of JROTC Cadet Corps Commander. Cadet Colonel Michael Thomas of Captain Shreve High School received this outstanding designation as presented by Sgt. Major Bobby Potter. Cadet Colonel Thomas was pinned by his parents, Rev. Roy and Mrs. Lois Thomas. The superintendent presented Cadet Colonel Thomas with a gold pen and pencil set, and the president presented him with a framed certificate in recognition of this honor. Lt. Colonel Richard Miller is JROTC specialist for Caddo Public Schools, and Major Bo Wrangler is the senior army instructor at Captain Shreve.

State School Superintendent of the Year. The president recognized Caddo's superintendent, James E. Foster, Ed.D., for being named Louisiana's Educational Superintendent of the Year. She presented Dr. Foster with a framed certificate for this outstanding achievement.

Administrative Interns. The superintendent recognized and introduced the 1996-97 administrative interns, and they are: Elementary Level - Charlotte Bailey (Walnut Hill), Kathleen Barberousse (University), Julie Bergeron (Shreve Island), Karen Eason (Shreve Island) and Margaret Holt (Riverside). Middle School Level - Lauren Escude (Youree Drive), Michelle Fielder (Walnut Hill), Joannette Underhill (Donnie Bickham), Cynthia Morton (Keithville), Shelia Stephens (Linwood), Patti Trudell (Broadmoor) and Debra Hill (J S Clark). High School Level- Marby Barker (Northwood), Kenneth Coutee (Booker T Washington), Kathryn Gallant (Southwood), Deloris Lynch (Fair Park), Dr. Michael McCoy (Captain Shreve), Kay Robinson (Captain Shreve), Caren Shoemaker (Caddo Career Center) and Margaret Thompson (Fair Park).

VISITORS

Billy Wayne, executive vice president of the LA Federation of Teachers, asked the board to rescind its action relative to the health insurance benefits plan, and implement the plans as presented by the three proposed insurance carriers.

John Gianforte of *Health Access* gave background data on the program which provides mental health care and support services for children, adolescents, adults, and the elderly. He distributed copies of related information to board members and invited them to participate in a fund-raising Punkin' Chunkin' Festival on November 2, 1996 at Hamel's Park at 10:00 a.m.

Maryjo Palumbo, president of Caddo Association of Educators, addressed issues relative to *American Education Week* activities, the quick implementation of the group health insurance plan, and energy management program in schools.

Shirley Enani and Dottie Bell, teachers, encouraged board members to support and participate in *American Education Week* activities.

Joan Pass, teacher, urged the board to vote to rescind its action relative to group health insurance and to implement the new plans.

Mary Ann Barr, teacher, informed board members that she is looking forward to the implementation of the new insurance proposals. She urged the board to put the plans into action.

Gertrude Lynes, employee, spoke in support of the new insurance plans. She was particularly pleased with the wellness health care program.

Brenda Russell, school clerk, spoke on behalf of support personnel and urged board members to rescind their action relative to insurance plans and to implement the new programs.

Ronnie Mercer encouraged the board to decide on and select a plan that best suits all participants, employ one administrator to manage the program, and develop a cost structure.

Richard Miltenberger, *Community Health Insurance* representative, apprised the board of *Community's* plan to begin a health campaign and bring health screening to schools within the parish, if the plan is accepted and implemented by January 1.

Adele Matherne, *Southeast Medical Alliance* representative, informed board members that *Southeast* has a real commitment to the CPSB, employees and Shreveport community. She asked the board to make a decision relative to insurance coverage for participants as soon as possible.

PERSONNEL RECOMMENDATIONS

The superintendent recommended that Reginald Dodd be appointed principal for the remainder of the 1996-97 school year at EBW Stoner Hill Elementary School. Mr. Dodd meets the criteria in accordance with the board-approved policy and will receive the appropriate salary as reflected by the CPSB salary schedule applicable to the position to which he is appointed. Mr. Mims moved, seconded by Mr. Burton and Mr. Brooks, approval of the superintendent's recommendation. Mr. Powell expressed concern about how this matter was conducted and said he could not endorse the process that occurred over the last few days. Mr. Powell further stated that he could not support the recommendation, however, this is no reflection on Mr. Dodd. Speaking in support of the superintendent's recommendation, Mr. Vance clarified that the process used in filling this position is not new, and he urged school board members to focus on the business of educating children. Vote on the motion carried with board members Powell and Boykin opposed; Mr. Thibodeaux abstained; and, board members Walker, Vance, Burton, Mims, Dr. Hitchcock, Pugh, Brooks, Milam and Adams supported the motion.

The superintendent recommended that Pearlean Williams be appointed assistant principal of instruction at Bethune Middle School. The terms of contract are October 17, 1996 through June 15, 1999. Ms. Williams meets the criteria in accordance with the board-approved policy and will receive the appropriate salary as reflected by the CPSB salary schedule applicable to the position to which she is appointed. Mr. Vance moved, seconded by Mr. Burton, approval of the superintendent's recommendation. Vote on the motion carried unanimously.

SPECIAL EDUCATION POLICIES AND PROCEDURES MANUAL REVISIONS

The superintendent said revisions are made periodically to update the Special Education Policies and Procedures Manual. Revision one increases the period of time from three to twelve months for which parental consent to either obtain or release confidential student information remains valid. Revision two requires schools to send school building level screening committee information to the deputy superintendent rather than the assistant superintendent for curriculum and instruction since the latter position no longer exists. Mr. Vance moved, seconded by Mr. Burton, approval of the two revisions to the Special Education Policies and Procedures Manual, as requested and outlined by staff. Vote on the motion carried unanimously.

SPECIAL EDUCATION CONTRACTS

The superintendent informed board members that a change has been made in the requests on special education contracts. The contracts were for mental health and physical therapy services and staff has

some questions regarding the first portion of the contract which refers to the mental health contract with the Family Life Development Center. Staff requested to withdraw this portion of the recommendation. Staff also requested approval of the second portion of the recommendation which deals with physical therapy services. Mr. Vance moved, seconded by Mr. Adams, approval of the contract that addresses physical therapy services as included in the mailout and recommended by staff. Vote on the motion carried with Mrs. Boykin absent for the vote. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Mims, Dr. Hitchcock, Pugh, Brooks, Powell, Milam and Adams.

PROPOSAL TO ALLOW PARENT GROUPS TO CONTRIBUTE TO ADDITIONAL STAFFING FOR ACTIVITIES (Dr. Hitchcock)

Dr. Hitchcock asked the superintendent to apprise the board of the status of this item. The superintendent reported that staff is inching closer to something that can be presented to the board. Staff has a product that they feel comfortable with and is waiting for scrutiny of the document at the state level, and hopes to have a response within two or three weeks. With board approval, the item will be placed on the agenda for the November, 1996 meeting.

Recess. The president called for a ten minute recess at approximately 5:46 p.m. The board reconvened at approximately 5:55 p.m.

HEALTH INSURANCE (Walker)

Mrs. Walker moved, seconded by Mr. Burton, that the CPSB rescind the action taken at the September 18, 1996 CPSB meeting to delay implementation of the new employee health benefits program, and implement the new program effective January 1, 1997. The superintendent said in August, 1996 staff was charged with the responsibility of looking at options. This has been done and staff has two proposals to bring to the board for consideration. He suggested that the board consider calling a special meeting on Wednesday, October 23, 1996, at 3:30 or 4:30 p.m. to receive the information. Mrs. Walker questioned the proposed meeting date and asked if board members will be asked to vote on a plan at the October 23 meeting. The superintendent suggested that the information be received on October 23, and on November 6, 1996 schedule a special CPSB meeting (following the Executive Committee meeting) to put it on the table as a motion. Mrs. Walker asked if the November 6 date is past the date submitted by the insurance carriers. The superintendent acknowledged that it is, however, staff has communicated with the carriers and they are willing to extend the date to November 6. Mrs. Walker questioned the effective date of the insurance coverage if action is taken on November 6. The superintendent said if a decision is made to accept a recommendation on November 6, then an effective date would have to be established. He further stated that the January 1 implementation date has been mentioned. Mrs. Walker asked if employees will be required to meet the \$250 deductible again if the plan is implemented by January 1. The superintendent said that assuming that the plan could be put into effect at that time, that this would be the case. Expressing confidence in the superintendent's leadership, Mrs. Walker asked for an assurance from him that if the plan is accepted within the referenced time frame then employees will not have to meet the \$250 deductible. She said she would be willing to withdraw the motion if assurance is given. The superintendent said a number of recommendations have been made during the last few months, and none of them passed. Staff was asked to bring back options to the board, and this is what he is prepared to do. Mrs. Walker agreed to the concept of putting all information on the table and asked that the motion be withdrawn. Mr. Burton, who seconded the motion, concurred with Mrs. Walker's request. Mr. Brooks cautioned the board not to rush through this matter. The board consented to Mrs. Walker's request to withdraw the motion.

PERSONNEL MATTER

Mr. Milam moved, seconded by Mr. Powell, that the superintendent investigate the breach of confidentiality occurring October 8 in regard to Interview II Personnel Committee and report back to the board his findings. Expressing confidence in the superintendent, Dr. Hitchcock said he is concerned about the need for a motion instead of just asking the superintendent to act. Mr. Thibodeaux asked about the date for the information to be presented to the board. Mr. Milam said he

did not offer a date, and hopes that the superintendent will report back to the board as soon as possible. Mrs. Walker echoed sentiments similar to Dr. Hitchcock's comments. Mr. Thibodeaux said a motion gives the request a higher priority. He asked Mr. Milam to put a time on the request, and Mr. Milam set the date of November 6 for the superintendent to respond. The president cautioned board members about locking the superintendent into a tight time frame since this investigation might require more time than he can give at this time. Mr. Milam noted that if the superintendent believes that he is too restrained by the proposed time, then he can request an extension on November 6. Mr. Burton said the motion has to be amended if the maker of the motion wants to amend it to include a timeline. The president said the motion was given without a date, and there is an objection to the date being added without an amendment. Mr. Powell said he does not wish to see a date placed on the motion, and he asked the superintendent if he is offended by the motion. The superintendent said the motion gives him specific directions. Mrs. Boykin asked the superintendent if he anticipates a problem at this point of being able to report on November 6. The superintendent said he cannot anticipate a problem, and he will make every effort possible to have a report for the board by November 6. Vote on the motion carried with board members Walker, Vance, Pugh, Mims and Dr. Hitchcock opposed. Board members supporting the motion were Burton, Thibodeaux, Brooks, Powell, Milam, Boykin and Adams.

SUPERINTENDENT'S REPORT

LSBA Convention. The superintendent announced that the LSBA convention is scheduled for February 28 through March 1, 1997 in Lafayette. He asked interested school board members to make reservations through his office.

Attendance Awareness Week. The superintendent announced that this week is designated by Governor Mike Foster as *Attendance Awareness Week*. Caddo's staff is doing everything possible to encourage students to be regular in their attendance.

School Bus Safety. The superintendent announced that the week of October 20-25, 1996 is *School Bus Safety Week*. He noted that school buses now have white tops for cooling purposes and they are equipped with escape hatches.

Insurance. The superintendent said he received a letter today from Trustmark Insurance Company. A copy of the letter will be presented to board members for informational purposes before the end of today's meeting.

Mayor's Prayer Breakfast. The superintendent informed board members that the Mayor's prayer breakfast will be held on November 13, 1996 in Bossier. More information will be shared with board members at a later time regarding this event. He further stated that he will reserve a table if board members are desirous of attending.

CPSB Meeting. The superintendent reminded CPSB members that a special school board meeting is scheduled for Monday, October 21; 1996, at 4:30 p.m. in the board room which is a continuance of an employee tenure hearing.

UNFINISHED BUSINESS

No unfinished business was introduced.

NEW BUSINESS

No new business was introduced.

ANNOUNCEMENTS AND REQUESTS

STAR Program. Mr. Adams asked staff to look at finding \$200,000 in the budget to implement a STAR program. He also suggested that staff might want to visit the program site in Tyler, Texas.

Smoking Policy. Mr. Powell asked staff to interpret and/or clarify the smoking policy (GBK). He asked if adults are allowed to smoke in the stadium area at schools.

Teacher Aide Position. Mr. Adam asked if an aide has been added to assist the special education staff at Walnut Hill Elementary School. He asked staff to identify the policy provisions for meeting the special needs of students, i.e. diapering students. The superintendent said he will check into the exceptionality provisions in the policy.

Textbook Content. Mr. Adams asked staff to consider providing parents with a synopsis of books that are on the required reading list for students.

Election Day. Mr. Brooks asked the superintendent to consider declaring November 5, 1996 as a non-work day for all CPSB employees.

Bus Routes. Mr. Brooks asked staff (director of transportation) to revisit the school bus pickup schedule. He expressed concern about youngsters' safety since some students are being required to stand at bus stops before daylight.

Test Scores. Mr. Brooks asked staff to visit with principals in an effort to determine what can be done to improve test scores. He referenced the success of students in smaller parishes and suggested that staff should gather information on how they are able to improve student test scores (LEAP/CAT).

Dress Code. Mr. Brooks expressed concern that some principals are not enforcing the parish student dress code. He asked the superintendent to encourage principals to enforce the dress code policy. The president commented that board members, staff, and other visitors visited several schools on yesterday, and they did not observe any students violating the dress code policy. She said students are rearranging their dress upon leaving the campus. She further stated that parents need to share in enforcing the policy. Mr. Powell echoed Mr. Brooks's sentiments and emphasized that parents are a part of the equation to enforce the dress code. He asked the staff to involve parents by informing them of the dress code policy. He also noted that information was included in the mailout regarding uniforms, and more information on this topic will probably be forthcoming in the near future.

STAR. Mr. Powell asked staff to digest the information gathered on the STAR trip to see if the program can be replicated in Caddo Parish.

Superintendent of the Year. Mr. Powell congratulated the superintendent on being named the state's superintendent of the year, and he expressed appreciation that Dr. Foster heads the Caddo Public School System. He also congratulated staff for their support and said he believes this honor can be shared equally. The superintendent commented that it took the assistance of over 6,000 CPSB employees to make this recognition happen.

Liaison Program. Mr. Powell asked staff to include the *Liaison Program*, which was started last year in six middle schools, in the budget for next year, and expand the program to other schools.

Facility Needs. Mr. Powell asked the superintendent to share with him information that was gathered from school principals relative to facility needs. He said he is particularly interested in the list of needs that were submitted for schools in district eight.

Prayer. The president noted that as routinely done, board members offer the invocation at school board meetings. She noted that as Mr. Milam gave the invocation at today's meeting that a person in the audience was somewhat offended at hearing the prayer. The president said board members have the right to pray and if visitors are uncomfortable with a board members' prayer style, then this too has to be considered. She apologized that someone was offended by the prayer. Mr. Milam thanked the president for her observations. He said that being able to pray is a privilege that Americans have and he paraphrased the first amendment to the Constitution. Mr. Milam expressed thanks for the privilege and said he does not wish to be censored on his religion. He further stated that the purpose of his praying is not to offend anybody.

Purchasing Procedures. Mr. Milam complimented the purchasing staff for the excellent job that they do in securing bids for equipment, supplies, services, etc. Observing that only one bid was received for the technology electrical project, he asked staff to invite more participation from contractors in the bidding process.

LEAP Scores. Mr. Thibodeaux asked staff to provide him with the latest information on LEAP test scores.

Executive Session. Mr. Adams asked the board to remove from the agenda the executive session item on *Investigation Regarding Alleged Confidentiality Breach*.

Election Day. Mrs. Walker asked the superintendent to contact school principals where voting polls are established and encourage them to designate specific parking areas for CPSB employees who will be working on that day.

CPSB Meetings. Dr. Hitchcock asked the board to consider scheduling the October 23 and November 6 special school board meetings at 4:30 p.m. Following discussion, the president clarified that the meeting on October 23 will begin at 4:30 p.m. and the November 6 meeting will begin at 3:30 p.m. (Executive Committee meeting), with the special CPSB meeting following. Discussion ensued on scheduling school board meetings in a consistent manner. The president said Dr. Hitchcock is very specific in his request regarding the meetings on October 23 and November 6. Dr. Hitchcock said he will ask for an agenda item to discuss the time for future school board meetings at the appropriate time. Mr. Brooks encouraged the board to be consistent in setting the time for school board meetings. He said the time should remain as it is, and if the board desires to alter one or two meetings during the year, then this could be considered.

Budget for Testing. Mr. Powell said funding has been allocated for CAT testing at the 10th grade level; and, he would like for staff to look at this. He said it is important that accurate data is received and testing should be done so that it is a true examination of what the student has achieved. Mr. Powell asked staff to make sure that there is no conflict with other testing. In addition, he asked staff to determine if other simple measures can be taken, i.e. testing in smaller groups and improving the atmosphere for testing.

EXECUTIVE SESSIONS

Mr. Burton moved, seconded by Mr. Thibodeaux, to go into executive session to hear five student hearings, with 15 minutes being allocated for each hearing. Vote on the motion carried with Mrs. Boykin absent for the vote. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Mims, Dr. Hitchcock, Pugh, Brooks, Powell, Milam and Adams.

Recess. The president called for a ten minute recess at approximately 6:44 p.m. The board reconvened at approximately 6:56 p.m.

The board went into executive session at approximately 6:57 p.m. and reconvened into open session at approximately 8:05 p.m. Shandrick R. Johnson was suspended from C. E. Byrd High School for fighting. Following a hearing for Shandrick, staff recommended that he be referred to Hamilton Terrace for the first semester of the 1996-97 school year. Mr. Adams moved, seconded by Mr. Powell, to uphold staff's decision. Mr. Burton made a substitute motion, seconded by Mr. Brooks, that the youngster involved be suspended until the end of the first nine weeks, and returned to C. E. Byrd upon administrative probation. Discussion followed on the academic difficulties that Shandrick might encounter if returned to C. E. Byrd High School in the middle of the semester. More debate on course offerings at Hamilton Terrace and disciplinary procedures ensued. Mr. Adams moved, seconded by Mr. Burton, to call for the question. Vote on the motion to end debate carried unanimously. Vote on the substitute motion failed with board members Walker, Burton, Brooks and Boykin supporting the motion. Board members opposed were Vance, Thibodeaux, Mims, Dr. Hitchcock, Pugh, Powell, Milam and Adams. Vote on the original motion carried with board members Walker, Burton and Brooks opposed. Board members supporting the motion were Vance, Thibodeaux, Mims, Dr. Hitchcock, Pugh, Powell, Boykin, Milam and Adams.

Litacha Gardner was suspended from C. E. Byrd High School for fighting. Following a hearing, staff recommended that Litacha be referred to Hamilton Terrace for the first semester of the 1996-97 school year. Mr. Powell moved, seconded by Mrs. Boykin, to uphold the superintendent's recommendation. Vote on the motion carried with board members Walker, Burton and Brooks opposed. Board members supporting the motion were Vance, Thibodeaux, Mims, Dr. Hitchcock, Pugh, Powell, Milam, Boykin and Adams.

Lakesha A. Gardner was suspended from C. E. Byrd High School for fighting. Following a hearing, staff recommended that Lakesha A. Gardner be referred to Hamilton Terrace for the first semester. Mr. Powell moved, seconded by Mr. Milam, to uphold the superintendent's recommendation. Vote on the motion carried with board members Walker, Burton, Thibodeaux and Brooks opposed. Board members supporting the motion were Vance, Mims, Dr. Hitchcock, Pugh, Powell, Milam, Boykin and Adams.

Ed Hearron, director of high schools, commented that when a student is suspended and sent to Hamilton Terrace, then that student is dropped from the home school's roster. The student then goes and enrolls in the recommended school. The three students referenced above have been attending Hamilton Terrace since the hearing, and they have not missed any days from school since that time.

Mr. Shelby informed board members that the parent desires an open hearing for Demestrius D. Pennywell. The hearing began at approximately 8:29 p.m. Richard Dezendorf, assistant principal at Woodlawn High School, and Bill Ducote, supervisor of child welfare and attendance, updated the board on activities regarding this hearing. Demestrius was suspended from Woodlawn High School for drugs. Following a hearing, staff referred Demestrius to Hamilton Terrace expulsion program for the remainder of the 1996-97 school year. Discussion followed on the student's grades, attendance and conduct at Woodlawn, his peer association and frequent use of drugs, violation of school rules (leaving campus during the school day), and the positive drug test results from LabCorp's. Demestrius gave his version of events preceding the suspension, during the suspension hearing, and following the hearing. Mrs. Mary Casey, mother, also informed the board of her meetings with school and central office administrators. Mr. Ducote informed board members of Mrs. Casey's concern and cooperation in securing and continuing with counseling and periodic drug testing for her son. After lengthy review of the case, Mr. Adams moved, seconded by Mrs. Boykin, to uphold staff's recommendation. Vote on the motion carried with board members Walker, Mims, Brooks and Powell opposed. Board members supporting the motion were Vance, Burton, Thibodeaux, Dr. Hitchcock, Pugh, Boykin, Milam and Adams.

Mr. Shelby informed board members that the parent desires an open hearing for Gregory Reed, Jr. The hearing began at approximately 8:55 p.m. Mr. Dezendorf and Mr. Ducote apprised the board on activities regarding this suspension. Gregory was suspended from Woodlawn High School for drugs. Following a hearing, staff recommended that Gregory be referred to Hamilton Terrace for the first semester. Mr. Ducote said the recommendation is for the first semester because this student is a senior with good grades, and he will have an opportunity to return and graduate from Woodlawn. The student has tested clean from drug usage. Mrs. Worthey Reed, mother, expressed concern that her son will not be able to continue in the enriched English class that he is enrolled in at Woodlawn, neither the electronic class that he is enrolled in at the Caddo Career Center. Gregory addressed the board acknowledging and accepting responsibility for his mistake. Discussion ensued on Gregory's use of marijuana, drug test results, the student's academic potentials, curriculum needs, and transportation provisions. In an effort not to jeopardize the student's academic future, board members asked for staff's guidance in making provisions to meet the academic needs of Gregory. After talking of possible solutions (scheduling and space) to accommodate the academic needs for Gregory, the superintendent said staff will do what they can to meet his educational needs. However, the superintendent expressed concern about Gregory's ability to pick up at the middle of the semester and successfully completing curriculum needs for the first semester. Mrs. Reed agreed to continue getting periodic drug tests on her son, and said she will share the results with staff. Mr. Adams moved, seconded by Mr. Powell, that Gregory continue at Hamilton Terrace until the end of the first nine weeks and return to Woodlawn provided he gets periodic drug testing at his own expense. If Gregory fails the drug test, he will be returned to Hamilton Terrace. Debate continued on provisions for Gregory to continue in the electronic class at the Caddo Career Center. Mr. Brooks moved, seconded by Mr. Burton, to call for the question.

Vote on the motion to end debate carried with Mr. Mims not voting. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Dr. Hitchcock, Pugh, Brooks, Powell, Milam, Boykin and Adams. Vote on the original motion carried with board members Vance, Boykin and Hitchcock opposed. Mr. Mims abstained, and board members Walker, Burton, Thibodeaux, Pugh, Brooks, Powell, Milam, and Adams supported the motion.

Adjournment. There being no further business, Mr. Brooks moved for adjournment. Mr. Burton seconded the motion which carried unanimously, and the meeting adjourned at approximately 9:21 p.m.

James E. Foster, Ed.D., Secretary

Mildred B. Pugh, President

October 21, 1996

The **Caddo Parish School Board** met in special session in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 4:38 p.m. on Monday, October 21, 1996, with President Mildred B. Pugh presiding and the following board members present being a quorum: Ron Adams, Judy D. Boykin, Willie D. Burton, Miles Hitchcock, Sc.D., Mark Milam, Alvin Mims, Michael E. Powell III, Johnny Vance, Jr. and Sybil B. Walker. Jerry Tim Brooks and Michael J. Thibodeaux were absent. Also present were James E. Foster, Ed.D., secretary, and Fred Sutherland, legal counsel. Invocation was given by

The president said the school board is convening to continue the tenure hearing of Karen Fisher, teacher. Mr. Burton moved, seconded by Mr. Adams and Mr. Mims for the board to go into executive session to continue the tenure hearing of Karen Fisher. Board members agreed that the executive session will continue up to 7 p.m. Vote on the motion carried unanimously. The board went into executive session at approximately 4:42 p.m. The president excused herself from the remainder of the meeting at approximately 7:05 p.m. The meeting continued with the first vice president presiding. Mr. Burton excused himself from the meeting at approximately 9:20 p.m.

Adjournment. Board members unanimously decided to continue the tenure hearing on Thursday, October 24, 1996, at 4:30 p.m. and again on Monday, October 28, 1996, at 4:30 p.m., if necessary. The meeting adjourned at approximately 10:26 p.m.

James E. Foster, Ed.D., Secretary
President

Mildred B. Pugh,

October 23, 1996

The **Caddo Parish School Board (CPSB)** met in special session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Wednesday, October 23, 1996, with President Mildred B. Pugh presiding and the following board members present being a quorum: Ron Adams, Judy D. Boykin, Jerry Tim Brooks, Miles Hitchcock, Sc.D., Mark Milam, Alvin Mims, Michael E. Powell III, Michael J. Thibodeaux and Sybil B. Walker. Johnny Vance, Jr. arrived at approximately 4:44 p.m. Willie D. Burton was absent. Also present were James E. Foster, Ed.D., secretary, and Fred Sutherland, legal counsel. The president called for a moment of silent prayer and led the Pledge of Allegiance.

The president and superintendent conducted a lottery with the visiting insurance representatives to determine the order in which they would make their presentations to the board. The president said the purpose of today's meeting is to receive information regarding health insurance proposals.

HEALTH INSURANCE PRESENTATIONS

The superintendent introduced the insurance presenters and they were: (1) Herbert Lincecum and James Plaisance, State Employees Group Benefits Program; (2) Chris Parsons, Employee Benefit Services -- A Division of Health Plan Services; (3) James Bustillo, Blue Cross Blue Shield of Louisiana; (4) Mr. Ronnie Mercer; and, (5) Allen Saba, Trustmark. Each presenter was allotted 15 minutes to make their presentation. The superintendent said the presenters will respond to questions from board members and visitors after all presentations have been made. The insurance representatives gave detailed reports on their respective company's offerings highlighting such issues as: (a) available insurance options (HMO/PPO/POS/EPO); (b) benefits and premium rates; (c) annual deductibles; (d) physicians/hospitals in and outside of the network; (e) companies' financial stability and memberships; (f) payments for prescription drugs; (g) premium rates for Medicare eligibles; (h) turn around time involved after filing a claim; (i) possible enrollment and implementation dates, etc. Mr. Mercer encouraged school board members to negotiate its own insurance plan that will best suit all participants. He further encouraged the board to select a plan with emphasis on wellness programs, and to get the best cost estimates. Packets of information on insurance companies' offerings were shared with CPSB members.

Recess. The president called for a ten minute recess at approximately 5:50 p.m. The board reconvened at approximately 6:12 p.m.

The insurance representatives responded to questions relative to issues outlined during the presentations. Representatives from Trustmark and Employee Benefit Services indicated that they would like an opportunity to service the CPSB, but more time is needed for them to respond to specific needs and to prepare figures for the board's consideration. Mrs. Boykin asked the representatives from Blue Cross to provide her with a list of their exclusions, and Mr. Bustillo said staff is already in possession of the information. Mr. Powell asked staff to review the data presented on the comparison of monthly rates and annual costs, to ensure that accurate figures are being presented. Mr. Brooks said he would like for the board to direct the superintendent to hire an insurance consultant who will review all proposals and then select the best plan. Board members expressed the desire to accommodate all participants (active employees and retirees). Staff was encouraged to inform all participants of activities relative to resolving this matter. More discussion followed on the status of the insurance program to date, the need to schedule a public meeting to update participants on insurance concerns, and on the superintendent's plan to make a recommendation at a special meeting on November 6, 1996. Dr. Hitchcock excused himself from the meeting at approximately 7:45 p.m. Discussion continued on the need to update participants on all insurance-related activities.

Adjournment. There being no further business, Mrs. Boykin moved for adjournment. Mr. Brooks seconded the motion which carried, and the meeting adjourned at approximately 8:26 p.m.

James E. Foster, Ed.D., Secretary

Mildred B. Pugh, President

October 24, 1996

The **Caddo Parish School Board (CPSB)** met in special session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Thursday, October 24, 1996, with President Mildred B. Pugh presiding and the following board members present being a quorum: Ron Adams, Judy D. Boykin, Miles Hitchcock, Sc.D., Mark Milam, Alvin Mims, Michael E Powell 111, and Sybil B. Walker. Jerry Tim Brooks, Willie D. Burton, Michael J. Thibodeaux and Johnny Vance, Jr. were absent. Also present were James E. Foster, Ed.D., secretary, and Fred Sutherland, legal counsel. The president said the CPSB will omit the invocation and Pledge of Allegiance and proceed with the hearing.

The president said the school board is reconvening to continue the tenure hearing of Karen Fisher, teacher. The board went into executive session at approximately 4:44 p.m. The president excused

herself from the meeting at approximately 5:23 p.m., and the first vice president presided over the remainder of the meeting.

Adjournment. The CPSB recessed its meeting and unanimously agreed to reconvene the tenure hearing on Monday, October 28, 1996, at 4:30 p.m. in its office. The meeting adjourned at approximately 7:19 p.m.

James E Foster, Ed.D., Secretary

Mildred B. Pugh, President

October 28, 1996

The **Caddo Parish School Board (CPSB)** met in special session in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 5:32 p.m. on Monday, October 28, 1996, with President Mildred B. Pugh presiding and the following board members present being a quorum: Ron Adams, Judy D. Boykin, Miles Hitchcock, Sc.D., Mark Milam, Michael E. Powell III, Johnny Vance, Jr. and Sybil B. Walker. Willie D. Burton arrived at approximately 6:30 p.m. Jerry Tim Brooks, Alvin Mims and Michael J. Thibodeaux were absent. Also present were James E. Foster, Ed.D., secretary, and Fred Sutherland, legal counsel. The invocation and Pledge of Allegiance were given/led by Dr. Hitchcock.

The president said the school board is reconvening to continue the tenure hearing of Karen Fisher, teacher. The board went into executive session at approximately 5:34 p.m. and reconvened at approximately 11:05 p.m. The president said the first vice president will read each of the specific reasons for charges against Ms. Fisher, and board members will vote following each reading.

Specific Reasons for Charges: Incompetence

Charge Number 1 - Do you find that the superintendent has demonstrated by a preponderance of the evidence that Karen Fisher is not mentally fit to perform her duties as a classroom teacher as stated in Charge Number 1 and that such finding constitutes incompetence? All board members voted yes.

Charge Number 2 - Do you find that the superintendent has demonstrated by a preponderance of the evidence that Karen Fisher presents a safety risk to students and employees as stated in Charge Number 2 and that such finding constitutes incompetence? All board members voted yes.

Charge Number 3 - Do you find that the superintendent has demonstrated by a preponderance of the evidence that Karen Fisher presents a liability risk due to her inappropriate behavior as stated in Charge Number 3 and that such finding constitutes incompetence? All board members voted yes.

Charge Number 4 - Do you find that the superintendent has demonstrated by a preponderance of the evidence that Karen Fisher is unable to properly interact with her peers and stay within acceptable boundary to interpersonal relationships as stated in Charge Number 4 and that such finding constitutes incompetence. Board members Walker, Vance, Dr. Hitchcock, Pugh, Powell, Milam, Boykin and Adams voted yes. Mr. Burton voted no.

Specific Reasons for Charges: Willful Neglect of Duties and/or Incompetence

Charge Number 1 - Do you find that the superintendent has demonstrated by preponderance of the evidence that Karen Fisher did refuse to leave school premises on November 27, 1995, when requested to do so by Caddo Parish security necessitating that authorities be called to assure her removal from school and for protection of student and school employees as stated in Charge Number 1 and that such finding constitutes willful neglect of duties and/or incompetence? Board members Walker, Vance, Burton, Dr. Hitchcock, Pugh, Powell, Milam and Adams voted yes. Mrs. Boykin voted no.

Charge Number 2 - Do you find that the superintendent has demonstrated by a preponderance of the evidence that Karen Fisher on November 8, 1995, did cut the hair of a five year old student at school, during school hours, without permission of the parent or without recognition of the seriousness of such action as stated in Charge Number 2 and that such finding constitutes willful neglect of duties and/or incompetence. Board members Walker, Vance, Burton, Dr. Hitchcock, Powell, Milam, Boykin and Adams voted yes. Mrs. Pugh voted no.

Charge Number 3 - Do you find that the superintendent has demonstrated by a preponderance of the evidence that Karen Fisher did on 8/25/94, 10/17/94, 11/6/95 and/or 11/8/95 refuse to or was unable to maintain a safe learning environment for students as stated in Charge Number 3 and that such finding constitutes willful neglect of duties and/or incompetence? All board members voted yes.

Charge Number 4 - Do you find that the superintendent has demonstrated by a preponderance of the evidence that Karen Fisher on 3/11/94, 11/13/95 and/or 11/30/95 refused to and/or was unable to maintain appropriate and acceptable relationships with peers and other school personnel as stated in Charge Number 4 and that such finding constitutes willful neglect of duties and/or incompetence? Board members Walker, Vance, Dr. Hitchcock, Pugh, Powell, Milam, Boykin and Adams voted yes. Mr. Burton voted no.

Charge Number 5 - Do you find that the superintendent has demonstrated by preponderance of the evidence that Karen Fisher did on 11/7/95 refuse to and/or was unable to utilize assistance and recommendations provided by staff development and personal assistance of principal, coordinator, kindergarten supervisor, and external consultant as stated in Charge Number 5 and that such finding constitutes willful neglect of duties and/or incompetence? Board members Walker, Vance, Burton, Dr. Hitchcock, Powell, Milam, Boykin and Adams voted yes. Mrs. Pugh voted no.

Charge Number 6 - Do you find that the superintendent has demonstrated by a preponderance of the evidence that Karen Fisher did on 9/26/94 through 10/7/94 employ lesson plans having no relationship to class activity as stated in Charge Number 6 and that such finding constitutes willful neglect of duties and/or incompetence? Board members Walker, Vance, Burton, Dr. Hitchcock, Powell, Milam and Boykin voted yes. Board members Pugh and Adams voted no.

Charge Number 7 - Do you find that the superintendent has demonstrated by a preponderance of the evidence that Karen Fisher did on 10/4/94 fail to report injury of a student involved in a playground accident as stated in Charge Number 7 and that such finding constitutes willful neglect of duties and/or incompetence? All board members voted yes.

Charge Number 8 - Do you find that the superintendent has demonstrated by a preponderance of the evidence that Karen Fisher did on 10/6/94 and/or 11/6/95 fail to keep students on task through poor lesson planning and delivery as stated in Charge Number 8 and that such finding constitutes willful neglect of duties and/or incompetence? Board members Walker, Vance, Dr. Hitchcock, Powell, Milam, Boykin and Adams voted yes. Board members Burton and Pugh voted no.

Charge Number 9 - Do you find that the superintendent has demonstrated by a preponderance of the evidence that Karen Fisher on 10/5/94 and/or 10/6/94 did disregard the principal's instructions and rules prohibiting gum chewing during instructional time as stated in Charge Number 9 and that such finding constitutes willful neglect of duties and/or incompetence? Board members Walker, Vance, Powell, Milam and Boykin voted yes. Board members Burton, Dr. Hitchcock, Pugh (insubordinate), and Adams voted no.

Charge Number 10 - Do you find that the superintendent has demonstrated by a preponderance of the evidence that Karen Fisher did on 10/6/94 and/or 10/24/94 disregard principal's instructions regarding teaching activities as stated in Charge Number 10 and that such finding constitutes willful neglect of duties and/or incompetence? Board members Walker, Vance, Dr. Hitchcock, Pugh, Powell, Milam, Boykin and Adams voted yes. Mr. Burton voted no.

Charge Number 11 - Do you find that the superintendent has demonstrated by a preponderance of the evidence that Karen Fisher did on 8/25/94, 10/17/94, 11/16/94, 11/6/95 and 11/8/95 fail to maintain adequate control of student behavior and disregard of effective classroom management

procedures as stated in Charge Number 11 and that such finding constitutes willful neglect of duties and/or incompetence? All board members voted yes.

Charge Number 12 - Do you find that the superintendent has demonstrated by a preponderance of the evidence that on 10/31/94, 11/16/94, 11/6/95, 11/8/95, 8/25/94 and 10/17/94 Karen Fisher did fail to properly supervise and control students as stated in Charge Number 12 and that such finding constitutes willful neglect of duties and/or incompetence? All board members voted yes.

Charge Number 13 - Do you find that the superintendent has demonstrated by a preponderance of the evidence that Karen Fisher on 11/12/95, 10/10/95, 11/13/95, 11/9/95 and/or 11/30/95 did allow personal matters that are not school related to affect school and learning environment as stated in Charge Number 13 and that such finding constitutes willful neglect of duties and/or incompetence? Board members Walker, Vance, Dr. Hitchcock, Pugh, Powell, Milam, Boykin and Adams voted yes. Mr. Burton voted no.

Mr. Powell moved, seconded by Mr. Milam, that based upon the findings and conclusions of the Caddo Parish School Board on the charges brought in the matter of the Caddo Parish School Board vs Virginia Karen Bacon Fisher, that the CPSB adopt and approve the recommendations of the superintendent and that Virginia Karen Bacon Fisher be hereby dismissed from the employ of the Caddo Parish School System effective immediately (October 28, 1996 - midnight). All board members voted yes.

The president said the CPSB authorizes the superintendent to move expeditiously to notify Ms. Fisher of the board's action taken. Legal counsel asked the board if it will entertain a motion to authorize the superintendent to specifically, in accordance with the statute, to notify Ms. Fisher both of his written recommendations and the finding of the board and its decision. Mr. Vance moved approval of legal counsel's request as stated above, seconded by Mr. Powell, and vote on the motion carried unanimously. Dr. Hitchcock asked the president of the board to get in touch with the superintendent and develop an appropriate opportunity for the board to share some concerns with the superintendent relative to the evaluation system that is used by the Caddo Parish School System. The president said she will follow through with the request.

Adjournment. There being no further business, Mr. Powell moved for adjournment. Mr. Burton seconded the motion which carried unanimously, and the meeting adjourned at approximately 11:26 p.m.

James E. Foster, Ed.D., Secretary

Mildred B. Pugh, President

November 6, 1996

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session Wednesday, November 6, 1996, at 3:30 p.m. in its office at 1961 Midway Street, Shreveport, Louisiana with President Mildred B. Pugh presiding and Miles Hitchcock, Sc. D., and Johnny Vance, Jr. present. Other board members present were Ron Adams, Judy D. Boykin, Jerry Tim Brooks, Willie D. Burton, Mark Milam, Alvin Mims, Michael E. Powell 111, Michael J. Thibodeaux and Sybil B. Walker. Also present were Secretary James E. Foster, Legal Counsel Fred Sutherland, staff and other visitors. The invocation and Pledge of Allegiance were given/led by Dr. Hitchcock.

Agenda Items. The superintendent presented the proposed agenda for the November 20, 1996 Caddo Parish School Board meeting. "*Contracts for Deputy Superintendent and Director of Special Programs - Informational* " (Thibodeaux); "*Operation Green Light Program (Support Request for Second Semester 1996-97 School Year)* " (Powell); "*Proposal for Dress Uniforms for Students for the 1997-98 School Year*" (Brooks); and, "*Executive Session - Approvement of Settlement of Student Claims*" were added to the agenda. The board categorized agenda items 8-10, 12-17, and 19-A, B as consent agenda. Mr. Adams asked that a briefing be presented at the December 1996 Executive Committee meeting on the STAR program.

STAR is a specialized treatment and rehabilitation program.

Mr. Vance moved, seconded by Dr. Hitchcock, approval of the consent agenda. Vote on the motion carried unanimously.

CPSB WORK SESSION

Waiver for Caddo Parish Coaching Allotment. Dr. Hitchcock requested an explanation of this item. Ed Hearn, director of high schools, said that because of the allotment for coaches, there was a shortage of coaches this past school year. School board policy states that no coach may coach more than two sports, and staff made an exception for one school last year. The waiver request for a coach to coach more than two sports will come from the school principal through the director of secondary education's office. The sports cannot be overlapping and coaches must be on the staff. The president asked if the board will be given staff the power to execute a waiver whenever it is needed, and the superintendent answered in the affirmative.

INSTRUCTIONAL PRESENTATIONS

Update - 4x4 Scheduling (North Caddo). Principal Billie Wilcox, North Caddo High School staff members, and students gave an update of the 4x4 scheduling program at the school. Mrs. Wilcox and other presenters reported that a great deal of success has been experienced and noted some of the advantages of 4x4 block scheduling, i.e. decrease in class sizes, decrease in the number of classes a student attends in one day, decline in failure rates, improved test results, decrease in student absentees, fewer progress reports are being sent to parents, the learning atmosphere is more relaxed, students retain more with 90-minute sessions, teachers are able to implement cooperative learning and critical thinking skills, more time to complete assignments in class, etc. A packet of information outlining the successes was given to board members. Mrs. Wilcox expressed appreciation to the staff for the opportunity to offer 4x4 scheduling at North Caddo. Board members requested clarification of use of time in the classroom, completion of homework assignments, scheduling of classes for seniors, and flex time for teachers.

4x4 Scheduling Proposal for Southwood High School for the 1997-98 School Year. Charles Walker, principal at Southwood High School, said most of their report is the same as presented by North Caddo presenters, and is also included in the packet of information that was given to board members. He said there is a need to make changes at Southwood -- ability to offer more courses, more opportunities for additional vocational training, more meaningful electives, etc. With a flexible schedule, there is the ability to offer more courses. Kathryn Gallant, staff member, informed board members of the preparations that have been made to implement the 4x4 program at Southwood. Mr. Walker requested the board's approval of the proposal at the November 20, 1996 CPSB meeting.

REPORTS

Insurance Claims - Bus Accidents (Adams). The superintendent said a written report has been presented to Mr. Adams and a copy of the report will be distributed to other board members.

Air Conditioner Shut Downs/Effect on Computers and Library Books (Burton). The superintendent said Mr. Burton has been provided with a report. Mr. Burton said he will be talking with the director of school plant about the report.

Adjournment. There being no further business, Dr. Hitchcock moved, seconded by Mr. Vance, to adjourn. Vote on the motion carried unanimously, and the meeting adjourned at approximately 4:48 p.m.

November 6, 1996

The **Caddo Parish School Board (CPSB)** met in special session in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 5:00 p.m. on Wednesday, November 6, 1996, with President Mildred B. Pugh presiding and the following board members present being a quorum: Ron Adams, Judy D. Boykin, Jerry Tim Brooks, Willie D. Burton, Miles Hitchcock, Sc.D., Mark Milam, Alvin Mims, Michael E Powell, 111, Michael J. Thibodeaux, Johnny Vance, Jr. and Sybil B. Walker. Also present were James E. Foster, Ed.D., secretary, and Fred Sutherland, legal counsel. The invocation and Pledge of Allegiance were omitted.

The president said the special called meeting is to hear the superintendent's recommendation on health insurance and to consider a grant proposal for Sunset Acres Elementary School.

LA DEPT. OF AGRICULTURE AND FORESTRY GRANT - SUNSET ACRES ELEMENTARY SCHOOL

The superintendent said this grant project involves a contract between the LA Department of Agriculture and Forestry and the CPSB. The contract was delivered to CPSB members, and staff recommends approval of the project for Sunset Acres. Mr. Thibodeaux moved, seconded by Mr. Burton, approval of the contract. Vote on the motion carried unanimously.

HEALTH INSURANCE

The superintendent recapped activities since the last school board meeting, at which time presentations were made by five entities/consultants regarding some of the insurance options. The superintendent said additional information has been received since that time, but it comes from the same groups. He said his recommendation is that the CPSB proceed with the implementation of the medical health plans that have been presented by the three carriers - Health Plus, Community Health, and Southeast Medical Alliance.

Mrs. Walker moved, seconded by Mr. Burton, that the CPSB rescind its action taken on September 18, 1996 to delay implementation of the new employee health benefits program, and to implement the new program effective January 1, 1997. Vote on the motion failed in a tie vote with board members Thibodeaux, Mims, Brooks, Powell, Boykin and Adams opposed. Board members supporting the motion were Walker, Vance, Burton, Dr. Hitchcock, Pugh and Milam.

Adjournment. There being no further business, Mr. Vance moved for adjournment. Mrs. Boykin seconded the motion which carried unanimously, and the meeting adjourned at approximately 5:10 p.m.

James E. Foster, Ed.D., Secretary

Mildred B. Pugh, President

November 20, 1996

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 3:30 p.m. Wednesday, November 20, 1996, with President Mildred B. Pugh presiding and the following board members present being a quorum: Ron Adams, Judy D. Boykin, Jerry Tim Brooks, Willie D. Burton, Miles Hitchcock, Sc.D., Mark Milam, Alvin Mims, Michael E. Powell 111, Michael J. Thibodeaux, Johnny Vance, Jr. and Sybil B. Walker. Also present were James E. Foster, secretary, and Fred Sutherland, legal counsel. The invocation and Pledge of Allegiance were given/led by Mrs. Boykin.

CONSIDERATION OF MINUTES OF THE OCTOBER 16, 21, 23, 24, 28, 1996 and NOVEMBER 6, 1996 CPSB MEETINGS

Mr. Vance moved, seconded by Mr. Burton, approval of the minutes of the October 16, 21, 23, 24, 28, 1996 and November 6, 1996 CPSB meetings. Vote on the motion carried unanimously.

CONSENT AGENDA

The board reviewed the agenda and "*Contracts for Deputy Superintendent and Director of Special Programs - Informational*" (Thibodeaux) was deleted. The board categorized the following items as consent agenda.

Agenda Item No. 8-A (1-5) and 8-C

Approval of Bids/Proposals Taken. Staff recommended approval of the circled low bids for lumber and building materials for portable classroom buildings constructed at the Caddo Career Center; laptop computers for vocational education; kindergarten play equipment for 15 classes; small kitchen equipment for several schools; and, wiring of library technology at various schools, Project 235. A copy of the tabulation bid sheets is filed in the official papers of the board marked "*Exhibit A, 12 pages, November 20, 1996.*"

Emergency Roof Replacement. Staff recommended that the replacement of the roof on the gymnasium building at Northwood be declared an emergency, and that staff be authorized to proceed immediately with informal bids from three qualified roofing contractors, to be funded by Capital Projects Funds.

Agenda Item No. 9

Approval of Lease Agreement. Staff requested authorization to proceed with negotiations for a long-term lease of Lot 4, Kings Ridge Unit 2 for ratification by the CPSB, and authorization to accept bids for temporary modifications for access and erosion control for the temporary overflow parking at C. E. Byrd High School. The 30,000 sq. ft. lot will accommodate approximately 70 cars at a cost of approximately \$100,000.

Agenda Item No. 10

Approval of Temporary Construction Servitude. Staff recommended that the CPSB authorize the superintendent to approve a 15' Temporary Construction Servitude for emergency concrete ditch repairs adjacent to Caddo Exceptional School, as requested by the City of Shreveport. The City will be responsible for any damages and will restore the property to as like original condition as is possible.

Agenda Item No. 12

Requests for School Bus Transportation by the Catholic Diocese of Shreveport. Staff recommended that the request from the Catholic Diocese of Shreveport to rent two school buses on December 3 and 4, 1996 be approved. The Diocese has agreed to provide the necessary insurance coverage and pay transportation expenses as required by board policy.

Agenda Item No. 13

Course Scheduling at North Caddo High School. Staff informed board members that due to the 4x4 scheduling design used at North Caddo High School, a complete course of biology is taught each semester; therefore, sex education must be taught each semester rather than once in the spring. Dates for sex education instruction for the fall semester are December 9-18.

Agenda Item No. 14

Alternative 4x4 Scheduling Proposal for Southwood High School for the 1997-98 School Year. Staff recommended approval of the alternative 4x4 scheduling proposal for Southwood High School to start with the 1997-98 school year. The schedule consists of four 90-minute blocks of instructional time each day.

Agenda Item No. 15

Waiver for Caddo Parish Coaching Allotment. Staff requested approval that a waiver may be granted by the director of high schools for a coach to coach more than two sports, if requested by the principal. The waiver needs to be requested at the director's level with input from the parish athletic supervisor.

Agenda Item No. 16

Requests for Three Additional Aides for Special Education. Staff recommended approval of three additional special education aide positions to be assigned at Eighty-First Street ECE, Huntington High School, and Southwood High School.

Agenda Item No. 17

Community Work Experience Program Contract (CWEP). Staff recommended approval for the renewal of the Community Work Experience Program contract as included in the mailout. The contract is between Caddo Office of Family Support, Bossier Office of Family Support and the CPSB. The contract is a continuation of an agreement which provides the framework to assist recipients of aid to Families With Dependent Children in gaining work experience in order to enhance their opportunities for permanent employment.

Agenda Item No. 18

Proposal to Allow Parent Groups to Contribute to Additional Staffing for Activities (Dr. Hitchcock). The board approved a proposal to allow parent/booster club organizations to fund additional staff for extracurricular activities (coaches/sponsors) without increasing the staffing allotment for each school. The requirements are outlined and are filed in the official papers of the board.

Agenda Item No. 20

Operation Green Light Pilot Program (Support Request for Second Semester 1996-97 School Year) (Powell). The CPSB authorized and approved the allocation of an aide to assist with the continuation of the "Operation Green Light" program at Linwood Middle School for the second semester of the 1996-97 school year, and authorized the superintendent to provide the program with any additional M & S resources which, in his discretion, are necessary for the proper functioning of the program, not to exceed \$250; both aide and M & S is to be funded from the 1996-97 CPSB ending balance.

Agenda Item No. 23-A

Requests for Leaves. The superintendent recommended approval of the following requests for leaves.

Sabbatical Leave for Study, Spring Semester 1996-97 School Year

Teresa McDowell, Teacher, Eighty-First Street ECE
Barbara Moore, Teacher, Werner Park Elementary
Kristene O'Daniel, Teacher, Hosston Elementary

Leave Without Pay (Personal), November 14, 1996 Through the End of the 1996-97 School Year

Tracy Anions, Teacher, Midway Middle School

Leave Without Pay (Personal), November 14, 1996 Through November 13, 1997

Dorothy Carr, Secretary, Caddo Exceptional

Leave Without Pay (Personal), January 6, 1997 Through July 18, 1997

Georgia Barret, Teacher, Shreve Island Elementary

Leave Without Pay (Personal), December 1, 1996 Through February 28, 1997

Leila Joyce Bridwell, Bus Driver, Transportation Department

Leave Without Pay (Personal), December 1, 1996 Through July 15, 1997

William Whaley, Painter, Maintenance Department
(Staff **did not** recommend approval of this request.)

Agenda Item No. 23-B

Results of Survey on Substitute Teacher Pay. A table showing substitute teacher pay rates for selected parishes throughout the state was included in the mailout to board members for informational purposes.

Mr. Powell moved, seconded by Mr. Burton, approval of the consent agenda. Vote on the motion carried unanimously.

SPECIAL RECOGNITIONS

On behalf of the board and staff, Essie Holt, administrative assistant to the superintendent, recognized and presented the following special recognitions.

National Champions of the Greenhill Round-Robin Debate. Representing Caddo Magnet High School were Kamal Ghali, Farrel Malone, Andy Ryan and Jarrod Atchison. Ascension Smith is principal at Caddo Magnet High and Don Bellanger is the debate coach.

Health Occupations Students of America (HOSA) - Fair Park High School Medical Careers Program (HOSA National Competition Chicago, IL). Student honorees were: Detron Powell (Woodlawn High School) won first place in Job Seeking Skills; Carlos Brown, Jr. and Garland Goins, (both of Caddo Magnet High School) are top ten finalists - CPR/First Aid. Barbara Sullivan is the administrative coordinator for the Medical Careers Program; Janice Roberts, Barbara Wortman and Peggy McCoy are HOSA advisors. Wanda Brooks is principal at Fair Park High School

National Achievement Commended Students: Honorees were Rikkisha Candler and Erika Godfrey of Caddo Magnet High School.

Louisiana Assistant Principal of the Year. Sara Ebarb, assistant principal at Walnut Hill Elementary/Middle School, received the honor of Louisiana's Outstanding Assistant Principal of the Year. Albert Hardison is school principal.

Outstanding Elementary Technology Using Educator. Penny Everage, teacher at Shreve Island Elementary School, was recognized as the state's outstanding elementary technology using educator. Dr. Kerry Laster is the school principal.

8g Exemplary Projects. Lara Bran and Betty Hochstetler, teachers at A. C. Steere Elementary, are recognized by the state for developing *Project Sail Student Achievement Through Interactive Learning*, an exemplary 8g project. Dan Waters is principal at A. C. Steere.

LeeAnn Skinner, teacher at Keithville Elementary/Middle School, was recognized by the state for writing and implementing 8g *Project Rip (Reading Improvement Program)*. Larry Campbell is principal at Keithville.

Model Physical Education Award. The Louisiana Association of Health, Physical Education, Recreation and Dance recognized Kaye Cochran, physical education teacher at Blanchard Elementary School, and presented her with the Model Physical Education Award at a recent convention held in Shreveport. Jan Becken is principal at Blanchard. Mrs. Cochran also received a grant for *Project PEPI (Physical Education Parent Information)*. Learohn Caldwell is physical education specialist for Caddo public schools.

Mrs. Shreveport, Louisiana International. The president recognized Mrs. Jeanie Wurtele, reigning *Mrs. Shreveport, Louisiana International*. The purpose of the pageant is to identify women who will serve as mentors and spokespersons for younger women.

Honorees received framed certificates of recognition for their outstanding achievements. Relatives, friends and other school representatives were recognized.

VISITORS

The president announced that she spoke with Mrs. Mimie Cherry who is absent from CPSB meetings due to illness. The president said Mrs. Cherry expressed her desire to attend school board meetings, but physically, she is unable.

Darlene Strickland, parent, expressed distress over: a) the school placement (program accessibility) for her deaf child; b) the lengthy bus ride the child must endure; c) the inability for those on the bus to read sign language; and, d) the general safety for her child. The president referred this matter to the superintendent and said the superintendent and/or his staff will visit with Mrs. Strickland.

LuEllen Childress, representative of the Ark-La-Tex Chapter - National MARFAN Foundation, informed board members that MARFAN Syndrome is a genetic disorder that affects the connective tissue throughout the body and she apprised them of things to look for to identify the syndrome. Ms. Childress shared literature with board members and encouraged staff to consider placing similar information in each school library.

Jackie Lansdale, director of the Caddo Federation of Teachers, encouraged the board to resolve the health insurance dilemma for CPSB employees. She also expressed concern about the Employee Assistance Program (EAP) relative to policy/procedures for referring employees for evaluation.

Maryjo Palumbo, president of Caddo Association of Educators (CAE), made the CPSB aware of the following: a) recognized the 75th anniversary of *American Education Week*; b) encouraged the board to adopt the proclamation declaring Wednesday, November 20, 1996, as Support Personnel Day in Caddo Parish; c) encouraged the CPSB to continue seeking funding sources to provide salary increases for employees; and, d) urged the board to bring closure to the health insurance issue.

BIDS

Approval of Change Orders. Mrs. Walker requested clarification of the prices for the change order for repairs to existing auditorium seating at several Caddo public schools. Keith Norwood, director of school plant, noted that the price is higher for restoration at A. C. Steere because all seats were removed, sent out for restoration, and then reinstalled. The price for the other schools was for the replacement of the existing seat backs without removing the hardware. The president questioned the number of seats that will be replaced at Lakeshore Elementary and about the electrical circuit that is to be installed under the canopy and across the walkway. The president stated that services at some schools are being reduced in order to complete the restoration project at A. C. Steere. Mr. Norwood recapped the initial budgetary plan for the referenced projects, and said he will include the project at Lakeshore on the five-year plan. Mr. Powell moved, seconded by Mr. Adams and Mr. Brooks, approval of the change orders as recommended by staff. Vote on the motion carried with board members Vance, Burton, Thibodeaux, Mims, Dr. Hitchcock, Pugh, Brooks, Powell, Milam, Boykin and Adams supporting the motion. Mrs. Walker voted in opposition.

CAPITAL PROJECTS FIVE YEAR PLAN

Mr. Adams asked staff to mail the plan to board members earlier in the future so that board members will have ample time to study the document. Mr. Norwood informed board members that the draft is for informational purposes. He explained the procedure used to compile and prioritize projects and said a work session is scheduled for December 4, 1996. Board members asked questions relative to: procedures used to identify and prioritize projects, abbreviations used in listing projects, input from schools and the citizen's committee, types of projects and the projected costs, bond items and referenced date items were requested or implemented, allocation of funds to correct work that was previously done, sources of funding (contingency fund and material/workmanship warranty), etc. Mr. Powell asked staff to identify projects and inform board members of the number of Capital Projects that are returned to the board because they weren't done properly.

DRESS CODE FOR TEACHERS AND STUDENTS FOR THE 1997-98 SCHOOL YEAR

Mr. Brooks expressed concern about school administrators not enforcing the student dress code policy. He asked the superintendent to investigate this concern and direct principals to monitor halls and enforce the policy. He further suggested that a dress code policy should be developed and enforced for teachers. Mr. Adams echoed similar comments and asked the staff to investigate the enforcement concern at Hamilton Terrace. Mr. Powell said discussions are ongoing throughout the state about possible changes in the law regarding student uniforms. He asked the superintendent to keep board members informed about any legislative changes in this regard. Mr. Milam suggested that staff might want to check with other school systems regarding proper dress for teachers, and asked that the information be shared with board members. The superintendent said he will review the policy to see if it addresses proper attire for teachers, and he will send a memo to principals directing them to enforce the student dress code policy. Mr. Brooks asked staff to consider implementing a uniform dress code for student in Caddo Parish public schools in 1997-98.

POSITION VACANCIES IN THE MAINTENANCE DEPARTMENT

Mr. Brooks expressed concern about the hiring and interviewing process of applicants seeking employment in the maintenance department. He said employing applicants should be done at central office by the personnel administrator. David Barr, director of classified personnel, summarized the process for advertising vacancies, interviewing and hiring applicants. He noted that vacancies are advertised, applicants are screened and interviewed by department supervisors, and recommendations are submitted to his office for consideration and/or placement. Mr. Burton asked if staff practices promoting employees from in-house, and Mr. Barr said all applicants are considered, and every effort is made to hire the best qualified person for the position. Mrs. Walker expressed concern about the number of advertised positions that remain vacant over long periods of time. She questioned staff about the practice of hiring women for some of the maintenance positions. Mr. Powell asked if staff is looking at what has been established for hiring in the maintenance division; is staff's action based on policy or practice. The superintendent said staff's action is probably a combination of policy

and practice. He further noted that he will look into this concern. Mr. Powell requested staff to provide board members with some type of report as to where the CPSB is, and identify what is practice or policy. Mr. Adams suggested that if a vacancy is not filled within a reasonable amount of time, then the position should be eliminated.

SUPERINTENDENT'S REPORT

Employee Health Benefits. The superintendent gave a brief update regarding employee health benefits. He informed the board that: a) a proposal was received from Employees Benefits Services, (b) he met in Baton Rouge with representatives of Blue Cross/Blue Shield and received additional information, c) he and staff met with representatives of Trustmark and received additional information, d) data received from Employee Benefit Services is placed at board members' station, and e) a fourth entity expressed an interest in providing information and a possible proposal. Based upon the fact that information was just received this week, he suggested that the board should consider scheduling another work session on December 4, 1996 for the purpose of hearing presentations from the four entities. Discussion ensued about scheduling a special called CPSB meeting. Mr. Adams moved, seconded by Mr. Brooks, approval of a special session/insurance workshop on December 4, 1996. The superintendent clarified that action will not be taken on December 4, and a special called meeting may not be necessary. The presentations will be made as a report at the Executive Committee meeting. Mr. Powell suggested that the meeting should be scheduled at the discretion of the superintendent. Mr. Adams and Mr. Brooks withdrew the motion and second. Mr. Powell said he has received additional materials from one of the referenced carriers, and he asked if the superintendent will have something in writing in the form of a proposal before December 4. The superintendent said no recommendation will be presented since information was just received this week. Mr. Powell clarified and said his question is if the superintendent has any expectation of getting something from the entities in writing, and if it will be shared with board members as soon as possible. The superintendent answered in the affirmative. Mr. Powell also expressed concern about the public being informed of the meeting and/or receiving additional information.

Support Personnel Proclamation. The superintendent expressed appreciation for the services provided by support personnel. He said Caddo public school support personnel are to be saluted for their contributions to the Caddo Parish Public School System. The president read the proclamation which is filed in the official papers of the board.

Election. The president announced that the CPSB will be electing its officers for 1997 at the December 18, 1996 school board meeting.

UNFINISHED BUSINESS

No unfinished business was introduced.

NEW BUSINESS

MARFAN syndrome. Mr. Vance asked staff to look into this program, as introduced during visitor's section, and bring a recombination to the board. The president said the superintendent has curricula staff and they can make a decision in this regard. She asked that the board be provided with an update on staff's decision.

ANNOUNCEMENTS AND REQUESTS

Newspaper Article (Dropouts). Mr. Adams asked board members and staff to read the copy of the newspaper article on dropouts that he shared with them and consider the possibility of implementing a similar program in Caddo public schools. He asked staff to bring a recommendation to the board.

Special Recognition. Mr. Adams asked staff to consider initiating a safety award recognition program for school bus drivers.

Uniforms for Bus Drivers. Mr. Adams asked staff to consider providing bus drivers with uniforms (CPSB shirt).

LA High School Athletic Association. Mr. Adams requested clarification of the association's policy relative to exchange students' ineligibility to participate in extracurricular athletic programs.

Employee Assistance Program (EAP) Newsletter. Mrs. Boykin read the last paragraph under the heading *From the Administrator's Desk... Workplace and Supervision* and asked if the CPSB has a policy relative to employees being referred to the EAP office for an assessment based upon the employee's behavior in the workplace. Willie Henderson, assistant superintendent for human resource services, said that the issue is addressed in board policy. He said a referral to the EAP office is one option that a supervisor has. Mrs. Boykin asked if proper documentation is made on referred employees, and Mr. Henderson answered in the affirmative. Mrs. Boykin further requested if the policy is included in the policy manual and open for everyone to review, and again staff answered in the affirmative. Mrs. Boykin expressed concern about the EAP program and about the parameters that have been established under which the director works. She requested more information relative to limitations for accessing information. Mr. Powell also expressed concern about the provision in the newsletter regarding referrals. He said he hopes the supervisor is very clear when defining *behavior*.

Arthur Andersen Study. Mr. Powell asked staff to identify for board members the type of problems that have arisen as a result of implementing the Andersen Study. The superintendent said the study was not a salary study schedule, but was a position equity study. He elaborated on staff's attempt to correct some of the inequities. Mr. Brooks asked staff to review the study and give some consideration for the seniority status of employees.

Discipline Policy Review Committee. Mr. Powell said he made an earlier request for the superintendent to have the committee meet to report on how things are working out in the schools. The superintendent said he will check with staff to determine when the committee has met, and he will update the board.

Recognitions. Mr. Powell expressed pride about the special recognitions that were presented at today's meeting, especially noting successes in schools in district eight. He encouraged staff to build on the success of technology programs that are already in place in the parish in developing the master technology plan for the school system.

Candidacy. Mr. Vance announced that he will be a candidate for the position of first vice president for the CPSB for 1997.

Thanks. Mrs. Walker expressed appreciation to all of the people who expressed concern, love, and prayers for her during her illness. She reported that she is doing very well at this time.

EXECUTIVE SESSIONS - STUDENTS' HEARINGS

Mr. Burton moved, seconded by Mr. Milam, for an executive session to hear students' hearings for approximately 15-minutes per case, following a ten-minute recess for CPSB members. Vote on the motion carried unanimously.

Recess. The president called for a ten-minute recess at approximately 5:30 p.m. The board reconvened at approximately 5:47 p.m. Mrs. Walker retired from the meeting at approximately 5:45 p.m.

The board went into executive session at approximately 5:47 p.m. and reconvened at approximately 5:55 p.m. Mr. Powell moved, seconded by Mr. Vance, approval of staff recommendation relative to Cory Randolph. Dr. Hitchcock asked if the information provided board members is the superintendent's recommendation, and the superintendent answered in the affirmative. Dr. Hitchcock asked if after hearing the presentation of this case to the board, if the superintendent has a recommendation change. The superintendent said his position remains the same. Vote on the motion carried with Mr. Brooks absent for the vote. Board members supporting the

motion were Vance, Burton, Thibodeaux, Mims, Dr. Hitchcock, Pugh Powell, Milam, Boykin and Adams.

The board went into executive session for the second hearing at approximately 5:56 p.m. and reconvened at approximately 6:16 p.m. Mr. Adams moved, seconded by Mr. Milam, to uphold the superintendent's recommendation in the case of Sean Singleton. Dr. Hitchcock again polled the superintendent relative to his recommendation, and the superintendent reported that his position is the same. Vote on the motion carried unanimously. Mr. Milam retired from the meeting at approximately 6:17 p.m.

The board went into executive session for the third hearing at approximately 6:17 p.m. The board reconvened at approximately 6:50 p.m. Dr. Hitchcock moved, seconded by Mr. Burton and Mr. Vance, that the CPSB accept the superintendent's recommendation to assign Arthura Murray to Hamilton Terrace. Also, move that the CPSB request the superintendent with all deliberate speed to get the student evaluated for special education, 504 and any other special needs. The president questioned why the student is no longer on medication, as indicated earlier. The president asked the superintendent to speak with the parent to determine if he could provide assistance in this regard. Vote on the motion carried with Mr. Brooks absent. Board members supporting the motion were Vance, Burton, Thibodeaux, Mims, Dr. Hitchcock, Pugh, Powell, Boykin and Adams.

Approval of Settlement of Student Claims. Dr. Hitchcock said CPSB members received information in the mailout on settlement of student claims. The superintendent acknowledged that staff has been dealing with this settlement for some time, and staff's recommendation is outlined in the mailout. Dr. Hitchcock moved, seconded by Mr. Mims, that the CPSB accept the superintendent's recommendation, as outlined in the mailout. Vote on the motion carried with board members Brooks and Powell absent for the vote. Board members supporting the motion were Vance, Burton, Thibodeaux, Mims, Dr. Hitchcock, Pugh, Boykin and Adams.

Adjournment. There being no further business, Mr. Adams moved for adjournment. Mr. Burton seconded the motion which carried, and the meeting adjourned at approximately 6:55 p.m.

James E. Foster, Ed.D., Secretary

Mildred B. Pugh, President

December 4, 1996

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session Wednesday, December 4, 1996, at 3:30 p.m. in its office at 1961 Midway Street, Shreveport, Louisiana, with President Mildred B. Pugh presiding and Miles Hitchcock, Sc.D. present. Other board members present were Ron Adams, Judy D. Boykin, Jerry Tim Brooks, Willie D. Burton, Mark Milam, Alvin Mims, Michael E. Powell 111, Michael J. Thibodeaux and Sybil B. Walker. Johnny Vance, Jr. informed the president that he would be late and arrived at approximately 3:38 p.m. Also present were Secretary James E. Foster, Legal Counsel Fred Sutherland, staff and other visitors. The invocation and Pledge of Allegiance were given/led by Ron Adams.

Agenda Items. The superintendent presented the proposed agenda for the December 18, 1996 Caddo Parish School Board meeting. "*Health Benefits Program*" (Foster), "*Extension of Linwood Health Clinic at Atkins Elementary*" (Mims), and "*Litigation Update on CV96-2 701*" were added to the agenda. The following items were categorized as consent agenda: 7, 9, 11 -16-A.

Mr. Vance moved, seconded by Dr. Hitchcock, approval of the proposed consent agenda. Vote on the motion carried unanimously.

CPSB WORK SESSION

The president polled board members and the audience for input on agenda items.

INSTRUCTIONAL PRESENTATION - READING RECOVERY

The superintendent recognized Janis Parker, director of Title 1, who introduced Vancell Stovall, supervisor of Title I and coordinator of the Reading Recovery Program. Mr. Stovall presented a summary on the formation and implementation of the Reading Recovery Program in Caddo Parish and introduced staff/teachers in the program who presented a mini demonstration as to how the program works and its success in Caddo. Ruth Keough, Reading Recovery teacher/ leader, discussed the program concept and using students demonstrated how the program operates. Debbie Williams, Reading Recovery teacher/leader, presented Reading Recovery Program goals and statistical data on the success of the program in Caddo since implementation. Angela Wright, teacher at Newton Smith, shared with board members her experiences with the Reading Recovering Program and the success the program has been to students in her class.

Ms. Parker recognized other teachers and their schools representing the Reading Recovery Program at today's meeting and thanked the board for its continued support of the program.

Mr. Adams commented that he observed the Reading Recovery Program at Newton Smith and commended the staff for their efforts in making this program a success.

REPORTS

Capital Projects Five-Year Plan. Keith Norwood, director of school plant, presented to the board a proposal for 1997-2001 projected capital projects, and a proposal for the 1997 projects. He explained that information will be included in the mailout. Mr. Norwood said the proposed 1997 plan reflects: (a) resources available, (b) the year the proposed project first appeared on the capital projects plan, (c) priority rating of the project by the schools, and (d) rating by staff (maintenance). He explained the reasoning for decrease in resources for capital project items and presented by category projected costs for proposed '97 projects. Discussion ensued on transportable buildings relative to the decrease in the number to be built in 1997, present shortage of classroom space, and staff's direction in inventorying and proposing a better use of permanent facilities. Mrs. Walker asked questions about the two facilities (Pine Valley and Rodessa) in the northern part of the parish; specifically, why they have not been demolished and why these projects are not in the plan for 1997. She also asked about plans for the relocation of the library from the second floor to the first floor at Mooringsport Elementary, and about the enormous cost for asbestos abatement.

Mr. Norwood stated that the proposed five-year plan resulted in requests taken from the schools and prioritized by schools/staff, but added that this plan is one that changes annually.

Mr. Burton excused himself from the meeting at approximately 4:50 p.m.

Employee Health Benefits. The superintendent introduced the insurance presenters as follows: (1) Chris Parsons, Employee Benefit Services; (2) Allen Saba, Trustmark; (3) Richard Miltenberger, Community Health; (4) Ron Johnson, Medfirst; (5) James Bustillo, Blue Cross/Blue Shield of Louisiana; and, (6) Lee McClendon and Mary Smith, IMA of Louisiana. Each presenter was allotted 15 minutes to make their presentation. After all presentations were made, board members and visitors were given the opportunity to ask questions. Each representative presented detailed reports on what their company could offer Caddo in an employee health insurance plan, highlighting (a) available options, (b) benefits, (c) premium rates, (d) deductibles and co/pays, (e) physicians/hospitals, (f) in and outside of network options, (g) plans for prescription drugs, (h) rates for Medicare participants, (i) administration costs, (j) runoff claims, and (k) enrollment and implementation dates. Presenters submitted packets of information to each CPSB member. The representative from Medfirst indicated that they did not have a formal presentation to make to the board at this meeting. However, should the board approve implementation of a plan for April 1, 1997, they would have a formal proposal to present to the board for consideration by January 1, 1997.

Recess. The president called for a ten-minute recess at approximately 5:25 p.m. The board reconvened at approximately 5:38 p.m.

Mr. Vance excused himself from the meeting at 5:25 p.m.

Following brief summations from each of the carriers, representatives responded to questions relative to administration costs, rate comparisons, in plan/out of plan options, out of area plans, runoff claims, extension of proposals presented for April 1, 1997 implementation date, no loss/no gain clauses, proposed rate increases, HMOs, co-pays and prescription caps. The president excused herself from the meeting at 6:45 p.m. Mr. Powell requested representatives from IMA of Louisiana to provide a schedule scan of premium rates to the superintendent.

Following detailed discussion, Mr. Adams commended the president on her role as president during 1996, and the superintendent for the leadership he has brought to Caddo schools. He stated that he proposes to bring a motion to the board at its regular meeting in December commending the staff for the outstanding accomplishments for 1996.

Mr. Brooks stated that he has received word that some unethical statements have been made relative to the superintendent of schools. He asked that these rumors be put to rest.

Adjournment. There being no further business, the first vice president declared that the executive committee/board work session be concluded. The meeting adjourned at approximately 7:05 p.m.

December 18, 1996

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 3:30 p.m. Wednesday, December 18, 1996, with President Mildred B. Pugh presiding and the following board members present being a quorum: Ron Adams, Judy D. Boykin, Jerry Tim Brooks, Willie D. Burton, Miles Hitchcock, Sc.D., Mark Milam, Alvin Mims, Mike Powell, Michael J. Thibodeaux, Johnny Vance, Jr. and Sybil B. Walker. Also present were James E. Foster, secretary, and Fred Sutherland, legal counsel. Mrs. Boykin asked that the family of the late Mary Fuller, faculty member at Southern Hills Elementary School who died last week, be remembered in prayer. Biblical scriptures (Philippians 1:9-11) and the Pledge of Allegiance were recited/led by Mr. Adams.

CONSIDERATION OF MINUTES OF THE NOVEMBER 20,1996 CPSB MEETING

Mrs. Boykin moved, seconded by Mr. Vance, approval of the minutes of the November 20,1996 CPSB meeting. Vote on the motion carried unanimously.

CONSENT AGENDA

The board reviewed the agenda and categorized the following items as consent agenda.

Agenda Item No. 7

Personnel Recommendation(s). The superintendent made the following recommendations: (1) Sara Ebarb be appointed principal of Forest Hill Elementary School, and the terms of contract are January 6, 1997 - June 15, 1999; (2) William (Bill) Vaughn be appointed assistant principal of administration and discipline at Caddo Middle Magnet (a lateral move), and the terms of contract are January 7, 1997 - June 15, 1999; (3) Sandra (Sandy) Neeson be appointed guidance and testing specialist, and the terms of contract are December 19, 1996 - June 15, 1999; and, (4) John J. Vogel be appointed insurance manager. Each administrator will receive the appropriate salary as reflected by the CPSB salary schedule applicable to the position to which they are appointed.

Agenda Item No. 9

Approval of Bids/Proposals Taken. Staff recommended approval of the circled low bids for water treatment chemicals for all schools and lab coats and aprons for child nutrition program. A copy of

the tabulation bid sheets is filed in the official papers of the board marked "Exhibit A, three pages, December 18, 1996. "

Agenda Item No. 12

JROTC Five Elective Course. Staff recommended that the JROTC-5 curriculum program be approved as presented by the superintendent and staff. The purpose of adding the course is to have a viable elective for seniors who will complete JROTC-4 at the end of the fall year of 4x4 block scheduling.

Agenda Item No. 13

Settlement of Workers' Compensation Claim. Staff recommended approval of the settlement of the workers' compensation claim on Mrs. Joyce Walker, former bus aide, for a total payment of \$23,500.

Agenda Item No. 14

Renewal of Promotional or Administrative Appointment Contracts. Staff recommended approval of the renewal of promotional or administrative appointment contracts to those individuals listed in the mailout at the appropriate salary as reflected by the CPSB salary schedule, applicable to the position to which each is appointed. Contracts up for renewal were for select school and central office administrators.

Agenda Item No. 15

Expansion of Middle School Liaison Program. Staff recommended approval of the Middle School Liaison Program as presented and mailed to school board members. The program will be extended to include six schools; namely, Broadmoor, Donnie Bickham, Linear, Oak Terrace/J. B. Harville, Turner and Youree Drive. The projected cost for the expansion of the program from January 20, 1997 - June 4, 1997 is \$16,200.

Agenda Item No. 16

SRO Officer at Green Oaks High School Increased to Full Time (8 hours). Staff recommended that the security resource officer at Green Oaks High School begin his work as a full time employee (8 hours per day) effective January 6, 1997 at an approximate cost of \$6,000.

Agenda Item No. 17

Security Coordinator Position - Forest Hill Elementary School. Staff recommended that the security coordinator position at Forest Hill Elementary be staffed for the remainder of the 1996-97 school year.

Agenda Item No. 19-A

Requests for Leaves. The superintendent recommended approval of the following requests for leaves.

Sabbatical Leave for Rest and Recuperation, Spring Semester 1996-97 School Year

Dawn Anderson, Teacher, Walnut Hill Elementary/Middle School
Peggy Barteet, Coordinator, Hamilton Terrace

Sabbatical Leave for Rest and Recuperation, Spring Semester 1996-97 School Year and Fall Semester 1997-98 School Year

Kathleen Masiki, Teacher, Northwood High School

Leave Without Pay (Personal), Spring Semester 1996-97 School Year
Billy Wayne, Teacher, Booker T. Washington High School

Requests of the Board. Barbara Cole Moore, teacher at Werner Park Elementary, requested to rescind her sabbatical leave for the spring semester of the 1996-97 school year.

Toras Hill, teacher aide at Captain Shreve High School, requested to rescind his leave without pay in order to staff a teaching position at Ridgewood Middle School.

William (Bill) Robinson, principal of Woodlawn High School, was on sabbatical leave for rest and recuperation for most of the 1995-96 school year. He is still having health problems and plans to retire at the end of December 1996. Mr. Robinson asked the board to waive the requirement to pay monies back he received while on sabbatical.

Mr. Thibodeaux moved, seconded by Mr. Burton, approval of the consent agenda. Vote on the motion carried unanimously.

SPECIAL PRESENTATION - 1996 IN REVIEW

In a creative video, the superintendent presented a review of the Caddo Parish Public School System for 1996. The cinema artistically showcased the noteworthy accomplishments of students and staff i.e., plans for improving student achievement, test data, special recognitions and scholastic awards. The following schools were recognized as 1996 School Recognition Award winners for scholastic and/or growth award) by the State Board of Elementary and Secondary Education (BESE) and the State Department of Education: Caddo Parish Magnet High School (Ascension Smith, principal), Claiborne Fundamental Elementary (Sebron DeLoach, principal), Eden Gardens Fundamental Elementary (Donna Baker, principal), Caddo Parish Middle Magnet (Judy Moncrief, principal), Herndon Magnet School (E. Dean Washam, principal), Hosston Elementary School (Vicki Hughes, principal), Judson Fundamental Elementary School (Leisa Edwards, principal), Mooringsport Elementary School (J. Kent Hollenshead, principal), South Highlands Elementary Magnet (Pam Byrd, principal), A. C. Steere Elementary (Dan Waters, principal), Walnut Hill Elementary/Middle School (Albert Hardison, principal), and Youree Drive Middle School (Jan Holliday, principal). Honorees were presented framed certificates for this outstanding recognition. Featured in the film were the school board's president, Ollie Tyler, deputy superintendent, Albert Hardison, principal at Walnut Hill Elementary/Middle School, Sandra Denmark, principal at Jack P. Timmons Elementary, and students Joshua Davis (Huntington High School), Erin Boykin (Southwood High School), and Kevin Bruce (Captain Shreve High School). Burnadine Moss Anderson, director of communications, orchestrated the production with assistance from staffers Ollie Tyler, Wanda Gunn, Sandy Neeson, Rosalie Ewing, Mike Roy, Mary Trammell and Rhonda Brock.

VISITORS

Lois Palmer, retiree, spoke in support of the Blue Cross/Blue Shield insurance program.

Jo Allen, retiree, expressed appreciation for staff's recommendation of coverage with Blue Cross/Blue Shield.

Tom Koenig, Local 100 - SEIU, introduced himself to the CPSB as the new president of Local 100.

Jackie Lansdale, president of Caddo Federation of Teachers and Support Personnel, asked the board to adopt an insurance program that offers a HMO; requested an open enrollment period; asked the CPSB to invite input from teacher organizations on important issues; said CPSB members should be discouraged from voting on matters of personal interest; and, expressed concern about evaluations by the Employee Assistance Program administrator.

Ann Fowler and Eursla Hardy, retirees, read a letter to board members from retirees expressing their appreciation to the board for allowing them to provide input on insurance matters. The board was asked to provide the retiree group with a monthly or quarterly report on future insurance activities.

Maryjo Palumbo, president of Caddo Association of Educators (CAE), expressed CAE's concerns relative to a fully-insured insurance plan, and the need for participants to be informed about monthly premium costs. CPSB members were encouraged to seek input from insurance participants.

Richard Miltenberger, Community Insurance representative, capsulized his company's offerings in comparison to other proposals and informed the board that his program is less expensive and offerings include a HMO plan. He proposed that United Health Care is prepared to offer both HMO options, Health Plus and Community Health to go side-by-side with the Blue Cross proposal.

The president recognized John Crockett, retired principal, and expressed appreciation to him for providing the board with a barbecue dinner at today's meeting. Mr. Crockett's catering business card was made available to board members. The president also thanked retirees (Blanche Sterling, Eursla Hardy, Dora Bunn, etc.) for their contribution of refreshments/gifts.

HEALTH BENEFITS PROGRAM

The superintendent called board members' attention to information that was mailed out and said his recommendation is for the plan offered by Blue Cross/Blue Shield. The target date for implementation is April 1, 1997. Mr. Thibodeaux referenced the proposal amendments introduced by Mr. Miltenberger of Community (identified during visitor's session), and asked the superintendent for his reaction. The superintendent said he was hearing the proposal changes for the first time. Further, the changes are not a part of his recommendation which was based upon the study that was given to the proposal and placed before the CPSB. Mr. Powell requested clarification of Mr. Miltenberger's proposal, and following debate, the president called for a ten-minute recess to allow staff an opportunity to visit with Community representatives.

Recess. The president called for a ten-minute recess at approximately 4:55 p.m., and the board reconvened at approximately 5:17 p.m.

Mr. Powell asked the superintendent if information received from Mr. Miltenberger has any affect on his recommendation, and the superintendent replied that he collected additional information but it has no affect on his recommendation. Mr. Powell moved, seconded by Mr. Adams, that the board adopt the superintendent's recommendation. Discussion followed on insurance calculations (total aggregate costs) based on current enrollment figures, comparison of figures on the spread sheet, and insurance benefits for participants (PPO/HMO/POS). Mr. Vance encouraged board members to vote the recommendation up or down, but, he expressed concern about board members rushing the vote since enrollees have expressed concern about premium rates. Mrs. Walker asked the board to try to satisfy all enrollees and to consider including an HMO option in the plan. Mrs. Boykin requested clarification of items in the plan submitted by Blue Cross/Blue Shield, i.e. the spread sheet -premium differences, funding source for the minimum premiums, the need to maintain a self-insured program with built-in protections, contribution levels, etc. Vote on the motion was called and carried with board members Walker and Vance opposed. Board members supporting the motion were Burton, Thibodeaux, Mims, Dr. Hitchcock, Pugh, Brooks, Powell, Milam, Boykin and Adams.

1997-2001 CAPITAL PROJECTS PLAN

Mr. Adams moved, seconded by Mr. Brooks, that the Capital Projects Plan budget be amended to include in 1997-98 the automotive mechanics building for the Caddo Career Center, and the architectural fees for a total of \$825,000. Mr. Burton called for point of order and said the motion to amend is out of order since an original motion has not been made. The president concurred and recognized Mr. Powell who moved, seconded by Mr. Brooks, adoption of the 1997-2001 Capital Projects Plan, as provided in the mailout. Mr. Adams restated his motion to amend the motion, seconded by Mr. Brooks, that the Capital Projects plan budget be amended to include in 1997-98 the automotive mechanics building for the Caddo Career Center, and the architectural fees for a total of \$825,000. Mr. Adams said the program is viable and he expressed the need for the facility citing increased student enrollment as a contributing factor. He asked Keith Norwood, director of school plant, for an explanation of the delay in constructing the facility. Board members asked questions about the source of funding for the project, the student enrollment in the automotive class, how items are prioritized in the plan, etc. Mr. Norwood informed board members that to delay action on this item would create difficulties in getting started --the bidding process; and, the longer staff delays affect the turnaround time on receiving equipment.

Thus, projects will carryover into the school year. Board members spoke in support of the program but emphasized that there is a need to get serious about passing a bond issue to generate funds for such projects. The superintendent said there are many projects that staff would like to do, but priorities have to be established and staffs recommendation is to adopt the plan as included in the mailout. Mrs. Boykin made a substitute amendment, seconded by Mr. Brooks, that staff be instructed to include in the 1998-99 Capital Projects Plan the money required (\$825,000) to complete the project at the Caddo Career Center; and, in the meantime to seek ways to expand enrollment at the Caddo Career Center in automotive mechanics. Board members noted that there will be other opportunities to revise the plan, if necessary. Mr. Milam said board members need to be more informed about program needs before approving revisions. Mr. Burton expressed concern about the board mandating staff to include items in the plan. Vote on the second substitute motion was called and failed with board members Walker, Brooks, Boykin and Adams supporting the motion. Board members opposed were Vance, Burton, Thibodeaux, Mims, Dr. Hitchcock, Pugh, Powell and Milam. Vote on the first substitute motion failed with board members Brooks, Boykin and Adams supporting the motion. Board members opposed were Walker, Vance, Burton, Thibodeaux, Mims, Dr. Hitchcock, Pugh, Powell and Milam. Vote on the original motion carried with Mr. Adams opposed. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Mims, Dr. Hitchcock, Pugh, Brooks, Powell, Milam and Boykin.

EXTENSION OF LINWOOD HEALTH CENTER FOR ATKINS ELEMENTARY (Mims)

Dr. Hitchcock asked the superintendent for his position on this request. The superintendent expressed the desire to have additional time to gather more information. He said he spoke to the principals at both schools and spacing is not available at Atkins Elementary; and, he needs to know how the program will affect the program at Linwood Middle School. Dr. Hitchcock asked if the superintendent would like to have action on this item delayed. Mr. Mims said he does not object to giving the superintendent more time to gather information. He noted that he was aware that lack of space is a problem. The superintendent said a temporary building has been located, but use of it has nothing to do with the health program. It was based on students and teachers' need for additional classroom space. The superintendent said the item could possibly be ready for action at the next school board meeting. Mr. Mims agreed to delaying this item until the January 1997 CPSB meeting. The president asked if there has been any collaboration with staff to bring this recommendation to the board, and the superintendent answered no. The president said this item is being remanded to the superintendent for further review. Mrs. Walker expressed the need for a health center at a school site in the northern part of the parish.

SUPERINTENDENT'S REPORT

Teacher Certification. The superintendent informed the board of a situation whereby Danielle Pigneur, a CODOFIL teacher, with excellent credentials and a B.S. degree, is having difficulties in getting Louisiana certification. The teacher's transcripts have been evaluated by a local university and, in their opinion, the teacher qualifies for a four-year degree. There has been some disagreement at the state level, but staff agrees with the university's assessment. The superintendent reported that when Ms. Pigneur appeals this case to BESE in January, 1997, a staff person from the personnel department will accompany her to request teacher certification. He asked for the board's support which will assist staff when they go before BESE. The president said this matter will require a resolution from the CPSB. Mrs. Walker made a motion, seconded by Mr. Thibodeaux, that the CPSB supports Ms. Danielle Pigneur in her appeal to BESE for approval of her teacher certification request. Vote on the motion carried unanimously. The president said the resolution will be carried by the staff person to the appeal hearing.

Blue Ribbon Award. The superintendent informed the board that Shreve Island Elementary School is one of eight schools selected by the state of Louisiana to be recommended to the U. S. Department of Education for the Blue Ribbon Elementary School Recognition Award.

January 1997 CPSB Meeting. The superintendent recommended that the CPSB schedule its January 1997 CPSB meetings for January 8, 1997 (Executive Committee) and January 22, 1997 (regular CPSB meeting). Mr. Vance moved, seconded by Mr. Adams, approval of the superintendent's recommendation. Vote on the motion carried unanimously.

Insurance Premium Rates. The superintendent said the topic of monthly rates for insurance premiums has come up, and staff has calculated some rates to be shared with the board. He said the sooner the rates are approved, then staff can proceed with the process of enrollment. A copy of the rate spread sheet was distributed to board members. Discussion followed on rate structures for participants with and without Medicare and on the disparity in premium rates. The superintendent said the sheet reflects staff's recommendation because this is a step in the direction that the school system needs to go. He further stated that the percentages need improvement, but staff needs to move forward with enrollment. Mr. Thibodeaux moved, seconded by Mr. Vance, to adopt the employee monthly rates as recommended by the superintendent on the comparison of current employee rates to Blue Cross rates dated December 18, 1996. Mr. Thibodeaux said staff needs to get started, but in order to be equitable to everybody, the rates will have to be broken out by the cost for an employee, the cost to add a spouse, the cost to add a child and the cost to add children. Dr. Hitchcock called for point of order and said this item is not on the agenda. The president said this item is a part of the *superintendent's report*, therefore, there is no need to suspend the rules. Dr. Hitchcock questioned if the board's action at this time is legitimate. Mr. Vance moved, seconded by Mr. Burton, to suspend the rules to add the comparison of current employee rates to Blue Cross rates to the agenda. Vote on the motion carried unanimously. Mr. Thibodeaux restated his motion as printed above, and seconded by Mr. Vance. Dr. Hitchcock expressed concern that if the board acts on this item today, there has been no input from people covered in the plan. S. L. Slack, assistant superintendent for support services, expressed concern that after Friday, December 20, 1996, schools will be closed until January 6, 1997. He emphasized that staff needs to get the enrollment process started in order to have it completed by February 6. The superintendent reminded board members that the implementation target date is April 1, 1997. Dr. Hitchcock made a substitute motion, seconded by Mr. Powell, that this comparison sheet be taken under advisement; that the board authorize its president, in conjunction with the superintendent, to call a meeting of the board in early January 1997 to consider this matter. Discussion continued on the rate calculations, the need to get input from participants, the possibility of withholding premiums in the February check, and on the affect delay of this item will have on implementation. Staff said if action is delayed, then staff will be pressed to review implementation date plans. The president reminded the board that the newly-hired insurance manager will be coming on board January 6, and this person needs to be involved. After more debate, the president called for the vote on the substitute motion which failed with board members Walker and Dr. Hitchcock supporting the motion. Board members opposed were Vance, Burton, Thibodeaux, Mims, Pugh, Brooks, Powell, Milam, Boykin and Adams. Vote on the original motion carried with Mrs. Walker opposed. Board members supporting the motion were Vance, Burton, Thibodeaux, Mims, Dr. Hitchcock, Pugh, Brooks, Powell, Milam, Boykin and Adams.

UNFINISHED BUSINESS

Employee Assistance Program (EAP) Memo. Mrs. Boykin said she previously requested information about the integrity of the program, confidentiality provisions, if internal processes and/or policies are in place, how much information the EAP has access to through the computer, etc. She further expressed concern that there may not be a policy in place that protects employees and the EAP letter actually described a situation that was punitive of which the policy does not address. She requested that staff look at the policy -- the fringe benefits policy and bring back a policy that includes due process if *anger is* going to be considered. If *anger is* going to be used as a reason for referral, then the term should be defined. Mrs. Walker asked if staff/board has ever considered employing an independent firm to take care of this program. The superintendent said he wasn't sure if this has been done, but discussions have taken place.

Holiday Schedule for Maintenance Workers. Mr. Brooks asked Mr. Norwood to explain the holiday work schedule for maintenance workers. Mr. Norwood informed the board that there are several projects underway that are completed during the time school is out, and this year, maintenance workers have been issued a directive that no vacation time will be approved in addition to the holidays that are already on the calendar. Mr. Norwood said that when employees are granted vacation time during the holiday period, it breaks up work crews and they cannot function efficiently. Staff reported that there are approximately 150 employees in the maintenance department, but at the time the memo was directed that there were no requests for vacation. The superintendent said last year's history will reflect that during Christmas week, only 55 of 143 individuals worked; and, during New Year's week there were 97 out of 143 employees working. Mr. Brooks asked David Barr, director of classified personnel, to update the board on the number of positions the CPSB has

approved for the maintenance department, but to date have not been filled. Mr. Barr reported that there are 11 vacancies at this time. Mr. Brooks said he will be prepared to make a motion at the January, 1997 meeting to restore funds to the budget if vacancies within the maintenance division aren't staffed. The president asked if employees assigned to the maintenance department will have difficulty in receiving leave for personal reasons -- illness in family, etc. Mr. Norwood reported that employees will not have difficulty in this situation, that each case will be reviewed. Mrs. Pugh asked what verification will be required of employees. Mr. Norwood said, in his opinion, if such a request is received (medical) that it would be considered and sick time will not be denied. He clarified that only vacation and compensatory leave time are being denied. Mrs. Walker asked what days are being granted as holidays. Mr. Norwood said there are two days for Christmas and two days for New Years (the eve of each holiday and the holiday). Traditionally, employees have been allowed to take one additional day, but staff has not discussed this consideration at this time.

Dress Code. Mr. Milam asked staff to consider adding a statement to the dress code policy (JFCA) relative to students being prohibited from wearing sagging pants at school Mrs. Walker said staff should send letters to parents about enforcing the dress code policy if students come to school with sagging pants, and suggested that students are actually buying their pants too big.

LSBA Convention. The president said LSBA is asking for resolutions and the deadline for submitting resolutions is December 20, 1996. Mr. Burton said board members should submit their resolutions to him before the deadline.

NEW BUSINESS

Election of Officers. The president declared the floor open for nominations for president of CPSB for 1997. Mr. Milam nominated Mr. Mike Powell for president of the CPSB for 1997. Mrs. Walker nominated Dr. Miles Hitchcock for the position of president of the CPSB for 1997. Mrs. Boykin moved, seconded by Mr. Burton, that the nominations be closed. Vote on the motion carried unanimously. Vote on the nomination of Dr. Hitchcock resulted in board members Walker, Vance, Hitchcock, Burton, and Pugh supporting the motion. Vote on the nomination for Mr. Powell resulted in board members Thibodeaux, Brooks, Powell, Milam, Boykin and Adams supporting the motion. Mr. Mims abstained. The president announced that Mr. Powell is president of the CPSB for 1997 with a vote of 6 to 5.

The president declared the floor open for nominations for the first vice president of the CPSB for 1997. Dr. Hitchcock nominated Johnny Vance, Jr.; Mr. Adams nominated Jerry Tim Brooks. Mr. Burton moved, seconded by Mrs. Boykin, that the nominations be closed. Vote on the motion carried unanimously. Vote on the nomination of Mr. Brooks resulted in board members Thibodeaux, Brooks, Powell, Milam, Boykin and Adams supporting the motion. Vote on the nomination of Mr. Vance resulted in board member Walker, Vance, Burton, Pugh and Dr. Hitchcock supporting the motion. Mr. Mims did not vote. The president announced that Mr. Brooks is first vice president of the CPSB for 1997 with a vote of 6 to 5.

The president declared the floor open for nominations for the position of second vice president of the CPSB for 1997. Mr. Thibodeaux nominated Ron Adams. Dr. Hitchcock nominated Sybil B. Walker. Mr. Powell moved, seconded by Mr. Burton, that the nominations be closed. Vote on the nomination for Mrs. Walker resulted in board members Walker, Vance, Burton, Mims and Hitchcock supporting the motion. Vote on the nomination for Mr. Adams resulted in board members Thibodeaux, Brooks, Powell, Milam, Boykin and Adams supporting the motion. The president did not vote on the motion. The president announced that Mr. Adams is second vice president of the CPSB for 1997 with a vote of 6 to 5.

The president announced that the officers of the CPSB for 1997 are: Mike Powell, president; Jerry Tim Brooks, first vice president; and, Ron Adams, second vice president.

President Authorized to Sign Documents. Mr. Burton moved, seconded by Mr. Brooks, that Mike Powell, president of the CPSB for 1997, be authorized to sign all checks and other official documents for the CPSB. Vote on the motion carried with Brooks and Powell not voting on the motion.

Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Mims, Dr. Hitchcock, Pugh, Milam, Boykin and Adams.

President Authorized to Use Facsimile Signature. Mr. Burton moved, seconded by Mr. Milam, that the CPSB, in conformity with Act 31 of the 1954 session of the Louisiana Legislature, authorize its president, Mike Powell, to use a facsimile signature in signing all checks issued by the board. Vote on the motion carried with Mrs. Walker opposed; Mr. Powell abstained; and, board members Vance, Burton, Thibodeaux, Mims, Dr. Hitchcock, Pugh, Brooks, Milam, Boykin and Adams supporting the motion.

ANNOUNCEMENTS AND REQUESTS

Photo. Mr. Adams shared with board members a photograph that was taken of Southwood's marquis which had a thank you message to the CPSB for approving the 4x4 scheduling program.

Budget. Mr. Adams asked staff to start looking for funds to support a STAR program in Caddo public schools.

Transportable Classroom Buildings. Mr. Adams asked staff to find space elsewhere to house the special education people located at the Caddo Career Center. He said the use of the temporary buildings are needed for students throughout the parish. Further, if the Shreve Memorial Library does not purchase the Beall-Ladymon Building that the CPSB considered purchasing previously, that staff/board should reconsider purchasing the building or consider leasing space from the library if they purchase it.

Requests for Leaves. Mr. Adams asked the superintendent to prepare a resolution for the LSBA convention that addresses the matter of employees taking indefinite leave status.

Legislative Conference. Mr. Adams asked the president and superintendent to get the Northwest Louisiana legislative delegation together for a meeting prior to the opening session of the legislature for brainstorming.

Bond Issue. Mr. Adams asked the superintendent to develop a timeline for a bond issue. Mr. Powell encouraged the board/staff to consider making plans for a bond issued in the near future.

Correspondence. Mr. Adams distributed a letter from Jack and Catherine Call, parents, to board members for their perusal.

Appreciation. Mr. Powell thanked fellow-board members for their vote of confidence in electing him president for 1997.

Infant Powell. Mr. Powell recognized and introduced his youngest child, David Asher Powell, who was present.

LSBA Meeting. Mr. Burton encouraged CPSB members to attend the LSBA convention in February. He announced that he will be chairing a committee called *Elvis Technology and Laxatives*.

Recess. The president called for a ten minute recess at approximately 8:02 p.m. The board reconvened at approximately 8:17 p.m.

Mr. Burton retired from the meeting at approximately 8:05 p.m.

Mr. Powell moved, seconded by Mr. Thibodeaux, for an executive session to hear a student appeal hearing for approximately 20 minutes. Vote on the motion carried unanimously, and the board went into executive session at approximately 8:18 p.m. The board reconvened at approximately 8:50 p.m. Mr. Powell moved, seconded by Mr. Thibodeaux, to uphold the recommendation of staff. Staff recommended that Waynetta Houston be referred to Oak Terrace Alternative School for the remainder of the 1996-97 school year. Vote on the motion carried with Mrs. Walker opposed. Board members supporting the motion were Vance, Thibodeaux, Mims,

Dr. Hitchcock, Pugh, Brooks, Powell, Milam, Boykin and Adams. Mr. Vance asked staff to consider expediting student hearing dates.

Litigation Updates - CV96-2701; 415155-B-TLM vs CPSB. Mr. Powell moved, seconded by Mr. Brooks, for an executive session to hear litigation updates on the aforementioned cases for approximately 30 minutes. Vote on the motion carried unanimously. The board went into executive session at approximately 8:51 p.m. and reconvened at approximately 9:55 p.m.

Adjournment. There being no further business, the president declared the meeting adjourned at approximately 9:56 p.m.

James E. Foster, Ed.D., Secretary

Mildred B. Pugh, President

January 8, 1997

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session Wednesday, January 8, 1997, at 3:30 p.m. in its office at 1961 Midway Street, Shreveport, Louisiana with President Mike Powell presiding and Jerry Tim Brooks and Ron Adams present. Other board members present were Judy Boykin, Willie D. Burton, Miles Hitchcock, Sc.D., Mark Milam, Alvin Mims, Michael J. Thibodeaux and Sybil B. Walker. Also present were Secretary James E. Foster, Legal Counsel Fred Sutherland, staff and other visitors. The invocation and Pledge of Allegiance were given/led by Mr. Brooks.

Introduction. The superintendent recognized and introduced John Vogel, insurance manager for the Caddo Parish School System. Mr. Vogel officially assumed his position on January 6, 1997.

Agenda Items. The president recognized the superintendent who added "*Insurance Enrollment and Implementation Update*" under the Superintendent's Report, and "*Appointment of Parental Review Committee (PRC) Members for 1997*" to the agenda. Mr. Burton added "*Rescind Policy BDA -Regular Board Meetings*"; and, Mrs. Boykin added "*GCBC Policy Revision*" and "*Insurance Premium Rate Structure*" to the agenda. At a later point in the meeting the superintendent added "*Litigation Update - Title IX*" to the agenda. The following items were categorized as consent agenda: 7, 9-A, 11-14. Mr. Brooks moved, seconded by Mr. Adams, approval of the consent agenda. Vote on the motion carried unanimously. Mr. Brooks moved, seconded by Mr. Adams, approval of the agenda for the January 22, 1997 regular school board meeting. Vote on the motion carried unanimously.

CPSB WORK SESSION

The president informed board members that a draft of the agenda will be mailed to board members on Monday prior to the Executive Committee meeting. He said the work session will begin with the superintendent introducing each agenda item. He will then entertain discussion from Executive Committee members followed by input from other school board members. After board members have gone through the agenda, questions and/or comments from the audience will be received.

Personnel Recommendations. The superintendent and Willie Henderson, assistant superintendent for human resource services, informed board members that the personnel recommendations are for the following positions: principals at Oil City Elementary/Middle School and Woodlawn High School; assistant principal at North Caddo High School; supervisor for special education; and, personnel administrator for information services.

1996-97 Capital Projects Fund Budget Amendment. In response to board members' inquiries, Keith Norwood, director of school plant, gave a synopsis of this item reporting that there is an increase in tax revenues for the current year and he would like for the increase to be recognized in the budget. The amount is approximately \$100,000, but an exact figure will be included in the mailout. The increase results from ad valorem (property) tax. Mr. Norwood said recommendations for specific use of the funds will not be

outlined in the mailout; however, he would like to recognize the resource and come back to the board with specific recommendations on how to spend the resource at a future date.

Revision of Substance Abuse Education and Discipline Policy. The superintendent said the revision will make Caddo's policy consistent with the change that was made in the last legislative session. He said a few years ago, the Legislature voted to take the word possession out of the state statute, and now the word is being reinserted. Cecil McCune, director of student services, informed board members that through inservice and communication with assistant principals of discipline, staff has already informed them of the change, and they are operating in compliance with the law at this time. The material that will be included in the mailout has already been reviewed by the Discipline Committee.

Enriched Credit - Advanced Placement Economics. Wanda Gunn, director of curriculum and instruction, informed the board that this is an elective request from Caddo Magnet High School. She further reported that there is a core curricula group that looks at the requests; the requests are then submitted to Mrs. Gunn for review; and she forwards the requests to the deputy superintendent. The process takes approximately three weeks. Mr. Adams asked staff about the status of enriched credits at Southwood (4x4 scheduling). Mrs. Gunn said no request has been submitted from Southwood for enriched credit for electives at this time. Staff is presently working on identifying electives.

Settlement of Workers' Compensation Claim. The superintendent said information will be included in the mailout. If board members have questions about this item, then debate will need to be held in executive session.

School Board Policy BDA - Regular Board Meetings (Powell). The president said this policy calls for quarterly school board meetings to begin at 5 p.m., and he wants the board to try to follow all school board policies. He said if there are no changes made to the policy, then the school board will have a meeting in March 1997 beginning at 5 p.m.

Rescind Policy BDA - Regular School Board Meetings. Mr. Burton said he plans to introduce a motion to rescind Policy BDA at the regular January school board meeting. He reported that the policy was originally drafted for a trial basis, and it did not work. Mr. Burton apprised the board of his rationale for introducing a motion to rescind. He said the board has the authority to call meetings at different times, but he does not feel that quarterly meetings beginning at 5 p.m. should be mandated. Dr. Hitchcock said he would like to try the 5 p.m. quarterly meetings to see if there will be an increase in attendance from the general public. Mrs. Walker said she is opposed to quarterly meetings beginning at 5 p.m., because the time changes might cause some confusion. She said she would like for the board to adopt a policy that schedules all board meetings at 4:30 p.m. The president encouraged board members to present their proposals at the January meeting.

Citizens' Committee for Facilities Improvement (Powell). The president called board members' attention to the proposal that he drafted after receiving input from other board members. He said that in an attempt to find solutions relative to safety concerns in schools, he would like for the board to pull together a citizens' committee for the purpose of doing a thorough analysis of current needs and identifying possible ways to address the concerns. The committee will be comprised of 25 members representing individual school board districts, chambers of commerce, city officials, Caddo District PTA, religious groups, labor groups, employees/retirees. The committee's charge and resources available to the committee are outlined in the proposal. Board members debated the size and composition of the committee, the involvement of professional education organizations, the involvement of religious groups, the charge to the committee (including review of technological needs and pay increases for all employees), bond issues, etc. The president noted that the committee will gather information and present its findings and recommendations to the superintendent on or before April 9, 1997. The superintendent and staff will review the committee's findings and will make a presentation and recommendation to the board. The president said board members' concerns and recommendations will be taken under advisement and discussed with the superintendent. Information will be pulled together and presented at the January 1997 school board meeting for the board's consideration.

Appointment of Parental Review Committee Members for 1997. The superintendent said information will be included in the mailout, and school board members representing even number districts need to submit the name of a person to serve on the committee. Mrs. Walker expressed concern that the committee did not meet during 1996. The superintendent said making recommendations is a process that is required by state law and policy dictates when appointments should be made. Mrs. Boykin echoed the superintendent's comment. She asked if there are other districts that might need to be filled. The superintendent said staff will send out the complete list for review and board members can apprise staff of any need. He further stated that staff is willing to schedule the initial meeting of the committee to give the committee a start. The president expressed appreciation for the superintendent's concern; however, he cautioned staff that the committee schedules its own meetings, and he asked that staff not do anything that might appear as though the board is imposing something on them. Mr. Thibodeaux noted that the committee meets to update or consider changes in the current curriculum. Proposed changes would be determined by the school board, and updating determined by the staff.

GCBC Policy Revision. Mrs. Boykin said the superintendent stated earlier that staff is working on policy revisions and she wants to make sure that the concerns that were presented at the November 1996 school board meeting are reiterated. The policy does not specifically state what an employee can be involuntarily referred to the Employee Assistance Program (EAP) for. It doesn't provide a definition for *out of control anger, due process, neither appeal*. She emphasized that the policy talks about a type of process by which it affects how an employee is evaluated; there is no provision for documentation; and, her request deals with protecting employees' rights in compliance with state statute. The president asked Mrs. Boykin what board action does she envision, and Mrs. Boykin replied that she would like to have an amendment to board policy. Willie Henderson said he would like to visit more with Mrs. Boykin and representatives of the professional organizations for more clarification. Mr. Henderson and the superintendent expressed concern about the timeframe for acting on this request, noting that it will take time to receive additional input and have a review by legal counsel. Mrs. Boykin emphasized that this item was introduced in November 1996 and an amendment to the policy was requested at the December 1996 school board meeting. Mrs. Boykin said she needs clarification of the memo that was sent out from the EAP coordinator. She said if the memo is saying that there is no other instance by which an employee can be referred involuntarily to the EAP coordinator other than drugs or alcohol (whatever is currently in the policy), then there is no need for a policy revision. Mr. Henderson said Mrs. Boykin's statement is the answer; there is no involuntary referral to the EAR EAP is an assistance to the employee. For drugs and alcohol there is a different policy, and the provisions are specific where the employee is concerned. Mrs. Boykin asked staff to communicate this information to employees. Mr. Powell asked if there is a gap in the policy and a practice of referring employees to EAP for reasons presented. Mr. Henderson said he is unaware of all of the details surrounding each referral to EAP, but employees are not obligated to accept the services of the EAP. He said staff needs to work on improving communication. Mrs. Walker suggested that the EAP is too closely aligned to the employer, and said some external service should be provided for employees. She asked staff to investigate this possibility, affix a dollar figure, and provide board members with the information. Mrs. Boykin clarified that her request is to make necessary revisions to the board policy and to define the EAP coordinator's responsibilities. Dr. Hitchcock informed the board and staff of an existing situation whereby a principal or central office administrator of the Caddo Parish School System has directed an employee be off work until they receive an evaluation by the EAP coordinator. He asked staff to respond, and the superintendent said not knowing the details, he would say that if the report is valid, then it would raise specific questions as to whether the policy was used properly. Dr. Hitchcock suggested that as a remedy to the problem, the superintendent should consider clarifying the basis for involuntary referral as opposed to an amendment to policy and make sure that staff is informed and follows policy.

Premium Rate Structure. Mrs. Boykin said the board determined and understood through the process that there are inequities within the rate structure that employees pay. The board adopted a plan at the last board meeting so that enrollment could begin. She asked the board to make a decision regarding implementation; decide what it is going to do and how to address it as soon as possible. The president asked Mrs. Boykin how specific she wants the information to be, and Mrs. Boykin said she is seeking a recommendation from staff as to how to address the problem; how much it will cost (percentages); and, what the options are. She asked staff to determine what is best and then communicate this to the participants. The superintendent expressed concern for the

timeframe to pull things together in time for the mailout, and said he will speak with Mrs. Boykin to determine how specific the information should be. Mr. Brooks introduced correspondence that states that the plan accepted is an increase in the premium. Discussion ensued on possible calculated premium rates. Mr. Thibodeaux said he hopes that staff will identify the following: (1) what is the true and honest cost for employees only (individuals); (2) what is the true cost to add one's spouse; (3) what is the true cost to add child/children; and, (4) what is the true cost for someone covered by Medicare. He said the numbers requested is all that is needed to determine equitable- rates. The president said if this board decides to make a change, it will have an opportunity to consider the ramifications and seek legal counsel and information from the new insurance manager.

Superintendent's Report. The superintendent said leave request information will be included in the mailout. He said an update of the Consent Decree will be provided, and asked that "*Litigation Update - Title IX*" be added as an executive session item.

The president polled the audience for input on agenda item(s).

Maryjo Palumbo, president of Caddo Association of Educators (CAE), expressed CAE's interest in working with the board and staff to move forward with a bond issue. She asked the board to respond to the questions raised by Mr. Thibodeaux about insurance premium rates.

Jackie Lansdale, president of LA Federation of Teachers and Support Personnel, emphasized the valuable support that professional organizations can bring to a bond issue. She suggested that if the EAP policy is to remain as it is, that staff should send written communication to school administrators clarifying how the policy is to be interpreted.

Recess. The president called for a ten minute recess at approximately 5:40 p.m. The board reconvened at approximately 5:54 p.m.

INSTRUCTIONAL PRESENTATION - THE SBLC PROCESS AND EVALUATING STUDENTS FOR SPECIAL EDUCATION

Rosalie Ewing, director of special education, made introductory comments and introduced Susan Taylor (supervisor of pupil appraisal services), Susan Knox (educational diagnostician), and Larry Campbell (principal at Keithville Elementary/Middle School) who were program presenters. Sandy Ammons, computer research specialist, was acknowledged for her assistance. The oral/video presentation highlighting activities at Keithville Elementary/Middle School, defined the School Building Level Committee's (SBLC) composition and role. Presenters outlined the procedures for referring and/or evaluating students. The main goal of the committee is to assist students to remain in and profit from the regular education program. In addition to identifying the SBLC, presenters outlined: a) who is referred; b) what characteristics are looked for; c) defined comprehensive and documented regular education intervention, d) timeframe for evaluating students; and e) reviewed the ratio of pupil appraisal staff to referrals for services. A copy of the teacher's manual was given to each board member. Following the presentation, staff entertained questions from board members relative to: student evaluations, inclusion, policy (guidelines) for mainstreaming, student referrals, parental involvement, IEP committee's capabilities, involvement of the 504 coordinator, compliance with timelines, etc. In response to board members' inquiries regarding staff's plan to expedite the referral/evaluation process, Richard Neeson, coordinating director of special programs, said staff could do a better job of communicating the process and procedures to parents. He further stated that staff will become more user friendly by getting out in the field more and visiting the schools. He outlined several of the issues that staff encounters that might delay the process when conferencing with parents. He also informed board members of staff's efforts to expeditiously address issues of concern. Discussion continued on evaluative services provided by the Caddo Parish School Board to other agencies/parishes and on staff's plans to improve communication. G. Jeane Nichols, director of elementary schools, informed the board of staff's efforts to improve communication via informational sessions in clusters with school administrators in January and February 1997. Mr. Mims urged staff to adhere to the guidelines defined by the state in evaluating students.

SPECIAL PRESENTATION - SPECIALIZED TREATMENT AND REHABILITATION (STAR) PROGRAM.

Mr. Adams said the co-presenter of this presentation is absent, and he asked that this item be carried over to the next school board meeting or the next Executive Committee meeting. The president said reports and presentations are made at Executive Committee meetings, and the board will take Mr. Adam's request under advisement.

Adjournment. There being no further business, Mr. Brooks moved for adjournment. Mr. Adams seconded the motion, and the meeting adjourned at approximately 6:52 p.m.

January 22, 1997

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 3:30 p.m. Wednesday, January 22, 1997, with President Mike Powell presiding and the following board members present being a quorum: Ron Adams, Judy D. Boykin, Jerry Tim Brooks, Willie D. Burton, Miles Hitchcock, Sc.D., Alvin Mims, Mildred B. Pugh, Michael J. Thibodeaux, Johnny Vance, Jr. and Sybil B. Walker. Mark Milam arrived at approximately 3:37 p.m. Also present were James E. Foster, secretary, and Fred Sutherland, legal counsel. Dr. Hitchcock gave the invocation and led the Pledge of Allegiance.

CONSIDERATION OF MINUTES OF THE DECEMBER 18, 1996 CPSB MEETING

Mr. Vance moved, seconded by Mr. Burton, approval of the minutes of the December 18, 1996 CPSB meeting. Vote on the motion carried unanimously.

CONSENT AGENDA

The board reviewed the agenda and postponed until the February 1997 CPS13 meeting the following items: *"1996-97 Capital Projects Fund Budget Amendment, " "GCBC Policy Revision " (Boykin), and "Executive Session - Litigation (Title IX). "* The board categorized the following items as consent agenda.

Agenda Item No. 7

Personnel Recommendation(s). The superintendent made the following recommendations: (1) Richard Dezendorf be appointed administrator - information services; (2) Mike Irvin be appointed principal at Oil City Elementary/Middle School, and the terms of contract are January 23, 1997 through June 15, 1999; (3) Sheryl Nix be appointed special education supervisor, and the terms of contract are January 23, 1997 - June 15, 1999; (4) Robert Silvie be appointed assistant principal of instruction at North Caddo Magnet High School, and the terms of contract are January 23, 1997 through June 15, 1999; and, (5) Betty Jordan be appointed principal at Woodlawn High School, and the terms of contract are January 23, 1997 through June 15, 1999. Each administrator will receive the appropriate salary as reflected by the CPSB salary schedule applicable to the position to which they are appointed.

Agenda Item No. 9

Approval of Bids/Proposals Taken. Staff recommended approval of the circled low bids for school supplies (copy paper) for all schools; television sets for several school libraries and Title I schools; """" maintenance uniforms for maintenance and transportation departments; vehicle brake shoes/linings for transportation department; vehicle batteries for transportation department; tires, tubes and wheels for transportation department; football helmet reconditioning for middle and high schools; and computer workstations for Midway Middle School. A copy of the tabulation bid sheets is filed in the official papers of the board marked *"Exhibit A, nine pages, January 22, 1997. "*

Agenda Item No. 11

Request for School Bus Transportation for After School Tutorial Program. Staff recommended that the request by the Jefferson Caddo Community Center for school bus transportation be approved. The request is for the school system to provide bus transportation for students from Vivian elementary/Middle School

to the tutorial program. Students will be tutored in the areas of mathematics, science and language arts.

Agenda Item No. 12

School Nurse Day Proclamation - January 22, 1997. Staff recommended that the CPSB join Governor "Mike" Foster in proclaiming January 22, 1997 as *School Nurse Day* to show appreciation for the service they provide to Caddo students.

Proclamation

Whereas it is important that we recognize the efforts of school nurses and their association with the students of our schools; and

Whereas, we acknowledge the care of and contributions being made to the overall development of our children by school nurses; and

Whereas, we express our gratitude and appreciation for the expertise of school nurses in our school environment and in acknowledgment of their vital role as professionals; and

Whereas, January 22, 1997 has been designated by the National Education Association as a day of honor for our school nurses;

Now, Therefore, we, members of the Caddo Parish School Board, do hereby proclaim January 22, 1997

SCHOOL NURSE DAY

in the parish of Caddo and encourage all our citizens to recognize and thank school nurses for their care and concern for the students of Caddo Parish.

/s/ _____
Mike Powell, President
Caddo Parish School Board

/s/ _____
James E. Foster, Ed.D., Superintendent
Caddo Parish Schools

Agenda Item No. 13

Revision of Substance Abuse Education and Discipline Policy (HQ). Staff recommended that the revised Substance Abuse Education Policy (JFCI) be approved as submitted by staff. The revision is being proposed primarily in response to Act No. 8, Senate Bill 616, of the Louisiana Legislature of 1995. A copy of the revised policy is filed in the official papers of the board.

Agenda Item No. 14

Enriched Credit - Advanced Placement Economics. Staff recommended that the CPSB approve enriched credit for Economics - Advanced Placement. The course is recommended for enriched credit based on the following rationale: (1) the course is recommended by the subject area supervisor; (2) AP economics is designed to follow the College Board course outline; and, (3) the textbook used for the course is also used at the college level.

Agenda Item No. 15

Settlement of Workers' Compensation Claim. Staff recommended approval of the settlement of the workers' compensation claim for Ms. Martha Ann Pool for a total payment of \$25,000.

Agenda Item No. 16

School Board Policy BDA - Regular Board Meetings (Powell). The president said the policy states that the CPS13 will have quarterly meetings beginning at 5 p.m., and he plans to adhere to policy if there is no revision.

Agenda Item No. 17

Rescind Policy BDA - Regular Board Meetings (Burton). The board approved a motion to rescind the sentence from Policy BDA - Regular Board Meetings that states, "*Commencing in October, 1991, quarterly meetings will be held at 5: 00 p.m. "*

Agenda Item No. 19

Appointment of Parental Review Committee (PRO Members for 1997). Staff recommended approval of the Sex Education Parental Review Committee members from even numbered districts as submitted by staff; and, approval of a new member to represent district nine. The original representative for district nine has moved outside of the district. PRC members are: Cynthia Dawson (District Two), Gail McElhatten (District Four), Sharon Oliver (District Six), Kathy Doyle (District Eight), Mark Kahler (District Ten), Prentiss A. Smith (District Twelve) and Robert D. Wright (District Nine).

Agenda Item No. 22-A

Requests for Leaves. The superintendent recommended approval of the following requests for leaves.

Leave Without Pay (Personal), January 23, 1997 to June 4, 1997

S. Lounelle Black, Teacher, Ridgewood Middle School

Leave Without Pay (Personal), 1997-98 School Year

Mary Anne Naylor, Teacher, Shreve Island Elementary

Leave Without Pay (Personal), One-half day on the second and fourth Tuesday of each month

Bobbie Joe Cooper, Bus Driver, Transportation Department

Leave Without Pay (Personal), January 23, 1997 to May 31, 1997

Patricia Britton, Supervisor of Music, Caddo Public Schools

Leave Without Pay (Personal), Spring Semester, 1996-97 School Year

Iris White, Teacher, Fairfield Elementary

Sabbatical Leave for Rest and Recuperation, Spring Semester 1996-97 School Year

Carol Davis, Teacher, Woodlawn High School

Requests of the Board. Betty Walker, teacher at Caddo Middle Magnet, requested to rescind her leave for rest and recuperation for the spring semester and return to her teaching position.

James Sanchez, security coordinator at Oak Terrace/J. B. Harville Alternative School, requested to rescind his leave without pay and return to his position January 23, 1997.

Mrs. Pugh moved, seconded by Mr. Mims and Mr. Burton, approval of the consent agenda. Vote on the motion carried unanimously.

SPECIAL RECOGNITIONS

On behalf of the board and staff, Essie Holt, assistant to the superintendent, made the following special recognitions.

1996 Football City Champions. Walnut Hill Middle School's football team was recognized as the 1996 Football City Champions. Team members are: Joey Bass, Randall Bennett, Donald Bradford, John Brown, Laquincy Carter, Zachary Drayden, Randall Fugate, Jerry Hall, Christopher Henry, Justin Kemp, Robert McGee, Robert Moody, Kenny O'Briant, Jonathan Phillips, Ceasar Punch, Jason Rambin, Shawn Reed, Jonathan Richardson, Frankie Roberson, Demarcus Robinson, Avery Shaw, Antowine Singer, John Steadman, David Stephenson, Bernard Thomas, Darryl Washington and Mason Wendell. The coaches are Jerry Warren and Marvin Hite, and Albert Hardison is school principal.

Cheerleaders. Walnut Hill Elementary/Middle School cheerleaders competed in the Southeastern Cheerleading Association summer camp competition and received a superior rating. Members of the squad are: Jimmeke Barnes, Leah Bullock, Stacey Costello, Dubois Alicia, Kim Easley, Gentry Edwardes, Brandi Howe, Natalie Hunsicker, Jamie Larson, Kristen Lowery, Lindsey Moore, Ebonie Nelson, Brandy Robinson, Stacey Ryder, Shannon Taylor, Brandy Warren, Kristin Winland, Rochelle Wooley and Lindsey Wheeler. Sponsors are Terayza Blackmon and Tiffany Brown.

1996 Achievement Award in Writing Winner. Dr. Sandra McCalla, principal at Captain Shreve High School, asked staff to postpone this recognition until the February 1997 CPSB meeting. The recipient, Josh K. Gill, is participating in a Quiz Bowl and was unable to be present.

Louisiana Angel Award Finalist. Dr. G. Jean Nichols, director of elementary education, was recognized as a Louisiana Angel Award finalist. This award was created by Blue Cross/Blue Shield of Louisiana to honor outstanding Louisianians who give their time and talent to the young people of the state. A check for \$1,000 accompanied the recognition, and Dr. Nichols donated the gift to the Pelican Council of the Girl Scouts.

ROTC Legion of Valor Bronze Cross for Achievement Award Winners. Lt. Colonel Richard Miller, ROTC programs for CPSB, introduced Major General Ansel Stroud, Jr. (Adjunct General for Louisiana) who made the presentations. The ROTC Legion of Valor Bronze Cross for Achievement Award winners for 1996 are Cadet Colonel Patricia Lott (Fair Park High School) and Cadet Colonel Eric Chrest (Southwood High School). The recipients were pinned, received a certificate and an engraved pen set. Col. Steve Gibson is JROTC instructor at Southwood High School and Maj. Ivory Irvin is JROTC instructor at Fair Park High School. Charles Walker is principal at Southwood High School and Wanda Brooks is principal at Fair Park High School. Relatives, school administrators, staff, and other supporters were recognized. All honorees received a framed certificate for their outstanding achievements.

CPSB President 1996. On behalf of the CPSB and staff, the president and superintendent acknowledged Mrs. Mildred B. Pugh, immediate past president of the CPSB. In recognition of her service and outstanding leadership, she was presented the engraved gavel that was used during her tenure and a video tape of a special board presentation - 1996 in *Review*.

PERSONNEL RECOMMENDATIONS

The superintendent recognized and introduced the employees who were promoted to administrative positions via approval of the consent agenda. (See *Consent Agenda - Item No. 7*).

VISITORS

Sally McKenzie thanked the board for the progress it made with the insurance program and for selecting one carrier. She expressed concern about the inequities in premium rates.

Blanche Sterling expressed pleasure about the adoption of an insurance plan that offered choices. However, she expressed concern about the inequities of the premium rate structure.

Sammy Banks shared with board members and staff a statistical report that outlined problems observed in the adopted health insurance plan rate structure.

Ted Brunson expressed concern about the unfair insurance premiums for participants with Medicare. He asked staff and the board to review the rate structure. He asked the board/staff to study the rate structure and to correct it over the next few years.

Jackie Landsdale, president of Caddo Federation of Teachers and Support Personnel (CFTSP), encouraged the board to clarify policy GCBC and encourage staff to adhere to board policy. She also expressed concern about the inequities in the insurance rate structure; asked the board to include a representative of organized labor on the Citizens Committee for Facilities Improvement; and, asked the board to provide pay increases for all employees.

Maryjo Palumbo, president of Caddo Association of Educators (CAE), made the board aware of CAE's concerns about the inequities in the insurance rate structure, participants meeting the deadline for enrolling in the insurance program, employees being informed of the specifics of the insurance plan, and the need for the Employee Benefits Committee to meet and provide input.

Thomas Koenig, union representative Local 100 SEIU, gave the president a typed statement expressing concerns about provisions in the medical insurance plan and about the need for a pay increase for support workers.

CITIZENS' COMMITTEE FOR FACILITIES IMPROVEMENT (Powell)

The superintendent expressed staff's support of the composition and function of the Citizens' Committee as outlined in the mailout. Mr. Milam moved, seconded by Mr. Brooks, acceptance of the proposal as presented. Mr. Milam said he believes the proposal is sufficient and will suit the CPSB very well. Dr. Hitchcock expressed concern that the term *appoint is* used in the composition of the committee. He noted that this terminology is different from that used with any other committee in that board members nominate people to serve on the committee, and the board accepts/appoints people to the committee. He said he is prepared to make an amendment to the motion unless Mr. Milam agrees to this change. Following discussion, the president asked Mr. Milam if he has a concern about changing the word *appoint* to *nominate*. Mr. Milam said he objects only if it delays the committee's start. Discussion ensued on the board's role to appoint and confirm/ratify nominations and on the timeline for the committee to start its work. The president clarified that changing the terminology will not delay the committee's work, and board members should nominate a representative and submit their nominee's name to the superintendent. He further noted that the board could meet in special session following the Executive Committee meeting on February 5, 1997 to confirm the nominations. Dr. Hitchcock asked if his suggestion is now a part of the motion, and the president said Mr. Milam has agreed to changing the terminology. Mrs. Pugh asked that a timeline be given for board members to submit their nominee's name to the superintendent. Board members and the superintendent agreed that ten days should be sufficient time for board members to respond. The president encouraged board members to submit their representative's name to the superintendent within ten days, and he announced that the board will meet in special session on Wednesday, February 5, 1997, immediately following the Executive Committee meeting which starts at 3:30 p.m., for the purpose of confirming the nominations to the Citizens' Committee. Vote on the motion carried with Mrs. Walker opposed. Board members supporting the motion were Vance, Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock.

INSURANCE PREMIUM RATE STRUCTURE (Boykin)

The superintendent said staff has provided board members with a summary of insurance proceedings and continues to provide data to board members for informational purposes so that collectively the board and staff can make the right decisions. He said staff will be formulating a recommendation to present to the board for revised rate structures. Mrs. Boykin moved, seconded by board members Brooks, Mims and Milam, that the CPSB instruct the superintendent to get with related staff, including the insurance manager, for the purpose

of evaluating the current employee insurance rate structure to address the existing inequities and develop a plan, including a timeline, that addresses those inequities. Mrs. Boykin acknowledged participants' concerns about the inequities in the premium rate structure. She said the motion acknowledges that there is agreement that problems exist and they should be solved at some point in the future. Mr. Brooks expressed appreciation for the report submitted by Dr. Sammy Banks, visitor, outlining problems in the premium rate structure. He encouraged board members to adopt a plan that is just for all participants. Dr. Hitchcock made a substitute motion that the Caddo Parish School Board request that the superintendent continue to investigate and analyze options available to the board to eliminate the inequities in the current health insurance rate structure and make appropriate recommendations to the board. The president ruled that the motion died for lack of a second. Dr. Hitchcock said he will vote against the original motion because of some of the wording, i.e. *instruct the superintendent* and *directing the superintendent to include the insurance manager*. He said he has enough confidence in the superintendent to believe that he will do what the board requests him to do and that he has the good judgment to use his staff effectively. Vote on the motion carried with board members Walker and Dr. Hitchcock opposed. Board members supporting the motion were Vance, Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Boykin and Adams.

SUPERINTENDENT'S REPORT

Insurance Enrollment and Implementation Update. The superintendent reported that the enrollment process is underway and 30 different sites have been visited to date. The enrollment process is going well.

Educational Summit. The superintendent announced that an educational summit will be held on Friday, January 24, 1997, in Monroe, Louisiana. The summit is sponsored by the Monroe City School System and 17 parishes have been invited to participate. Representatives from the governor's office will be included as well. Representing Caddo Parish will be the board's president, superintendent, Principal Sandra McCalla, Arlene Hague (teacher) and Susan Adams, executive director of the Caddo Parish Public Education Foundation. Mike Whitehead of *The Times* received an invitation to attend the summit and will be traveling on his own.

National School Counselors' Week. The superintendent announced that February 3-7, 1997 is *National School Counselors' Week*.

Refreshments. The superintendent informed board members that the refreshments provided for today's meeting were prepared by the culinary arts department at Hamilton Terrace Learning Center. He applauded Mrs. Betty Moore, teacher, and her staff/students for the decorative and colorful *Mardi Gras* theme table setting.

Insurance. The president recognized board members who had questions and/or comments about the superintendent's report.

Mr. Vance asked the superintendent and staff to make sure that everybody is notified of the timelines for enrolling in the insurance program with Blue Cross/Blue Shield. The superintendent capsulized the enrollment process and said the process is going quickly and smoothly. Mrs. Pugh asked staff and representatives of Blue Cross/Blue Shield to synchronize their presentations to ensure that participants understand the process.

The president said he received telephone calls whereby people alluded to the fact that they were told that the CPSB had not decided on the exclusions in the plan to confirm the contract. The superintendent said the contract for the CPSB will be more inclusive than Blue Cross/Blue Shield's standard contract. It will be tailor-made for the school system and is being drafted at this time. He further noted that staff will be meeting with insurance representatives about the contract and legal counsel for the school board will be involved in the process. The president asked if any negotiations are going on at this time and if participants are being informed of information relative to exclusions, etc. The superintendent said information brought to staff's attention is being forwarded to Blue Cross/Blue Shield representatives. The president also informed staff that he is receiving information that the enrollment process is going too fast and he asked the superintendent to address this concern. The superintendent said he knows of no pressure being placed on anyone, but he believes it is incumbent on those enrolling in the program that they do so with some degree of expediency.

He said the process is moving along on target.

Mr. Thibodeaux questioned the need for participants to complete the portion of the Blue Cross/Blue Shield application relative to past medical histories since participants will be automatically covered. The superintendent recognized James Bustillo, representative of Blue Cross/Blue Shield, who said this section does not need to be completed. He further reported that they are using a master roster provided by the school board's data processing department to ensure that every employee/retiree is informed of the enrollment process.

Mrs. Walker said she is receiving numerous calls about physicians and medical sites being added to the plan. She said she is not being kept up to date on additions and requested that pertinent information be shared with her. She also expressed concern that a site was not selected in the northern part of the parish to inform participants of plans.

Mrs. Pugh cautioned board members that human errors are possible regardless of how well the board members and staff try to assure participants that mistakes will not be made. The superintendent said staff has a duplicate copy of the master roster being used by insurance representatives, and staff is closely monitoring the process. Mrs. Pugh asked what staff member should be contacted by participants to respond to insurance questions. The superintendent said calls should be directed to John Vogel, insurance manager, at 632-6490. More discussion followed on the insurance contract, a contingency plan should there be a breakdown in getting a contract, and enrollment procedures to meet the needs of disabled/senile retirees. Mr. Bustillo said the first draft of the contract will be presented to the CPSB by the middle of March 1997.

Mr. Mims expressed concern about the deadline date for participants to enroll in order to be eligible for coverage if they are overlooked in the enrollment process.

Mr. Brooks asked for clarification of primary care and secondary care insurance plans.

Educational Summit. Mrs. Walker asked the president to send board members written notice of upcoming engagements in advance so that board members could make preparations to attend scheduled activities. The president thanked Mrs. Walker for her comments and noted that he received an invitation to the summit in the mail just recently. The president said he intends to provide information to board members under announcements and requests in the future.

UNFINISHED BUSINESS

Special Education Supervisor. Mrs. Boykin asked the superintendent if the newly-appointed special education supervisor will be drawing a salary greater than that of those she supervises. The superintendent said without knowing the current and proposed salary, he would have to get the information and share it with her at a later time. He further noted that normally it is true that the supervisor would have a higher salary than those he/she supervises.

Bats. Mr. Thibodeaux expressed disappointment and concern that the bat problems at Eden Gardens, Caddo Middle Magnet and Oak Park are still lingering. He asked staff to simplify the process for maintenance service, and encouraged staff to address this problem and eradicate it as quickly as possible. The superintendent said no problems have been brought to his attention in the recent past, however, staff will investigate the concern and take care of the problem. The superintendent further noted that bats are all over the city and part of the problem, especially at Oak Park, is that the bats are coming from a building owned by the city. Mrs. Pugh expressed similar sentiments and said staff needs to visit with city officials in an effort to remove the hollow trees near Oak Park Elementary and/or exterminate the buildings. The superintendent noted that there are certain laws that staff has to abide by relative to the kinds of pesticides that can or cannot be used. S. L. Slack, assistant superintendent for support services, said staff has had several discussions with city officials, and the problem at Oak Park comes from the recreation building nearby which is owned by the city. He said staff will make further contact with city officials.

NEW BUSINESS

No new business was introduced.

ANNOUNCEMENTS AND REQUESTS

Meeting. The superintendent informed board members that a dinner meeting with CPSB members and local legislators is scheduled for February 11, 1997, 6-8 p.m. at the Sheraton Pierremont. The president said board members should provide the superintendent with any issues or concerns that they want addressed at the meeting, and the item should be in the form of discussion topics.

Citizens' Committee. The president asked board members to submit the name of their district's nominee to serve on the Citizens' Committee to the superintendent as quickly as possible.

Announcements/Requests. The president suggested that board members should submit their item(s) for announcements and requests to the superintendent in writing before the school board meeting.

Budget Liaisons. The president named Ron Adams as the board's liaison for the General Fund budget, and Jerry Tim Brooks as the board's liaison for the maintenance portion of the budget.

Invitations. Mr. Adams asked the superintendent to communicate with school administrators and ask them to send invitations/notices of special activities to board members in a more timely fashion.

Caddo Career Center. Mr. Adams asked the superintendent and staff to investigate the possibility of changing the name of the Caddo Career Center to the *Caddo Career and Technology Center*, and bring a recommendation to the board at its February 1997 school board meeting.

Caddo Career Center Scholarship Show. Mr. Adams announced that on May 3, 1997 at the Civic Theater, the Caddo Career Center scholarship board will hold its second annual concert and fund raiser. He asked board members to put this date on their calendars.

Thanks. Mrs. Pugh thanked the Caddo Career Center Scholarship Fund board for the memento that was presented to her. She encouraged board members to support the scholarship board's fund raising event.

Recess. The president called for a ten-minute recess at approximately 5:25 p.m. The board reconvened at approximately 5:45 p.m. Mrs. Boykin left the meeting at approximately 5:45 p.m.

EXECUTIVE SESSIONS

Student Hearing. The president announced that the student appeal hearing scheduled for today is cancelled. The student and his parent/guardians were absent.

Litigation - Consent Decree. Mr. Thibodeaux moved, seconded by Mr. Burton, for an executive session for approximately 15 minutes to hear an update on litigation - the consent decree. Vote on the motion carried with Dr. Hitchcock absent for the vote. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam and Adams. The board went into executive session at approximately 5:47 p.m. and reconvened at approximately 6:30 p.m.

Death. Mrs. Pugh announced that Mrs. Emma Pearl Lover Tisby Brown Bibbons, former teacher, will be funeralized on Saturday, January 25, 1997, at 11 a.m. at the St. James United Methodist Church.

February Executive Committee Meeting. The president asked the superintendent to include on the Executive Committee meeting agenda for February 1997 an update on insurance enrollment and implementation.

Adjournment. There being no further business, Mr. Milam moved for adjournment. Mr. Burton seconded the motion which carried unanimously, and the meeting adjourned at approximately 6:30 p.m.

James E. Foster, Ed.D., Secretary

Mike Powell, President

February 5, 1997

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session Wednesday, February 5, 1997, at 3:30 p.m. in its office at 1961 Midway Street, Shreveport, Louisiana with President Mike Powell presiding and Jerry Tim Brooks and Ron Adams present. Other board members present were Judy D. Boykin, Willie D. Burton, Miles Hitchcock, Sc.D., Mark Milam, Alvin Mims, Mildred B. Pugh, Michael J. Thibodeaux, Johnny Vance, Jr. and Sybil B. Walker. Also present were Secretary James E. Foster, Legal Counsel Fred Sutherland, staff and other visitors. The invocation was given by Dr. Donald Webb, chairman elect of the National Conference of Christians and Jews. The Pledge of Allegiance was led by Mr. Adams.

Mr. Adams moved, seconded by Mr. Brooks, to suspend the rules to amend the agenda by moving item eight ahead and following item three. Vote on the motion to suspend the rules carried unanimously. Mr. Adams moved, seconded by Mr. Brooks, that agenda item eight be moved forward to follow item three. Vote on the motion carried unanimously.

INSURANCE ENROLLMENT AND IMPLEMENTATION UPDATE

The superintendent reported that: a) the enrollment process is continuing with the main concentration being to get retirees' names into the computer; b) more than 96 percent of retirees have submitted enrollment forms to date; c) there is a contingency plan for retirees in the event an application is not submitted; and, d) active enrollees' applications are coming in and are being monitored at school sites. The president asked the superintendent to clarify the contingency plan. The superintendent said all retirees will be automatically enrolled in the PPO plan if they fail to submit an application. If feedback is received from retirees that they would prefer something different, then staff will be prepared to make the change. Mrs. Boykin asked if a contract, including exclusions, has been developed. The superintendent said the contract is not complete at this time, and staff will be meeting with insurance representatives in Baton Rouge in a little over a week. Information will be presented to board members and legal counsel for perusal. Mrs. Boykin asked if an employee is hospitalized on the date the policy goes into effect, will they be covered under Blue Cross. The superintendent said discussions have been held with insurance representatives and the employee will be covered; but, the issue has not been completely resolved as to whether coverage will be with Blue Cross or Benefit Plan Services. He further stated that legal counsel has been asked to review the present contract with Benefit Plan Services to determine if this is covered. Mr. Adams asked the superintendent to determine if the process of therapy for chelation is a part of the Blue Cross/Blue Shield plan.

1995-96 FINANCIAL AUDIT

Ben Wreyford, director of finance, introduced auditors from the firm of Allen, Green & Robinette, L.L.P. from Monroe, Louisiana. The financial audit report was prepared following the guidelines recommended by the Association of School Business Officials International and the Government Finance Officers Association of the United States and Canada. Tim Green, senior partner, reviewed highlights of the Comprehensive Annual Report and the Single Audit report for the year ended June 30, 1996. Mr. Green said the report's summary says that the opinion is clean, and statements were fairly presented. Following the presentation, lengthy discussion ensued on: a) prior year's findings; b) management's control, compliance and/or responses; c) account balances (*school lunch program*); d) improvement of the work study program; e) definition of compensated absences and deferred revenue; f) the absence of a management letter addressing internal control as a whole; g) Capital Projects items

and cost, etc. Mr. Green informed board members that a management letter will be forthcoming. Board members asked staff to get clarification from the State Department on how school lunch program funds could be utilized. The president asked staff to follow-up to make sure that the CPSB is in compliance. Board members asked that financial reports be presented in a more timely fashion so that they will have an opportunity to review document(s) prior to hearing presentations. Mr. Vance asked the superintendent to provide board members with the latest policy change relative to how this report is to be received and accepted. Auditors were asked to be available at the February 19 school board meeting so that they might respond to other inquiries.

Recess. The president called for a five minute recess at approximately 4:47 p.m. The board reconvened at approximately 4:56 p.m.

Mr. Adams moved, seconded by Mr. Brooks, to suspend the rules so that agenda items could be shifted. Vote on the motion carried unanimously. Mr. Adams moved, seconded by Mr. Brooks, to move agenda items six and seven ahead of item four. Vote on the motion carried unanimously.

INSTRUCTIONAL PRESENTATION - BUSINESS AND OFFICE EDUCATION TECHNOLOGY

Don Fritz, director of Occupational/Adult Education Department, and Lena Leviston, supervisor of vocational education, gave an overview and visual presentation of the business and office education technology program in Caddo public schools. Highlighted in the presentation were: 1) technology advancements through sophisticated state-of-the art computers; 2) advanced business class offerings, (word processing, introduction to business, administrative office support, office procedures, business computer application, business mathematics, keyboarding, automated accounting, etc.); 3) more and improved business labs, and, 4) free access internet. Mrs. Leviston said the program is designed to prepare students for the world of work and higher education. Expressing their thoughts about the value of their experiences in the business education program in Caddo schools were a classroom teacher, former student, advisory committee member and students presently enrolled in the program. Board members expressed appreciation for the program and presentation.

SPECIAL PRESENTATIONS

Caddo Parish 4-H Program. Winzer Andrews, representative of the LSU-S Agriculture Center, introduced other 4-H staff members, students, and parents who were present. He reported that the 4-H program teaches life skills through leadership and citizenship. 4-H member Christi McGowen informed board members about program offerings. Thomas Webb and Joshua Davis, 4-Hers, distributed program literature to board members and staff. The students also presented board members with a tray of home baked cookies. Christi thanked the board for its support.

Middle School Civilian Cadet Corps. Director of Middle Schools Roy Thomas, Principals James Moran (Broadmoor Middle Lab) and Jimmy Lynn (Ridgewood Middle) presented a report on a middle school Civilian Cadet Corps pro-active program that was visited by middle school principals, Mr. Vance, and other administrators in Dallas, Texas. A video presentation of the program in action was shown. Mr. Thomas reported that all Caddo Parish middle school principals are excited about the program and are interested in implementing the program in Caddo public middle schools. Further, Lt. Col. Richard Miller (JROTC) supports the concept. Principals Moran and Lynn excitedly shared with board members their views about the success of the program in Dallas. They gave opinions about the need for a program of this sort in Caddo Parish, elaborated on how the program will enhance learning in Caddo, and addressed the application of the program. Discussion followed on targeted student population, funding sources (staffing/materials and supplies), dress uniforms, implementation strategies, and State Department of Education approval. Mrs. Walker asked staff to provide board members with statistics on the success of the program in Dallas. Board members were also encouraged to visit the site in Dallas.

Schools That Work: Setting High Standards for Students. Wanda Gunn, director of curriculum and instruction, shared with board members information from the State Department level about the Louisiana Content Standards and the Assessment Process that will be changing. Caddo has had some input on what the content standards will be, and mathematics is the only content at this time that has been approved by the

Board of Elementary and Secondary Education (BESE). Teachers serve on the state committee and she summarized Caddo's involvement. Patti Trudell, Caddo teacher and administrative intern, served on the writing committee for English/language arts. Mrs. Trudell briefed board members, prior to showing a film, on the development of the content standards in all disciplines. She reported that *standards are what students should know and be able to do*. She capsulized the task force's activities which included developing a mission statement and foundation skills to guide the framework for the disciplines --English/language arts, mathematics, science, foreign language, the arts and social studies. A public hearing will be held at LSU-S on February 20. Mrs. Trudell responded to board members' inquiries relative to funding, textbook adoption/curriculum needs, accountability/legislative control, testing instruments, and implementation timeline. Concern was expressed about the public hearing being scheduled on the same night as the PTA Founders' Day program. Mr. Thibodeaux said standards have always been established and he cautioned board members about getting excited about another new program. Mr. Thibodeaux emphasized that it's the structure and discipline in classrooms that make programs work. Mrs. Boykin requested clarification of the committee's development of *performance standards, content standards and assessment*; also, about initiation and/or inservice. Dr. Hitchcock expressed appreciation for Caddo Parish having representation on the writing committee. Staff informed board members that they may get more information about the project via the internet by using the address that was provided in distributed literature.

Recess. Mr. Brooks moved, seconded by Mr. Adams, for the Executive Committee to recess its meeting for the purpose of going into the special called school board meeting; and, at the conclusion of the special meeting, return to the Executive Committee meeting. Vote on the motion carried unanimously and the meeting recessed at approximately 7:15 p.m. The special called meeting began at 7:16 p.m. and adjourned at approximately 7:35 p.m.

Following the special called school board meeting, the president called for a five-minute recess at approximately 7:35 p.m. Board members reassembled at approximately 7:46 p.m., at which time the Executive Committee reconvened its meeting.

Specialized Treatment and Rehabilitation (STAR). The president reported that several school board members, the superintendent, Caddo Commissioner Michael Williams, and The Honorable David Matlock traveled to Conroe, TX to observe the program. Mr. Adams and Mr. Vance gave a report on observations noted on the trip. Board members reported that there is a recognized need for a program similar to STAR in Caddo Parish. This program is effective in 75 locations; it was instituted by a juvenile judge in concert with the school district; it is voluntary; staff is comprised of ex-military people; and, the program targets youngsters in the sixth through eighth grades. Activities are designed to address disciplinary concerns. Mr. Vance asked the superintendent if he has had an opportunity to discuss the program with staff. The superintendent answered in the affirmative and said no recommendation has been offered at this time. Mr. Vance said this program is good because it places responsibility on parents, thus, initiating parental involvement. Mr. Adams said printed information will be shared with board members, and he suggested that others might want to tour the facility in Conroe, TX.

CPSB WORK SESSION

Bids. Mr. Vance asked staff to provide him with additional information on the training labs for the Caddo Career Center. The president questioned the number of schools involved with the item for library scanners for several schools, and how schools are chosen. The superintendent said information on both items will be provided in the mailout.

Revision of 1996-97 General Fund Budget. The superintendent reported that this item is routine and is an update. Staff responded to questions relative to the total dollar estimate and the actual money being generated. Information will be provided in the mailout.

Revision of 1996-97 Capital Projects Fund Budget. The superintendent reported that information will be included in the mailout. Ben Wreyford, director of finance, reported that revisions are the result of additional tax revenues, and ending balances are being brought up-to-date.

1997-98 School Calendar. Board members expressed concern about the process in which the calendar is developed. More specifically, board members are desirous of having an opportunity to share the document with their constituents. Essie Holt, assistant to the superintendent, said staff distributed the proposed calendars and responses were received from 26 schools. Input was also received from staff development. Ed Hearn, director of high schools, highlighted the concerns of starting and/or closing school earlier or later, i.e. senior testing schedules, graduation schedules, fiscal budgetary concerns, summer school schedules for students and teachers, schedules for athletic activities, etc. Discussion followed on the aforementioned concerns, especially on starting school after Labor Day. Mr. Vance and Mr. Brooks noted that no calendar will satisfy everyone, and the board should rely on staff's judgment and move forward. Mr. Adams encouraged staff to begin working on the 1998-99 calendar now.

Project Independence Contract Renewal. The superintendent said this is a project at Hamilton Terrace and supportive documentation will be included in the mailout. Dr. Holt noted that the contract is for two years, and the amount of money is smaller because the focus is on job skills and job readiness.

Mathematics Requirements for Incoming 1997-98 Freshmen. Ollie Tyler, deputy superintendent, informed board members that the State Department of Education has set new requirements for math for high school students, but the item requires no action by the board.

Southwood Elective Courses. The superintendent said this item is in reference to some elective courses that Southwood High School is proposing for its 4 x 4 program. The courses are not enriched, but they must be approved by the school board. After which, they will be forwarded to the State Department of Education for approval.

Proclamation - Caddo Writing Week. The superintendent said this item is considered annually and information will be in the mailout.

Settlement of Workers' Compensation Claim. Staff recommend that the claim be settled and information will be in the mailout. The president asked that an executive session be scheduled on the agenda in case board members have questions about the claim.

Name Change for the Caddo Career Center. The superintendent said staff is recommending that the name of the center be changed to the *Caddo Career and Technology* Center since the technology center has been relocated to the school site.

Approval of Resolution for Continued Employment. The superintendent said this item is routine in regards to summer employment for employees.

Extension of Health Care Services to Atkins Elementary. The superintendent said he received a letter from the Department of Health and Hospitals indicating that they will be visiting Linwood Middle School during February. Interviews will be conducted and parents will be surveyed. As a result, staff recommends that the item be postponed until after the visit if the visit is not conducted prior to February 19. Following discussion relative to the investigation, Mr. Mims, who placed this item on the agenda, agreed to pull the item until the March 1997 school board meeting. The president asked if legal counsel will have an opportunity to review the survey that will be given to parents. The superintendent said staff can arrange this.

GCBC Policy Revision (Employee Assistance Program). Willie Henderson, assistant superintendent for human resources, said a committee comprised of 15 employees from most categories is working on a draft of the policy to be presented to legal counsel for input. Hopefully, the document will be included in the mailout. Mrs. Boykin summarized the history of this agenda item and said if staff is bringing a recommendation, then her name should be removed. The superintendent said he hopes to see a draft of the policy revision on Thursday, February 6, but he has no intention of bringing a recommendation on something that he does not recommend. Following more discussion, the superintendent recommended that the item be removed from the agenda. The president said that without a motion, there is no need for an agenda item, therefore, the item will be pulled subject to a vote by the Executive Committee.

Requests. Mr. Brooks added "*Dress Code*" and "*Executive Session - Personnel Matters*" to the agenda. Mr. Brooks said he has some concerns about the maintenance department and other support personnel. The president asked the superintendent to add under his report "*Insurance Enrollment and Implementation Update*" and "*Citizens Committee for Quality School Facilities Update.*" Mr. Vance added "*Executive Session - Personnel Matters*" to the agenda. Mrs. Boykin added "*Update - Special Legislative Session*" to the agenda. Mr. Vance asked that the committee reviewing Policy GCBC (Employee Assistance Program) be comprised of employees from all categories.

Mr. Adams moved, seconded by Mr. Brooks, approval of the agenda for the February 19, 1997 school board meeting. Vote on the motion carried unanimously. The Executive Committee categorized agenda items 7, 9, 10 11, 13, 14, 15, 16, 18, 19 and 20 as the consent agenda. Mr. Brooks moved, seconded by Mr. Adams, approval of the consent agenda. Vote on the motion carried unanimously.

Adjournment. There being no further business, Mr. Adams moved for adjournment. Mr. Brooks seconded the motion which carried unanimously, and the meeting adjourned at approximately 9:32 p.m.

February 5, 1997

The **Caddo Parish School Board (CPSB)** met in special session in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 7:16 p.m. Wednesday, February 5, 1997, with President Mike Powell presiding and the following board members present being a quorum: Ron Adams, Judy D. Boykin, Jerry Tim Brooks, Miles Hitchcock, Sc.D., Alvin Mims, Mark Milam, Michael J. Thibodeaux, Johnny Vance, Jr. and Sybil B. Walker. Willie D. Burton and Mildred B. Pugh were absent. The president announced that Mr. Burton was present earlier, but had to leave for another engagement. Also present were Secretary James E. Foster, Legal Counsel Fred Sutherland, staff and other visitors. The invocation and Pledge of Allegiance were omitted.

The president said the Executive Committee meeting, which began at 3:30 p.m., is being recessed so that the CPSB could go into special session to consider two agenda items. The Executive Committee meeting will resume after the special called meeting adjourns.

Mr. Brooks moved, seconded by Mr. Adams, for the Executive Committee meeting to recess so that the CPSB could go into the special called school board meeting, and the Executive Committee will resume its meeting following adjournment. Vote on the motion carried unanimously.

RATIFICATION OF NOMINEES TO THE CITIZENS' COMMITTEE

The president and superintendent informed board members that they had spoken with representatives of the Shreveport Chamber of Commerce and the Caddo Parish Commission and they will be submitting names to serve on the committee. The president asked Mrs. Walker if she had a nominee for district one. Mrs. Walker said Bill Wiener of 401 Market Street, Suite 11110, Shreveport, LA 71101 will be representing district one. Mrs. Boykin moved, seconded by Mr. Brooks and Mr. Adams, that the CPSB ratify the names submitted for the Citizens' Committee, including the names provided today. Mr. Milam expressed concern that the name submitted to represent district six is the citizen who wrote a letter to *The Times* criticizing the CPSB for asking citizens' to do what she believes school board members are elected to do. Discussion ensued on board members' right to name a representative of their choice to serve on the committee. Mr. Mims said Mr. Milam has a legitimate concern, however, he believes the citizen he named to represent district six will serve well, is a hard worker, and is qualified to serve on the committee. He informed the board that he will not withdraw the citizen's name. Other board members said fellow board members should respect Mr. Mims' choice and integrity. Vote on the motion was called and carried with Mrs. Walker opposed. Board members supporting the motion were Vance, Thibodeaux, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock. Board members Burton and Pugh were absent.

PROCLAMATION - PTA DAY

The superintendent thanked the Caddo District PTA for its many contributions to Caddo public schools. He announced that February 17, 1997 is the 100th anniversary of the founding of the PTA and asked the board to adopt the following proclamation.

PROCLAMATION

WHEREAS, The National PTA is the oldest and largest volunteer association in the United States working exclusively on behalf of children and youth; and

WHEREAS, Parent involvement is essential for school success; and

WHEREAS, PTA fills the greatest need by providing a link between parents and educators, between parents and government, so that the students interest can be served; and

WHEREAS, We express our gratitude and appreciation for the support and volunteer hours of the parents, teachers, school staff and community members working in our schools; and

WHEREAS, February 17, 1997 is the 100th anniversary of the founding of the PTA; now

THEREFORE, We, the members of the Caddo Parish School Board, do hereby proclaim February 17, 1997 as PTA Day in the parish and encourage all our citizens to recognize and thank PTA volunteers for their commitment to all children, support of school programs, donations of time and money, and working as partners with the schools of Caddo Parish.

Mrs. Boykin moved, seconded by Mr. Brooks and Mr. Thibodeaux, for the adoption of the proclamation. Vote on the motion carried unanimously.

Adjournment. There being no further business, Mr. Vance moved for adjournment. Mr. Adams seconded the motion which carried unanimously, and the meeting adjourned at approximately 7:35 p.m.

James E. Foster, Ed.D., Secretary

Mike Powell, President

February 19, 1997

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 3:30 p.m. Wednesday, February 19, 1997, with President Mike Powell presiding and the following board members present being a quorum: Judy D. Boykin, Jerry Tim Brooks, Willie D. Burton, Miles Hitchcock, Sc.D., Mark Milam, Alvin Mims, Mildred B. Pugh, Michael J. Thibodeaux, Johnny Vance, Jr. and Sybil B. Walker. Ron Adams arrived at approximately 3:42 p.m. Also present were James E. Foster, secretary, and Fred Sutherland, legal counsel. Mrs. Walker recognized Rabbi Kawler who gave the invocation. Mrs. Walker led the Pledge of Allegiance.

CONSIDERATION OF THE MINUTES OF THE JANUARY 22, 1997 and FEBRUARY 5, 1997 CPSB MEETINGS

Mr. Vance moved, seconded by Mr. Milam and Mr. Burton, approval of the minutes of the January 22, 1997 and February 5, 1997 school board meetings. Vote on the motion carried unanimously.

CONSENT AGENDA The board reviewed the agenda and "*Student Dress Code*" (*Brooks*) was postponed until the March 1997 school board meeting. Mrs. Boykin requested that "*Update - Special Legislative Session*" be deleted or postponed until the March 1997 meeting.

Agenda Item No. 7

Personnel Recommendations. The superintendent made the following recommendations: (1) Daniel Blair be appointed assistant principal of instruction at Midway Middle School, and the terms of contract are February 20, 1997 - June 15, 1999; (2) Diane Fortenberry be appointed assistant principal of instruction at Walnut Hill Elementary/Middle School, and the terms of contract are February 20, 1997 - June 15, 1999; (3) Virginia Foster be appointed assistant principal of administration/discipline at Herndon Elementary/Middle Magnet for the remainder of the 1996-97 school year; (4) Margaret Hall be appointed supervisor of music for the remainder of the 1996-97 spring semester; and, (5) Diana Tinsley be appointed assistant principal of instruction at Green Oaks High School, and the terms of contract are February 20, 1997 - June 15, 1999. Each administrator will receive the appropriate salary as reflected by the CPSB salary schedule applicable to the position to which they are appointed.

Agenda Item No. 9

Approval of Bids/Proposals Taken. Staff recommended approval of the circled low bids for library furniture and equipment for Title I schools and for Donnie Bickham, Caddo Career Center, Southwood, Westwood and Youree Drive; library scanners for several schools; tables and chairs for Huntington and North Caddo vocational program; training labs for Caddo Career and Technology Center; HVAC units for transportable classroom buildings #428 and #429; and, printing data processing continuous forms. A copy of the tabulation bid sheets is filed in the official papers of the board marked "*Exhibit A, seven pages, February 19, 1997.*"

Agenda Item No. 10

Revision of 1996-97 General Fund Budget. Staff recommended approval of the revised 1996-97 General Fund budget, as included in the mailout. Revisions contain financial data by budget line item, expenditure adjustments resulting from previous CPSB action, and budget changes by dates of adjustments. A June 30, 1997 balance of \$5,021,027 is projected.

Agenda Item No. 11

Revision of 1996-97 Capital Projects Fund Budget. Staff recommended approval of the revised 1996-97 Capital Projects Fund budget, as included in the mailout. The budget information consists of financial data and notes of explanation for adjustments. A June 30, 1997 balance of \$17,538 is projected.

Agenda Item No. 13

Project Independence Contract Renewal. Staff recommended approval of the amended Project Independence contract for Hamilton Terrace Learning Center. Educational and vocational education services will be provided, and the contract period is July 1, 1997 through June 30, 1999. The contract total is \$1,839,039.00 (FY 96/97 \$677,219; FY 97/98 \$580,910; and, FY 98/99 \$580,910). A copy of the document is filed in the official papers of the board.

Agenda Item No. 14

Mathematics Requirements for Incoming 1997-98 Freshmen. Staff recommended that the CPSB approve mathematics course offerings to meet graduation requirements beginning with the 1997-98 school year for incoming freshmen, and thereafter. The Louisiana Mathematics Framework document was approved by the State Board of Elementary and Secondary Education (BESE) on May 23, 1996. Two new courses suggested for Caddo Parish are *financial mathematics* and *discrete mathematics*.

Agenda Item No. 15

Southwood Elective Courses. Staff recommended approval of the Southwood elective courses as included in the mailout. The new electives are: *Novels II; American Folklore: Fact, Fiction, and Legend; Weather and Climate; Veterinary Science/Animal Care; Astronomy; 21st Century Leadership; and, Ocean Science.*

Agenda Item No. 16

Proclamation - Caddo Writing Week. Staff recommended approval of the proclamation declaring April 21-25, 1997 as *Caddo Writing Week.*

PROCLAMATION

WHEREAS, written communication is not only a rewarding means of self-expression but also an essential skill in our society; and

WHEREAS, writing is a valuable learning tool as students gain insight by putting thoughts on paper; and

WHEREAS, teachers, administrators, and parish school boards should provide opportunities for students to achieve success as they become more confident and competent writers;

NOW, THEREFORE, BE IT PROCLAIMED, we, the CPSB, do hereby proclaim the week of April 21-25, 1997 as

"CADDO WRITING WEEK"

in Caddo Parish and urge all students, teachers, parents, and community organizations to plan and develop appropriate activities to promote, celebrate, and showcase the writings of Caddo Parish students.

Agenda Item No. 17

Settlement of Workers' Compensation Claim. Staff recommended approval of the settlement of the workers' compensation claim for Ms. Geneva P. Reed for a total payment of \$20,000.

Agenda Item No. 18

Authority for Superintendent to Sign Teacher Contracts for the 1997-98 School Year. Staff recommended that the CPSB grant the superintendent the authority to sign teacher contracts for the 1997-98 school year. The superintendent will be acting on behalf of the board and in compliance with the requirements of R.S. 17:413 and school board policy GCB.

Agenda Item No. 19

Name Change for the Caddo Career Center. Staff recommended that the Caddo Career Center be renamed the *Caddo Career and Technology Center.* Since the center's inception, courses have been deleted, added, and upgraded to keep pace with the needs of the business community. Technology has been infused into all programs as a vital part of the training experience, and the district's Teacher Technology Center has been relocated to the center's site.

Agenda Item No. 20

Approval of Resolution for Continued Employment. Staff recommended that the CPSB approve the resolution for continued employment, as included in the mailout.

RESOLUTION

WHEREAS, Federal Law 94-566 and Act 745 of the LA Legislature in regular session of 1977 mandates coverage for local school employees under the State Unemployment Compensation Law beginning January 1, 1978; and

WHEREAS, this law gives employees of the CPSB the right to apply for and receive unemployment benefits if they should become unemployed; and

WHEREAS, many employees of the CPSB have a break in service during the summer months; and

WHEREAS, the law states that employees who are instructional, research, principal administrative capacity and other employees who are employed during the school calendar year may be excluded from summer eligibility if they were employed in the spring semester and they have a reasonable assurance of continued employment for the fall semester;

NOW, THEREFORE BE IT RESOLVED, that the CPSB direct the superintendent, in the spring of the year, to write a letter of reasonable assurance of continued employment, signed by him, to each employee whose employment will be continued in the fall.

Agenda Item No. 23

Louisiana Career Expo - Resolution of Support. Staff recommended that the CPSB acknowledge and voice support for the participation of Caddo Parish schools in the 1997 Louisiana Career Expo.

Agenda Item No 24-A

Requests for Leaves. The superintendent recommended approval of the following requests for leaves and requests of the board.

Sabbatical Leave for Study, 1997-98 School Year

Melanie Salter, Speech Therapist, Eighty-First Street ECE

Sabbatical Leave for Rest and Recuperation, Remainder of the Spring Semester of the 1996-97 school year.

Sally Adams, Teacher, Hillsdale Elementary Richard
Maffett, Teacher, Captain Shreve High School

Leave Without Pay (Personal), January 27 Through the Remainder of the 1996-97 School Year

Sandra Eakin, Secretary, Mooringsport Elementary

Leave Without Pay (Personal), Spring Semester of the 1996-97 School Year

Stephanie Joseph, Teacher, South Highlands Elementary Magnet

Leave Without Pay (Personal), February 24 - April 14, 1997

Rani Dutta-Choudhury, Teacher, J B Harville/Oak Terrace

Leave Without Pay (Personal), Remainder of the 1996-97 School Year

Joyce Bridwell, Bus Driver, Transportation Department

Requests of the Board. Georgia Barrett, teacher at Shreve Island Elementary, requested to rescind her leave without pay and return to a teaching position in the system.

Sarah Hancock, teacher at Sunset Acres Elementary, requested six days without pay to travel to Spain on a business trip with her husband on April 11-18, 1997.

Teresa McDowell, adaptive physical education teacher, requested to rescind her sabbatical leave for the spring semester and return to her position.

Allison Burgess, teacher at Bethune Middle School, was granted sabbatical leave for study for the fall semester of the 1996-97 school year. She requested the board to waive its requirement that should she not return to her position following sabbatical leave, all monies due the CPSB not become due in full on the day she fails to report. She is seeking to resign her position effective January 21, 1997, and requested a maximum of 120 days to repay all monies owed the CPSB. She has agreed to allow Teachers' Retirement System of Louisiana to pay the board the amount she owes Caddo prior to disbursing the remainder of her retirement fund to her.

Peggy Barteet, Even Start Coordinator, requested to rescind her sabbatical leave for rest and recuperation for the spring semester of this school year. Her situation has changed and she is rendering her resignation.

Agenda Item No. 24-D

External Audit Report. Additional information regarding the external audit report was included in the mailout. Information provided answers to questions left unanswered at the February Executive Committee meeting.

Mr. Brooks moved, seconded by Mrs. Pugh, approval of the consent agenda. Vote on the motion carried unanimously.

SPECIAL RECOGNITIONS

On behalf of the board and staff, Essie Holt, assistant to the superintendent, presented the following special recognitions.

1997 Louisiana Mudbugs Team Member. Mudbugs are young athletes with physical or visual disabilities and Kimberly Mitchell, student at Woodlawn High School, was recognized as the 1997 Louisiana Mudbugs team member. She will represent Louisiana at the Windsor-Ontario International Outdoor Games for the Disabled later this year. Kimberly's coach is Penny Potter. The principal at Woodlawn is Betty Jordan.

1996 Achievement Award in Writing Winner. Josh Gill, senior at Captain Shreve High School, was selected by the National Council of Teachers of English as a 1996 Achievement Award in Writing winner. This achievement commends Josh for having demonstrated superiority, creativity, and versatility in his writing. Dr. Sandra McCalla is principal at Captain Shreve High School.

American Legion Auxiliary Honoree. Payton Haynie, student at Captain Shreve High School, has been invited to attend an Americanism Youth Conference, April 3-6, 1997, in Valley Forge, PA. This program is sponsored by the American Legion, and Payton's winning essay was entitled *The Flag Protection Amendment: A Student's Prospective*.

United States Senate Youth Program Honoree. Kevin Bruce, student at Captain Shreve, is one of two students in Louisiana, selected to attend the United States Senate Youth Program in Washington, D.C. He is also the state's representative on BESE.

Academic All State Team Winner. Larry Ferdinand, Jr., senior at C. E. Byrd High School, was appointed by the Louisiana High School Athletic Association to the Academic All State Team. Larry is the only student from Caddo-Bossier to receive this honor, and has a grade point average of 3.5.

Honorees received famed certificates of recognition for their outstanding achievements. Parents, relatives, and other supporters were recognized.

1996-97 8(g) Winners. Wanda Gunn, director of curriculum and instruction, recognized the 1996-97 8(g) grant winners. 8(g) competitive grant winners represented Woodlawn, Shreve Island, Mooringsport, A. C. Steere and Northside schools. A total of \$321,237 was awarded. 8(g) block grant winners represented Caddo Middle Magnet, Central Elementary, South Highlands, Huntington, Linwood, Turner, Woodlawn, A. C. Steere, Riverside, Eden Gardens, C. E. Byrd, Creswell, Ridgewood, Arthur Circle and Shreve Island schools. A total of \$472,257 was awarded. 8(g) professional development grant winners represented Southwood, Hamilton Terrace and the parishwide. A total of \$100,000 was awarded. A printout of award winners, grant titles and applicable funds was distributed to board members.

PERSONNEL RECOMMENDATIONS

The superintendent recognized and introduced the employees who were promoted to administrative positions via approval of the consent agenda. (See *Consent Agenda Item No. 7.*)

Recess. The president called for a five-minute recess at approximately 3:58 p.m. The board reconvened at approximately 4:10 p.m.

VISITORS

Jackie Lansdale, director of the LA Federation of Teachers/Support Personnel, informed the board of the association's ideas and issues relative to public education in Caddo Parish, academic standards and student conduct. She expressed appreciation to the CPSB for its support of *Career Expo*, and spoke in support of improved salaries for employees.

Darlene Strickland, parent, sought the board's assistance in getting her deaf child transferred to North Highlands Elementary. The president informed Mrs. Strickland that the superintendent will follow-up on her request.

Monica Jenkins-Moore, president-elect of Caddo Association of Educators (CAE), thanked board members for attending CAE's annual legislative conference on January 31. She apprised the board of CAE's concerns relative to: a) funding for public education in Louisiana, b) CAE's interested in working with the CPSB for extra funding for school enhancements, c) the board's interest and effort to increase teachers' salary, and d) CAE's support of the proposed calendar for the 1997-98 school year.

1997-98 SCHOOL CALENDAR

The superintendent said this issue was discussed at the February Executive Committee meeting, and staff is recommending adoption of the proposed calendar. Mrs. Boykin moved, seconded by Mr. Adams, adoption of the calendar with one change -- to add Monday, February 16, 1998 (Presidents' Day), thereby reducing the number of pupil/teacher contact days by one. Discussion ensued on bad weather days, the need to recognize America's leaders, and required pupil/teacher contact days as required by law. The superintendent noted that it is difficult to recommend fewer pupil/teacher contact days; but, in view of the fact that there is some sentiment to recognize additional holidays and space is in the calendar, he supports the recommendation. Mr. Vance moved, seconded by Mr. Burton, to call for the question. Having no other speakers, the president called for the vote on the main motion which carried with Mr. Vance opposed; Mrs. Walker was absent for the vote; and, board members Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock supported the motion.

SUPERINTENDENT'S REPORT

Insurance Enrollment and Implementation Update. The superintendent reported that all retirees and 97 percent of active employees have been enrolled. Remaining employees will be enrolled in the PPO plan and a letter will be sent out informing them that they may move to the POS plan or waive enrollment, if so desired. To date, 71 percent have been enrolled in the PPO plan with 29 percent being enrolled in the POS.

The enrollment process has gone smoothly. Staff met in Baton Rouge, Louisiana with representatives of Blue Cross/Blue Shield on Monday and Tuesday of this week, and reviewed the contract. Recommendations and changes were made and additional questions will be communicated to Blue Cross/Blue Shield representatives. As soon as the contract is in some degree of final form, it will be presented to the board. Mr. Brooks expressed interest in the school board paying a greater percentage of the premium for retirees. The president said a motion was passed by the board directing the superintendent to look into this concern. In response to the board's directive, the superintendent said staff made a reduction in premiums for retirees with Medicare. Staff is still considering options to further reduce the premiums. The president asked for the total dollar amount based on current enrollment. The superintendent said he received the reported percentages this afternoon, and the dollars have not been calculated at this time. The total number presently enrolled is approximately 2,200 retirees and 4,850 active employees. The president asked the superintendent to provide board members with the bottom dollar amount for premium costs.

Citizens Committee for Quality School Facilities Update. The superintendent informed the board that three additional names have been added to the committee for the board's consideration. They are: Ann Stokes representing the Shreveport Chamber of Commerce; Gif Gillen representing the Caddo Parish Commission; and, Reverend R. Timothy Jones representing district six. Mr. Thibodeaux moved, seconded by Mr. Burton, to confirm the three names as presented by the superintendent. Mrs. Pugh asked if the name submitted for district six at the February special school board meeting is being deleted, and if so, the motion should reflect the change. The president clarified that Reverend R. Timothy Jones will be replacing Ann Stratton as the committee member representing district six. Mrs. Pugh inquired about one committee member residing outside of the parish. Discussion followed on possibly naming another replacement, and the president said the superintendent needs a directive from the board relative to this matter. Mr. Thibodeaux moved, seconded by Mrs. Pugh and Mr. Adams, that the superintendent seek a replacement for the Shreveport Ministerial Alliance representative. Following debate, Mr. Thibodeaux made a motion to amend the motion, seconded by Mrs. Pugh and Mr. Burton, that all committee members shall be residents of Caddo Parish. Vote on the amendment carried with board members Walker and Vance opposed. Board members supporting the motion were Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock. Vote on the main motion, as amended, carried with board members Vance, Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock supporting the motion. Mrs. Walker voted in opposition. The superintendent said staff desires to schedule a meeting very soon and a memo will be sent out notifying committee members of the first meeting. ***Committee members are: Bill Wiener, Jr. (district 1); Dr. Leonard C. Barnes (district 2); Gail Griffin (district 3); Dr. Michael Cook (district 4); Michael D. Flentroy (district 5); Rev. R. Timothy Jones (district 6); Lois B. Wilson (district 7); Mack McCarter (district 8); Mark Garrett (district 9); Charles "Chuck" Miller (district 10); Barbara Trice (district 11); Paul Glanville (district 12); Ivory Samuel (Shreveport Negro Chamber of Commerce); Ann Stokes (Shreveport Chamber of Commerce); Ivan Baker (City of Shreveport Economic Development Department); John David Stewart (Shreveport City Council); Gif Gillen (Caddo Parish Commission); Judith Anne Battle (Shreveport Metro Planning Commission); Tillie Caileff (Caddo District PTA); Al Morgan (retired); Dr. Michael H. McCoy (active employee); Steve Terrill (industry); Tommy Norris (labor); and Ollie Tyler (CPSB).*** Another name will be submitted to the board to represent the Shreveport Ministerial Alliance.

LSBA Convention. The superintendent reminded board members of the Louisiana School Boards Association (LSBA) convention to be held in Lafayette, Louisiana, February 27 through March 1, 1997.

Personnel Changes. The superintendent said he sent a memo to board members last week regarding personnel changes at Northwood High School and Woodlawn High School. He said that unless he hears something to the contrary from board members, he will proceed with the changes.

UNFINISHED BUSINESS

Visitor's Concern. Mrs. Walker asked the board to allow Richard Neeson, director of 504 programs, to make a statement on his conference with Mrs. Strickland, a parent/visitor at today's meeting. Mrs. Pugh asked if the statement could be presented when the board receives announcements and requests.

Mr. Burton called for point of order saying this item is not on the agenda, and the board needs to suspend the rules to consider the issue. Mr. Burton moved, seconded by Mr. Thibodeaux, to suspend the rules in order to discuss an item brought forth relative to Mrs. Strickland's comments to the board. Vote on the motion carried with board members Mims and Milam opposed. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Pugh, Brooks, Powell, Boykin, Adams and Dr. Hitchcock. Mr. Neeson informed the board that he visited with Mrs. Strickland after she left the board room earlier today. The president cautioned staff and board members not to get into specifics involving Mrs. Strickland's child because she was not present and had not received notice that the board would be acting on this matter. Mrs. Pugh said the superintendent needs to respond as to whether Caddo public schools has adequate facilities to accommodate the child. The superintendent said he has not spoken with the parent, but the parent has talked with Mr. Neeson and he has information that might be helpful to the board. The president said that with consent of the board, discussion of this matter should cease at this time, and the superintendent be allowed to meet with his staff. Mrs. Pugh objected to the president's suggestion, and said the parent appeared before the board for assistance more than 90 days ago, and it concerns her that the superintendent is not as informed as staff, which suggests that there is a communication problem. She further noted that if this is the case, then the board needs to call for an executive session. The president expressed concern that Mrs. Strickland was not present. Mrs. Pugh requested that this item be placed on the agenda for the next school board meeting, and that the parent be notified. In the meantime, she encouraged the superintendent to move expeditiously to accommodate or make provisions for the student. The president said this item could be placed on the agenda for the March Executive Committee meeting. Mr. Thibodeaux asked if the child will be allowed to attend North Highlands. The superintendent said he would like to have some time to visit with staff to determine what has been done, and then he will make a recommendation. Mr. Thibodeaux expressed concern about delaying this matter until the next board meeting. The president said a special called meeting could be held following the March Executive Committee meeting, if needed, to discuss this matter. Mrs. Pugh said this is an administrative function, and the superintendent can address this issue and clear up this matter. She further stated that the superintendent could communicate to the board, in writing, what action is taken. Mrs. Walker said she spoke with the parent and Mr. Neeson and the views presented are different. She expressed concern that delaying this matter will cause the public to misinterpret the board's interest and response. The president said the superintendent will look into this matter. Mr. Burton moved, seconded by Mr. Vance, to call for the order of the day. Mr. Brooks encouraged the board to receive Mr. Neeson's report. Mr. Neeson reported that Mrs. Strickland has not been in contact with his office, and there has been no notice of her dissatisfaction. The president thanked Mr. Neeson for his statement. Mrs. Pugh clarified that her request is for the superintendent to communicate, in writing, to the board the action taken after he communicates and settles this matter with the parent. The president said the superintendent will follow-up.

NEW BUSINESS

No new business was introduced.

ANNOUNCEMENTS AND REQUESTS

Media. Mr. Burton requested staff to do releases for the print media acknowledging the special recognitions of students/staff as presented during school board meetings.

Board Procedures. Mrs. Boykin asked if the board is allowing visitors to use names of employees when addressing the board. The president said the context that was brought up by a visitor at today's meeting was borderline, and he was trying to ascertain the visitor's problem. He further noted that the visitor was seeking help from the board. Mr. Vance encouraged board members to follow policy. Mr. Burton said board members should be careful in trying to restrict visitors from speaking because school board meetings are open to the public, and provisions are made on the agenda to hear from visitors.

Committee Visit. Mr. Mims noted that the governor's committee from the Department of Health and Hospitals visited Linwood Middle School on Tuesday, February 18, 1997. He reported that perhaps in a few weeks a report will be submitted to the superintendent. He further noted that the meeting was warm and he was pleased with the visit.

Video. Mrs. Pugh reminded the president that she had presented him with a video from the governor that was sent to her as former president of the school board. Mrs. Pugh said the governor would like for all board members and perhaps the public to view the tape regarding education reform. The president said he will talk with the superintendent about scheduling a time for the tape to be viewed.

EXECUTIVE SESSION

Student Hearing. The president said the student hearing will be closed to the public. Mrs. Pugh moved, seconded by Mrs. Boykin, to go into executive session for approximately 15 minutes to hear a student hearing. Vote on the motion carried with Mr. Adams absent. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Boykin and Dr. Hitchcock.

Recess. The president called for a five-minute recess prior to the board going into executive session at approximately 5:04 p.m., and the board reconvened at approximately 5:20 p.m.

The executive session started at approximately 5:21 p.m., and the board reconvened into open session at approximately 5:55 p.m. Dr. Hitchcock moved, seconded by Mrs. Boykin and Mrs. Pugh, to uphold the recommendation of the superintendent. The recommendation is for Gabriel Nathaniel Crockett, student at Midway Middle School, to be referred to Oak Terrace Alternative School for the remainder of the 1996-97 school year. Vote on the motion carried unanimously.

Adjournment. There being no further business, Mr. Brooks moved for adjournment. Mr. Burton seconded the motion which carried unanimously, and the meeting adjourned at approximately 5:57 p.m.

James E. Foster, Ed.D., Secretary

Mike Powell, President

March 5, 1997

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session Wednesday, March 5, 1997, at approximately 3:35 p.m. with President Mike Powell presiding and Jerry Tim Brooks and Ron Adams present. Other board members present were Judy D. Boykin, Willie D. Burton, Miles Hitchcock, Sc.D., Mark Milam, Alvin Mims, Mildred B. Pugh, Michael J. Thibodeaux and Sybil B. Walker. Also present were Secretary James E. Foster, Legal Counsel Fred Sutherland, staff and other visitors. The invocation and Pledge of Allegiance were given/led by Mr. Adams.

AGENDA

Executive Committee members, with input from other school board members, reviewed the proposed calendar for the March 19, 1997 CPSB regular meeting and the following items were added: "*Special Recognition - LSBA Elementary Division Art Winner*"; "*Superintendent's Report -Insurance Enrollment and Implementation Update*"; "*LSBA Convention in the Year 2002*" (Burton); and, "*Extension of Linwood Health Center for Atkins Elementary*" (Mims).

CPSB WORK SESSION

Special Recognitions. The president informed board members that he spoke with Fran Dickey, *The Times* education reporter, and Mike Whitehead, editor, about publishing special recognitions made at CPSB meetings. He was informed that coverage will appear in the newspaper on Sundays following regular school board meetings. The president further noted that Burnadine Moss Anderson, director of communications, had already contacted *The Times* staff about coverage, and she will be providing the newspaper staff with a hard copy of the special recognitions after each board meeting.

The superintendent reported that a third grader won a blue ribbon at the Louisiana School Boards Association (LSBA) convention in Lafayette, Louisiana last week for his art work, and he will be recognized at the school board meeting. The president asked that the student be present and that his artwork be displayed.

Request for School Bus Transportation by LSU-Shreveport. The superintendent said this is a special request for a program that LSU-S has received a grant for and it involves Caddo Parish students. Staff is working with LSU-S to provide transportation for approximately 20 elementary/middle school students representing four different schools.

Request By Mt. Bethel No. 1 Baptist Church to Use Keithville Elementary/Middle School Auditorium. The superintendent said this request is for the church to use Keithville Elementary/Middle School auditorium for an Easter service.

Consideration of Request by Shreve Memorial Library Board to Acquire the Old Vivian Elementary School Building. The superintendent said staff has been in discussion with Shreve Memorial Library board members in response to their request to acquire the old Vivian Elementary School, which sits behind Vivian Elementary/Middle School. The request also involves a portion of land that will be used as a buffer zone between the school and the library. S. L. Slack, assistant superintendent for support services, said legal counsel is in the process of preparing the document and information will be included in the mailout. The superintendent reported that the current library sits across the street from Vivian Elementary/Middle School (on school board property), and staff is discussing the possibility of acquiring this building as a trade. Discussion ensued on: asbestos and the structural soundness of the facility; the timeframe to act on this transaction; and, the CPSB's position and legal counsel's involvement and opinion. Mrs. Walker said the old school building is rapidly deteriorating, and the school board is now in a position to make a trade. She noted that the building the school system would be acquiring would also meet some of the instructional needs in the area, i. e. School Away From School. Mrs. Walker also emphasized the need for a larger library in the area.

Agreement With Kings Highway Christian Church Concerning Parking for C. E. Byrd High Students. The superintendent said staff has been informed that parking at the church will no longer be available to students attending C. E. Byrd High School; but, the church has acquired a smaller plot of ground across the street that could be used for student parking. Mr. Slack said due to an expansion program of the church, the parking lot is being reduced. This transaction would be an agreement with a renewable clause for continued parking privileges. The proposal also requires the CPSB to asphalt the new parking lot. Mrs. Boykin asked if after the church completes its expansion project, if the existing parking and the property across the street will be sufficient to accommodate students. Mr. Slack said it will not be enough, but it will offset a good portion of what was being used. The new space will accommodate approximately 75 cars. Mr. Adams asked what is the projected cost for paving the parking area, and staff said \$80,000 is allocated in the Capital Projects budget. Mr. Adams said other projects have been in the budget for some time and other schools have parking needs as well. Mrs. Walker expressed concern about the cost for resurfacing the parking lot. The president asked if the parking lot will be a designated parking area, and the superintendent said the principal will have a plan for using the space. The president asked about long-range plans for addressing parking concerns, and suggested that there may be a need to look at purchasing other property adjacent to the school. Mrs. Pugh said she hopes that the superintendent, staff and school administrators will submit a proposal that would look at whether the board needs to engage in restricting the student enrollment. She said parking could be provided for the magnet component; but, neighborhood students and those youngsters residing within the district have in-city transportation available to them. The superintendent said changes have already been made in the entrance requirements for the math/science magnet, and enrollment has decreased.

Special Education Contracts. The superintendent said the contracts are for student services, and information will be included in the mailout. Mr. Burton said the board's work session is designed to discuss items on the agenda. He asked staff to, in the future, provide board members with copies of the materials to be reviewed during the work session. Rosalie Ewing, director of special education, said the new contracts are with Success Insite and Cognitive Development Consultants, Inc. and they will be providing mental health rehabilitation services to eligible students in the school system. She further reported that staff is currently providing the services, but the need is greater than what staff can address. The president asked if staff is privatizing

services, and Mrs. Ewing said staff is providing some services, but does not have enough employees to meet the need. Contracting the services will not cost the school board anything because the service providers will be paid through the agencies for which they work. She further reported that the school system receives Medicaid funds for services being provided, and the contract is for the remainder of the current fiscal year. Mrs. Boykin asked what changes have occurred that require staff to contract services. Staff said the guidelines for providing mental health rehabilitation services allow families and clients to choose the service provider, and some families may choose these agencies. Mrs. Boykin asked if the people the school system is currently using are for the C-PIP program, and staff answered in the affirmative. Discussion followed on the need for more Medicaid dollars, and the cost to hire more employees versus contract costs. Richard Neeson, coordinating director of special services, commented that staff is seeking ways to operate more efficiently and to make dollars go farther. He further noted that in talking with staff, he understands the positive aspects and necessity of the contracts, but he is unfamiliar with the long-range implications. Mrs. Pugh inquired about the existence of the contract agencies, their track record, and their affiliation with other school systems. Mr. Burton encouraged the board to focus on the needs of the students. More discussion followed on the turn around time to receive funds from Medicaid, increasing staff, and providing services through employees.

Revisions to Policy GBCB (Drug Testing Policy). Willie Henderson, assistant superintendent for human resource services, said staff is revising the policy to provide for mandatory drug/alcohol testing of employees who are involved in job-related accidents where medical attention is required. The revision will be discussed with legal counsel, and based upon clearance from him, the document will be included in the mailout. Mr. Burton asked which employees will the policy affect, and Mr. Henderson said it will include all employees. Mrs. Boykin asked if there has been a change in federal law. Mr. Henderson said the change is a part of the workers' compensation law. Mr. Milam requested staff to calculate the cost to drug test student athletes, i. e. football. The superintendent said staff has not considered the aspect of testing students and there is a lot of data relative to drug-testing of students. He said staff will research the matter and bring the findings to the board. After more discussion about when the testing would be done, the president suggested that the testing could be done in conjunction with student athletes having a physical examination prior to participating in sports-related activities.

Student Dress Code (Brooks). Mr. Brooks informed board members that he will be bringing to the March board meeting plastic lock ties that school administrators could use to belt students' pants. He said principals need to work with the board in monitoring students' dress. He further suggested that the board might need to adopt a dress code for teachers. Mr. Thibodeaux suggested that the superintendent should send a letter to principals that helps explain the board's objective relative to enforcing the dress code policy. Mrs. Walker said parents should be encouraged to not buy their child's clothing two to three sizes too large. Mr. Brooks concurred that parents should be held responsible for their child's dress at school.

Citizens Committee for Quality School Facilities. The superintendent said three names will be submitted to the board for ratifying at the March school board meeting.

Report on Arthur Andersen Concerns. The superintendent said the report will be sent to board members as a separate item. The information updates the board on the implementation of the study, and includes some calculations if the board decides to address some of the concerns. He emphasized that the study was not a salary schedule study, but a position equity study. The superintendent said the report does not identify names or positions, but it deals with years of service. Mrs. Boykin asked if the board were to consider making changes in the salary structure, does the superintendent anticipate a committee reviewing it before the board takes action. The superintendent said a number of people in the personnel department have been working on this. Mr. Henderson said data processing has assisted in developing several plans to address the concerns of pay with regard to seniority and/or position. The superintendent said staff will be providing a report, and is not requesting action at this time.

Insurance Enrollment and Implementation Update. The superintendent said additional information was placed at board members' seats today regarding the cost of implementation and outlining how staff has fared with enrollment.

Extension of Linwood Health Center for Atkins Elementary. Mr. Mims said the state will be sending a letter to the CPSB next week outlining their findings from a recent visit to Linwood. He asked that this item be placed on the agenda for the March 1997 meeting. The superintendent informed board members that the concern expressed by the principal at Linwood has been resolved; but, he needs additional information from the principal at Atkins because of the lack of space to house the program.

The president polled the audience for input on the proposed agenda items.

Jackie Lansdale, director of the LA Federation of Teachers/Support Personnel, expressed concern about agenda items addressing special education contracts, revisions to the drug testing policy, the student dress code, and adjustments in the Arthur Andersen Study.

Lindsey Mayo, eighth grade student at Youree Drive Middle School, expressed concern about not being able to distribute a petition at school for the administration to form a committee, including students, to reformulate the student dress code. The president asked staff to provide the student and her parent with guidance about school board policy relative to this matter.

Consent Agenda. The president suggested that agenda items 9, 10, 11, 13 and 16 be categorized as consent agenda. Mr. Brooks moved, seconded by Mr. Adams, approval of the proposed consent agenda. Vote on the motion carried unanimously.

Mr. Brooks moved, seconded by Mr. Adams, approval of the proposed agenda for the March 19, 1997 school board meeting. Vote on the motion carried unanimously.

Recess. The president called for a five-minute recess at approximately 5:30 p.m. The committee reconvened at approximately 5:45 p.m.

SPECIAL PRESENTATION - LOUISIANA 'SCHOOLS THAT WORK' AGENDA (Powell)

Board members viewed the video presentation distributed by the Governor's office that outlines the state's initiatives (as extracted from the Louisiana LEARN Commission) that are essential components for improving Louisiana's educational system. The presentation outlined five initiatives, namely: 1) high academic standards and appropriate assessments; 2) accountability; 3) flexibility; 4) classroom/school-based support; and, 5) school-to-work transitions.

EXECUTIVE SESSION

Mr. Adams moved, seconded by Mr. Brooks, for an executive session for approximately 30 minutes to receive information about Title IX litigation (Robert Merritt, Et Al v. CPSB, Civil Action No. 96-2701, USDC (W.D. La.). Vote on the motion carried unanimously, and the committee went into executive session at approximately 6:05 p.m. The committee reconvened at approximately 9:03 p.m.

Letter. The president announced that staff has scheduled a civilian/cadet corp visitation in Dallas, TX on March 17, 1997, and board members interested in making the trip should notify the superintendent's office.

Adjournment. There being no further business, Mr. Adams moved for adjournment. Mr. Brooks seconded the motion which carried unanimously, and the meeting adjourned at approximately 9:05 p.m.

March 19, 1997

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 3:30 p.m. Wednesday, March 19, 1997, with President Mike Powell presiding and the following board members present being a quorum: Ron Adams, Judy D. Boykin, Jerry Tim Brooks, Willie D. Burton, Miles Hitchcock, Sc.D., Mark Milam, Alvin Mims, Michael J. Thibodeaux, Johnny Vance, Jr. and Sybil B. Walker. Mildred B. Pugh arrived at approximately 3:35 p.m. Also present were James E. Foster, secretary, and Fred Sutherland, legal counsel. Mr. Vance gave the invocation and led the Pledge of Allegiance.

CONSIDERATION OF THE MINUTES OF THE FEBRUARY 19, 1997 CPSB MEETING

Mr. Vance moved, seconded by Mr. Burton, approval of the minutes of the February 19, 1997 school board meeting. Vote on the motion carried with board members Walker, Vance, Burton, Thibodeaux, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock supporting the motion. Mrs. Pugh was absent for the vote.

CONSENT AGENDA

The board reviewed the agenda and the following items were pulled: 1) Bids - Paving - *Student Parking at C. E. Byrd, Project 253*; 2) *Paving - Parking Lot at Mooringsport, Resurfacing at Hamilton Terrace, and Turnaround at Riverside, Project 258*; 3) *Roofing - Northwood High School, Project 260A*; 4) *Roofing - Hillsdale Elementary, Project 260B*; 5) *Special Education Contracts*; 6) *Revisions to Policy GBCB (Drug Testing Policy)*; and, 7) *Extension of Linwood Health Center for Atkins Elementary*. (Note: Staff recommended that bids for paving of student parking at C. E. Byrd, Project 253, be rejected because all bids came in over budget. Staff recommended that the pavement be revised from Portland cement concrete to asphaltic concrete with Portland cement concrete curb and gutter, and that the project be readvertised and bided in April 1997. Staff also recommended that Project 259, Roofing at Captain Shreve Gym and Auxiliary Gym, be postponed.) The board categorized the following items as consent agenda:

Agenda Item No. 7

Personnel Recommendations. The superintendent made the following recommendations: (1) Lawrence Anderson be appointed assistant principal of administration and discipline at Northwood High School, and the terms of contract are March 20, 1997 through June 15, 1999; (2) James Cowdin be appointed assistant principal of administration and discipline at Woodlawn High School, and the terms of contract are March 20, 1997 through June 15, 1999; (3) William Freeman be appointed assistant principal of administration/discipline at Hollywood Middle School, and the terms of contract are March 20, 1997 through June 15, 1999; (4) John Gardner be appointed principal of Mooringsport Elementary School, and the terms of contract are March 20, 1997 through June 15, 1999; and, (5) Marilyn Johnson be appointed assistant principal of Administration and Discipline at Youree Drive Middle School. Each administrator will receive the appropriate salary as reflected by the CPSB salary schedule applicable to the position to which they are appointed.

Agenda Item No. 9

Approval of Bids/Proposals Taken. Staff recommended approval of the circled low bids for furniture and equipment for 1997-98 (all schools - warehouse stock); musical instruments and equipment for several schools; lighting gymnasium at Ridgewood, Project 275; auditorium heater replacement/library dehumidifiers at Booker T. Washington, Project 271; and, requested authorization to develop a plan for co-funding the construction of a gravity sanitary sewer extension with the City of Shreveport along Woolworth Road to serve Walnut Hill School and revise the Capital Projects Plan accordingly. A copy of the tabulation bid sheets is filed in the official papers of the board marked "*Exhibit A, ten pages, March 19, 1997.*"

Agenda Item No. 10

Request for School Bus Transportation by LSU-Shreveport. Staff recommended that the request from LSU-S to rent approximately five school buses for an after school program during March -May, 1997 be approved. LSU-S plans to implement a Peer Mediation/Conflict Resolution program at several Caddo public schools.

Agenda Item No. 11

Request by Mt. Bethel No. 1 Baptist Church to Use Keithville Elementary/Middle School Auditorium. Staff recommended that the request from Mt. Bethel No. 1 Baptist Church to use the Keithville Elementary/Middle School auditorium on March 30, 1997 to host an Easter worship service be approved.

Agenda Item No. 12

Consideration of Request by Shreve Memorial Library Board to Acquire the Old Vivian Elementary School Building. Staff recommended that the resolution approving, in principle, an exchange of property by and between the Parish of Caddo and the CPSB, as included in the board mailout, be approved. The superintendent further noted that anything final will be brought back to the board for consideration and/or approval at a later date.

RESOLUTION

WHEREAS, the Caddo Parish Commission (hereinafter called "Commission") desires to acquire from the Caddo Parish School Board (hereinafter called "School Board") the old Vivian Elementary School building in Vivian, Louisiana, with approximately .88+ acres of land, to be renovated, constructed, and converted to the North Caddo Branch of the Shreve Memorial Library for use as a state-of-the-art public library with parking and related improvements for the benefit of the students and citizens of Caddo Parish, and

WHEREAS, the School Board desires for educational purposes to acquire the ownership and use of the existing North Caddo Library Branch building in Vivian, Louisiana, which is located on School Board land originally leased to the town of Vivian, and which lease was subsequently assigned to the Caddo Parish Police Jury, and has 25 years remaining on its term with two options to renew the lease for an additional 25-year period, for a total of 50 years; and

WHEREAS, the old Vivian Elementary School building is in a state of disrepair and is no longer needed for the operation of North Caddo Magnet High School and Vivian Elementary/Middle School; and

WHEREAS, the construction of a new branch library by the Commission and the acquisition of the old branch library building by the School Board will benefit both the students and faculty of the public schools located in or near Vivian, Louisiana; and

WHEREAS, representatives of the Commission and the School Board have proposed an exchange whereby the School Board will convey to the Parish of Caddo the old Vivian Elementary School building and approximately .88+ acres in return for the conveyance by the Commission to the School Board of the existing North Caddo Branch Library building and cancellation of the existing long-term lease of the land upon which it is located; and

WHEREAS, the respective considerations to each party for the exchange of properties are closely equivalent in economic and other value, and it would be in the best interest of the School Board to enter into exchange,

NOW, THEREFORE, BE IT RESOLVED by the Caddo Parish School Board in due and legal session convened, that it approve in principle the exchange of the properties

hereinabove described and direct that the specific provisions be negotiated, accurate property descriptions developed, and the appropriate documents to affect the exchange be prepared by its professional staff and legal counsel and brought back to the School Board for final consideration and approval.

CERTIFICATE

I HEREBY CERTIFY that the above is a true and correct copy of a Resolution passed by the Caddo Parish School Board in a regular meeting, held on March 19, 1997, for which meeting due public notice was given and a quorum present.

Shreveport, Louisiana, this 19th day of March, 1997.

/x/

James E. Foster, Secretary
Caddo Parish School
Board

Agenda Item No. 13

Agreement With Kings Highway Christian Church Concerning Parking for C. E. Byrd High Students.

Staff recommended that the superintendent be authorized to extend the hold harmless agreement between the Caddo Parish School System and Kings Highway Christian Church to permit C. E. Byrd High School students to continue parking on the church's property until appropriate documents for a long-term lease are approved by the school board. The superintendent clarified that this item relates to the holds harmless agreement that staff would like to extend so that students at C. E. Byrd can continue using the Kings Highway Christian Church parking lot, and a church parking lot across the street.

Agenda Item No. 16

Student Dress Code (Brooks). Mr. Brooks introduced a motion that all Caddo Parish middle and high schools be provided plastic lock ties for use by school administration to support students' sagging trousers at a cost of approximately \$360; and, the General Fund budget be adjusted accordingly.

Agenda Item No. 19

Nomination of the Parental Review Committee (Brooks). Mr. Brooks nominated Ethel Reed of 4745 McDaniel Drive, Shreveport LA 71109, to serve on the Sex Education Parental Review Committee representing district seven. The term expires December 1997.

Agenda Item No. 20

Request by Women's Ministries Louisiana District Council of the Assemblies of God to Use Caddo Magnet High School Facilities (Boykin). Staff recommended that the request from Women's Ministries, Louisiana District Council of the Assemblies of God, to use the Caddo Magnet High School facilities June 25-28, 1997 be approved. The facilities will be utilized to host an outreach program in the Stone Vista community.

Agenda Item No. 21-A

Requests for Leaves. The superintendent recommended approval of the following requests for leaves and request of the board.

Sabbatical Leave for Study, 1997-98 School Year

Martin Poole, Teacher, Captain Shreve High

Sabbatical Leave for Rest and Recuperation, Remainder of 1996-97 School Year and Fall Semester of 1997-98 School Year

Lucinda Wilson, Teacher, Eighty-First Street ECE

Leave Without Pay (Personal), Fall Semester of 1997-98 School Year

John Baldwin, Principal, Hamilton Terrace

Request of the Board. Dawn Anderson, teacher at Walnut Hill Elementary/Middle School, requested to rescind her sabbatical leave for rest and recuperation for the remainder of the spring semester and return to her teaching position at Walnut Hill.

Agenda Item No. 21-B

Citizens Committee for Quality School Facilities. Staff recommended confirmation of the three names included in the mailout. The following were recommended: Rev. Jerry Maiden (Shreveport Ministerial Alliance); James R. Davis (district 12); and, Mike Gibson (Shreveport Chapter Associated General Contractors of America). It was recommended that the target date for the Citizens Committee for Quality School Facilities to report to the superintendent be changed from April 8 to May 7, 1997.

Mr. Thibodeaux moved, seconded by Mr. Burton, approval of the amended consent agenda. Vote on the motion carried unanimously.

SPECIAL RECOGNITIONS

Personnel Recommendations. The superintendent recognized and introduced the employees who were promoted to administrative positions via approval of the consent agenda. (*See Consent Agenda Item No. 7.*)

On behalf of the CPSB and staff, Essie Holt, assistant to the superintendent, presented the following special recognitions.

Academic Decathlon Winner. Caddo Magnet High School student team members are: Anna Arceneaux, Chandra Donepudi, Krishna Donepudi, Jonathon Hanson, Christopher Jones, Kevin Loechner, Blake Marchive, Matthew Nicholas and Brian Planchard. Team coaches are Helaine Braunig, Thaddeus Pardue, and Cathy Sledge. Mrs. Ascension is principal at Caddo Magnet.

Academic Pentathlon Winner. Caddo Middle Magnet School student team members are: **Grade 7** - Ben Scruggs, Evelyn Scarborough, Nandhi Chhandra, Ryan Bievenu, Adrian Day, James Goeders, Staunton Sample, Melody Kiper, Russell Patrick. **Alternates:** Gregg Hundemeyer, Chris DeKay, Brandon Davidson, Rashonda Brokenberry. **Grade 8** - Leigh Ann Collinsworth, Clay Critcher, Heather Latiolais, John-Paul Young, Shawn Davis, Laura McCormick, Alex Strugatsky, Marco Nelor, Courtney Malone. **Alternates:** Greg Hundemeyer, Chris DeKay, Brandon Davidson and Rashonda Brokenberry. Coaches are Mary A. Rambin and Barbara Just. Judy Moncrief is principal at Caddo Middle Magnet.

Academic Pentathlon Second Place Winner. Youree Drive Middle School student team members are: **Grade 7** - Megan Bailey, Emily Baxter, Sallie Bynum, Lauren Colvin, Theodore Christor, Janey Humphries, Jana Jamar, Christine LaPrease, Julie Mitchell, Maggie Morell, Quanita Scott and David Strickland. **Grade 8** - Chris Bernard, Michael Busada, Derrick Franklin, Kourtney Hennard, Audrey Hunter, Catherine Irion, Jazmin Jernigan, Miranda Matlock, Catherine Richey, Theresa Stallings (first place overall), Candice Taylor and Andrew Ward. The seventh grade coach is Deborah Griffith; eighth grade coach is Bobbye Escude; and, Jan Holliday is principal at Youree Drive Middle School.

1996-97 Regional Mathcounts Competition Winner. Caddo Middle Magnet team members are: Clay Critcher (top scoring individual ever recorded), Leigh Ann Collinsworth, Matt Ferrell, Mark Hand and Holly Henderson. Caddo Middle Magnet place third at the state level and Clay Critcher placed second (individual). The coach is Clyde T. Willie Moore.

1996-97 Regional Mathcounts Competition Second Place Winners. Herndon Magnet team members are Hannah Peterson, Jennifer Russell, Steven Bearden, Kyle Lai (second highest score individually) and Chris Baldelli. The coach is Clint Wallace and E. Dean Washam is school principal.

Louisiana DECA Career Development Winners: First place winners: Ladonna Washington (Business and Financial Service - North Caddo), Randi Craig (General Marketing Written - North Caddo), Randi Craig (General Marketing Written - North Caddo), Jennifer Crager (Retail Marketing Written - North Caddo), Brandon Chambers (Civic Consciousness - North Caddo), Robbie Groves (Civic Consciousness - North Caddo), Amy Fletcher (Civic Consciousness - North Caddo), Jonathan Dempsey (Free Enterprise - North Caddo), J. J. Phillips (Free Enterprise - North Caddo), Jim Farmer (Free Enterprise - North Caddo) Rinat Salikhov (International Marketing - North Caddo), Chad Sullivan (Public Relations - North Caddo), Mark Hobbs (Public Relations- North Caddo), Melissa Padd (Entrepreneurship Written - North Caddo), Aglae Seago (Entrepreneurship Written - North Caddo), Kim O'Neal (Hospitality Marketing - Captain Shreve), Haley McMath (Hospitality Marketing - Captain Shreve), Cheramie Griffin (Fashion Merchandising Promotion Plan - Captain Shreve), Timberly Davis (Recreation and Tourism Marketing Written - C E Byrd), Valerie Jackson (Food Marketing Written - C E Byrd), Erika Samuels (Food Marketing Written - C E Byrd), and Deshima Washington (Food Marketing Written (C E Byrd). **Officers:** Mark Hobbs, president; Randi Craig, secretary; Jim Farmer, historian; A. J. Stevenson, membership chairman; and, Erica Eakin, parliamentarian. Billie Wilcox is principal at North Caddo Magnet High; Dr. Sandra McCalla is principal at Captain Shreve High; and, R. Lynne Fitzgerald is principal at C E Byrd High.

Academic All State Team. Class 5A First Team members are: Kristopher Jackson, (C E Byrd -offense), Kevin Bruce (Captain Shreve - offense), Michael Young (Southwood - offense), James Shipp (Southwood - defense), Joshua Davis (Huntington - Defense), Thomas Armstrong (C E Byrd -defense), Myron Harris (C E Byrd - Defense), Ketrick Owens (Huntington - defense), Jim Forester (C E Byrd - defense). **Honorable Mentions:** Tyroid Harton (Southwood), Archer Frierson (C E Byrd), Casey Spiegel (Southwood), Craig Harris (C E Byrd), Richard Stowell (Huntington), Michael Thomas (Captain Shreve), Adrian Cason (C E Byrd) and Joseph McGowan (Northwood).

1997 LSBA Artwork Award Winner K-4 Division. Deandra Johnson, third grader at North Highlands Elementary, won first place for his entry in the 1997 Louisiana School Boards Association (LSBA) Artwork. Mary Ann Sweeters is the principal at North Highlands.

Class 5A Girls' State Basketball Champion. Southwood High School Lady Cowboys are: Tabetha Jackson, Jessica Lang, Alana Beard, Amanda LeBlanc, Kristine Doss, Leigh Ann Roeten, Christy Crittendon, Nichole Butler, Krystal Jackson, Amy Hodge, Tanisha Butler and Karanda Lewis. Head Coach is Steve McDowell, Assistant Coach is Chad McDowell, managers are Alisha Todd and Shane Edbert and Charles Walker is principal. Mr. Thibodeaux noted that Krystal Jackson is the state's Class 5A most valuable player.

Class 5A Girls' State Basketball Runner-up. C. E. Byrd Lady Jackets are: Wendy Dickson, Meredith Duncan, Toni Norbury, Shayla Mackey, A. J. Clark, Kat Grieder, Meg Frazier, Starla Jones, Ashley Collinsworth, Mia Washington, Delesha Qualls and Kecia Wade. The head coach is Ronnie Howell, assistant coach is Mona Ross, and R. Lynne Fitzgerald is principal.

1997 Allyn and Bacon/Division of Learning Disability Award for Exemplary Learning Disability Program. Dr. Kerry Laster, principal at Shreve Island Elementary, received the award for Shreve Island's significant contributions to children with learning disabilities. Other faculty members were recognized for their efforts.

Louisiana Outstanding Teacher of American History. Roy Keene, teacher at C. E. Byrd High School, was unanimously selected by a three judge panel as the state's Outstanding Teacher of American History for 1997 by the LA State Daughters of the American Revolution. Mr. Keene is also a teacher of the year finalist for the high school division.

Louisiana Social Worker of the Year. March is recognized as *National Social Worker Month*. Jean Slaughter, social worker for Caddo public schools, is recognized as the Louisiana Social Worker of the Year.

Commendation for Act of Heroism. Susan Williams, bus driver for Caddo public schools, was recognized for an act of heroism as she quickly and responsibly maneuvered her school bus to a safe stop in response to a serious vehicular accident. The bus was filled with high school students and the driver's calm exterior demeanor was an inspiration to everyone on the bus and at the scene of the accident.

BellSouth Announcement. Larry Ramsey and Dewayne Stevens, representatives of BellSouth, expressed appreciation to the CPSB for its partnership through the Teacher Mini Grant Program. They announced that BellSouth will be awarding \$2,500 worth of mini grants to deserving teachers. It was further announced that LSU-S received a BellSouth Foundation grant and will provide intensive internet training to approximately 20 teachers from Caddo Parish. April 19 is *National Net Day*. A symbolic presentation of an access wiring kit was presented to Wanda Gunn, director of curriculum and instruction. Twenty-four kits will be placed within Caddo public schools. BellSouth representatives hope to have all wiring kits installed by the end of May 1997.

VISITORS

Dr. Mildred W. Scott and Reverend Joe R. Gant presented the board with a letter expressing their appreciation for the school system's support of the *1997 Louisiana Career Expo*. The 1998 Expo is scheduled for March 10, 11, and 12 or March 24, 25, and 26, 1998. Mr. Brooks thanked Dr. Scott for bringing the program to Caddo Parish.

Betty Davis, parent, asked the board to offer like instructional programs in all of its public schools. She particularly asked that educational offerings be improved in schools located within the Mooretown community.

Marilyn Bartlett, parent, inquired about school board policy/guidelines that are in place and addresses school security (vandalism) and inschool suspension. The president asked Roosevelt Shelby, director of child welfare and attendance, to meet with Ms. Bartlett and respond to her concerns.

Sharon Mills, parent, asked the board to restore the field lights at Southwood High School. She also inquired about board policy relative to decreasing truancy.

Tim Foley, Southwood High School Athletic Booster Club member, asked the board to reinstall lights at the Southwood High School stadium. He briefly capsulized the events that led to the removal of the lights.

Jeffery Evans, parent, asked the board to restore the field lights at Southwood's football field.

Frank Racine, member of Southwood High School Athletic Booster Club, said lights are needed for night activities. He emphasized that they are not requesting new funds because this operating expense was once allocated in the budget.

Monica Jenkins-Moore, president elect of Caddo Association of Educators, urged the board to allocate funds for teacher salary increases and to provide salary increases for support personnel. She said CAE will continue its lobbying efforts to get more funds to enhance educational work. Mrs. Jenkins-Moore also asked the board to review the Arthur Andersen Plan and respond to concerns relative to fairness.

Brenda Russell, representative of LA Federation of Teachers/Support Personnel, asked the board to consider making allowances for employees with seniority and to review the Arthur Andersen Plan and correct existing inequities.

Jackie Lansdale, president of LA Federations of Teachers/Support Personnel, said there is no data to support the claim that Caddo's support organization receives higher pay than those in other parishes. She encouraged the board to give all employees a salary increase, and suggested that a committee comprised of employees from all levels should be involved.

Tom Koenig, representative of Local 100 SEW, spoke on behalf of support personnel and asked the board to award pay increases to these employees.

Mr. Adams expressed appreciation for Southwood parents support and involvement in school-related activities. He said the board/staff will do what is possible to satisfy the needs of the parents/students.

Recess. The president called for a ten-minute recess at approximately 5 p.m. The board reconvened at approximately 5:20 p.m.

1997 LOUISIANA LEGISLATURE UPDATE - REGULAR SESSION (Boykin)

Mrs. Boykin encouraged board members to read the Governor's packet on legislation, specifically the bills regarding the *Performance Accountability Commission* and *Charter Schools*. She noted that the commission will be comprised of a broad base of individuals. School board members should contact their legislators and encourage them to include more rank and file teachers, principals and school board members, and fewer Board of Elementary and Secondary Education (BESE) members. Mrs. Pugh asked if there is any support from the LSBA regarding Bill 172 that addresses retirement funding. Mrs. Boykin said she has not received any information relative to this subject. The superintendent said staff can provide board members with some information, and they plan to make their feelings known.

Citizens Committee for Quality School Facilities. The superintendent informed board members that: a) the committee met in a work session on Tuesday night (March 18, 1997); b) the attendance was good; c) the timeline for the committee to report to the superintendent was changed to May 7, 1997; and, d) the committee discussed the possibility of having a tour of facilities on April 4, 1997. Keith Norwood, director of school plant, recapped the history and current status of activities relative to the removal and restoration of field lights at Southwood High School. He noted that the project was added to the list of requests that the Citizens Committee is compiling. Mr. Norwood said the record reflects written requests to repair the field lights dating back to 1985, and on a yearly basis following. The lights were inspected again in 1989 and it was discovered that wires had been cut and the poles were damaged. A decision was made at that time to remove the poles because of a financial crisis. The last estimate received to restore the lights was in 1990 and would have cost approximately \$80,000. However, the project was removed from the Capital Projects Plan in 1991. The president noted that normally General Fund monies are not used for projects of this nature, as they are funded through the Capital Projects Fund. Mrs. Pugh expressed concern about the board's credibility to the constituents, and questioned whether a former employee should serve as a chairman of the facilities committee. Mrs. Pugh asked the superintendent to look at what the board promised. She emphasized that if a commitment is made by the school board, then an employee should not stop the work from moving forward. The president clarified that the referenced chairman was nominated by committee members. He suggested that the lighting project should be considered in the current Capital Projects plan, and staff should bring a recommendation to the board. Discussion continued on the removal of lights from Southwood, the removal of the project from the Capital Projects Plan, and on future construction projects. The president asked for input from the deputy superintendent regarding how the chairman was appointed. Mrs. Pugh objected to the president questioning staff, emphasizing that the person was named to the committee by the board, and it is the board's responsibility as to who serves. The president said the person was appointed by a school board member as a representative from their district. Mr. Burton called for point of order, seconded by Dr. Hitchcock, and said the president should be neutral and not debate the issue. The president overruled Mr. Burton's point of order. Dr. Hitchcock moved, seconded by Mr. Burton and Mrs. Walker, to appeal the ruling of the chair. The president

advised that if board members support the ruling of the chair then they should cast a yes vote. Discussion ensued clarifying the motion, and the president called for the vote. Vote on the motion failed in a tie vote with board members Walker, Vance, Burton, Pugh, Mims and Dr. Hitchcock (voting no) supporting the motion. Board members opposed to the motion (voting yes) were Thibodeaux, Brooks, Powell, Milam, Boykin and Adams. The ruling of the chair stood. More discussion followed with Mr. Adams encouraging the school board to fulfill its commitments. Mr. Brooks moved, seconded by Mr. Adams, that the school board take the money from the ending balance and keep its word and give Southwood the field lights. The president ruled that this matter is not an item on today's agenda. Mr. Brooks said he will add this item to the agenda for the next school board meeting. Mr. Vance asked board members to allow staff an opportunity to research this matter and make a report to the board. He said this project should become a part of the Citizens Committee's work. If the restoration of lights project is authorized by the CPSB, Mrs. Walker suggested that citizens should monitor the installation work to guarantee that spectator's view of the field is not obstructed.

Report on Arthur Andersen Concerns. The superintendent said a report was included in the mailout. Mrs. Boykin asked who developed the study and through what process. Willie Henderson, assistant superintendent for human resource services, said the report included in the mailout was in response to board members' concerns. The superintendent and staff collaborated on several occasions to review various versions of what could be presented to the board as a point to initiate discussion. He further noted that there was no committee or supervisor of payroll involved; however, data processing was involved in the computation. Mrs. Boykin expressed concern that the salary schedule/plan that was implemented addressed fair and equitable compensation of employees, but failed to address other concerns *i.e.*, how employees are actually paid. She suggested that a committee needs to evaluate how the school system pays employees. Mrs. Boykin asked the superintendent to report back to the board his idea of what it will take to develop a salary schedule that takes into account employees' longevity in the school system, and ties performance to salary. The superintendent emphasized that the Andersen Study is a position equity study which involved salary increases for some employees. He reported that no employee lost any money, but there is a concern about employees' longevity. Mr. Brooks suggested that the Andersen Study should be discarded and a new pay plan developed. Mr. Milam asked the superintendent if he believes it would be better to discard the study or keep it. The superintendent said he did not feel that the board could back out, but should take a look at a new schedule -- start from scratch. Mr. Milam asked if staff could project the cost for developing a new salary schedule, and the superintendent said he could get a figure. After more discussion, the superintendent said staff will look at a salary schedule study and determine what it will cost, and probably present it to the board at the next school board meeting.

Insurance Enrollment and Implementation Update. The superintendent said information was placed at board members' seats explaining the status of the implementation of the insurance program. A draft of the contract/benefit booklet is in his office for board members' perusal. The superintendent noted that there is little flexibility for changing the language because it is mostly determined by the Department of Insurance at the state level. Identification cards will be mailed to enrollees on Friday (March 21), and the directory is being updated. Jason Auleman, Blue Cross/Blue Shield representative, apprised the board of activities relative to going on line to pay prior and current claims. Washington National is working with them to get a compatible program pertaining to enrollees' deductible credits.

Retired Teachers Day. The superintendent announced that the Governor has proclaimed Thursday, March 20, 1997, as *Retired Teachers' Day*. Mr. Vance asked if Caddo has plans to honor retired teachers. The superintendent expressed appreciation to retired teachers for their years of service, and said staff will plan something for the near future. Mr. Adams recognized the new officers for the local retired teachers association who were in the audience.

LSBA Scholarship. The superintendent asked board members to submit their student recommendation for the Louisiana School Boards Association (LSBA) scholarship to staff by Friday, March 21, 1997.

UNFINISHED BUSINESS

Fair Grounds Stadium. Mrs. Pugh reported that she is receiving vibrations that staff is encountering problems with the use of Fair Grounds Stadium, and asked if the board has been given the benefit of information on this matter. The superintendent said a lot of dialogue has been exchanged, negotiations are ongoing, staff is attempting to work around the parking fee, and he will provide board members with a progress summary. The president asked the superintendent to make a report on this matter at the next school board meeting.

NEW BUSINESS

Instructional Presentation. Mrs. Walker expressed concern that the scheduled instructional presentation for March on Year Round Schools was removed from the agenda, and requested an explanation as to why the presentation was cancelled. Mrs. Walker noted that the schools' staff, students and parents were prepared to make their presentation, and were disappointed about the cancellation. The president requested clarification of which meeting/agenda Mrs. Walker was referencing. The superintendent said instructional presentations are planned for presenting at Executive Committee meetings, and a presentation was prepared for the March 1997 meeting. The item was on an original agenda that was prepared to send out to the board. The president said he would look into the matter. Mrs. Walker said she would like to add this item to the agenda for the April meeting. The president asked Mrs. Walker to make this request under the *Announcements and Requests* item on today's agenda. Dr. Hitchcock said he received comments from parents that the school board's president was not interested in the presentation, and pulled the item from the agenda. He asked the president if this report is true. The president said he had not spoken to any parent about the item, he will look into it, and he did not pull the item from the agenda.

ANNOUNCEMENTS AND REQUESTS

Year Round Schools Instructional Presentation. Mrs. Walker asked that this item be placed on the April 1997 Executive Committee meeting agenda. She said reports should come from Newton Smith and Shreve Island. She further noted that fellow board members Vance, Burton, Mims and Dr. Hitchcock support this request.

LSBA Address. Mr. Burton gave accolades to the superintendent for the terrific speech given at the LSBA convention in Lafayette, Louisiana.

LSBA Convention in the Year 2002 (Burton). Mr. Burton said this item is on the agenda for informational purposes.

EXECUTIVE SESSIONS

Student Hearing. Mr. Burton moved, seconded by Mrs. Pugh and Mr. Mims, for the board to go into executive session to hear a student appeal for approximately 15 minutes, and to hear an employee's grievance for approximately 30 minutes. Vote on the motion carried with board members Thibodeaux and Boykin absent for the vote. Board members supporting the motion were Walker, Vance, Burton, Brooks, Powell, Pugh, Mims Milam, Adams and Dr. Hitchcock.

Recess. The president called for a five-minute recess at approximately 6:31 p.m. and the board reconvened at approximately 6:47 p.m.

The board went into executive session to hear the student appeal at approximately 6:47 p.m. and reconvened at approximately 7:55 p.m. Mr. Adams moved, seconded by Dr. Hitchcock, to support the recommendation of the hearing officer and staff. Staff recommended that Bearl Lee Henry, Jr. be expelled from Huntington High School for the remainder of the 1996-97 school year and first semester of the 1997-98 school year. Mr. Burton recused himself from voting on the motion because of personal affiliation with the family. Mrs. Pugh said she will abstain from voting on the motion because she does not concur with the manner in which information came to school administrators' attention. Mr. Brooks echoed Mrs. Pugh's sentiment. Vote on the motion carried with board members Burton, Pugh, Brooks and Mims abstaining. Board members Walker, Vance, Powell,

Milam, Boykin, Adams and Dr. Hitchcock supported the motion. Mr. Thibodeaux had excused himself from the meeting.

Employee Grievance. Walter Jackson, teacher at Huntington High School, requested an open hearing. The superintendent summarized what had taken place regarding the employee's grievance. He informed the board that it was the principal's decision that a change needed to be made in the basketball coaching assignment at Huntington High School. Mr. Jackson did not concur with the change; felt he had not received adequate information; and, went through the grievance levels to this point. The president said information was received from staff in the mail, and suggested that the board should hear from the principal and then the employee. Mrs. Pugh noted that the board is in open session and can accept a motion at any point. She also noted that the employee has the grievance and should present his case first. Mr. Jackson summarized grievance activities to this level, and said he should have received a formal hearing at grievance Level Three; he should have received a written transcript; and, some written information that will substantiate what was said by the principal. The president asked the superintendent if he agrees with Mr. Jackson's concerns. The superintendent said he believes Mr. Jackson is referring to the fact that he did not answer all of the questions that Mr. Jackson had in a letter. The superintendent said he could not provide documentation that did not exist. Mr. Jackson claimed that the information received from the superintendent is only a summation, and not a transcript. Legal counsel clarified policy relative to Mr. Jackson's comment regarding receipt of a written and verbatim transcript. He noted that receiving a summation of the grievance dialogue was in order. After much debate relative to procedures, Mr. Jackson gave emphasis to his case as carried out at each grievance level. Mr. Jackson produced certified mail receipts (*signed by Stewart*) indicating that he had mailed information to board members' homes. Board members reviewed the certified mail cards and neither recalled personally receiving the mail, as reportedly sent by Mr. Jackson. Neither were they familiar with the person signing the certified mail receipt. Discussion followed on administrators' ability to place performance material/evaluations in employees' personnel file, grievance procedures, administrator's authority to staff school-level positions, Mr. Jackson's personnel evaluation, Mr. Jackson's claim that rules and policies were violated, etc. Principal John Dilworth responded to Mr. Jackson's concerns and summarized activities that led to the grievance from the school level. After much debate, Dr. Hitchcock moved, seconded by Mrs. Boykin, to uphold the superintendent's recommendation. Vote on the motion carried with board members Vance, Burton, and Brooks opposed. Board members Walker, Pugh, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock supported the motion.

Adjournment. There being no further business, Mr. Burton moved for adjournment. Mr. Mims and Mr. Milam seconded the motion which carried unanimously, and the meeting adjourned at approximately 9:20 p.m.

James . Foster, Ed.D., Secretary

Mike Powell, President

Executive Committee

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session Wednesday, April 2, 1997, at approximately 3:30 p.m. with President Mike Powell presiding and Jerry Tim Brooks and Ron Adams present. Other board members present were Willie D. Burton, Miles Hitchcock, Sc.D., Mark Milam, Alvin Mims, Mildred B. Pugh, Michael J. Thibodeaux and Sybil B. Walker. Also present were Secretary James E. Foster, Legal Counsel Fred Sutherland, staff and other visitors. The invocation and Pledge of Allegiance were given/led by Mr. Brooks.

Mr. Adams moved, seconded by Mr. Brooks, to suspend the rules to amend the agenda by changing the order of listed items. Vote on the motion carried unanimously. Mr. Adams moved, seconded by Mr. Brooks, to move the instructional presentations ahead of the other agenda items. Vote on the motion carried unanimously.

INSTRUCTIONAL PRESENTATIONS

Character Education. Ollie Tyler, deputy superintendent, and Roy Thomas, director of middle schools, introduced the special presentation on character education. Jan Holliday, principal of Youree Drive Middle School, gave an overview of the program that was initially implemented during the 1992-93 school year. In an effort to address the diversity of individual differences and needs among the students, special programs were designed and initiated. The philosophy is to create an atmosphere that fosters the development of good values for the children. Monthly school-wide activities that emphasize the importance of citizenship, responsibility, caring for others, selfdiscipline, honesty and trust, friendship, concern for the environment and family relationships were developed. Wayne Tabor, assistant principal, produced a slide presentation that showcases students in action. From a student's perspective, Michael Busada and Hilary Hillard explained to the board why character education is important to them. The president thanked Mrs. Holliday for implementing the program and for sharing the presentation with board members.

Intersessions (Year Round School Elementary Schools. Dr. G. Jeane Nichols, director of elementary schools, introduced Dr. Kerry Laster and Mrs. Priscilla Pullen, principals of Shreve Island and Newton Smith Elementary, respectively. Each shared some of the fun, learning and diversity of the year round program and its intersessions. Alexis Scott, intersession director at Shreve Island, gave school board members a booklet which identifies programs, benefits provided, and the rationale for intersessions. Penny Everage, teacher at Shreve Island, shared with board members a video presentation that highlighted some of the activities. Mrs. Pullen introduced 15 of Newton Smith's students who are members of the *Challengers Drill Team*. The drill team, comprised of 70 students, was designed to aid students' learning and improve test scores. It challenges highly academic successful students and those with potential to excel in the areas of math, reading, and science. Many of the students on the drill team had discipline concerns at one time. Linda Rogers, fourth grade teacher, wrote the program and is assisted by fellow teacher Deborah Turner. In a precision and energetic march, the drill team performed lesson recitations by cadence, *i. e. its identity, motto, the eight parts of speech, the most commonly used prepositions, steps involved in the writing process, geographical data (hemispheres, continents, oceans, alphabetically naming the 50 states), etc.* Board members applauded the students for their impressive presentation and thanked the staff for developing the program. Mr. Adams invited the drill team to perform at the Caddo Career and Technology Center's scholarship fundraiser, *Stars of Tomorrow*, in May.

AGENDA

Executive Committee members, with input from other school board members, reviewed the proposed agenda for the April 16, 1997 school board meeting, and the following items were added: "*Caddo Reading Initiative Report*" (Adams); "*Administrative Equalization Program*" (Adams); "*Dyslexia Program*" (Adams); "*Report on the Middle School Civilian Cadet Corp*" (Adams); "*S TA. R. Program*" (Adams); "*Summer Camp Program for First Graders*" (Adams); "*Procedures for Assignment of Unallocated Teachers*" (Adams); "*Resolution for the Caddo Career and Technology Center (Stars for Tomorrow)*" (Adams); "*Funding for the Telecommunication Program at Booker T. Washington High School*" (Burton); "*Technology Upgrade (Computers) for Booker T. Washington High School*" (Burton); "*Report - Arrest Policy for Students Fighting on School Campus*" (Burton); "*1997 Louisiana Legislature Update - Regular Session*" (Boykin); "*Policy for Naming New Facilities, Memorials, Names on Building Plaques*" (Pugh); "*Extension of Health Care Services to Atkins Elementary*" (Mims); and, "*Superintendent's Report - Citizens Committee for Quality School Facilities*" and "*1997-98 General Fund Budget Update*" (Powell). The superintendent asked that "*Dedication and Naming of the Caddo Parish Magnet High School Performance Arts Center*" (Hearron) and "*Revisions to Policy GBCB (Drug Testing Policy)*" (Henderson) be pulled from the agenda. Mr. Adams asked staff to conduct an investigation to determine if schools are renting gym suits to students to keep them from receiving a failing grade. He also asked if the CPSB has a policy about this subject. The superintendent said there is no policy addressing this concern, but he will investigate the matter and report back to the board. Mr. Thibodeaux asked that an instructional presentation - "*Report on CAT Scores for Tenth Graders for the Last School Year*" be placed on the Executive Committee meeting agenda for May, 1997.

CPSB WORK SESSION

Bids Mrs. Walker asked that North Caddo High School be placed back on the list to receive band uniforms.

Funding Plan for Group Insurance Runoff Claims. The superintendent said staff will be seeking board approval of an action plan for runoff claims. Ben Wreyford, director of finance, said staff is looking at a shortfall of one to one-and-a-half million dollars. Mr. Burton reminded staff of his request that board members be provided with pertinent information for review during the board's work session. The president asked the superintendent to provide board members with information on agenda items at future work sessions. Mrs. Walker asked what has been budgeted for runoff funds, and Mr. Wreyford said staff estimated that claims, in the long term period, could approach five million dollars. He further noted that years ago the board established an insurance reserve fund that was set aside until it was needed, and now staff needs the board's authority to transfer the money. Mr. Wreyford said staff is expecting some federal funds and all funds participating in the insurance plan will be expected to carry their share of the expense.

Hold Harmless Agreement SWEPCO Access to A C Steere. Mrs. Walker requested clarification of this item. The superintendent recognized Keith Norwood, director of school plant, who reported that the CPS13 has to provide access to SWEPCO for an electrical upgrade in case something fails on the transformer. SWEPCO has agreed to forego the paved road if the CPSB agrees to hold them harmless for certain things, i.e. taking SWEPCO longer than usual to get to the transformer for repairs and creating ruts in the yard.

Consideration of Lease With Kings Highway Christian Church to Provide Parking for C E Byrd High Students. Staff reported that this item addresses long-term leasing for use of the parking lot across the street from the church. It is a lease for a ten-year period with an option to renew for ten years; and, it includes the Caddo Parish school system providing the hard surfacing of the paved parking on the church's lot. Board members expressed concern and reservation about spending funds for additional parking at C E Byrd. Mr. Adams suggested that staff should consider a cooperative venture with Mall St. Vincent and shuttle students from the mall to the school. Discussion ensued on the cost for paving the parking lot (asphalt/concrete/gravel), maintenance of the parking lot, zoning concerns and appeals to the Metropolitan Planning Commission (MPC), car pooling, restrictive grade requirements for students using the parking lot, security, funding improvements to property not owned by the CPSB, capping student enrollment, etc.

Sale of School Indemnity Land by the State Land Office. The superintendent said the CPSB owns a small parcel of land (.88 acre) in Caldwell Parish and the state is asking the CPS13 to consider selling the land at \$600 an acre. He said the CPS13 has been given the option to get the board's authorization or the superintendent can write a letter to the state informing them that the CPSB is willing to sell the property. Mrs. Walker asked how was the property acquired. Mr. Slack said the transaction dates back to 1700 and a brief summary will be provided for board members. Mrs. Pugh asked if the parish or state will receive the proceeds from the sale. Mr. Slack said staff expects to receive approximately \$10,000 and the funds will come to the parish. The president said that with the board's consent, this item will be deleted from the agenda and the superintendent will follow through.

High School Course Electives (C E Byrd, Huntington, Southwood). The superintendent said the elective courses are being requested for the 1997-98 school year. Wanda Gunn, director of curriculum and instruction, said Huntington High School is presenting three courses relating to its law program; C E Byrd is presenting one course for literature; and, Southwood has two courses for its 4 x 4 scheduling. Information will be included in the mailout.

Textbook Adoption Recommendations - Foreign Language, Handwriting, Music. The superintendent said the recommendations for the aforementioned content areas are for the 1997-98 school year. The textbooks are available for perusal by school board members.

Technology Master Plan. The superintendent said the plan has been recently updated, the Technology Committee is in place, and staff is seeking the board's support to continue with the progress of the technology plan. Mr. Thibodeaux asked if members of the Citizens Committee for

Quality School Facilities are interfacing with the Technology Committee. The superintendent said there is some duplication in that some staff members are working with both groups. Mrs. Pugh asked if board action will be required at the April 16 meeting, and the superintendent said the board will be asked to act on the proposed technology plan. Mrs. Pugh asked if the plan is complete. The superintendent said the plan is complete, however, staff does not have all of the funds needed to purchase all items in the plan. He further noted that staff is making progress as funds become available through 8g grants, teacher written grants through the Public Education Foundation, etc. Mrs. Gunn said the committee is recommending full implementation over a five-year period (\$42 million over a five-year period). Mrs. Gunn further commented that the state is sending each school within the district a survey seeking input, and all schools must respond in order for the CPSB to be eligible to participate in the \$75 million appropriation. Discussion continued on the progress of electrical upgrades within the schools.

Recess. The president called for a ten-minute recess at approximately 5:45 p.m. The committee reconvened at approximately 6:05 p.m.

Resolution for the Caddo Career and Technology Center (Stars for Tomorrow). Mr. Adams said this item is a request for a resolution in support of the concept of the event from the board.

Caddo Reading Initiative Report; Equalization Program; Dyslexia Program. Mr. Adams said all of these programs are needed and funding will be required for materials and/or personnel. He encouraged the board to look at the budget closely for possible revisions.

Middle School Civilian Cadet Corp. Mr. Adams said he would not make any recommendations for this item without knowing the cost for implementation. The superintendent said staff is working on a curriculum, scheduling, and staffing. He further stated staff does not plan to bring anything to the board for implementation at this time.

Summer Camp Program for First Graders. Mr. Adams said summer camp is provided for Title I school students, and he asked staff to look at the opportunity of providing summer camp for all first graders in regular neighborhood schools. Janis Parker, director of Title I, reported that Title I provides summer school in some schools, and it is not connected with summer camp. Mrs. Gunn reported that staff plans together what Title I can do and an effort is made not to overlap this. In the past, Title VI funds were available for summer camp for cluster schools; however, Congress was unsettled about what to do with the Title VI funds, and staff opted to put the funds in technology for this school year. She further reported that this program will be phased out for next year.

Procedures for Assignment of Unallocated Teachers. Mr. Adams said 30 teachers are in the budget in this category, and perhaps that number could be reduced in an effort to get better utilization from the individuals.

Funding for Telecommunication Program at Booker T. Washington High School. The president said Mr. Burton had to leave and asked him to address this item. He said a technology program is in place at the school, but the stipulation to develop a computer/science program. The school has this program plus the mass communication program. He further noted that he visited the school and has asked the principal to supply staff with a list of equipment needs to update the program. Mr. Brooks asked that funding be restored to the budget for the program.

Technology Upgrade (Computers for Booker T. Washington High School). The president said the school has a lot of outdated equipment and the funding for the program was dropped at some point. The computer and editing equipment is obsolete and not functioning, and funds are needed in the budget to address these concerns. Staff reported that funds have been placed back in the budget for the program. Mr. Brooks asked Ed Hearn, director of high schools, to visit the school and bring a report back to the board of everything that is not working at Booker T. Washington High School.

Extension of Health Care Services to Atkins Elementary. Mr. Mims said that according to an article appearing in *The Times* about the state's review of the Linwood Middle School health program, that the

program has been given a clean bill of health. He asked that the extension of the program to Atkins Elementary be considered at the April 16 meeting. The president asked the superintendent if a report has been received from the state about its findings, and the superintendent said nothing has been received.

Policy for Naming New Facilities, Memorials, Names on Building Plaques. Mrs. Pugh said she wishes for the staff to bring to the board a draft policy that will meet legal requirements, and that it coincides with the state. It was suggested that the CPSB policy manual placement should be in section *FF, FFA or FFB*. The president asked what has been the practice in this regard, and the superintendent said staff has been adhering to state law. He further stated that occasionally a request is made to name auditoriums or some part of a building after a living individual, and special permission from the state Legislature is acquired. Legal counsel summarized the procedures previously used by staff in getting special approval from the Legislature.

1997 Louisiana Legislature Update - Regular Session. The president said Mrs. Boykin called from Baton Rouge, Louisiana prior to today's meeting and requested that this item be added. He said Mrs. Boykin reported that a number of pieces of legislation went quickly through the House Education Committee today that the board would find interest in, i. e., the elimination of the Board of Elementary and Secondary Education (BESE). An update will be given at the April 16 meeting. Mrs. Pugh asked if Mrs. Boykin is representing the CPSB or if her trip to Baton Rouge is being funded by LSBA. The president said Mrs. Boykin asked him if he felt that the trip would be beneficial to the CPSB and he indicated, after talking to the superintendent, that the information that she could receive would be beneficial. Mr. Brooks spoke in opposition to the elimination of BESE, and he encouraged board members to contact their legislator and provide input. Mrs. Pugh asked if the CPS13 budget has legislative funding to afford Mrs. Boykin's lengthy stay during this session. The president said he did not approve a lengthy stay; and, there is funding in the budget for board travel which is board policy and subject to approval from the board's president. Mrs. Pugh said she wants the president to be aware that she feels that the entire CPS13 should serve as a lobbying body to the legislators. The president encouraged board members to keep in touch with their particular legislator. Mrs. Pugh emphasized that she would not like to have this item on the agenda with the understanding that the CPSB has authorized Mrs. Boykin to serve as its lobbyist. The president clarified that Mrs. Boykin is not lobbying for the CPSB, and the item is on the agenda for informational purposes only. Mrs. Walker questioned the president's authority to approve board member's request to lobby the Legislature without the approval of the full board. The president restated that Mrs. Boykin is not lobbying for the CPSB, and board policy gives him the authority to approve travel requests for board members. Mrs. Walker said there is a hotline to the Legislature for board members to call to find out what has been approved. She requested staff to provide her with a report on how much money is allocated for CPSB use and/or travel; how much has been spent to date; and, identify places that individual school board members have visited.

Citizens Committee for Quality Facilities. The president said this item is added so that staff can provide an update on the status of the committee's work. Mrs. Walker asked how were the different subcommittees chosen. Ollie Tyler, deputy superintendent, reported that committee members volunteered to serve on committees) of their choice. Mrs. Walker asked if schools not listed on the list will be toured by the committee. Mrs. Tyler said committee members requested the school sites based on information that was given to them on all schools by staff. Mrs. Walker encouraged staff to include visits to schools in the northern part of the parish.

Safehr Program for School Bus Drivers. Mr. Adams asked staff to consider establishing a safety program to recognize bus drivers.

Independence Stadium. Ed Hearron reported that staff has visited with Sam Giordano, general manager for the stadium, and city officials to work out solutions for high schools to use the stadium. He reported that an agreement has been reached and proceeded to summarize the areas that will be accessible to schools. He further reported that the agreement was verbal and staff is still waiting to get the agreement in writing. Mr. Brooks encouraged staff to use its own stadiums.

The president polled the audience for input on the proposed agenda.

Jackie Lansdale, executive director of LA Federation of Teachers/Support Personnel, asked for clarification of "unassigned teacher." The president said this term is used in the budget, and the superintendent said each year staff sets aside 30 positions to deal with situations that could not be predetermined. These positions are allocated for emergency type situations. Ms. Lansdale asked what schools will be visited by the Citizens Committee for Quality Facilities, and Mrs. Walker provided her with a copy of the list of schools. Ms. Lansdale expressed concern about the bat problem at Oak Park Elementary, and encouraged staff to add this school to the list. Ms. Lansdale asked for clarification of the reference to arrests of students by the police for fighting. The superintendent said Mr. Burton asked what is being done about police arresting students on campus for fighting, and staff will be providing a report.

Tom Koenig, Local 100, noted that the item about developing a policy for drug testing was pulled from the agenda. He asked when could the public expect to receive a report on this item. The superintendent said another date to bring this item forward has not been determined at this time.

Mr. Brooks moved, seconded by Mr. Adams, approval of the proposed agenda for the April 16, 1997 CPSB meeting. Vote on the motion carried unanimously.

CONSENT AGENDA

The Executive Committee categorized items 9, 11, 12, 15, 16, 17 and 20-A as consent agenda. Mr. Brooks moved, seconded by Mr. Adams, approval of the proposed consent agenda. Vote on the motion carried unanimously.

Insurance I.D. Cards. Mrs. Pugh asked when would insurance enrollees be receiving I.D. cards. Jason Auleman, Blue Cross/Blue Shield representative, said cards are currently being sent out. Mrs. Pugh and Mrs. Walker informed Mr. Auleman of several calls they received where enrollees had not received a card, they have had to visit their physician, and their name was not on the master list. Mr. Auleman said some enrollees are delinquent in getting an application in and/or there is additional information required (Medicare). He said he will follow up with the names provided to ensure that these persons are included.

Adjournment. There being no further business, Mr. Adams moved for adjournment. Mr. Brooks seconded the motion which carried unanimously, and the meeting adjourned at approximately 7:15 p.m.

April 16, 1997

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 3:30 p.m. Wednesday, April 16, 1997, with President Mike Powell presiding and the following board members present being a quorum: Ron Adams, Jerry Tim Brooks, Willie D. Burton, Miles Hitchcock, Sc.D., Alvin Mims, Mildred B. Pugh, Michael J. Thibodeaux and Sybil B. Walker. Judy D. Boykin arrived at approximately 3:35 p.m.; Johnny Vance, Jr. arrived at approximately 3:40 p.m.; and, Mark Milam arrived at approximately 3:45 p.m. Also present were James E. Foster, secretary, and Fred Sutherland, legal counsel. Mr. Thibodeaux gave the invocation and led the Pledge of Allegiance.

CONSIDERATION OF THE MINUTES OF THE MARCH 19, 1997 CPSB MEETING

Mr. Brooks moved, seconded by Mr. Adams and Mrs. Pugh, approval of the minutes of the March 19, 1997 CPSB meeting, as revised (page seven under the heading 1997 *Louisiana Legislature Update - Regular Session*, line six, ...House Bill 172 was changed to 122). Vote on the motion carried with board members Walker, Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Adams and Dr. Hitchcock supporting the motion. Board members Boykin, Milam and Vance had not made their arrival.

CONSENT AGENDA

The board reviewed the agenda and the following items were removed pending discussion at the General Fund Budget planning session scheduled for Wednesday, April 23, 1997. "*Caddo Reading Initiative*" (Adams), "*Administrative Equalization Program*" (Adams), "*Dyslexia Program*" (Adams), "*Report on the Middle School Civilian Corps*" (Adams), "*S. T. A. R. Program*" (Adams), "*Summer Camp Program for First Graders*" (Adams), "*Procedures for Assignment of Unallocated Teachers*" (Adams), "*Funding for the Telecommunication Program at Booker T. Washington High School*" (Burton), and "*Technology Upgrade (Computers) for Booker T. Washington High School*" (Burton). "*Report - Arrest Policy for Students Fighting on School Campus*" (Burton) will be presented during the May, 1997 Executive Committee meeting. "*1997 Louisiana Legislature Update - Regular Session*" (Boykin) was removed from the agenda, and Mrs. Boykin announced that a copy of the House and Senate education agendas will be left in the superintendent's office for perusal by board members, if desired. "*Policy for Naming New Facilities, Memorials, Names on Building Plaques*" (Pugh) was postponed until the June, 1997 CPSB meeting. "*Extension of Health Care Services to Atkins Elementary*" (Mims) was pulled from the agenda until the superintendent receives official communication from the state's health department about the status of the health care program at Linwood Middle School.

Agenda Item No. 8-A

Approval of Bids/Proposals Taken. Staff recommended approval of the circled low bids for basic electricity course and equipment for Caddo Career Center; band uniforms for C E Byrd and Fair Park; tractor for maintenance department; bus maintenance supplies for transportation department; agricultural lease for five years - Walnut Hill; paper and supplies for child nutrition department; paving parking lot at Mooringsport, resurfacing at Hamilton Terrace, and turnaround at Riverside Project 258; roofing Claiborne Fundamental School Project 260D; roofing Sunset Acres Elementary School Project 260E; cafeteria air-condition Summerfield, Walnut Hill, and Westwood Project 265; boiler replacement Woodlawn High School Project 266; schoolwide electrical upgrades for technology at Arthur Circle, Caddo Heights, Caddo Middle Magnet, Caddo Exceptional, Hamilton Terrace, A. C. Steere and Werner Park (Canopy Lighting-Lakeshore) Project 268; school-wide electrical upgrades for technology at Judson, Oak Terrace/J B Harville, and Sunset Acres) Project 269; HVAC replacement rooms 160, 162, 164 Linwood Project 272; and, disk storage device for data processing department. A copy of the tabulation bid sheets marked "*Exhibit A, 19 pages, April 16, 1997*" is filed in the official papers of the board.

Agenda Item 8-B

Hold Harmless Agreement SWEPCO Access to A C Steere. Staff recommended that the CPSB approve the hold harmless agreement with SWEPCO for the pad-mounted transformer at A. C. Steere. A copy of the agreement is filed in the official papers of the board.

Agenda Item No. 8-D

Approval of Plan for Intergovernmental Agreement (Sanitary Sewer Main Walnut Hill) Project 277. Staff recommended that the CPSB approve the plan for an intergovernmental agreement to fund construction of a sanitary sewer main along Woolworth Road to serve Walnut Hill Elementary/Middle School. 1) The Capital Project Plan for 1997-98 is modified to reflect an allocation of \$150,000 for funding of the City's sewer main extension and \$120,000 to Project 277. 2) A written agreement is to be approved with the City establishing a timetable and commitment to construct the sanitary sewer main. 3) Upon the approval of bids by the City for construction of the sanitary sewer main, the \$150,000 allocation is to be paid to the City of Shreveport, and staff will proceed with a bidding and construction of CPSB connection.

Agenda Item No. 10

Request for School Bus Transportation by Boy Scouts of America. Staff recommended that the request from the Norwela Council, Inc. of the Boy Scouts of America to rent approximately six school buses, July 7-10, 1997 be approved. The buses will be used to transport scouts to the Garland Scout Camp for the annual Caddo Parish Sheriffs Camp.

Agenda Item No. 11

Request for School Bus Transportation by LSU-S Shreveport Summer LaPRFP Program.

Staff recommended that the request from LSU-S to rent a school bus for approximately five field trips, June 9 - July 25, 1997 for the LaPREP program be approved.

Agenda Item No. 12

Request for School Bus Transportation for Southern University-Shreveport Summer Tutorial Program.

Staff recommended that the request from Southern University- Shreveport to rent five school buses for use in a summer tutorial program from June 9 - July 18, 1997 be approved.

Agenda Item No. 13

Request for School Bus Transportation by First Baptist Church of Shreveport. Staff recommended that the request from First Baptist Church of Shreveport to rent a school bus for six field trips during the period June 17 - August 12, 1997 be approved.

Agenda Item No. 15

High School Course Electives (C E Byrd, Huntington, Southwood). Staff recommended approval of the high school electives for the aforementioned schools. Courses for Southwood are "*American Civil War*" and "*A History of the South.*" The elective for C E Byrd is "*World Literature.*" Course electives for Huntington are "*Forensic Science,*" "*Legal Procedures Internship,*" and "*Introduction to Law Enforcement.*" A description and course content outline for each course is filed in the official papers of the board.

Agenda Item No. 16

Textbook Adoption Recommendations - Foreign Language, Handwriting, Music. Staff recommended approval of the textbook adoptions in music, foreign language, and handwriting, as outlined in the mailout.

Agenda Item No. 17

Technology Master Plan. Staff recommended approval of the Master Technology Plan with implementation as funds become available. A copy of the plan is filed in the official papers of the board.

Agenda Item No. 32-A

Requests for Leaves. The superintendent recommended approval of the following requests for leaves and requests of the board.

Sabbatical Leave for Study, 1997-98 School Year

Joni Rushing, Teacher, Stoner Hill Elementary Laboratory
Lucian Cloud, Principal, Sunset Acres Elementary
Daryl Gates, Teacher, Youree Drive Middle School

Leave Without Pay (Personal), April 14 - June 4, 1997

Veronica Salaz-Solorzano, Teacher, Caddo Heights Elementary

Sabbatical Leave for Study, Fall Semester 1997-98 School Year

Lee Ann Underdown, Teacher, Youree Drive Middle School

Requests of the Board. Sandra Eakin-Hollenshead, secretary at Mooringsport Elementary School, requested to rescind her leave without pay and return to her position.

Sharon Stone, bus driver, requested to rescind her leave without pay and return to her position on April 17, 1997.

Mr. Burton moved, seconded by Mr. Brooks, approval of the revised consent agenda. Vote on the motion carried with board members Walker, Vance, Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Boykin, Adams and Dr. Hitchcock supporting the motion. Mr. Milam was absent for the vote.

SPECIAL RECOGNITIONS

On behalf of the CPSB and staff, Essie Holt, assistant to the superintendent, presented the following special recognitions.

Coca-Cola Scholars Foundation. Kevin F. Bruce, senior at Captain Shreve High School, was recognized for being a Coca-Cola Scholars Foundation finalist. He was awarded a \$20,000 scholarship for this noteworthy achievement. Kevin's mom was recognized, as was Dr. Sandra McCalla, principal at Captain Shreve High School.

Middle School Boys Basketball City Champions. On March 10, 1997, the J S Clark Middle School boys basketball team, "*Tigers*," were victorious in becoming the middle school basketball city champions. Team members are: Christopher Davis, Christopher Lowery, Damion Coleman, Elton Smith, Calvin Thompson, Justin Jones, Tory Little, Donald Jefferson, Jemario James, Laderrick Brazil, Jerame Jones, Darrien Pipkins, Brandon Bradford and Marquadis Allen. Team managers are Michael Williams, Calvin Taylor, and Kevin Gamble. The coaches are Michael Sherman and Joe Boyd; volunteers are Donald Moore and Wilbert Stevenson; and, Lewis McCulloch is the school principal.

Varsity Mock Trial Team. The team representing Caddo Magnet High School is the varsity mock trial team regional and state winner. The state championship was held in Lafayette, Louisiana in March. The team will be competing at the national level May 7-11, 1997 in Nashville, TN. Members of the team are Jarrod Atchison, Clint Bruce, Rachel Gelder, Amy Hinze, Michelle Kingham, Katie Norton, Katie Poole and Michael Thomas. Karen L. Soileau is the teacher/sponsor of the team, and Ascension Smith is school principal.

Trump Pageant, Inc. Linda Johnson, personnel administrator for the Caddo Public School System, was applauded for her energetic and strong involvement with Trump Pageant, i. e. coordinating activities with PTSAs, business adopters, etc. Several Caddo public schools benefited from appearances from Miss USA 1996, Miss Universe, and Miss Teen USA. Fifty students at one school were outfitted with new shoes courtesy of a participating business. Mrs. Johnson's main goal is to make a difference in the lives of children.

Women Who Have Made a Difference Award Winner. Margaret Brown, principal at Oak Terrace/J. B. Harville Alternative School, was recognized as a 1997 *Women Who Have Made a Difference* award winner. She is saluted for having made a significant impact in Shreveport through individual efforts, civic concerns, and human services. Mrs. Brown juggles safety concerns with innovative measures, i. e. business memberships, applied learning methods, health care demonstrations, parenting skills etc.

Special Donation. Captain Franklin Hall, Commander of 4013th Garrison Headquarters, Headquarters Company, gave greetings from Commander Col. Christopher Gallavan and the soldiers of the 4013th Garrison Support Unit. He made a special donation of floor mats to every Caddo Parish middle and high school, and said he hopes the youngsters *wear* them well.

VISITORS

Bruce Holland, president of the Red River Road Runners Organization, proposed the construction of a modern track for the Shreveport community. The organization proposed that the CPSB dedicate \$250,000 to construct a modern surface track and field facility to National Federation of High School standards. Other business partners will be asked to commit funds to the \$500,000 estimated project. Pictures of the track at Caddo Parish Stadium were displayed.

Martin Poole, teacher and parent, spoke in support of the construction of a larger and better track for the community. He noted that the track at Caddo Parish Stadium is extensively used and has received a lot of wear and tear over the years.

Frank Bright, citizen, spoke in support of the construction of a modern track. He distributed notebooks of pictures and letters which lend support to the request.

Mary Grindstaff, teacher, and speaking on behalf of Carla Morrow, PTA president at Sunset Acres Elementary, read a proclamation declaring Thursday, April 17, 1997, as Lucian Cloud day. Mrs. Cloud is the principal at Sunset Acres. Mrs. Pugh asked the president to inform Ms. Grindstaff of the board's posture relative to this matter and to explain how proclamations should be presented. The president said the item is not on today's agenda, the resolution has been presented to the superintendent, and he will take appropriate action.

Gloria Gipson, parent, asked that funds be reallocated for improving and upgrading the telecommunications program at Booker T. Washington High School. She also requested that the renovation project for the school's auditorium be placed back in the Capital Projects budget.

Monica Jenkins-Moore, president-elect of the Caddo Association of Educators, asked the board to present a budget for the 1997-98 school year that allocates funds for salary increases for employees.

BIDS 8-C

Recommendation Concerning Bids. Calling board members' attention to the information included in the mailout, the superintendent said it is the administration's recommendation that the CPSB accept the recommendation of the Disqualification Hearing Panel which was convened at the CPSB office on April 11, 1997, in reference to Shreveport Roofing and Sheet Metal, Inc. The panel considers this company not to be a responsible bidder, and recommends that its bids for reroofing Hillsdale Elementary and Northwood High School be disqualified, and that the bids be awarded to the next lowest bidder. Mr. Adams moved, seconded by Mr. Burton, that the CPSB approve the administration's recommendation to accept the recommendation of the Disqualification Hearing Panel as stated by the superintendent. Mrs. Walker asked staff to consider implementing procedures that would shorten the bidding process, and that would establish safeguards against occurrences of this nature. The superintendent said staff tries to move as expeditiously as possible and conducts the bidding process legally and efficiently so that mistakes are not made. Vote on the motion carried unanimously.

FUNDING PLAN FOR GROUP INSURANCE RUNOFF CLAIMS

The superintendent recognized Ben Wreyford, director of finance, who explained the plan that was developed by staff and included in the mailout. Mr. Vance moved, seconded by Mr. Mims, that the funding plan for group medical insurance runoff claims, as included in the mailout, be approved. Mr. Vance expressed concern about the amount of the predicted shortfall. Mr. Brooks asked if retirees had provided input in developing the plan, and said more funds should be included in the plan to meet the needs of retirees. Mrs. Walker said more information is needed about the remaining balances of funds in other accounts affected by the proposed plan. Mr. Burton asked what would be the consequences if the board does not approve the proposed plan. Mr. Wreyford said claims have been incurred and filed, and the CPSB is obligated to pay the claims. He further noted that there is no option, unless the CPSB puts its credibility at stake. More discussion followed on the affect the proposed plan will have on the proposed funding sources (Child Nutrition, Federal Funds, Insurance Reserve Fund, General Fund, Unemployment Reserve Fund, Worker's Compensation Reserve). Dr. Hitchcock said utilization is the reason for the increase, and the liability belongs to the CPSB. Mrs. Boykin asked about moneys accumulated in the Workers Compensation reserve

fund and the budgeting of unspent funds. Following more discussion, the president called for the vote on the motion which carried unanimously. Mrs. Boykin asked staff to determine when the insurance booklets will be made available to employees. The superintendent reported that staff had several questions about the benefits that are being resolved. Blue Cross representatives are presently reviewing the contracts for accuracy. Jason Auleman, Blue Cross/Blue Shield representative, said the contracts/booklets are being proofed for accuracy, and as soon as contracts are finalized, the booklets will be printed and distributed to enrollees.

CONSIDERATION OF LEASE WITH KINGS HIGHWAY CHRISTIAN CHURCH TO PROVIDE PARKING FOR C E BYRD HIGH STUDENTS

The superintendent said the agreement was enclosed in the mailout, and staff recommends approval. Mr. Thibodeaux moved, seconded by Mr. Burton, that the agreement lease, as included in the mailout, with Kings Highway Christian Church which stipulates the school board will construct a paved lot on the church's property in order to provide parking for C E Byrd High School students be approved. Mr. Thibodeaux expressed concern about the expenditure of funds for this project. However, he noted that until restrictions are defined and implemented relative to driving privileges at the school, that this school deserves the same courtesy that is afforded other high schools. Mr. Adams expressed concern for the residents residing in the area in that traffic becomes very congested. He also expressed concern about needs at other schools. Mr. Vance asked if the parking lot project's cost of \$80,000 is the only expense to be incurred during the ten years stipulated in the agreement. The superintendent said the funds stipulated are for the paving project, however, there could be ongoing maintenance needs in the future. Mrs. Pugh asked if staff has had any dialogue with the school's administration about reducing enrollment for freshmen. The superintendent said staff has only addressed student enrollment for the magnet component. Mrs. Pugh questioned where students will park on days that the church needs the parking space, i.e. for funerals. Staff said students will follow the same procedures that are currently being practiced. Mrs. Pugh further noted that approval of the agreement is not a solution to the problem, and expressed concern that staff is not doing some long-range planning. Mrs. Walker said the situation will not change until student enrollment is capped at the school. Mr. Milam asked staff to summarize the bids that were submitted. Keith Norwood, director of school plant, noted that the original bids came in over budget allocations. He requested that the project be rebid as asphaltic concrete with an option for concrete. Discussion continued on the bidding process and on driving restrictions for freshmen. The president called for the vote which carried with board members Vance, Boykin and Adams opposed; Mrs. Pugh abstained; and, board members Walker, Burton, Thibodeaux, Brooks, Powell, Mims, Milam, and Dr. Hitchcock supported the motion.

Recess. The president called for a ten-minute recess at approximately 5:10 p.m., and the board reconvened at approximately 5:25 p.m.

RESOLUTION FOR THE CADDO CAREER AND TECHNOLOGY CENTER (Stars for Tomorrow)

The president noted that nothing was included in the mailout on this item. The superintendent said staff has distributed posters to all Caddo public schools about this event and has done some public relations work; however, a resolution has not been received.

SUPERINTENDENT'S REPORT

Citizens Committee for Quality School Facilities Report. The superintendent reported that the committee met Tuesday night, April 15, 1997, and heard a report on bonding options from David Wolf, bonding attorney with the firm of Foley and Judell LLP, out of New Orleans, Louisiana. The next meeting will be Thursday, April 17, 1997, at 6:30 p.m. in the board room. The committee's target date for finalizing its report is May 7, 1997. The president said Mr. Wolf gave a very good report on Tuesday night, and he asked staff to provide board members who were absent with a copy of Mr. Wolf's report on bonding options. Mrs. Walker asked if the committee's attendance is good at scheduled meetings. The superintendent said things got off to a slow start, but attendance has improved. He further noted that it depends on the night of the scheduled meeting as to how well meetings are attended.

General Fund Budget. The superintendent announced that a budget work session with the CPSB is scheduled for Wednesday, April 23, 1997, at 3:30 p.m. in the board room.

Vocational Education Banquet. The superintendent reminded board members of the annual Vocational Education Banquet, 7:00 p.m., Thursday, April 17, 1997, at the Convention Hall.

Senior Recognition Ceremony. The superintendent announced that on Thursday, April 24, 1997, at 7 p.m., the annual Senior Recognition Ceremony dinner will be held at the Holidome.

Education Reform Newsletter. The superintendent said staff received the *Education Reform Newspaper (special edition)* that was a collaborative effort of The Monroe News Star and The Times. A copy of the newsletter will be shared with each school principal and CPSB members. Mrs. Walker noted that good responses have been received from teachers after the publication of the news edition.

UNFINISHED BUSINESS

No unfinished business was introduced at the meeting.

NEW BUSINESS

No new business was introduced at the meeting.

ANNOUNCEMENTS AND REQUESTS

School Tours. Mr. Milam and the president asked the superintendent to contact all middle and high school principals and encourage them to be considerate and polite to school visitors who come for a tour of the school facility.

Friday Letter. Mrs. Walker expressed appreciation to the superintendent for the *Friday Letter*. She said the correspondence is very informative and keeps board members apprised of what's going on within the Caddo Public School System. She also complimented the communications department staff for the fine job they perform.

Adjournment. There being no further business, Mr. Burton moved for adjournment. Mr. Brooks and Milam seconded the motion, and the meeting adjourned at approximately 5:35 p.m.

James E. Foster, Ed.D., Superintendent

Mike Powell, President

Executive Committee

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session Wednesday, May 7, 1997, at approximately 3:35 p.m. with President Mike Powell presiding and Jerry Tim Brooks and Ron Adams present. Other board members present were Judy D. Boykin, Willie D. Burton, Miles Hitchcock, Sc.D., Mark Milam, Michael J. Thibodeaux, Johnny Vance, Jr. and Sybil B. Walker. Also present were Secretary James E. Foster, Legal Counsel Fred Sutherland, staff and other visitors. The invocation and Pledge of Allegiance were given/led by Mr. Adams.

Mr. Adams moved, seconded by Mr. Brooks, to suspend the rules to modify the order of listed items. Vote on the motion carried unanimously. Mr. Adams moved, seconded by Mr. Brooks, that remaining agenda items be changed as follows: 1) Reports: Citizens Committee for Quality School Facilities; Arrest Policy for Students Fighting on School Campus (Burton); 2) Instructional Presentation; 3) Executive Committee Establish May 21, 1997 Agenda; and, 4) CPSB Work Session. Mr. Burton expressed concern about changing the order of agenda items. Vote on the motion carried unanimously.

REPORTS

Citizens Committee for Quality School Facilities. The superintendent recognized Ollie Tyler, deputy superintendent and co-chair of the Citizens Committee for Quality School Facilities (CCFQSF), who introduced the verbal report. She said a written report will be presented to the superintendent following the presentation. Charles "Chuck" Miller, committee co-chair, recognized members of the four sub-committees and staff liaisons. The subcommittees are: *New Construction/Needs*, *Renovation/Repair of Present Buildings*, *Technology Needs*, and *Public Relations*. Burnadine Moss Anderson narrated a candid video presentation of the committee and subcommittees at work. The video contained highlights of the school board's charge to the committee, the committee's work, and decay and needs in various parishwide school facilities. Chuck Miller, chairman of the *New Construction Needs Subcommittee*, reported that this body studied consolidation of buildings, expansion of classrooms, libraries, office areas, property purchase and Title IX. The committee identified \$100,020,000 in priority new construction requirements to bring current facilities up to standards. The *Renovation / Repair Subcommittee's* report was given by co-chairman Mike Gipson. The subcommittee studied roof repairs/replacements, heating, ventilation, and air conditioning (HVAC), etc. The committee identified and recommended \$47,455,250.00 to address six major areas needing the most attention. Gail Griffin, chairman of the *Technology Subcommittee*, reported that this group inspected needs for computers and technology for classrooms and libraries, including needs for adequate building wiring. The subcommittee supports the CPSB Master Technology Plan with the addition of security and ancillary equipment to be funded at a cost of \$41,909,831. The *Public Relations Subcommittee*, chaired by Dr. Michael McCoy, said this group communicated with media for press coverage, videotaped and photographed items and structures in school buildings, scheduled tours of facilities, recorded and coordinated other subcommittee reports, etc. The subcommittee determined that approximately 24.07 mills will be necessary to fund \$189,385,081 for quality facilities in Caddo Parish schools. The CCFQSF requested the CPSB to hold a special meeting to address the findings of the report. The president and superintendent expressed appreciation to the CCFQSF for its dedication and hard work. The superintendent said he will study the report and will make a recommendation to the board at a later date. The president said he will visit with the superintendent to determine an appropriate date for a special meeting to exchange dialogue with committee members. Board members received a copy of the committee's written report, and a copy is filed in the official papers of the board.

Recess. The president called for a ten-minute recess at approximately 4:45 p.m. The committee reconvened at approximately 5:55 p.m.

Arrest Policy for Students Fighting on School Campus (Burton). Mr. Burton yielded to the superintendent. The superintendent reported that staff has prepared a report that was distributed to board members. A meeting will be held with high school principals and staff will work to improve the consistency in the policy. Mr. Burton encouraged staff to develop a policy that will be relevant to all schools.

INSTRUCTIONAL PRESENTATION - CAT SCORES FOR 10th GRADERS 1996-97

Mr. Thibodeaux requested staff to make this presentation and he deferred to the superintendent who introduced Sandy Neeson, guidance and testing specialist. Mrs. Neeson provided board members with a copy of the Median National Percentile, Grade 10 CAT/5, results for 1996 - regular education. She noted test sections of weaknesses and/or strengths, i.e. vocabulary, math computation. Mr. Brooks expressed concern about the variables in test scores at various schools, and encouraged staff to find solutions to remedy the deficiencies. Mr. Thibodeaux expressed concern that the majority of Caddo's high schools scored below 40 percent, and said the obvious question is, what is the problem? He further noted that the charge to the superintendent should be for him to come to the CPSB with a scientific answer as to why this problem exists (cultural diversities, administrative and staffing concerns, lack of parental involvement, etc.) He encouraged the superintendent to prepare for the board an honest list of reasons for the testing deficiencies and solutions to improve scores. Mrs. Boykin asked if switching the testing instrument from CAT to IOWA is designed so that a comparison could be made or if the same indicators will be revealed. Mrs. Neeson said staff will see some correlation; however, the State Department has not yet decided how to handle this. Mrs. Boykin asked the superintendent and staff to exchange dialogue with the governor (State Department of Education) about this concern. She emphasized that if the CPSB is going to be held accountable, then the state

needs to make some changes as well. Mrs. Boykin also noted that Caddo test scores showed gains for a five-year period beginning in 1992, but now there is loss. She asked staff to inform the board as to what is being done about this, and to identify how test scores will be used in the process. The superintendent said it is incumbent that staff brings a plan to the board on how to move forward, and he has some ideas that he will be sharing with board members, probably this summer. Mrs. Boykin expressed concern about the timeline for receiving the superintendent's response. She noted that staff continues to conduct tests, but nothing is done with the results. The superintendent said he could not commit to an implementation date because staff and the board are presently in the process of looking at a bond issue, among other things. He further noted that implementation would also depend on the plan that is adopted. More discussion ensued on the Test of Academic Programs (TAP) for students above eight grade, dropout rates, use of staff that is hired to conduct and interpret test data, parental involvement, implementation of programs designed to enhance parents' learning, pupil-teacher ratio, equipping teachers with specific information on students' performance weaknesses, innovative administrative leadership, etc.

Announcement. Mr. Powell announced that he spoke with Mildred B Pugh prior to entering today's meeting. He reported that her surgery went well, she is feeling much better, and is getting stronger daily. Mrs. Pugh informed the president that she might be discharged from the hospital in a couple of days.

EXECUTIVE COMMITTEE - ESTABLISH AGENDA FOR THE MAY 21, 1997 CPSB MEETING

Executive Committee members, with input from other school board members, reviewed the proposed agenda for the May 21, 1997 school board meeting, and the following items were added: "*Amendment to the Capital Projects Fund Budget*" (Adams); "*CPSB Policy Revision*" (Adams); "*S. TA. R. Program*" (Adams); and, "*Insurance Rate Structure Update*" (Boykin). Mrs. Boykin also requested that "*CPSB Work Session Policy*" be added to the agenda. However, after discussion, board members determined that this item is not necessary as a policy already exists. The president suggested that this item not be added, and said the board and staff need to review the policy in an effort to identify ways to make the work session progress more smoothly.

Special Recognitions. The superintendent said special recognitions are being made to recognize and congratulate students and educators who have distinguished themselves in various areas.

Adoption of the 1997-98 General Fund Budget. The superintendent said several budget work sessions have been held, and staff is prepared to provide answers to questions that were raised by board members. He noted that another budget work session is scheduled for today, immediately following the Executive Committee meeting. The superintendent said budget information will be included in the mailout.

Adoption of the 1997-98 Child Nutrition Programs Budget. The superintendent said this item is an annual budget request. The president said a request was made some time ago for funds from this budget that may be available to do certain improvements within the school system. He asked if it would be appropriate to discuss these funds at the board meeting. The superintendent said inquiries were made at the state level regarding use of these funds, and staff made the information available to board members. The issue could be discussed at the May 21, 1997 school board meeting.

1996-97 General Fund Budget Adjustment. The superintendent said this item addresses a need to replenish funds in the auditing/risk management division budget for settlement of matters relative to accidents that have taken place. The adjustment is approximately \$75,000. Information will be in the mailout.

Consolidated Budget (Titles 1, 2, 4 and 6). The superintendent said the State Department asked that these budgets be combined, and this is the second year to approve the consolidated budgets. Mrs. Walker and Mr. Burton asked if copies of the budget plans are available for review during the work session. The superintendent said the information is being prepared for the mailout. He said procedurally information is in the mailout material which is sent out a week after the Executive Committee meeting. He requested clarification of the board's desire, if two mailouts are being requested. The president commented that if board members don't have questions, then the work being done at the Executive Committee meeting is no

different from what has been done in the past, and board members are encouraged to ask questions. He also said if information is available, then board members should be provided with copies. Mr. Burton said if information is available, then it should be placed at board members' stations on the day of the Executive Committee meeting.

Even Start Budget. The superintendent said this item is a part of the budget process, and information will be included in the mailout.

Mr. Thibodeaux commented that a lot of the agenda items are recurring adoptions. He suggested that the work session could be quickened if the president would ask board members to review the agenda to see if there are items of interest; and, board members should be encouraged to call the staff person(s) identified on the agenda if additional information is needed. Mrs. Boykin suggested that the president might want to add another item to the agenda, that being the policy that sets up the work session. The president asked staff to include the policy in the mailout packets. Mr. Milam encouraged board members to clarify the procedures for conducting work sessions, and to explain how far staff is expected to go in providing supportive data. He also spoke in opposition to two school board meetings in one month, and said verbal responses to board members' inquiries are okay. The superintendent noted that staff is present during the board's work session, and is available to verbally respond to board members' inquiries about proposed agenda items. Mrs. Boykin suggested that the board should return to the original pattern of the superintendent providing a brief explanation of each agenda item; then if board members have questions, they could ask them at that time.

Revisions to the Professional Personnel Evaluation Plan. The superintendent said the revisions are a result of state mandates; there are no drastic changes in the professional personnel evaluation plan; and, the changes will keep Caddo up-to-date.

Parental Involvement Policy. Mr. Burton requested an explanation of this item. The superintendent said staff, teachers, and parents are working on a policy to emphasize the importance of parental involvement in the schools. The recommendations will be presented in policy form.

Promotional or Administrative Appointment Contract. Mrs. Boykin asked if this item is the document itself or the contracts and individuals. The superintendent said this item is for one person - - a counseling position at J. S. Clark Middle School.

Waiver for Caddo Parish Middle School Coaching Assignment. The superintendent said approval of the waiver will give middle schools more flexibility.

Louisiana LEARN for the 21st Century (Three Grants). The superintendent said these are grants that are being prepared for the Louisiana LEARN project. The president asked if Louisiana LEARN is the pickup from Goals 2000. Essie Holt, assistant to the superintendent, answered in the affirmative, and further stated that the federal government calls the project Goals 2000. The president asked if Caddo does not receive funds that are being sought in the grants, if the Caddo Public School System is still being required to comply with certain mandates. Dr. Holt said it is her understanding that Caddo will still be required to do the content standards and develop a curricula based on the content standards. Mrs. Boykin said that because the state participated in Goals 2000, now Caddo has a mandate from the state that the school system has to do certain things at its own expense. Mrs. Boykin said she expressed concern about what would be required of Caddo when Goals 2000 was initially discussed by the board over two years ago. She said at that time, she was told that there would be no obligations on the Caddo Public School System. Mrs. Boykin asked if there is any way to determine what Caddo's financial burden will be because of the grant process. The superintendent said he's not sure about how much direct connection there is between Goals 2000 and Louisiana LEARN with the state deciding to take this approach for allowing more input and development of instruction at the local level. Dr. Holt commented that if Caddo doesn't write curriculum changes, then Caddo will still be required to develop curricula on the local level to align with the state's standards, and at this time only the reading standards have been adopted.

Parental Involvement Policy. The superintendent said there is a desire to give more structure and organization to parental involvement. The policy is being developed in hopes of making programs more effective. Mr. Burton asked if guidelines are being included that promote preventive

intervention, especially as related to discipline concerns. Dr. Holt said one statement in the policy stipulates that all necessary steps will be taken to establish effective communication and dialogue between parents and the school board and all other levels of the school system. Guidelines are also being developed to administer the policy.

Enriched Credit Criteria. The superintendent said staff is developing recommendations on how to address requests for enriched credits. The recommendation does not affect the point credits earned for enriched courses.

JTPA Proposals. Mrs. Tyler said JTPA provides services to Caddo students, and staff is requesting renewal of proposals for summer programs at Hamilton Terrace and Booker T. Washington High School. The proposals are developed in an attempt to improve students' achievement in Algebra, English I, reading and vocabulary.

Dedication and Naming of the Caddo Parish Magnet High School Performance Arts Center. The superintendent said there is a request from the school's staff, students, and community to name the performance arts center after the recently deceased architect who designed the building. The request is for approval in May while this current class of students still attend Caddo Magnet High School. The president noted that when this item was presented at an earlier school board meeting, fellow CPS13 Member Mildred B Pugh asked if there is a policy for dedicating buildings. The superintendent said staff is in the process of developing a policy, but the only restriction/requirement is that the person for whom the building is being named be deceased. .

Civilian Cadet Corps. The superintendent said staff and principals have continued to develop a curriculum which must receive BESE approval. However, in order for staff to proceed, approval is first needed from the CPSB. Information will be in the mailout. Mr. Adams asked if this is for approval of the curriculum or a funding action to implement the program next school year. The superintendent said staff has given some indication as to how much implementing the program will cost the Caddo public school system, but staff is not requesting funding from the board at this time.

JROTC Curriculum LET 1-8, 4x4 Schedule School. The superintendent said this is a request to approve slight modifications in the JROTC curriculum to accommodate the 4x4 schedules at North Caddo and Southwood High School.

CPSB Policy. Mr. Adams said he proposes to bring an amendment to the CPSB policy for sabbatical leaves that will disallows teachers' leaves to perform duties outside of the school system, unless the leave is for sabbatical or educational purposes. He emphasized that Caddo cannot loan teachers to outside sources. Mrs. Walker paraphrased the provisions of state law for sabbatical leaves and questioned how local school boards' actions can supersede state law. Brief discussion ensued on sabbatical leave requirements. The president said the school board has to comply with state law. Mr. Adams said his motion will not supersede or change state law. The president asked the superintendent and Mr. Adams to determine the language of the proposed agenda item.

Amendment to the Capital Projects Budget. Mr. Adams said he received information from The Honorable David N. Matlock, juvenile judge, that they have received funds to implement the S. T.A. R. program. They are requesting participation and assistance from the school board by asking the CPSB to allocate a small school bus for use in the program and the use of a school board facility. Mr. Adams said he will discuss this further with the superintendent.

Work Session Policy. The president said discussion was heard earlier about developing a policy on how to conduct CPS13 work sessions in an effort to expedite the process. Mr. Burton said a policy is already in place and the board needs to find a way to make it work more effectively. The president said he will visit with the superintendent and review the policy, and ruled that the item does not need to be added to the agenda.

CONSENT AGENDA

The Executive Committee categorized items 11, 13-20, 22-23, 25-28 and 30 as consent agenda. Mr. Adams moved, seconded by Mr. Brooks, approval of the proposed consent agenda. Vote on the motion carried unanimously.

Mr. Adams moved, seconded by Mr. Brooks, approval of the agenda, as proposed, for the May 21, 1997 school board meeting. Vote on the motion carried unanimously.

Adjournment. There being no further, business, Mr. Adams moved for adjournment. Mr. Brooks seconded the motion which carried unanimously, and the meeting adjourned at approximately 6:42 p.m.

May 21, 1997

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 3:30 p.m. on Wednesday, May 21, 1997, with President Mike Powell presiding and the following board members present being a quorum: Ron Adams, Judy D Boykin, Jerry Tim Brooks, Willie D Burton, Miles Hitchcock, Sc.D., Mark Milam, Alvin Mims, Michael J. Thibodeaux, Johnny Vance, Jr. and Sybil B Walker. Mildred B Pugh was absent due to illness. Also present were James E Foster, secretary, and Fred Sutherland, legal counsel. Mr. Mims gave the invocation and led the Pledge of Allegiance. The president announced that Mrs. Pugh is still recuperating at home, things are going well with her, and the board's thoughts and prayers are with her in her absence.

CONSIDERATION OF THE MINUTES OF THE APRIL 16,1997 CPSB MEETING

Mr. Burton moved, seconded by Mr. Mims, approval of the minutes of the April 16, 1997 CPSB meeting. Vote on the motion carried unanimously.

PUBLIC HEARING FOR THE 1997-98 GENERAL FUND BUDGET

The president declared the floor open for public input on the proposed 1997-98 General Fund budget.

Diann London, parent, voiced concern about the elimination of federal funds to Stoner Hill Elementary School for the Early Childhood Education (ECE) Program. The president informed Ms. London that the public hearing is for receipt of public input on the proposed General Fund budget, and she would have an opportunity to voice her concerns about funding cuts to the ECE program during the visitors' section of the meeting.

No other speakers came forward, and the president declared the public hearing on the proposed 1997-98 General Fund Budget closed.

PUBLIC HEARING FOR THE 1997-98 CHILD NUTRITION PROGRAMS BUDGET

The president declared the floor open for public input on the proposed 1997-98 Child Nutrition Programs budget. No one came forth, and the president declared the public hearing on the proposed 1997-98 Child Nutrition's Program budget closed.

CONSENT AGENDA

The board reviewed the agenda and "*Bids - Paving Student Parking at C E Byrd, Project 253* " was postponed until the June, 1997 CPSB meeting. The following items were categorized as consent agenda:

Agenda Item No. 10

Personnel Recommendation. The superintendent recommended that Judy Butcher be appointed principal at Sunset Acres Elementary School for the 1997-98 school year. Mrs. Butcher meets the promotion criteria in accordance with the board-approved policy for promotion. She will receive the appropriate salary as reflected by the CPSB salary schedule applicable to the position to which she is appointed.

Agenda Item No. 11

Approval of Bids/Proposals Taken. Staff recommended approval of the circled low bids for janitorial supplies for all schools; janitorial paper supplies for all schools; janitorial can liners for all schools; janitorial tools and electrical supplies for all schools; fluorescent ballasts for all schools; materials and supplies for Title I schools; middle schools and ninth grade athletics equipment; high school (varsity) athletics equipment for C E Byrd, Captain Shreve, Huntington and Southwood; large kitchen equipment for several schools; transportable building finish-out and sitting, Project 254; asbestos abatement at Captain Shreve High School, Phase II, Project 255; asbestos abatement mechanical and electrical systems at various schools, Project 256; asbestos abatement/vinyl composition tile at various schools, Project 257; vinyl composition tile or carpet at various schools, Project 257A; roof at Caddo Magnet High School, Project 260C; roof at North Highlands, Project 26017; partitions and interior modifications at various schools, Project 262; cosmetic repairs to library interiors at Northside and Blanchard; waterproofing art room, Midway, Forest Hill, Walnut Hill, Project 264; schoolwide electrical upgrades for technology at Fairfield, North Caddo, Southern Hills, South Highlands and Oak Park, Project 267; schoolwide electrical upgrades for technology at Alexander, Cherokee Park, Stoner Hill/E B Williams, Jack P Timmons and Westwood, Project 270; water heaters for kitchens at Hillsdale, Youree Drive, Bethune, Project 273; purifier purges - various schools (A/C refrigerant recovery), Project 274; sanitary sewer main - Donnie Bickham, Project 277; and, water main Stoner Hill/E B Williams Lab, Project 278. A copy of the tabulation bid sheets marked "*Exhibit A, 44 pages, May 21, 1997*" is filed in the official papers of the board.

Rejection of Bid Taken. Staff recommended that all bids for ADA restrooms at Eighty-First Street and Stoner Hill and exit ramp C E Byrd, Project 263, be rejected due to bids exceeding budget. Staff will rebid the C E Byrd exit ramp separately and redesign ADA restrooms for a later bid.

Authorization to Bid/Approval Professional Services. Staff was authorized to proceed with the design and bidding of Project 279, Creswell Core Knowledge Elementary - two classroom additions, with professional services to be provided by Pollard and Associates, and to be funded from the ending balance of the 1997-98 Capital Projects Fund.

Agenda Item No. 15

Sales Tax Commission Budgets. Staff recommended that the 1997-98 Caddo-Shreveport Sales and Use Tax Commission's Operating Budget and Capital Outlay Budget be approved. The CPSB's share of the Operating Budget is \$203,205. Revenues for the Capital Outlay Budget are a portion of the fees collected from taxing bodies other than the school board or city.

Agenda Item No. 16

1996-97 General Fund Budget Adjustment. Staff recommended an increase of \$75,000 in the 1996-97 General Fund Budget for self-insured claims to pay claims for May and June.

Agenda Item No. 17

Request for School Bus Transportation by Shreveport Green/ShreveCORPS. Staff recommended that Shreveport Green/ShreveCORPS be authorized to use three school buses during the period June 9 - August 1, 1997 for the ShreveCORPS summer program with the stipulation that a hold harmless agreement be signed.

Agenda Item No. 20

LEA Application for IDEA Part B and Preschool Flow-Through Funds FY98. Staff recommended approval of the LEA Application for IDEA Part B and Preschool Flow-Through Funds for FY98. The Special Education Advisory Council assisted staff in the development of the application.

Agenda Item No. 22

Promotional or Administrative Appointment Contract. Staff recommended approval of the issuance of a Promotional Appointment Contract to Susan Tuberville, counselor at J S Clark Middle School. The terms of contract are May 1, 1997 through June 15, 1999.

Agenda Item No. 23

Waiver for Caddo Parish Middle School Coaching Assignment. Staff recommended approval that the director of middle schools be authorized to approve compensating a non-teaching regular employee a maximum of \$1,000 to coach an athletic team, if requested by the principal.

Agenda Item No. 26

Enriched Credit Criteria. Staff recommended approval of the following criteria for enriched credit for new courses: 1) advanced placement from the College Board; 2) courses that offer state or industry recognized certification; and, 3) advanced placement in post secondary education or equivalent (courses that receive credit from colleges, universities or technical colleges). It was further recommended that Caddo courses currently receiving enriched credit will continue to be enriched.

Agenda Item No. 27

JTPA Proposals. Staff recommended approval of the JTPA proposals for Algebra I/English I summer JTPA program at Booker T Washington High School (\$32,032); the assessment of students enrolled in the summer youth employment and training programs sponsored by JTPA at Booker T Washington High School (\$2,951); and, the proposal for JTPA program at Hamilton Terrace Learning Center (\$51,561.62).

Agenda Item No. 28

Dedication and Naming` of the Caddo Parish Magnet High School Performance Arts Center. Staff recommended that the Caddo Parish Magnet High School's Performance Art Center be named after Mr. Ralph Orian (Ran) Kiper, II, architect for the project.

Agenda Item No. 29

Civilian Cadet Corps. Staff recommended approval of the curriculum for the Caddo Civilian Cadet Corps Program for middle schools for the 1997-98 school year. This program will afford Caddo Parish students the opportunity for involvement in a structured and disciplined environment which stresses leadership, self-esteem, citizenship and community involvement. The superintendent noted that staff is only requesting approval of the curriculum so that it can be sent to the Board of Elementary and Secondary Education (BESE) for approval; and, if approved by BESE, staff will address the budget.

Agenda Item No. 31

Amendment to the Capital Projects Fund Budget (Adams). Included in the mailout was a motion from Mr. Adams that \$40,000 be allocated from the 1996-97 Capital Projects Fund Budget year end balance to install lights at Southwood High School practice field. Included also was a motion from Mr. Brooks to amend the Capital Projects Budget to include fixing the auditorium floor at A C Steere Elementary School and correcting the wiring at A C Steere Elementary.

Mr. Adams moved, seconded by Mr. Mims, approval of the consent agenda. Vote on the motion carried unanimously.

ADDITIONAL AGENDA ITEM

Mrs. Boykin moved, seconded by Mr. Adams, to suspend the rules to add an agenda item -- "*Request for School Bus Transportation by the Caddo Bus Operators Association.* " Vote on the motion carried unanimously. With the board's consent, the president said the item will be added

after item 33. Mrs. Boykin provided board members with a copy of the request from the bus operators association.

SPECIAL RECOGNITIONS

On behalf of the CPSB and staff, Essie Holt, assistant to the superintendent, presented the following special recognitions:

Student of the Year. Eric C Post, honor student at Eden Gardens Fundamental, was recognized as a regional finalist for student of the year. Donna Baker is principal at Eden Gardens.

Louisiana Social Studies Fair Winner. Marissa Purkey, student at Judson Fundamental Elementary, is the state's Social Studies Fair winner. Leisa Edwards is principal at Judson.

1997 State Champions/National Handwriting Competition Winners. Justin Johnson, student at Southern Hills, and Victoria Prothro, student at Herndon Magnet, were the 1997 state handwriting competition champions. Linda Cox is principal at Southern Hills and E Dean Washam is principal at Herndon.

Girls' Middle School Basketball City Champs - Broadmoor Lady Bulldogs. Team members are: JoAnner Thomas, Crystal Hughes, Kalyn Hardy, Emily Pernotto, Parrish Forest, Hillary Duncan, Jesse Mitchell, Ashley Smith, Shequilla Turner, Jeretta Johnson, Jessica Miller, Erika Barrington, Delanna Riley, Shay Beck and Laquisha Montgomery. Managers of the team are Timecia Willis and Latangela Caldwell. Dee Hunt is the coach.

Odyssey of the Mind Competition Winners. Elementary Division - Judson Fundamental team members are: Jason Beck, Megan Berry, Ryan Camp, Austin Patterson, Je'Rell Rogers, Wally Stuka, Stephanie Wendelin, Brittany Bass, Josie Daigle, Patrick Fess, Joshua Jordan, Anna Martin and Britney Merolla. Middle School Division - Shreveport Chamber of Commerce team members are: Nicholas Caloway and Paxton Kennedy (Broadmoor Lab), Devin Pier, Lindsay Smith and Michelle Thomas (Caddo Middle Magnet). Coaches are Charlotte Crawley, Jenny Merolla, Nadalie Thomas and Wally Stuka. Principal at Broadmoor is James Moran, and Leisa Edwards is principal at Judson.

Vocational Industrial Clubs of America Competition Winners. Trent Toups (C E Byrd - Air Conditioning/Refrigeration), Isaac Barnes (Woodlawn - Architectural Drafting), Jason Moore (Captain Shreve - Commercial Baking and recipient of a \$20,000 scholarship), Brandon Gross (Southwood - Culinary Arts), Shenee' Giddens (Southwood - Dental Assistant), Lloyd Jones (Huntington - Job Skill Demo), Jerry Weathers (Woodlawn - Major Appliance Repair), Elliot Allen (Caddo Magnet - Nurse Assistant) and Rebecka Jackson (Caddo Magnet - State Pin Design). Gayle Flowers is principal at the Caddo Career and Technology Center.

Louisiana VICA Advisor of the Year. Debra Bothel, teacher at the Caddo Career and Technology Center, was recognized for this noteworthy honor.

National Science Olympiad Competition. Kira Colvin, honor student at Judson Fundamental, was recognized for making a perfect score in this national competition.

Shreveport Green Clean Campus Award. Winners for this school year are: 1) small elementary -Jack P Timmons, Sandra Denmark, principal; 2) medium elementary - Blanchard, Jan Becken, principal; 3) large elementary - Vivian, Bill Jordan, principal; 4) middle school - J S Clark, Lewis McCulloch, principal; and, high school - Captain Shreve, Dr. Sandra McCalla, principal. School custodians, student/faculty groups, PTA, etc. were recognized for their contributions. Recipients received traveling plaques, banners and monetary awards from Yvonne Lee on behalf of Shreveport Green.

The Times Letters to the Editor Contest Winners. Elementary Division 1-5: Marland Lee Turner (Keithville Elementary) and Charlunda Thrash (Judson Fundamental). Middle School Division Grades 6-8: Lucas DeLima (Caddo Middle Magnet) and Maryann Trinkle (Donnie Bickham Middle). High School Division Grades 9-12: Chris Rogers and Shunta Matthews (C E Byrd), Joyce Collines (Booker T Washington), and

Destiny O'Shay Birdsong (Caddo Magnet High). Student honorees received monetary awards and a medal. Leisa Edwards is principal at Judson, Larry Campbell is principal at Keithville, Judy Moncrief is principal at Caddo Middle Magnet, Ken Cochran is principal at Donnie Bickham and R Lynne Fitzgerald is principal at C E Byrd.

Magnet School of Merit Award. South Highlands Elementary Magnet School is one of 31 schools nationally to receive the Magnet School of Merit Award. Pam Byrd is principal.

Academic All State/All Classes Basketball Team. Members of this team are: Ashley Collinsworth (C E Byrd - Academic Composite, all classes), Marjorie Frazier (C E Byrd, Class 5A), Amanda Clark (C E Byrd - honorable mention), Mia Washington (C E Byrd, honorable mention), Toni Norbury (C E Byrd - honorable mention), Angela Ashly (Northwood, honorable mention), and Gary Williams, Jr. (Captain Shreve, Class 5A). R Lynne Fitzgerald is principal at C E Byrd, Dr. Sandra McCalla is principal at Captain Shreve, and Ken Bass is principal at Northwood High.

Academic All State (Baseball) - Class 5A. Members of the academic all state (baseball) - Class 5A team are: James Forrester (C E Byrd), Kevin Bruce (Captain Shreve), Kevin Rogers (C E Byrd -honorable mention), David Clark (C E Byrd - honorable mention), and James Monk (Captain Shreve - honorable mention).

Academic All State (Softball). Team members are: Jamie Thomas (Southwood, all classes), Mae MacIntire (Captain Shreve, Class 5A), Amanda Clark (C E Byrd, honorable mention), Jessica Lang (Southwood, honorable mention) and Auburne Ziober (C E Byrd, honorable mention). Charles Walker is principal at Southwood, R Lynne Fitzgerald is principal at C E Byrd and Dr. Sandra McCalla is principal at Captain Shreve.

Mathcounts National Competition Winner. Clayton Critcher, honor student at Caddo Middle Magnet, placed ninth in this national competition. Judy Moncrief is school principal.

Caddo Career and Technology Center Scholarship Recipients. Recipients receiving \$1,000 scholarships are: Antoinette Lover (Woodlawn), Jacinta Pinckney (Huntington), Shenee Giddens (Southwood), Melanie Mauldin (Huntington), Elisabeth Browning (Southwood), Chad Boyer (C E Byrd), Holli Pilcher (Southwood) and Rianna Mack (Southwood). John Dilworth is principal at Huntington, Betty Jordan is principal at Woodlawn, and Charles Walker is principal at Southwood.

Louisiana Girls' Gymnastics Champions - Caddo Magnet High. Team members are: Katy Griffin, Kristy Griffin, Lynn Gibbs, Leslie Gibbs, Fran Elliott, Chandra Hartzo, Jill Lashmet, Brandee Dykes, Julie Pyle, Meg Bundrick and Megal Profitt. Ascension Smith is principal at Caddo Magnet High. Coaches are Linda Clements and Billy Fontaine.

Runner-ups to Division II Boys Gymnastics Championship - Caddo Magnet High. Team members are: Deterick Pea, Earnest Goldsmith, Kevin Casaus, Eric Humphry, Yancey Arrington, Lawrence Salone, Travis Hart and Jack Ryland. Coaches are Billy Fontaine and Linda Clements.

Louisiana PTA Educators of Distinction. Recipients of this outstanding honor are Judy K Polhemus (Captain Shreve High) and Holly H Wood (University). Dr. Sandra McCalla is principal at Captain Shreve High and Charlotte Watson is principal at University Elementary.

Special Commendation. Deborah Betts Morehead, teacher at Caddo Magnet High School, received special commendations for her literary works. Ascension Smith is principal at Caddo Magnet High.

Recess. The president called for a ten-minute recess at approximately 4:30 p.m. The board reconvened at approximately 4:47 p.m.

PERSONNEL RECOMMENDATION

The superintendent recognized and introduced Judy Butcher, principal at Sunset Acres Elementary School for the 1997-98 school year. (See Consent Agenda Item 7.)

VISITORS

Tabatha Wynn, parent, spoke in support of the ECE program in schools located in north Caddo Parish. She petitioned the board not to cut the programs.

Connie Posten, parent, spoke in support of the ECE program and against federal funds being cut.

Diann London, parent, expressed concern about the cut of federal funds to Stoner Hill Elementary Laboratory School for the ECE/Reading Recovery programs.

Alice Gill, parent, spoke in support of the ECE program and against federal funds being cut.

Donnell Shaw, parent, spoke in support of the ECE program.

Terry Henry, parent, spoke in support of funding the ECE program.

Bonnie Atwood, counselor at Belcher Head Start, asked the board and staff to locate qualifying students and enroll them in the free lunch program. She spoke in support of ECE and Reading Recovery programs.

John B. Hill, citizen, shared a copy of Tax Watch with board members and staff. He urged the CPSB to put building expansion plans on hold until the board could analyze long-term needs.

Emma Shepherd, teacher, asked the board to develop a policy or procedure to compensate employees for personal losses of school materials and supplies at schools and as a result of storms/floods.

Jeanette Wilson, parent, expressed concern about students not being allowed to graduate if they did not pass the exit exam.

Deveda Moor, parent, expressed concern about class and grading procedures by an American History teacher at Northwood. She asked the board and staff to investigate her concerns.

Ted Branson, retiree, asked the board and staff to adopt an insurance premium rate schedule that is fair to retirees with Medicare. He distributed to CPSB members and staff copies of a report on problems observed in the rate structure.

Michael C Freeman, parent, asked the board to: a) increase funding to the Dyslexia program; b) increase staff; c) assess the needs of the students; and, d) develop a more comprehensive program and implement state guidelines.

Vanessa Loston, parent, expressed concern that the news media mentioned potential graduates in their publications prior to students being informed that they did not pass the exit exam. Ms. Loston said students failing the exam are embarrassed and discouraged. She emphasized that students need to be able to march with their class if they passed all subjects.

Delores Boran, parent, asked board members to examine their hearts and allow students to graduate if they passed all classes, but failed the exit exam. She asked the board to find another solution to this dilemma.

Gloria Whitehearst, parent, said students completing all class requirements but failing the exit exam are trying, and by denying them an opportunity to graduate is more detrimental. She expressed concern about cutting federal funds for the ECE program, and said denying students an opportunity to graduate keeps students from moving forward, i.e. entering the military.

Maryjo Palumbo, president of Caddo Association of Educators (CAE), thanked the board for its support during the 1996-97 school year. She introduced the CAE officers for 1997-98, and they are: Monica Jenkins-Moore, president, Shirley Enani, Cynthia Phillips, Marvin Jordan, Beverly Hudson,

Pat Thomas and Sara Clinton. She asked the board to allocate additional funds for school employees' salaries, and pledged CAE's support in a sales tax and bond election.

Jackie Lansdale, president of LA Federation of Teachers and Support Personnel, presented Charlotte Crawley, teacher at Judson Fundamental, with a check to support her students' *Odyssey of the Mind* activities. She expressed concern about the cut of federal funds for the ECE/Reading Recovery programs; and, asked the board to provide salary upgrades for its employees.

ADOPTION OF THE 1997-98 GENERAL FUND BUDGET

The superintendent recommended that in the area of the \$1 million Reading Initiative that \$100,000 be included for dyslexia which would allow for the employment of a dyslexia specialist/coordinator, and would enable staff to retain the services of an employee who was assigned to Caddo Middle Magnet this past school year on a grant. The \$100,000 allocation would also allow for the purchase of materials, supplies, and training. Mr. Brooks moved, seconded by Mr. Adams, approval of the superintendent's recommendation. For clarification, the president asked Mr. Brooks if his motion is to approve the General Fund budget, as submitted by staff, with the inclusion of the superintendent's recommendation. Mr. Brooks answered in the affirmative. Mrs. Walker expressed concern that some items and positions that were previously cut from the 1996-97 General Fund budget were not deleted from the proposed 1997-98 budget. More discussion ensued on the Dyslexia program, and the superintendent noted that the position referenced in his recommendation will be assigned to the 504 Department, and would be available to the whole school system to give more assistance to identified students. Board members inquired about future funding needs for the Dyslexia program, the percentage of the \$100,000 that will be allocated to personnel, duties of the specialist/coordinator, and the addition of another teacher. Mr. Thibodeaux made a motion to amend the motion, seconded by Dr. Hitchcock, to delete the position of dyslexia coordinator and additional teacher until such time that the board receives a job description for each, requirements of the candidates for the jobs, salaries and benefits, and amount of time for the employees to work. Mr. Burton asked for clarification of the amendment, and Mr. Thibodeaux said he used the term *delete* instead of *postpone* because the superintendent's recommendation is being included with the whole budget. Mr. Thibodeaux said he would like for the superintendent's recommendation to come back to the board in June. Mrs. Boykin made a motion to amend the amendment, seconded by Mr. Milam and Mr. Vance, that the CPSB only include in this budget the position of dyslexia coordinator at a cost range of \$55,000. Mrs. Boykin said this amendment would not include the additional teacher, neither materials and supplies. Following more debate, the president called for the vote on the amendment to the amendment which failed with board members Brooks, Powell, Boykin and Adams supporting the motion. Board members opposed were Walker, Vance, Burton, Thibodeaux, Mims, Milam and Dr. Hitchcock. Vote on the amendment carried with board members Brooks and Boykin opposed. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Powell, Mims, Milam, Adams and Dr. Hitchcock.

Mr. Thibodeaux moved to amend the motion to delete the addition of four additional assistant principals at the high schools, namely, Woodlawn, Caddo Magnet, Captain Shreve and Huntington. The president said the amendment dies for lack of a second. Mr. Thibodeaux moved to amend the motion, seconded by Mrs. Boykin, to delete two administrative coordinator positions at Southwood High School and North Caddo High School. Mr. Thibodeaux noted that these positions were staffed for one year. Dr. Hitchcock questioned the inclusion of other administrative coordinator positions, particularly as noted under the new positions category. The superintendent said the total would be four administrative assistant positions (North Caddo, Southwood, Northwood and Booker T Washington). Dr. Hitchcock asked Mr. Thibodeaux if he intended to single out just two high schools in his motion. Mr. Thibodeaux answered no, and said he would like for the amendment to read four positions as opposed to two. Mr. Burton called for point of order and said the amendment had been seconded and stands as originally offered. Mr. Milam clarified that the two referenced positions in the amendment are in the 4x4 programs. More discussion followed on: a) the effect cutting these positions will have on the 4x4 programs; b) block scheduling affects on test scores; and c) staffs Administrative Equalization Program. The president called for the vote on the amendment which failed with board members Thibodeaux, Brooks and Powell supporting the motion. Board members opposed were Walker, Vance, Burton, Mims, Milam, Boykin, Adams and Dr. Hitchcock. The president called for the vote on the original motion, as amended, which carried with board members Walker and Thibodeaux opposed. Board members supporting the motion were Vance, Burton, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock.

Recess. The president called for a ten-minute recess at approximately 6:35 p.m. The board reconvened at approximately 6:55 p.m.

ADOPTION OF THE 1997-98 CHILD NUTRITION PROGRAMS BUDGET

The superintendent said staff recommends approval of the proposed budget. Mr. Burton moved, seconded by Mr. Brooks, that the 1997-98 Child Nutrition Programs budget for the 1997-98 fiscal year be approved, as included in the mailout. Dr. Hitchcock raised questions relative to increases in budget line items 27 (workshops and marketing) and 28 (administrative travel). Dr. Hitchcock moved to amend the motion, seconded by Mr. Adams, that the CPS13 reduce item 27 to the current year's budget amount of \$15,000, and that the superintendent come back to the board with a proposal and recommendation on where that amount of money should go in the budget. He further moved that the CPSB reduce item 13 from \$100,000 to \$75,000 with the same request of the superintendent. Discussion ensued on: a) other uses for the monies, b) the PTA's involvement in providing refreshments at back-to-school activities; c) the child nutrition programs budget as self-supporting with allocation of federal funds; d) pilot program of offering Yogurt in school cafeterias; e) staff's plans for using funds to impact students' education on nutrition, f) reducing the budget's equipment reserve, etc. The president called for the vote on the amendment which failed in a tie vote with board members Vance, Burton, Mims, Powell and Milam opposed. Mrs. Boykin was absent for the vote. Board members supporting the motion were Walker, Thibodeaux, Brooks, Adams and Dr. Hitchcock. Later in the meeting, Mr. Brooks informed the board that his vote on this item should have been *red* -- opposed to the amendment. The president said a change of Mr. Brooks' vote would not alter the outcome of the vote.

Dr. Hitchcock requested an explanation of line item two -- an increase for salaries in the amount of \$55,000. Staff explained that this item includes salaries for central office and warehouse employees, as well as annual increments and the return of a staff member from leave. Debate followed on: a) the need for staffing the position of the person previously on leave; b) utilization of the funds for staffing the position for others programs that would impact children; and, c) sabbatical leave practices and or procedures for staff returning to previous positions. Dr. Hitchcock requested an explanation of item 25 - employee training and development. Jackie Solomon, director of child nutrition programs, said funds are used to train employees (local and regional) and materials are included. Dr. Hitchcock asked if there is any budget within the school system that allows funding for banquets, and Mrs. Solomon said no money is allocated in the budget that would reflect a banquet or meal. Dr. Hitchcock requested an explanation of item 26 - employee travel. Mrs. Solomon said the travel allowance is for cafeteria managers to attend required certification classes. It allows for managers to attend required courses as well as allow employees to attend conferences. Mrs. Walker asked staff to provide her with a report on the racial composition and classification of employees within the Child Nutrition Programs department. Mr. Vance moved, seconded by Mr. Burton, to call for the question. Vote on the motion to end debate carried unanimously. Vote on the original motion carried with board members Walker and Dr. Hitchcock opposed. Board members supporting were Vance, Burton, Thibodeaux, Brooks, Powell, Mims, Milam, Boykin and Adams.

LEVY OF 1997 PROPERTY TAX MILLAGE

The superintendent said staff recommends approval of the levy of 1997 property tax millage. Mr. Brooks moved, seconded by Mr. Vance, approval of staffs recommendation. Vote on the motion carried with board members Boykin and Adams opposed. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Brooks, Powell, Mims, Milam and Dr. Hitchcock.

Resolution Levying Millage on the 1997 Assessment Roll for Caddo Parish

By Jerry Tim Brooks

Be It Resolved, that this school board does hereby levy on all property subject to taxation within the Parish of Caddo the following ad valorem taxes for school purposes on the 1997 tax roll:

I. Parishwide

- A. For General Fund
 - 9.41 mills constitutional tax
 - 18.80 mills operation and maintenance tax
 - 12.37 mills operation and maintenance tax
- B. For Construction Fund
 - 7.53 mills special building, repair and equipment tax
- C. For Bond and Interest Fund
 - 5.40 mills bond and interest tax

Resolved, further, that a copy of this resolution be sent to the Legislative Auditor,

Seconded by Johnny Vance Jr.

On roll call vote this 21 st day of May, 1997, the foregoing resolution was adopted as follows:

Yeas:	<u>Jerry Tim Brooks</u>	<u>Alvin Mims</u>
	<u>Willie D Burton</u>	<u>Mike Powell</u>
	<u>Miles Hitchcock, Sc.D.</u>	<u>Michael J Thibodeaux</u>
	<u>Mark Milam</u>	<u>Johnny Vance Jr.</u>
		<u>Sybil B Walker</u>

Nays:	<u>Judy Boykin</u>	<u>Ron Adams</u>
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Absent: Mildred B Pugh

I hereby certify that the above resolution levying the property tax millage for 1997 was adopted by a vote of 9 yeas, 2 nays, and 1 absent being a majority.

/s/ _____
 James E Foster, Superintendent
 Caddo Parish School Board

CONSOLIDATED BUDGET (TITLES I, II, IV, AND VI)

The superintendent said staff recommends approval of the consolidated budget (Titles 1, II, IV and VI). Mr. Vance moved, seconded by Mr. Brooks, approval of staff's recommendation. Dr. Hitchcock requested staff to provide board members with a more detailed budget than what was included in the mailout. He specifically requested staff to provide a line item budget that identifies revenues and expenditures. Dr. Hitchcock moved, seconded by Mrs. Walker, that the CPSB postpone approval of these budgets until board members get a line item budget. Discussion followed on: a) the effect cutting of federal funds (ECE and Reading Recovery) will have on children in the northern part of the parish, b) the timeline for submitting budgets to the State Department for approval, and c) the need to schedule a special school board meeting to consider the consolidated budget. After debate and recognizing the timeline for submitting budgets to the state, Dr. Hitchcock requested to pull his motion to postpone with the understanding that consolidated budget is an agenda item in June, and that board members will be offered a means to amend the budget. The president said that with board consent, Dr. Hitchcock is requesting to withdraw his motion to postpone, and board members offered no objection. Mr. Brooks moved, seconded by Mr. Burton, to call for the question. Vote on the motion to end debate carried with board members Walker, Powell and Dr. Hitchcock opposed. Board members supporting the motion were Vance, Burton, Thibodeaux, Brooks, Mims, Milam, Boykin and Adams. Vote on the main motion carried with Mrs. Walker opposed. Board members supporting the motion were Vance, Burton, Thibodeaux, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock.

EVEN START BUDGET 1997-98

The superintendent said staff recommends approval of the proposed Even Start budget for 1997-98. Mr. Brooks moved, seconded by Mrs. Boykin, approval of the Even Start budget for the 1997-98 school year, as presented. Vote on the motion carried with Mrs. Walker opposed. Board members

supporting the motion were Vance, Burton, Thibodeaux, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock.

REVISIONS TO THE PROFESSIONAL PERSONNEL EVALUATION PLAN

The superintendent said the revisions are annual updates on the evaluation plan to make it consistent with changes in the law, and staff recommends approval of the changes as indicated in the mailout. Mr. Brooks moved, seconded by Mr. Mims, approval of staff's recommendation. Vote on the motion carried unanimously.

LOUISIANA LEARN for THE 21st CENTURY (THREE GRANTS)

The superintendent said staff recommends approval of the grants. Mr. Mims moved, seconded by Mr. Brooks, approval of staff's recommendation. Mrs. Boykin requested clarification of the subgrant amounts as included in the mailout. Dr. Holt summarized the grant amounts for the areas of local improvement (\$231,672), professional development (\$50,000), preservice (\$300,000), and teacher subgrants (\$1,000 per teacher). Mrs. Boykin asked if staff provides teachers with a form for writing grants, and Dr. Holt answered in the affirmative. Mrs. Boykin expressed the desire to see Caddo develop programs to train its own staff. Vote on the motion carried with board members Thibodeaux, Powell, Milam, Boykin and Adams opposed. Board members supporting the motion were Walker, Vance, Burton, Brooks, Mims and Dr. Hitchcock.

PARENTAL INVOLVEMENT POLICY

The superintendent said staff recommends approval of the policy that was included in the mailout. Mr. Brooks moved, seconded by Mr. Mims, approval of staff's recommendation. Mr. Thibodeaux made a motion to amend the motion, seconded by Mr. Adams, that under the *guidelines heading*, that the term *ensure* be changed to *encourage* where ever it is used in the policy. Mrs. Walker applauded the PTA for its involvement and support. Mrs. Boykin asked how was the committee developed, and asked if there was any indication that the CPSB had not done the things referenced in the proposed policy. Dr. Holt summarized how the committee was formed, and said a policy was never adopted. Mrs. Boykin made a motion to amend the amendment, seconded by Mr. Adams, that the CPS13 encourage active parent-teacher organizations at every school. Discussion followed on the number of PTA/PTSAs that are presently established in Caddo public schools. Mr. Vance asked staff to provide board members with a copy of School Improvement Councils' end-of-the-year reports. Vote on the amendment carried with Dr. Hitchcock opposed. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Brooks, Powell, Mims, Milam, Boykin and Adams. Vote on the main motion, as amended, carried with Mrs. Walker opposed. Board members supporting the motion were Vance, Burton, Thibodeaux, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock.

S.T.A.R. PROGRAM

The superintendent said staff has interest in the S.T.A.R. program and the juvenile court system has a grant to fund the program. He reported that the CPSB is being asked to provide a facility for the program and to provide transportation; yet, there are some details that need to be worked out regarding the length of the program and extent of transportation provisions. The superintendent said staff will support the program. Mr. Adams moved, seconded by Mr. Brooks and Mr. Thibodeaux, that the CPS13 provide the Caddo Juvenile Court System use of a school bus with minimum passenger capability of 35 individuals, and that Oak Terrace School be provided as a training facility for inkind support of the S.T.A.R. program. Mr. Adams asked that the Honorable David N Matlock, juvenile justice, be allowed to address the board. With board consent, the president asked Judge Matlock to speak to the board. Judge Matlock expressed appreciation to the CPS13 and administrative staff for the remarkable working relationship that is shared, and applauded the school system for its unique programs designed to address truancy, i.e., Teen Court, Huntington's law program. Judge Matlock enthusiastically capsulized and fielded board members' inquiries relative to: a) the intent of the program, b) the desires of the juvenile court system, c) S.T.A.R. curriculum, d) plans for parental and/or volunteer involvement, e) contractual agreements with the CPSB, f) involvement of CPSB administrators in managing the S.T.A.R. site, etc. Following more debate, the president called for the vote on the motion which carried unanimously.

REQUEST FOR SCHOOL BUS TRANSPORTATION BY THE CADDO BUS OPERATORS ASSOCIATION

Board members were provided with a copy of the association's request, and Mr. Brooks moved, seconded by Mrs. Boykin, approval of the use of a school bus by the association, with the stipulation that they have provided everything to staff that they need to provide. Mr. Vance and Dr. Hitchcock asked if this request is being treated as all other requests, and S L Slack, assistant superintendent of support services, said it is. Vote on the motion carried with Mr. Adams absent. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Brooks, Powell, Mims, Milam, Boykin and Dr. Hitchcock.

SUPERINTENDENT'S REPORT

Requests for Leaves. The superintendent recommended approval/denial of the requests for leaves as outlined in the mailout. Mr. Thibodeaux moved, seconded by Mr. Brooks, approval of the superintendent's recommendation. Mr. Burton moved to amend the motion, seconded by Mrs. Boykin, to include the request that was denied Jackie Lansdale for 1997-98. Board members discussed the policy and practice for granting sabbatical leaves for more than one year. Legal counsel summarized state statute relative to granting leaves for more than one year. Mr. Vance and Mr. Brooks encouraged staff to draft a policy for consistent application of sabbatical leave requests. Mr. Vance requested staff to present a draft at the June 1997 school board meeting, and noted that he would like for sabbatical leaves to be granted initially of only one year. Dr. Hitchcock asked the superintendent for staff's rationale for denying the request. The superintendent said staff made the decision collectively because they could not see why the leave would be in the best interest for Caddo public schools. Discussion followed on the cost to the school system when employees are on leave, employees' contributions to the retirement system, and insurance coverage for employees when on leave. Mr. Brooks moved, seconded by Mr. Burton, to call for the question. Vote on the motion to end debate carried with board members Vance and Powell opposed. Board members supporting the motion were Walker, Burton, Thibodeaux, Brooks, Mims, Milam, Boykin, Adams and Dr. Hitchcock. Vote on the amendment carried with board members Thibodeaux, Milam, Adams and Dr. Hitchcock opposed. Board members supporting the motion were Walker, Burton, Vance, Brooks, Powell, Mims and Boykin. Vote on the original motion as amended carried unanimously.

Sabbatical Leave for Study, 1997-98 School Year

Jarvis Blinks, Teacher/Coach, Woodlawn High
Linda Endicott, Teacher, Hillsdale Elementary
Pam Bounds, Teacher, Mooringsport Elementary
Beverly Cole, Teacher, Claiborne Fundamental
Patrick Cush, Teacher, Fair Park High
Melvin Landry, Teacher, C E Byrd
Patricia Manning, Teacher, C E Byrd
Mary Salone, Teacher, Southwood High

Leave Without Pay (Personal), 1997-98 School Year

Julie Harding, CNP Clerk, North Highlands Elementary
Michael Knuckles, Teacher, Booker T Washington Brenda
Parsons, Teacher, Forest Hill Elementary
Terri Sue Phillips, Teacher, Caddo Middle Magnet
Jackie Lansdale, Teacher, C E Byrd

Leave Without Pay (Personal), March 4, 1997 - August, 1997

Gwendol Harris, Teacher Aide, Alexander Special School

Leave Without Pay (Personal), February 14 - June 5, 1997

Ruby Jackson, Sweeper, Huntington High

Requests of the Board. Christina Creel, head custodian at Westwood, requested to be away from her duties June 11 through July 2, 1997 in order to get married and have a honeymoon.

Glenda DeHondt, teacher at Herndon Elementary/Middle Magnet, requested to be away from her teaching duties to travel to Alaska with her husband and a group of senior adults September 10-19, 1997.

Daniele Harris, teacher at Caddo Magnet High, requested to be away from her teaching duties to travel to France to be with her sick mother April 30 - May 12, 1997.

Sales Tax Collections. The superintendent said information was included in the mailout for informational purposes.

Insurance Rate Structure Update. The superintendent called board members' attention to information that was included in the mailout. He reported that staff is not recommending a rate structure change prior to the employees having the opportunity to choose another plan, if they are not comfortable with the current rate structure. Further, staff has been working with Blue Cross/Blue Shield representatives and they are prepared to assist staff in developing additional rate structures for consideration. Mrs. Boykin requested clarification of the dynamics involved in the timeline for introducing changes, especially as it relates to the cafeteria plan. She asked how does the contract renewal come into play. Mr. Slack said when employees opted for the PPO or POS plan, it was for one year and they will have an option next April 1 to stay in the same plan or make a change. Further, if there is a change in the premium structure prior to April 1, then the question would be whether to give employees an option to change at that time. Mrs. Boykin asked the superintendent if he plans to bring a list of choices to the board for consideration, and the superintendent said this is his plan. Mr. Brooks asked John Vogel, insurance coordinator, to clarify the rates for retirees with Medicare as included in the report. Mr. Brooks asked Mr. Vogel to study the plan and bring one back to the board that reduces premium rates for retirees. Mrs. Boykin asked if the claims experience is greatly different under the Blue Cross plan than it was under the Washington National Plan or the self-insured plan. Mr. Vogel said he had not seen the referenced data, and Mr. Slack said the data is available for review. Mr. Powell asked if the old data is dependable. Mr. Vogel said staff could not make a one-to-one correlation, but the board and staff would have to assume that Blue Cross representatives priced their two options to Washington National's one option at a fair adjustment for the benefits and savings developed. He further noted that by February, staff will know if Blue Cross estimates are fair.

CPSB Called Meeting. The superintendent announced that the CPSB will meet in a special called meeting on Wednesday, May 28, 1997, at 3:30 p.m. in the board room to discuss the Citizens Committee for Quality School Facilities Report.

UNFINISHED BUSINESS

Absences. Mr. Vance called board members' attention to the information regarding teachers' absences that was placed at board members' seats. He expressed concern that teachers' absences are highest on Mondays and Fridays, and questioned the level of teachers' commitment to the profession. Mr. Milam expressed appreciation for the report, noting that teachers are maxing out on absences. He asked how many of the reported absences are for illness and asked staff to prepare a report listing specific reasons for teachers' absences. David Barr, director of classified services, said he will prepare a report identifying specific reasons for absences, i.e. illness, workshops, professional leave, etc. Mr. Adams asked staff to consider offering incentives to teachers who do not utilize leave time. He also suggested that substitute teachers should be paid a higher percentage of the teacher's pay, thus, discouraging absences. Dr. Hitchcock asked the superintendent and staff to take steps to develop a plan to improve teacher attendance. He encouraged staff to not schedule workshops/in-service activities during the school day. He also asked staff to consider a plan that would minimize absences and use the money in the budget that is paid to substitutes to pay teachers a stipend to stay after school or attend workshops on Saturdays. Mr. Vance asked staff to include a breakdown of absences for classified staff, i.e. custodians.

Early Childhood Education Program. Mr. Vance asked the superintendent to bring a recommendation to the board on ways to save the ECE and Reading Recovery programs.

Student Dress Code. Mr. Brooks asked Roy Thomas, director of middle schools, and Ed Hearn, director of high schools, to remind principals that the board is serious about enforcing the student dress code.

Reorganization Plan. Mr. Powell asked the superintendent to provide the board with a status report of the central office reorganization plan; tell where staff is with the plan; and, explain whether staff is on target.

Bids. Mr. Milam asked staff to separate the schools when getting bids/proposals on construction and renovation projects. He suggested that if the projects are separate, then perhaps more vendors would be interested in submitting a bid.

NEW BUSINESS

No new business was introduced.

ANNOUNCEMENTS AND REQUESTS

Sabbatical Leaves. Mr. Vance asked the superintendent to review the school board's sabbatical leave policy and develop one for presentation to the board in June 1997 that is consistent for employees. He asked that it be presented for consideration/adoption for the next school year.

Adjournment. There being no further business, Mr. Burton moved for adjournment. Mr. Brooks seconded the motion which carried unanimously, and the meeting adjourned at approximately 10:20 p.m.

James E Foster, Ed.D., Secretary

Mike Powell, President

May 28, 1997

The **Caddo Parish School Board (CPSB)** met in special session in its office at 1961 Midway Street, Shreveport, Louisiana on Wednesday, May 28, 1997, with President Mike Powell presiding and the following school board members present being a quorum: Ron Adams, Miles Hitchcock, Sc.D., Mark Milam, Alvin Mims, Mike Powell, Michael J Thibodeaux, Johnny Vance, Jr. and Sybil B Walker. Judy D Boykin arrived at approximately 3:42 p.m. and Jerry Tim Brooks arrived at approximately 4:06 p.m. Willie D Burton and Mildred B Pugh were absent. Also present were Secretary James E Foster, staff, and other visitors. Mr. Milam gave the invocation and led the Pledge of Allegiance.

The purposes of the special meeting were for the CPSB to dialogue with members of the Citizens Committee for Quality School Facilities to address the findings of the report presented to the superintendent on May 7, 1997, and to enter into executive session to discuss litigation and act upon the superintendent's recommendation relative thereto.

DISCUSSION OF THE FINDINGS OF THE REPORT PREPARED BY THE CITIZENS COMMITTEE FOR QUALITY SCHOOL FACILITIES

The superintendent expressed appreciation for the special school board meeting. He also thanked committee members for the hours spent on developing an outstanding report relative to facilities needs.

New Construction Subcommittee Co-Chairs Chuck Miller and Steve Terrill summarized the group's recommendations relative to new construction needs. Mr. Miller provided board members an addendum that included a new library at Mooringsport. He noted construction items that were

included in the original list of needs, but not recommended by the subcommittee, i. e. expansion of schools' administrative office areas, cafeterias, band / choir rooms, libraries, canopies, gymnasiums (additions), ROTC facilities, horticulture classrooms, restrooms, etc. Mr. Thibodeaux requested a copy of the list used by the subcommittee. Mr. Miller also noted the need to construct three new schools (western part of the parish, along the Ellerbe Road corridor, and central Shreveport), and explained the committee's rationale/calculations for recommending the construction of classroom wings to replace transportable auxiliary classrooms. Discussion ensued on demographics, school district lines, student enrollment at area schools, and future population projections. Mrs. Boykin requested a copy of the demographic report that was compiled by the City of Shreveport and of the data generated by the school system's data processing staff. Mr. Adams expressed the desire to see a training center constructed at the Caddo Career and Technology Center with classrooms and a curriculum to include other instructional areas, i. e. hotel/tourism. Referencing the need to construct new schools and/or classroom additions, Dr. Hitchcock asked staff to consider schools where the demographics might not satisfy the 80 percent rule as recommended by the subcommittee, but reflect continuous growth, observing that it might be shortsighted to build a wing for just eight of ten transportable buildings. Further, there is a continuous increase in student enrollment at Huntington High School and staff might want to look at this school and others in this situation and predict future construction needs. Mrs. Walker expressed concern about the manner in which transportable buildings are constructed. Lois Wilson, subcommittee member, said the committee has submitted its recommendations, and will rely on the school system to make the best decisions for the children. The total cost for new construction, as recommended by the subcommittee and included in the report, is \$100.02 million. The president recognized and thanked other subcommittee members for their involvement.

Renovations and Repairs Subcommittee Co-chair Mike Gibson discussed information relative to types of roofing (metal or pitch), air conditioning/heating, drainage repairs, plumbing, electrical, and other repairs of buildings. Keith Northwood, director of school plant, updated the school board on roof warranties and bid specifications for CPSB facilities. On HVAC, Mr. Milam inquired about the use of ground loop heat source/heat pump. Mr. Gibson said this issue was referred to staff as committee members did not get into specifications. He further noted that there are professional organizations available to lend their expertise , if requested, to the CPSB, i. e. Architect Institute of America, LA Engineering Society, and Consulting Engineering Council. Mrs. Walker said 25-year roof guarantees are available and she asked staff to upgrade roofs and request longer warranties. Mr. Adams asked Mr. Gibson what impact could be made if the construction technology addition to the Caddo Career and Technology Center is included in the recommendations. Mr. Gibson said major vocational programs were once the cornerstone of the country, and in his opinion, Caddo's program is one of the best and could be elite if given additional resources to meet community needs. Mrs. Boykin asked if replacing window air units is considered to be the best use of bond money, and Mr. Norwood answered in the affirmative. With expertise in the construction area, the president asked Mr. Gibson if he would categorize Caddo public schools as being behind; and, if the subcommittee considered the renovation projects as bringing the school system up to speed or headed in the right direction for the future. Mr. Gibson said the Caddo Public School System is behind, and the school board is looking at a 20 year plus catch-up just to break even to buy time to assess where the school system is going long term. The total cost projected by the subcommittee in support of its recommendations is \$47,455,250, as reflected in the report. The president thanked the subcommittee for its work.

Technology Subcommittee's Chairman Gail Griffin and Co-Chair Dr. Michael Cook provided a report regarding capital improvements and the Technology Master Plan as adopted by the CPSB on April 16, 1997. Ms. Griffin noted the electrical upgrade (wiring) plan is currently in the implementation phase, and three schools are using grant funds for the wiring. Mrs. Walker noted that a lot of work has already been done with wiring for technology and electrical upgrades. Mr. Norwood clarified that the wiring referenced by this subcommittee is for data cabling and communications as opposed to electrical services. Referencing the total technology cost of \$41,909,831, the president noted that most of the funds requested come from the Master Technology Plan that was adopted by the board. He said there is a \$4 million a year recurring expense, and asked if the subcommittee discussed moving forward with the computers. Dr. Cook said the subcommittee fully supports funding the Master Technology Plan and recurring costs. Further, it is up to the CPSB to determine what part of the plan could be handled under a bond issue and what could be handled through other budget items. Ms. Griffin said the subcommittee also supports the position of technology coordinators.

Mr. Milam asked if the vandalism at Forest Hill would fall under the establishment of an escrow account. Ms. Griffin said this is a perfect example as a motion sensor at Forest Hill Elementary detected the vandalism in progress and alerted the security staff. Mr. Brooks said parents should be held accountable for their child's actions as in the vandalism incident at Forest Hill. Dr. Hitchcock asked Sonja Webb, instructional technology specialist for Caddo public schools, about the full implementation plan which would provide a student/computer ratio of 4:1. Mrs. Webb said the minimum implementation plan would include one computer per classroom/per teacher which would be utilized for productivity as well as curriculum needs. Dr. Hitchcock suggested that staff should review an implementation phasing plan as technology equipment ages. The total technology cost is \$41,909,831, as reflected in the report.

Public Relations Subcommittee Chairman Dr. Michael McCoy explained that the subcommittee recommend that the CPSB go for three to five bond issues as the board seeks to divide the package. He suggested that the CPSB might want to contact the East Baton Rouge Parish School Board and inquire about their parishwide open houses and public relations activities as they are going through a similar process as Caddo. The president noted that Bill Beck and David Wolf, bonding attorneys, were present and available to answer board members' questions. Mr. Adams said he considers all components of the four subcommittees' reports equally important, and is in favor of passing all recommendations as a whole package. Mr. Wolf said different parishes and school boards approach bond propositions differently, and through experience he has observed that the general public is either in favor or against the whole plan. Mr. Milam requested clarification of the charts relative to homestead exemption, as included in the report. He also suggested that the board should divide the bond package. Mr. Mims thanked the subcommittee for its work. The president asked the bonding attorneys about bonding options based upon the life of equipment and/or buildings. He also asked if staff has an update on HB 2429 relative to school boards being able to go out and raise sales taxes for teacher raises. S L Slack, assistant superintendent for support services, said the bill is still pending in the committee, and the best projection staff can make is that sales tax on food would be an estimate of \$3.4 million and \$4.3 million on utilities if applied at one percent, as is at the state level. Mr. Thibodeaux asked if it would be acceptable to use bond money to lease equipment i. e. computers. Mr. Wolf said he doesn't believe it's appropriate to use a bond to make lease payments. Mr. Thibodeaux asked if doing so is illegal, and Mr. Wolf said he wasn't sure if it is against the law, but the CPSB would not be able to issue tax exempt bonds, as it would be against federal tax regulations. Mrs. Walker asked Mr. Wolf if he had any written data on what is the best way to put a bond issue to the public, and Mr. Wolf answered no. Mr. Beck said most school boards submit one proposition, and in presenting it to the public, you describe the need, introduce a plan to address the need, and a plan to finance the need. Dr. Hitchcock asked the bonding attorney if it is possible to structure a bonding proposal to address spending funds for various hypothetical reasons, and Mr. Wolf offered a proposition that would accomplish desired results. Dr. Hitchcock also inquired about recurring income annually for a long period of time for teacher pay. Mr. Wolf said laws apply to special purpose millages that say ten years; generally, the customer around the state votes millages for recurring revenues for ten year periods. The exception is that there are longer millages and the city usually has approval from the legislature to do this. Mr. Wolf also noted that under the state's MFP formula, there is a local effort component, so every dollar raised at the local level gets leverage to more money from the state level. The president thanked the committee and bonding attorneys for their information.

The president recognized all subcommittee members and thanked them for their contributions. He asked the superintendent about his plans to bring a recommendation to the board. The superintendent said it is his desire to bring something to the board in June, 1997. Further, his proposal will include a recommendation for teacher pay increase.

Recess. The president called for a five-minute recess at approximately 5:53 p.m., and the board reconvened at approximately 6:02 p.m.

EXECUTIVE SESSION - LITIGATION NO. 96-3050 U. S. D. C. NO. 94-CV-1135

The president called board members' attention to information sent to them about the referenced case. He said Fred Sutherland, legal counsel for the school board, sent him correspondence today stating that he had a conflict representing the CPSB in another matter, and could not be present at today's meeting. In the correspondence, Mr. Sutherland said he attempted to be here, but the counsel for the other side would

not comply. Mr. Thibodeaux moved, seconded by Mr. Brooks and Mr. Mims, for an executive session for approximately 15 minutes to discuss litigation. Vote on the motion carried with Mrs. Boykin absent for the vote. Board members supporting the motion were Walker, Vance, Thibodeaux, Brooks, Powell, Mims, Milam, Adams and Dr. Hitchcock. The board went into executive session at approximately 6:04 p.m. and reconvened at approximately 6:40 p.m. Dr. Hitchcock moved, seconded by Mr. Mims, that the Caddo Parish School Board pay the judgment in the Mooty vs CPS13 together with all interests, attorney fees, and court cost, in as expeditious manner as the superintendent can do so. Vote on the motion carried with Mr. Milam not voting. Board members supporting the motion were Walker, Vance, Thibodeaux, Brooks, Powell, Mims, Boykin, Adams and Dr. Hitchcock. (Note: Mrs. Walker said she voted under protest.)

Adjournment. There being no further business, Mr. Mims moved for adjournment. Mr. Vance seconded the motion which carried, and the meeting adjourned at approximately 4:42 p.m.

James E Foster, Secretary

Mike Powell, President

June 4, 1997

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana on Wednesday, June 4, 1997, at 3:30 p.m. with President Mike Powell presiding and Jerry Tim Brooks present, being a quorum. Ron Adams was absent. Other board members present were Judy D Boykin, Willie D Burton, Miles Hitchcock, Sc.D., Mark Milam, Alvin Mims, Johnny Vance, Jr. and Sybil B Walker. Also present were Secretary James E Foster, Legal Counsel Fred Sutherland, staff and other visitors. The invocation and Pledge of Allegiance were given/led by the president.

Mr. Brooks moved, seconded by the president, to suspend the rules to modify the agenda. Vote on the motion carried unanimously. Mr. Brooks moved, seconded by the president, to add a special recognition for Shreve Island Elementary School to the agenda; and, to move the instructional presentations to follow the roll call. Vote on the motion carried unanimously.

SPECIAL RECOGNITION

Shreve Island Elementary School. The superintendent announced that his office was officially notified on Tuesday, June 3, 1997, that Shreve Island Elementary School is confirmed to be a *Blue Ribbon School of Excellence* by the U. S. Department of Education. Principal Kerry Laster, faculty representatives, students and parents present were recognized. On behalf of the CPS13 and staff, the president and superintendent presented Dr. Laster with a framed certificate for this outstanding recognition. Dr. Laster expressed Shreve Island's pride in receiving this award, and commended the faculty, staff, parents, students, CPS13 members, and central office staff for their support. Dr. Laster will receive the official award from President Clinton in Washington, D. C. this fall.

INSTRUCTIONAL PRESENTATIONS

Poetry Alive. Anne Anderson, eighth grade teacher at Ridgewood, attended a workshop in Asheville, North Carolina last year to learn how to teach poetry in the unique manner as presented by members of the Ridgewood Middle School poetry traveling team. Eight and ninth grade student performers presented *Poetry Alive*. The team has performed in 13 schools during the school year and for more than 2,200 people. The performers were: Cody Allison, Clover Clark, Freddie Duncan, Jennifer Fain, Terry Gatson, April London, Jamie Presswood, Chris Stegall and Jason Wright. Principal Jimmy Lynn, Assistant Principal Mary Rounds, parents and other supporters were recognized.

Recess. The president called for a five-minute recess at approximately 3:52 p.m. The board reconvened at approximately 5:58 p.m.

Section 504 and Our Schools. Richard Neeson, coordinating director of 504 programs, gave high points of Caddo's Section 504 Program by: a) summarizing the history of Section 504 of the

Rehabilitation Act of 1973; b) defining qualified individuals and discussing the provisions of the law; c) addressing advocacy groups' involvement in providing parents with information; d) discussing examples of disabilities recognized under Section 504; and, e) explaining school-based daily operations i.e. maintaining logs, tracking telephone calls and concerns, mediating disputes, deciding on reasonable accommodations, etc. An informational booklet prepared by staff for Section 504 was shared with board members and staff. Mr. Neeson said the improved model booklet has been shared with the State Department of Education and other parishes, and will be presented to the board at a future school board meeting for approval. Mrs. Walker asked staff to speak with principals to ensure that faculties know the identity of their school-based 504 designee.

Mr. Brooks moved, seconded by the president, to suspend the rules to modify the agenda. Vote on the motion carried unanimously. Mr. Brooks moved, seconded by the president, to advance agenda item seven (*Report: LSU Medical School Grant Application*) on the agenda to follow the instructional presentations. Vote on the motion carried unanimously.

REPORT: LSU MEDICAL SCHOOL GRANT

Cecil McCune, director of student services, said CPSB staff has met with professors and physicians at LSU Medical School in relationship to a grant application. The application is written to seek funding from the National Institute of Health to expand and evaluate an exiting program, *Kids Against Tobacco (KAT)*. He introduced Dr. Gary Burton, director of the Inpatient/Outpatient Oncology Center at Duke University, who gave an overview of the late consequences of long-term tobacco use. Monica Richard, youth director for KAT, addressed the need for programs that address anti-tobacco, anti-drug and anti-alcohol activities. She summarized youth involvement in the program at the local level and emphasized the need for prevention intervention and a multi-step cessation program. Presenters noted that an evaluation of the effectiveness of the prevention and cessation component of the program will be monitored and a questionnaire will be designed to evaluate the reasons why youth choose not to begin using tobacco. A random sampling of non smokers in the Caddo Parish Public School System will be surveyed. Dr. Burton informed the board of similar programs for adolescents in other geographical areas. Miss Richard noted that students participating in the cessation program will not be required to miss school time, as activities are scheduled for after-school and on weekends. Mr. Milam requested that board members be provided with a copy of the questionnaire before it is distributed and results of the evaluation. The president asked the superintendent for staff's plan in this regard. The superintendent said the report is being given for informational purposes because staff wants to proceed with dialogue to see if the study could be implemented. Mrs. Boykin asked if more specifics of the program will be presented at a later time, and the superintendent answered in the affirmative. Dr. McCune said staff will present the entire program to the CPSB if funding is awarded for its consideration and/or approval.

EXECUTIVE COMMITTEE - ESTABLISH AGENDA FOR THE JUNE 18,1997 CPSB MEETING

Executive Committee members, with input from other school board members, reviewed the proposed agenda for the June 18, 1997 school board meeting. The president said information was sent to CPSB members in the last *Friday Letter* on item 17 - Consolidated *Budget (Titles I, II, IV and VI)*, and there are no recommendations for changes. He noted that the item is on the agenda at the request of a school board member. Dr. Hitchcock said he probably would not bring any action after seeing the information that was included in the *Friday Letter*, and expressed no objection to removing the item from the agenda. Mr. Vance questioned the provision of funds for the Early Childhood/Reading Recovery programs. The superintendent noted that the referenced funds are federal monies and not of the general account; and, staff has not been able to locate additional funds for the programs. The president announced that the superintendent is removing item 30 - *Request Approval of Resolution for Authorization to Send Written and Signed Charges to an Employee (Classroom Teacher) and for the Board to Set a Tenure Hearing Date in Accordance With LA R. S. 17:443* from the agenda, with the intent of presenting it in July, 1997.

The following items were added to the agenda: "*Bids - Paving Student Parking Lot at C E Byrd, Project 253*" (Norwood); "*Request for School Bus Transportation by Student Referral Alternative Center*" (Slack); "*Re-striping and Re-sealing the Caddo Stadium Track*" (Walker); "*Gym Rental Adjustment for National Association of Youth Basketball(NAYB)*" (Thibodeaux); "*Employees'*

Absences " (Boykin); and, "Revision of CPSB Policy BDDB-E (Agenda Format) (Powell). The president asked if select organizations are exempt from paying rent for use of school gyms for practices, although they pay for games. S. L. Slack, assistant superintendent for support services, said this is correct, but NAYB is not one of the exempt organizations listed in the policy. The superintendent said the CPSB policy will be included in the mailout. Referencing the Parental Involvement Policy that was passed at the May 21, 1997 CPSB meeting, Mrs. Walker noted that reference was made to PTAs and PTSAs. She asked if PTOs were an addition to the guidelines, and the president said PTOs were not included. Mrs. Walker asked staff to research the minutes and if reference was made to PTOs in the guidelines, then she wants the item to be added to the June 18, 1997 agenda, since there are no PTOs in Caddo public schools.

Appointment of Official Printer. The president asked the superintendent to comment on the current official printer's service since it does not publish on a daily basis. The superintendent said the current official printer (*Caddo Citizen*) for the CPSB has limited publication, and often there is duplication of printing because staff advertises through *The Times* as well. Ben Wreyford, director of finance, reported that school board minutes are only printed in the official journal; but, staff advertises through *The Times* in an effort to get information to the general population as a whole, i.e. public hearings, magnet schools' enrollment, etc. He further noted that the current official journal meets legal requirements for publishing minutes. Mrs. Walker asked staff to provide board members with a report on additional costs incurred for printing in other publications.

Fiscal Agent Contract. Mr. Burton asked staff to identify this item. Mr. Wreyford said this routine action is done every two years. A local bank is appointed to do banking services for the CPSB.

Investment Policy. Mr. Burton asked staff to identify this item. Mr. Wreyford said the current investment policy does not give directions on what the CPSB can invest in, and the proposed policy follows state law requiring the CPSB to adopt a policy mirroring the state's guidelines.

Special Revenue Funds Budget. Mr. Burton asked staff to identify this item. Mr. Wreyford said the external auditors made a report regarding the 1995-96 financial audit and recommended that all budget items be presented to the board for approval. Funds for 8g grants were being handled internally and the State Budget Act requires board approval for such budgets. Staff will be presenting a summary of the 8g budgets and a few miscellaneous budgets for the 1996-97 year for board approval. In upcoming years, these budgets will come to the school board in a more timely manner.

Renewal of Youth Enrichment Program (YEP). Mrs. Boykin asked how much money does YEP pay to use school board facilities. Mr. Slack said YEP currently pays \$1 per month per classroom used on a nine-month basis. The superintendent said staff is taking a close look at this proposal and information will be in the mailout. Mrs. Boykin asked if any other group is allowed use of school facilities at this rate, and staff answered no. Mrs. Boykin said it is her intent to make a motion to amend any contracts so that organizations are charged the assigned rate. She noted that YEP is a daycare program and is in competition with other daycare centers that are required to pay for insurance, use of facilities, etc. Mrs. Boykin said that in essence, the CPSB is subsidizing the YEP program. Mr. Vance requested clarification on provisions to YEP by the school board. Mr. Slack said staff can research the cost, as it depends on the number of classrooms used. Mr. Vance asked if YEP is strictly a daycare, and the superintendent said YEP is an after school program that provides tutorial services. Mr. Vance asked how many students are enrolled in the YEP program, how many facilities are being used, and if there is an evaluation of the program. Mr. Slack said the current contract is for 13 school sites (1 classroom each site), but participation has dropped, and approximately 10 or 11 classrooms were used. Further, there is no evaluation of the program, and the renewal request is for 14 classrooms. The superintendent said staff will attempt to get an evaluation of the program. Mrs. Boykin asked if there is a line item in the budget for YEP, and Mr. Slack said it's not a line item in the budget, but some expenses increased when the fee changed to \$1 a month, i. e. reimbursement for utilities, cleaning supplies, etc. Mrs. Boykin said at the inception of the program, YEP was to progress to a stand alone and self-supporting program, and she asked the superintendent to review school board minutes to determine if this thought is accurate.

Request for Use of School Buses by Student Referral Alternative Center. The superintendent said this request is submitted for the New Elizabeth student alternative program.

Contract Renewal for the Home Instruction Program for Preschool Youngsters H.I.P.P.Y.

The superintendent said this program works with youngsters and a booklet on the program is at each board member's station for review.

Special Education Interagency Agreements and Contracts. The president asked for clarification of this item. Rosalie Ewing, director of special education, said these contracts are agreements with daycare centers and other service providers around the parish for psychiatric services and other medical personnel that the CPSB does not have, but are required to use in evaluating students. The president asked if this item is related to the C-PIP request that came before the board several months ago. Mrs. Ewing said these are not related to the two interagency agreements that came before the board a few months ago. Dr. Hitchcock asked if any of the interagency agreements connected with Willis-Knighton Medical Center, and Mrs. Ewing said they are not and copies of each agreement will be provided in the mailout.

Appointment of Members to the Special Education Advisory Council. Mrs. Boykin asked staff to elaborate on the process for selecting members. The superintendent said the procedure will be the same as used in the past (ballot), and recommendations will be in the mailout.

Senior High Coaching Allotment. Mr. Vance asked if there is anything different in the coaching allotment, and the superintendent said this is an updating of activities that are approved by the LA High School Athletics Association (LHSAA). Ed Hearron, director of high schools, said the only addition is for the CPSB to get in line with the LHSAA, and to show all coaching positions that are being staffed and paid from the coaching allotment.

Adoption of a Policy on Leave Without Pay. Mrs. Walker asked if this policy will be following the law, and Mr. Henderson said the policy will be in compliance with the law. Staff will incorporate some of the current procedures that the board has approved in the past, and is now following. Mrs. Boykin asked staff to identify the differences in the policy, and Mr. Henderson said there is nothing different in the policy.

Adoption of a Policy for Naming Facilities (Pugh). The president said Mrs. Pugh made a request for this policy some time ago. Mrs. Walker asked if there will be a stipulation that the person for whom a facility is named be deceased, and Mr. Henderson said yes as this is the state law. The president asked if criteria will be established for bringing proposals forward, and Mr. Henderson said this is staff's plan. Provisions for the rationale/justification, input to the superintendent, etc. will be included.

Staffs Recommendation for Facilities Update and Employees' Salaries. The superintendent said this item is staff's recommendation for a possible bond issue proposal to address updating facilities and a recommendation on employees' salaries. Mrs. Boykin asked if the recommendation will be entirely to borrow money, and the superintendent answered yes. Mrs. Boykin requested staff to provide her with additional information on how much money is needed to increase the revenue to the Capital Projects account in order to bring the school board up to speed and handle recurring expenses and give salary increases; at what rate would sales taxes need to be increased to get the desired funds. Mrs. Boykin said the calculation need not include things such as new facilities, additional classroom wings, and roofs. Mr. Vance asked staff to provide him with a list of the 43 facilities items that were left out of the committee's recommendation presented at the special school board meeting. The superintendent said the report is being prepared by staff. The president asked if staff's recommendation will deviate from what has been proposed by the Citizens Committee for Quality School Facilities. The superintendent said staff is reviewing the recommendations and it is staff's intent to stick closely to the committee's recommendations; hopefully, the figures recommended will be less, but staff has not made a determination at this time. The president asked if the superintendent is going to bring a recommendation as to how the bond issue should be presented, and he answered yes. Further, the bonding attorneys will be forwarding samples of proposals to staff for consideration. The president asked the superintendent to comment on the recommendation for employees' salaries. The superintendent said staff can present several scenarios, but only one recommendation will be made.

July CPSB Meeting Date. The superintendent said traditionally the **Executive Committee** does not meet in July. Therefore, it will be his suggestion that the committee not meet this July, and that the regular school board meeting be scheduled on the fourth Wednesday of July (July 23, 1997).

Re-striping and Re-sealing the Caddo Stadium Track. Mr. Vance asked the superintendent if he is aware of this request, and the superintendent said he received a report from staff today, and will be making a recommendation.

Employees' Absences. Mrs. Boykin noted that a report was placed before board members on this topic today, and asked that this item be added to the agenda for discussion at the June meeting.

PUBLIC INPUT

The president polled the audience for input on the proposed agenda items.

Tom Koenig, representing Local 100, expressed an interest in having the CPSB to seek bids from union-affiliated printers for advertising purposes. He also asked if the proposed item for adoption of a policy on sabbatical leaves a rehash of the motion made at the May, 1997 school board meeting. The superintendent said the item is not the same as presented at the last school board meeting. This item is a clarification of what is currently approved.

1997-98 Pupil Progression Plan. Mrs. Boykin asked if this item addresses a policy for retention of students. G. Jeane Nichols, director of elementary education, said retention is a part of the requirements from the local and state level; but, no changes are being proposed from the state nor local level at this time.

Mr. Brooks moved, seconded by the president, approval of the proposed agenda. Vote on the motion carried unanimously. The Executive Committee recommended that agenda items 10, 14, 15, 19-A, 21, 22, 24-27 and 31-D be categorized as consent agenda. Mr. Brooks moved, seconded by the president, approval of the proposed consent agenda. Vote on the motion carried unanimously.

ANNOUNCEMENTS

Graduation. The superintendent announced that the final graduation (Booker T. Washington High School) for the 1996-97 school year will be held this evening at 6:30 p.m. at the Hirsch Coliseum. He reported that all graduation exercises have gone very well.

Illness. The superintendent announced that Mrs. Pugh called the office this morning and reports that she is recovering well; she is thinking about the CPSB; and, he assured her that she is in the board and staff S thoughts.

Adjournment. There being no further business, Mr. Brooks moved for adjournment. The president seconded the motion which carried unanimously, and the meeting adjourned at approximately 5:36 p.m.

June 18, 1997

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 3:30 p.m. on Wednesday, June 18, 1997, with President Mike Powell presiding and the following board members present being a quorum: Ron Adams, Judy D Boykin, Jerry Tim Brooks, Willie D Burton, Miles Hitchcock, Sc.D., Mark Milam, Alvin Mims, Michael J Thibodeaux and Sybil B Walker. Johnny Vance, Jr. arrived at approximately 3:37 p.m. Mildred B Pugh was absent due to illness. Also present were James E Foster, secretary, and Fred Sutherland, legal counsel. Mr. Mims gave the invocation and led the Pledge of Allegiance. The president announced that he spoke with Mrs. Pugh on yesterday, and she is asking board members to continue praying for her recovery.

CONSIDERATION OF THE MINUTES OF THE MAY 21,1997 AND MAY 28, 1997 CPSB MEETINGS

Mr. Adams moved, seconded by Mr. Brooks, approval of the minutes of the May 21 and 28, 1997 school board meetings. Vote on the motion carried unanimously.

PUBLIC HEARING - 1997-98 CAPITAL PROJECTS BUDGET

The president declared the floor open for public input on the proposed 1997-98 Capital Projects budget. No speakers came forth, and the president declared the public hearing closed.

CONSENT AGENDA

The board reviewed the agenda and the following items were deleted: "*Gym Rental Adjustment for National Association of Youth Basketball (NA YB)*" (Thibodeaux), "*Employees' Absences*" (Boykin), and "*Personnel Matter*" (Powell). The following items were categorized as consent agenda:

Agenda Item No. 9

Personnel Recommendation(s). The superintendent recommended that: a) Kenneth Coutee be appointed assistant principal of administration and discipline at Linwood Middle School, and the terms of contract are August 13, 1997 - June 15, 2000; b) Sandra Denmark be appointed principal of Herndon Elementary/Middle School, and the terms of contract are August 13, 1997 - June 15, 2000; and, c) that Reginald Dodd's status be changed from temporary to permanent as principal of E B Williams Stoner Hill Elementary Magnet, and that he be issued an administrative contract. Each employee meets the promotion criteria in accordance with the board-approved policy for promotion. They will receive the appropriate salary as reflected by the CPSB salary schedule applicable to the positions.

Agenda Item No. 10-A (1-16)

Approval of Bids/Proposals Taken. Staff recommended approval of the circled low bids for sale of used equipment - trainer and pneumatics test stand at Caddo Career Center; M & S projector lamps for all schools; M & S library supplies for all schools; M & S paper supplies for all schools; M & S teaching supplies for all schools; M & S office supplies for all schools; M & S printing stationery and student activity forms for all schools; M & S classroom supplies for all schools; M & S physical education supplies for all schools; M & S art supplies for all schools; M & S computer supplies for all schools; M & S first aid supplies for all schools; milk and dairy products for all schools; fruit juice for all schools; bread and bread products for all schools; and, gym floor replacement at Oil City and Midway, SP-O1-97. A copy of the tabulation bid sheets marked "*Exhibit A, 53 pages, June 18, 1997*" is filed in the official papers of the board.

Agenda Item No. 11

1997-98 Capital Projects Budget. Staff recommended that the proposed 1997-98 Capital Projects Fund Budget be approved. The projected balance at June 30, 1998 is \$38,700. A recap of the proposed budget is filed in the official papers of the board.

Agenda Item No. 12

1997-98 Debt Service Budget. Staff recommended that the proposed 1997-98 Debt Service Fund Budget be approved. The projected balance at June 30, 1998 is \$707,630. A copy of the budget is, filed in the official papers of the board.

Agenda Item No. 14

Fiscal Agent Contract. Staff recommended that the fiscal agent contract with *Bank One* be renewed for the two-year period beginning July 1, 1997.

Agenda Item No. 15

Investment Policy. Staff recommended that the revised investment policy be approved. In accordance with LA Revised Statute 33:2955, a revised investment policy was submitted for the board's consideration. The proposed policy specifies investment objectives, authorized investments, and prohibited transactions.

Agenda Item No. 16

Special Revenue Funds Budget. Staff recommended that the Special Revenue Budgets, as included in the mailout, be approved. External auditors recommended in the CPSB's 1995-96 audit report that all special revenue budgets be approved by the CPSB in order to comply with the LA Local Government Budget Act. Budgets submitted for board approval were: 8(g) projects, Homeless Education, Starting Points, Even Start, Special Education (Extended Summer Sessions I and II, Infant Toddler Search, and IDEA Part B Supplemental), and LSU-S Consortium.

Agenda Item No. 17

Renewal of Youth Enrichment Program (YEP) Agreements. Staff recommended that the Facility Usage Agreement for the period June 19 - August 8, 1997 for the summer Youth Enrichment Program be approved. A copy of the agreement is filed in the official papers of the board.

Agenda Item No. 19

Request for School Bus Transportation by Student Referral Alternative Center. Staff recommended that the request from the Student Referral Alternative Summer Enrichment Program to rent a school bus for five field trips in connection with the program beginning June 9, 1997 be approved.

Agenda Item No. 22

Appointment of Members to the Special Education Advisory Council. Staff recommended that the following persons be appointed to the Special Education Advisory Council: Category A -Patricia Warmack; Category B - Maryjo Palumbo and Janie Marie Wilson; Category C - Sr. AnnaMaria Iannetti; and, Category E - Tina Bullard.

Agenda Item No. 24

Enriched Credit for Courses (4) at Caddo Career & Technology Center. Staff recommended approval of enriched credit for Nurse Assistant I, Nurse Assistant II, Accounting Procedures and Technology and Advanced Accounting Procedures and Technology. These courses were reviewed and meet the board approved criteria for enriched credit.

Agenda Item No. 25

Broadmoor Middle Lab School's Learn and Serve Grant Application. Staff recommended approval of Broadmoor Middle Lab's Learn and Serve America Grant application, as included in the mailout. The grant of \$4,969 would provide funding for the school's Christmas tree recycling project.

Agenda Item No. 26

8(g) Innovative Professional Development Grant - Technology Course. Staff recommended approval of the 8(g) Innovative Professional Development Grant for Technology, as included in the mailout. The grant will fund tuition for 15 Caddo teachers enabling them to take a graduate level course at LSU-S in July.

Agenda Item No. 27

Senior High Coaching Allotment. Staff recommended approval of the revision and adjustment of the senior high coaching allotment as mailed to board members. A copy of the senior high coaching allotment and salary schedule is filed in the official papers of the board.

Agenda Item No 29

Adoption of a Policy for Naming Facilities (Push). Staff recommended approval for adoption of the policy on naming school facilities, as included in the mailout. The proposed policy incorporates the provisions of state law as it relates to the subject.

Agenda Item No. 31

Re-striping and Re-Sealing the Caddo Stadium Track (Walker). Staff was authorized to restripe and re-seal the Caddo Stadium track at a cost not exceeding \$8,800, and to adjust the 1997-98 Capital Projects Fund Budget accordingly.

Agenda Item No. 32

Revision of CPSB Polite BDDDB-E (Agenda Format) (Powell). CPSB Policy BDDDB-E (Agenda Format) was revised so that the *consent agenda* is considered after the visitors.

Agenda Item No. 33-A

Requests for Leaves. The superintendent recommended approval of the requests for leaves as follows:

Sabbatical Leave (Study), Fall Semester 1997-98 School Year

Renee Gosslee, Teacher, Turner Elementary/Middle School

Leave Without Pay (Personal), July 31, 1997 - July 31, 1998

Horace Maxile, Principal, Booker T Washington High School

Leave Without Pay (Personal), 1997-98 School Year

Billy Wayne, Teacher, Booker T Washington High School
Sandra Craig, Teacher, Linwood Middle School

Sabbatical Leave (Study), 1997-98 School Year

Teresa McDowell, Teacher, Eighty-First Street ECE
Mitchell Moore, Teacher, Turner Elementary/Middle School

Requests of the Board. Staff requested the board to rescind its action taken at the May 21, 1997 meeting granting a sabbatical leave to Jarvis Blinks. Mr. Blinks is ineligible for such leave.

Christina Creel, custodian at Westwood Elementary School, requested to rescind her leave without pay that was granted at the May 21, 1997 school board meeting.

Agenda Item No. 33-C

Dyslexia Program Recommendation. Staff was authorized to implement a program for dyslexic students, as outlined in the mailout. The proposed budget provides for three dyslexia classroom teachers (\$90,000); training, inservice, consultants (\$30,000), materials and supplies (\$25,000), and travel (\$5,000). The proposed budget would be made available through the \$1 million reading initiative which is included in the 1997-98 operating budget.

Agenda Item No. 33-D

July CPSB Meeting Date. Staff recommended that the July 1997 regular school board meeting be held on Wednesday, July 23, 1997, at 3:30 p.m.; and, that the July 1997 Executive Committee meeting be cancelled.

Agenda Item No. 33-F

Request for School Bus Transportation for LSU-S Nature Day Camp. Staff recommended that the request from the LSU-S Nature Day Camp program to rent a school bus for five field trips during its summer program be approved.

Mr. Burton moved, seconded by Mrs. Boykin, approval of the consent agenda. Vote on the motion carried unanimously.

SPECIAL RECOGNITIONS

On behalf of the CPSB and staff, Essie Holt, assistant to the superintendent, presented the following special recognitions:

Physical Fitness State Champion/Girls Division. Jennifer Cline, student at Herndon Magnet, was awarded the title of Physical Fitness State Champion/Girls Division at LSU Baton Rouge on May 19, 1997. She set a new LA girls division record in the 600 yard run. Other team members recognized were Holly Robinson (Eden Gardens), Gerald Gilliam (Claiborne Fundamental), Taylor Gosslee (Eden Gardens Fundamental) and Adolphus Pope (Midway Middle). The teachers involved are Pam King (Herndon), Linda Barclay (Eden Gardens Fundamental), David Eldridge (Claiborne Fundamental), and Lori Hunter (Midway Middle School). Learohn Caldwell is supervisor of physical education for Caddo schools. Parents and other supporters were recognized.

Outstanding Support Employees. The following employees were recognized as outstanding non-instructional employees for the 1996-97 school year: Christopher Von Zynda, head custodian at Riverside - elementary division; Vallie C Mims, school secretary/bookkeeper at J S Clark Middle School - middle school division; and, Sandra Roberson, secretary at Booker T Washington High School - high school division.

1996-97 Retirees. Dr. Holt announced that a total of 86 certified retirees were retiring with a total of 2,403 years of service to the CPSB. There are 80 classified retirees with a total of 1,589 total years of service. On behalf of the board, Dr. Holt, the superintendent and board president introduced the retirees and presented them with framed certificates of recognition for their service.

Certified retirees present were: Margaret Whelan, Michael L Moncrief, E Dean Washam, Corine R Anderson, Lillie J Bradford, Maudie Janell Bullard, Margaret Coleman-McIntosh, Bobbie Corner, Mary Ellen Henderson Cunningham, Delores Hannon Dennis, Mary Taylor Dickens, Carrie J English, Martha T Fant, Nancy B Farmer, Velma R Hill, Gloria Leachman, Doretha W Lindsay, Annabelle Loe, Virginia J Ridgon, Dorothy Rutledge and Marie K Thomas. **Certificates will be mailed to:** Robert L Alford, Jessie R Allen, Jerlene Bagley, Margaret Belcher, Ingrid O Benson, Elizabeth S Booty, Don W Bounds, Sandra Daniels Bryant, Patricia Byrd, Casine T Carter, Carolyn Nelson Clark, Bill C Colley, Orval A Crowder, Harriett Daggett, Nancy Georgia L Diggs, Floyd M English, Rita M Faith, James R Garrett, Larry Gilmore, Mary W Gleason, Raymond Green, Mary R Hardy, Glenda F Harkness, Lois Aubuchon Harris, Patsy Hartje, James Hollenshead, Helen King, Gene Knowles, Thomas Larance, Helen Pegues Long, Hilry Faye H Ludley, Earl Madison, Dana H Mann, James Thomas McHughes Jr., Lillian Miller, Ethel M Mims, Annette P Mitchell, Charles E Mitchell, Helen Moses, Linda J Okes, Harry W Orbaugh, Isaac Pamplin, Nettie Pamplin, Sandra A ^ Perry, William R Pierre Jr., Charlotte Bland Potter, JoAnn Powell, Mary Elizabeth Powell, Terri Lu Upchurch Pyles, Judith H Reynolds, William K (Bill) Robinson, Joyce K Scott, Bertha Singleton, Carolyn W Spano, Henry Stewart, Frances R Stinson, Mary Barton Sullivan, Linda Tate, Frieda L Thomas, Jane Wade, Helen W Walker, Cladius Washington, Priscilla Weaver, Barbara A Whitehead and Marilyn B Williams.

Classified retirees present were: Willie Lee Bedford, Alvin Carter, Sr., Bobby R Hughes, Alto n J McKeaver, Frank McMillon, Alex Triggs, Jeanette Arnold, Rosie Sanders Chatman, Mary R Dennis, Maude E Johnson, Mary Kellum, Huey P Prymus, Sr., Annie B Reed, Eula L Richardson, Mary Simpson, Lola Tobin Singleton, Alzada E Smith, Jennie Stevenson, Charles H Taylor, Susie Ann Thomas, Margaret Turner and Jimmie Mae Williams. Certificates will be mailed to: Josephine Allen, Ralph Anderson, Laddoc W. Ball, Barbara Banks, Rosie L Bates, Martha Bounds, Sharon Brocato, Brenda O Brown, Myria Byrdsong, Betty Cooper, Janelle Copley, Tena Kent Cox, Bobette Davis, Ruth Dufrene, Gwen Kornegay Falbaum, Jerry Flarity, Lee Arthur Franklin, Judy K Fulton (*Deceased*), Wayne Fussell, Beatrice Gill, Ann W Grant, Linda Green, Isabel Grout, Vicky M Hand, Myrtis R Hargrove, Jennine Harrison, Fred Hartline, Marlene Hicks, Clyreice M Holmes, Frankie Jones, Margaret Kincaid (*Deceased*), Johnny B Lewis, Patricia F Lieber, Mae J Mason, Maxine Mason, Christine Maxie, James McCann, Eugenia H McDaniel, Hollis McMiller, Fred J Mills, Narcissus Mills, Emma Jean Newson, Scharoletta O'Neal (*Deceased*), Willene Brooks Partain, Betty Perkins, Irma Lee Perry, John Perry, Betty Pizzolato (*Deceased*), Don Prudhome, Claude J Qualls, Beverly R Rohrbaugh, Irene S Russell, Norma T Ryland, Ina Shores, Eudora Faye Smith and Evelyn B Stewart.

PERSONNEL RECOMMENDATIONS

The superintendent recognized and introduced the promoted administrators, as identified in *consent agenda* item nine.

VISITORS

Janis W. Stevenson, parent, expressed concern about a principal's negative response to diversity and acceptance of minority students.

Beverly Mitchell, paraprofessional with Caddo Parish Public Schools, spoke in support of a salary increase for support personnel.

Pastor M L Houston requested the use of Werner Park Elementary's auditorium and classrooms for H.O.P.E. Baptist Church worship services for approximately six months. He provided board members with a copy of a letter outlining the church's needs. Staff was instructed to speak with Pastor Houston about school board policy relative to renting facilities.

Jackie Lansdale, president of Caddo Federation of Teachers and Support Personnel, spoke in support of a pay increase for employees, and urged board members to approve a ten-percent increase for the 1997-98 school year.

Monica Jenkins-Moore, president of Caddo Association of Educators (CAE), capsulized the organization's goals. She spoke in support of: a) a salary increase for employees, b) improved working conditions; c) quality educational programs; d) maintaining partnerships with other entities; e) professional development opportunities; and, f) allocation of funds for restoring the Early Childhood Education program and reading recovery program.

APPROVAL OF BIDS/PROPOSALS TAKEN

Paving Student Parking Lot at C E Byrd, Project 253 (10-A-17). Staff recommended the acceptance of the low bid of Roger R Johnson Construction Co., Inc. for Project 253 and accordingly to approve the revised and amended Agreement of Lease between Kings Highway Christian Church and the CPSB, as recommended by staff subject to receipt of a resolution of the governing body of the church ratifying and confirming execution of the Agreement of Lease on its behalf. Mr. Burton moved, seconded by Mr. Thibodeaux, approval of staff's recommendation as stated above. Vote on the motion carried with Mr. Vance opposed. Board members supporting the motion were Walker, Burton, Thibodeaux, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock.

Mock Courtroom-Huntington High School, Project 261 (10-A-18). Staff recommended that the lowest qualified bidder be approved as noted. Mr. Burton moved, seconded by Mr. Brooks, approval of staff's recommendation. Vote on the motion carried unanimously.

Program Accessibility at Caddo Career and Technology Center (10-A-19). Staff requested additional time to prepare a recommendation on these bids; and, further requested that a special meeting be called between July 1 and July 16, 1997 to consider recommendations on this project and on bids for Creswell Core Knowledge Classrooms which will be opened on June 26, 1997. Discussion followed on the suggested timeline. Mrs. Boykin asked if the Executive Committee could approve the bids, and the full board ratify its approval at the next regular school board meeting. The president noted that a special meeting might be needed in order to discuss this item as well as other issues, and said he would feel more comfortable if the entire board would be involved. Mrs. Boykin asked the president to take into consideration summer vacation schedules when deciding on a date to meet.

APPOINTMENT OF OFFICIAL PRINTER

The superintendent said staff is recommending *The Times* as the official printer for the CPSB for 1997-98. Mr. Adams moved, seconded by Dr. Hitchcock, approval of staff's recommendation. Debate followed on: a) savings for printing with *The Times* as compared to printing rates of the *Caddo Citizen*; and, b) publication and circulation capabilities of both newspapers. An outline reflecting the frequency of publication, total distribution, cost per line/inch classified, and display ad per inch was included in the mailout and capsulized by Ben Wreyford, director of finance. The president called for the vote on the motion which failed with board members Walker, Vance, Burton, Brooks, Powell and Boykin opposed. Board members supporting the motion were Thibodeaux, Mims, Milam, Adams and Dr. Hitchcock. Mr. Brooks moved, seconded by Mr. Burton, that the CPSB accept the current provider (*Caddo Citizen*) as the official printer for the CPSB for 1997-98. Vote on the motion carried with board members Thibodeaux, Mims, Adams and Dr. Hitchcock opposed. Board members supporting the motion were Walker, Vance, Burton, Brooks, Powell, Milam and Boykin.

REQUEST FOR USE OF SCHOOL BUSES BY WILLIS-KNIGHTON EDUCATION CENTER

Staff recommended approval of the request for use of school buses for three field trips by WillisKnighton Education Center. Mr. Thibodeaux moved, seconded by Mr. Burton, that the request from the Willis-Knighton Community Education Center to rent a school bus for three field trips June 10 -July 10, 1997 for its summer program be approved. Vote on the motion carried with board members Walker, Vance, Burton, Thibodeaux, Mims, Brooks, Powell, Milam, Boykin and Adams supporting the motion. Dr. Hitchcock abstained and explained that his abstention was not against the request, but due to a possible conflict of interest.

CONTRACT RENEWAL FOR THE HOME INSTRUCTION PROGRAM FOR PRESCHOOL YOUNGSTERS (H.I.P.P.Y. 1997-98)

Staff recommended approval of the contract renewal for H.I.P.P.Y. for 1997-98, as included in the mailout. Mr. Burton moved, seconded by Mr. Mims, that the contract for the H.I.P.P.Y. for 1997-98 be approved. Mr. Adams expressed concern about program expenses, noting that only \$9,000 of the \$80,000 budget actually goes to the children while the remainder goes to administrative/staffing, benefits, and expenses. The president asked staff about the program's evaluation for success and about the evaluation process. The superintendent said staff is comfortable with the evaluation and feels that the program has been successful and helps youngsters get a head start for entering school. Helen Fitzgerald, supervisor of ECE/kindergarten for Caddo Public Schools, commented that there is a balance in the evaluation report, and proceeded to outline the evaluation tools. Mrs. Walker applauded staff's decision to place a program at Blanchard Elementary and invited other board members to visit the site to see firsthand the program's success. She asked that additional programs be established at other sites in the northern part of the parish. Vote on the motion was called and carried with board members Powell and Adams opposed. Board members Walker, Vance, Burton, Thibodeaux, Mims, Brooks, Milam and Dr. Hitchcock supported the motion. Mrs. Boykin was absent for the vote.

SPECIAL EDUCATION INTERAGENCY AGREEMENTS AND CONTRACTS

Staff recommended approval of the special education interagency agreements and contracts, as included in the mailout. The agreements and contracts provide for services to students in settings other than Caddo schools and also provide for services that are not available from school system personnel. A summary of each contract is filed in the official papers of the board. Dr. Hitchcock moved, seconded by Mrs. Walker, that the CPSB adopt all of the contracts submitted to the CPSB in the agenda item with the exception of the contract between Willis-Knighton Physical Medicine and Rehabilitation Institute and the CPSB. Vote on the motion carried unanimously. Mr. Mims moved, seconded by Mr. Adams, that the CPSB approve the agreement between the Willis-Knighton Physical Medicine and Rehabilitation Institute and the CPSB, as included in the mailout. Vote on the motion carried with board members Walker, Vance, Burton, Thibodeaux, Mims, Brooks, Powell, Milam, Boykin and Adams supporting the motion. Dr. Hitchcock abstained due to a possible conflict of interest.

Recess. The president called for a ten-minute recess at approximately 5:05 p.m. The board reconvened at approximately 5:23 p.m.

1997-98 PUPIL PROGRESSION PLAN

The superintendent said staff recommends approval of the 1997-98 Pupil Progression Plan that was discussed at the Executive Committee meeting, and included in the mailout. Mr. Burton moved, seconded by Mr. Mims, approval of the Pupil Progression Plan as recommended and included in the mailout. Discussion ensued on: a) offering dropout prevention programs at the elementary level; b) the CPSB's philosophy and practice relative to retention for grades K-5; c) attendance and course requirements for promotion; d) state grade level testing for third and fifth graders; e) testing options for students in grades other than third and fifth; and, f) current legislation that addresses accountability at the local school system level. Mrs. Boykin made a substitute motion, seconded by Mr. Adams, that the CPSB postpone the approval of the Pupil Progression Plan until the July school board meeting for the purpose of asking staff to look further at tightening up in grades kindergarten, first and second regarding progression in anticipation of those changes that are going to be brought upon the CPSB in the next year. Mr. Burton called for point of order noting that there is another motion on the floor. The president said Mrs. Boykin's motion is a substitute motion. More discussion followed on: the timeline for submitting the plan to the State Department of Education; comparison of test scores for Caddo Parish Public School students; penalties for failing to meet the deadline in submitting a plan; the need for alternative programs for students not progressing; promoting students without mastery (social promotions); and, opportunities for revising the Pupil Progression Plan, if necessary. Dr. Hitchcock made a second substitute motion, seconded by Mrs. Walker, that: 1) the CPSB authorize the superintendent to request additional time from the State to submit the Pupil Progression Plan; and, if granted the CPSB would not submit the Pupil Progression Plan in its present form; 2) that the CPSB provisionally approve the Pupil Progression Plan with specific intent to amend that plan and submit it to the State if the time waiver is not granted; and, 3) that the CPSB request that the superintendent submit a revised Pupil Progression Plan to the board by the October 1997 meeting to address and make recommendations on elimination of promotion without mastery in specific programs for students who cannot progress because of this elimination of promotion without mastery. Following more debate on plans to revise the plan, meeting the submission timeline, scheduling a special called meeting and student achievement, Mr. Burton moved, seconded by Mr. Mims, to call for the question. Vote on the motion carried with board members Vance and Powell opposed. Board members Walker, Burton, Thibodeaux, Mims, Brooks, Milam, Boykin, Adams and Dr. Hitchcock supported the motion. Vote on the second substitute motion carried unanimously.

ADOPTION OF A POLICY ON LEAVE WITHOUT PAY

The superintendent said the proposed policy was in the mailout, and staff recommends approval. Mr. Thibodeaux moved, seconded by Mr. Burton, approval for adoption of the policy on leave without pay, as included in the mailout. Mr. Adams requested clarification of the proposed policy. The superintendent said the policy clarifies that leaves are approved for one year at a time. Willie Henderson, assistant superintendent for human resources, said leaves are granted for two years if the employee is president of a state organization with a membership of 10,000. Mrs. Boykin made a

motion to amend the motion, seconded by Mr. Burton and Mr. Adams, to pluralize the words *leave* and *period* in the first paragraph of the proposed policy. Legal counsel summarized legal statute about the board's authority to grant leaves. He noted that granting leaves is always within the discretion of the school board, except for the reference to leaves for two-year periods. Heeding legal counsel's comments, Mrs. Boykin amended her motion and the first paragraph reads: *It shall be the policy that the CPSB may grant leaves of absence without pay for periods not to exceed one year* The board consented to Mrs. Boykin rewording her amendment. Discussion followed on employees requesting leaves for multiple years and on teachers' commitment to the profession. Vote on the amendment carried with board members Vance, Thibodeaux, and Milam opposed. Board members supporting the motion were Walker, Burton, Brooks, Powell, Mims, Boykin, Adams and Dr. Hitchcock. Vote on the original motion as amended carried with board members Vance and Milam opposed. Board members supporting the motion were Walker, Burton, Thibodeaux, Brooks, Powell, Mims, Boykin, Adams and Dr. Hitchcock.

SUPERINTENDENT'S REPORT

Staff's Recommendation for Facilities Update and Employees' Salaries. The president noted that the superintendent sent a letter to board members about this item. The superintendent reported that it was brought to his attention that it might be advantageous if staff took a close look at the cost projections, particularly in the area of new construction. He said it was recommended that external help could be of assistance, and staff is pursuing the issue. Mr. Brooks said he would like to make a motion to update all employees' salaries, and the superintendent said a recommendation on salaries will be included in his recommendation.

Special Called Meeting. The president said he is working with the superintendent to schedule a special called meeting, and as soon as a date is determined, board members will be notified. The superintendent said staff will provide board members with the list of projects not recommended by the Citizens Committee. Keith Norwood, director of school plant, said staff is collating the committee's recommendations, and he expects to have a list available for board members within the next week.

Caddo Writing Week. The superintendent called board members' attention to the display of writings around the board room walls and on the bulletin boards nearest the foyer. He said the writings were done during the week of April 21-25 by students.

UNFINISHED BUSINESS

H.I.P.P.Y. Mr. Vance asked staff to determine if more students can be served through the H.I.P.P.Y. program.

NEW BUSINESS

No new business was introduced.

ANNOUNCEMENTS AND REQUESTS

Special Called Meeting. The president said board members have expressed an interest to schedule a -special called meeting to evaluate student achievement test scores, and he will be trying to select a date for a meeting in July 1997.

Video. Mr. Adams asked the superintendent to provide the CPSB with feedback relative to the video on maintenance advantages for the transportation department that he received at a convention. The superintendent said he does not have a recommendation at this time, but one will be forthcoming. Mr. Adams suggested that staff might want to show the video to the entire board.

Non-certified Teachers. Mrs. Walker requested staff to provide her with a report on the number of non-certified teachers employed by the CPSB; identify the schools where they are assigned; and, their teaching assignment.

C - PIP. Mr. Milam requested staff to seriously look at the C - PIP program where young people who have committed serious crimes are mixed with regular students. He suggested that these students should not be in the neighborhood school setting. The superintendent said supervisors have been asked to make recommendations, and there is some concern about where to place the students. He further noted that staffs options are: 1) to send the students back to their home schools; or 2) to change the location, which is what staff is considering. Mr. Adams echoed Mr. Milam's concern. Mr. Vance asked staff to provide him with more information on C - PIP.

Visitor. Mr. Burton asked staff to contact Pastor M L Houston and inform him of the procedures for renting CPSB facilities. He also asked to be informed of the outcome of the meeting. The president asked staff to get a response out to the board. Mr. Vance asked about CPSB procedures for renting facilities, and expressed the desire to have the general public educated on the procedures.

Summer Food Program. Mrs. Walker asked staff to provide her with a report on the summer feeding program which should include the number of feeding sites, the identity of the schools involved, the number of students eating breakfast and lunch, and the number of feeding sites that have closed because of lack of participation.

Moment of Silence. Mr. Vance called for a minute of silence for prayer in memory of the student who was fatally struck by an automobile in the Martin Luther King, Jr. Drive area. Mr. Vance said the student was returning home from one of the summer feeding program sites and rode her bike into the path of an oncoming vehicle. Mr. Vance said he contacted City Hall and requested that crossing guards be placed at all summer school feeding sites, and asked the superintendent to address a friendly letter to the proper authority requesting the same.

Caddo Exceptional Facility. The president said the Citizens Committee has made a recommendation to upgrade the Caddo Exceptional facility. He requested the superintendent to look into the possibility of long-term plans for the facility and determine what the CPSB rights are to the property, since it does not own the building.

Recess. The president called for a ten-minute recess at approximately 7:10 p.m. The board reconvened at approximately 7:20 p.m.

EXECUTIVE SESSION

Student Suspension/Expulsion Appeal. Mr. Burton moved, seconded by Mr. Vance, for an executive session for approximately 30 minutes to hear a student expulsion appeal. Vote on the motion carried unanimously, and the board went into executive session at approximately 7:40 p.m. The board reconvened at approximately 11:55 p.m. Dr. Hitchcock moved, seconded by Mr. Milam, to uphold the superintendent's recommendation in this matter. Staff recommended that Rhonda Michelle Johnson, student at Captain Shreve High School, be expelled for the remainder of the 1996-97 school year and for the 1997-98 school year. Mr. Burton made a motion to amend the motion, seconded by Mr. Thibodeaux, that in the case of Miss Rhonda Johnson, that she be reviewed after nine weeks at Hamilton Terrace, and the case analyzed and brought before the board again, if possible. Discussion followed on review of the case after nine weeks, and on school assignment after the evaluation. Mr. Brooks moved, seconded by Mrs. Boykin, to call for the question on the amendment. Vote on the motion to end debate carried with board members Walker and Vance opposed. Board members supporting the motion were Burton, Thibodeaux, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock. Vote on the amendment carried with board members Powell, Milam, Boykin and Dr. Hitchcock opposed. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Brooks, Mims and Adams. Vote on the original motion, as amended carried with board members Powell, Milam, Boykin and Dr. Hitchcock opposed. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Brooks, Mims and Adams.

Adjournment. There being no further business, Mr. Burton moved for adjournment. Mr. Adams seconded the motion which carried, and the meeting adjourned at approximately 12:05 a.m.

July 14, 1997

The **Caddo Parish School Board (CPSB)** met in special session in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 3:30 p.m. Wednesday, July 14, 1997, with President Mike Powell presiding and the following board members present being a quorum: Ron Adams, Judy D Boykin, Jerry Tim Brooks, Miles Hitchcock, ScD, Alvin Mims, Mark Milam, Mildred B Pugh and Michael J Thibodeaux. Willie D Burton, Johnny Vance, Jr. and Sybil B Walker were absent. Also present were Secretary James E Foster, Legal Counsel Fred Sutherland, staff and other visitors. The invocation and Pledge of Allegiance were given/led by Mr. Milam.

The purpose of the special meeting is to consider the following agenda items: 1) Personnel Recommendations; 2) Bids; 3) Status Report on Revisions to Pupil Progression Plan; and, 4) State Pay Supplement for Support Personnel.

PERSONNEL RECOMMENDATIONS

Mrs. Boykin moved, seconded by Mr. Brooks and Mr. Mims, approval of the superintendent's recommendations, as included in the mailout. The superintendent recommended that: 1) David Meredith be appointed assistant principal of administration and discipline at Huntington High School, and the terms of contract are August 11, 1997 - June 15, 2000; 2) Kay Robinson be appointed assistant principal of instruction at Captain Shreve High School, and the terms of contract are August 11, 1997 - June 15, 2000; 3) David Brown be appointed assistant principal of administration and discipline at Booker T Washington High School, and the terms of contract are August 11, 1997 - June 15, 2000; 4) Michelle Fielder be appointed assistant principal of instruction at Hollywood Middle School and the terms of contract are August 13, 1997 - June 15, 2000; and, 5) Beverly Johnson be appointed assistant principal of instruction at Caddo Magnet High School, and the terms of contract are August 11, 1997 - June 15, 2000. Each administrator will receive the appropriate salary as reflected by the CPSB salary schedule applicable to the position to which he/she is appointed. Vote on the motion carried unanimously. The superintendent recognized and introduced the promoted administrators.

BIDS

Approval of Bids Taken. Staff recommended that the lowest qualified bidder be approved for the Creswell Core Knowledge (two classrooms) Project 279, as noted in the mailout; that Leon Angel Constructors, Inc be approved as responsive low bidder for Program Accessibility - Caddo Career and Technology Center, Project 252; and, acceptance of the bid submitted by C F Biggs Co for digital duplicator supplies for all schools.

Ratification of Professional Services. Staff recommended that Harriss-Jambor & Associates, Inc be approved to provide professional services for electrical service for various technology installations (library, vocational, and miscellaneous), Project 276.

Approval of Change Order. Staff recommended that Change Order No 1, A C Steere auditorium floor replacement for Project SP-O1-97 and gym floor replacement at Oil City Elementary/Middle School and Midway Middle School be approved in the amount of \$17,502.

Mr. Thibodeaux moved, seconded by Mr. Brooks, approval of staff's recommendations. Vote on the motion carried unanimously. A copy of the tabulation bid sheets marked "*Exhibit A, seven pages, July 14, 1997*" is filed in the official papers of the board.

STATE PAY SUPPLEMENT FOR SUPPORT EMPLOYEES

The superintendent said staff was informed on June 30, 1997 that the legislature, in its Supplemental Appropriations Bill (HB 2370) provided a one-time stipend for non-certificated support personnel. Staff has designed the criteria to determine who will receive the supplement, and information was included in the mailout. Staff plans to distribute checks the week of July 21. Mr. Adams moved, seconded by Mr. Brooks, that the criteria for payment of state supplement for support employees, as included in the mailout, be

approved and that budgets be adjusted to accommodate the supplement. Vote on the motion carried unanimously.

STATUS REPORT ON REVISIONS TO PUPIL PROGRESSION PLAN

The superintendent called board members' attention to information distributed outlining activities that have occurred relative to Caddo's 1997-98 Pupil Progression Plan since the June 18, 1997 school board meeting. He summarized staff's actions and shared correspondence received from staff at the State Department of Education. He said staff's aim is to present a plan to the school board, perhaps in July. Mrs. Boykin requested clarification of the recommendation made by Dr. Mary Louise Jones, director of the Bureau of Elementary Education, that the superintendent seek a legal opinion relative to changing the promotion criteria in the middle of the school year. The superintendent said staff will follow through with the recommendation. He further noted that the correspondence was recently received and he has not had an opportunity to review it with legal counsel. He further noted that staff has no intention of changing the promotion criteria in the middle of the school year.

Announcement. The president said he has visited with the superintendent and he believes that staff will be ready to have a meeting on facilities later this month. The president said he will be contacting school board members relative to scheduling a special called school board meeting toward the end of July or the beginning of August to receive the superintendent's recommendations. He further encouraged board members to contact the superintendent if they have agenda items for the July 23, 1997 regular school board meeting. The superintendent said the mailout will be posted on Wednesday, July 16, 1997.

Thanks. Mrs. Pugh expressed appreciation to school board members for their kindness and support during her illness, and said she is on the road to recovery.

Adjournment. There being no further business, Mrs. Boykin moved for adjournment. Mrs. Pugh and Mr. Adams seconded the motion which carried unanimously, and the meeting adjourned at approximately 3:44 p.m.

James E Foster, Ed.D., Secretary

Mike Powell, President

July 23, 1997

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 3:30 p.m. on Wednesday, July 23, 1997, with President Mike Powell presiding and the following board members present being a quorum: Ron Adams, Judy D Boykin, Jerry Tim Brooks, Willie D Burton, Miles Hitchcock, Sc.D., Mark Milam, Alvin Mims, Mildred B Pugh, Michael J Thibodeaux, Johnny Vance, Jr. and Sybil B Walker. Also present were James E Foster, secretary, and Fred Sutherland, legal counsel. Mr. Brooks gave the invocation and led the Pledge of Allegiance.

CONSIDERATION OF MINUTES OF THE JUNE 18,1997 and JULY 14,1997 MEETINGS

Mr. Adams moved, seconded by Mr. Brooks, approval of the minutes of the June 18, 1997 and July 14, 1997 school board meetings. Vote on the motion carried unanimously.

VISITORS

Beverly Mitchell, classified employee, requested directions on how to receive a transfer or a position upgrade with the Caddo Public School System.

Tillie Caileff, president of the Caddo District PTA, asked the board to encourage all schools to institute a PTA, and to support the motion for PTAs rather than parent teacher organizations (pto).

Jimmy Brister, teacher, asked the board for its assistance in securing a teaching assignment for the 1997-98 school year.

Brenda Russell, classified employee, requested information on how support employees can receive a transfer or classification upgrade.

Monica Jenkins-Moore, president of Caddo Association of Educators (CAE), pledged CAE's continued support of the Caddo Public School System; spoke in support of pay increments for employees; and, announced the kick-off of Kids *in the Community* (LAE state-wide bus tour).

Jackie Lansdale, president of the LA Federation of Teachers and Support Personnel, applauded the CPSB for its decision to study the Pupil Progression Plan. She shared with board members and staff the results of an academic achievement survey that was conducted by the organization.

Jessie Burns, classified employee, expressed concern that he never receives a response from administrative staff to his applications for position upgrades.

The president asked the superintendent to investigate employees' concerns relative to assignment upgrades and/or transfers.

Welcome. The president acknowledged the presence of Mrs. Pugh, who has been absent from school board meetings due to personal illness, and welcomed her back.

CONSENT AGENDA

The board reviewed the agenda and "Appointment of Director to the Bossier-Caddo Juvenile Detention Center Authority Board of Directors " (Powell) was postponed until the next school board meeting. "Executive Session - Student Expulsion Appeal " was cancelled. The following items were categorized as consent agenda:

Agenda Item No. 7

Personnel Recommendations. The superintendent recommended that: 1) Charlotte Bailey be appointed assistant principal of administration and discipline at Herndon Elementary/Middle Magnet School and, the terms of contract are August 13, 1997 through June 15, 2000; 2) Meredith Haynes be appointed principal of Jack P Timmons Elementary School, and the terms of contract are August 13, 1997 through June 15, 2000; 3) David VanDyke be appointed supervisor of buildings and grounds; 4) Virginia Foster's status be changed from temporary to permanent as assistant principal of administration and discipline, that she be issued an administrative contract, and she be transferred to Broadmoor Middle Laboratory School beginning with the 1997-98 school year; 5) Toussaint Battley continue serving as acting principal at Booker T Washington High School on a temporary basis for the 1997-98 school year; and, 6) Monica Jenkins-Moore continue serving as acting assistant principal of instruction at Booker T Washington High School on a temporary basis for the 1997-98 school year.

Agenda Item No. 8 (A-1) and (B-1)

Approval of Bids/Proposals Taken. Staff recommended approval of the circled low bid for gym bleachers for Midway Middle School. A copy of the tabulation bid sheets marked "Exhibit A, four pages, July 23, 1997" is filed in the official papers of the board.

Approval of Change Order. Staff recommended that Change Order No. 2 to divide B-Wing classrooms, Project 26 - mock courtroom Huntington High School, be approved in the amount of \$7,751.

Agenda Item No. 9

Resolution Approving an Exchange of Property By and Between the Parish of Caddo and the Caddo Parish School Board. Staff recommended that the resolution approving an exchange of property by and between the Parish of Caddo and the CPSB, as included in the mailout, be approved.

The resolution provides for the following: 1) The school board will exchange the old Vivian Elementary School building and .88 acre of land for the existing Shreve Memorial Library Vivian Branch building. The Vivian Branch building is located on school board property. 2) The school board will receive the building and improvements at 4025 Youree Drive currently used as the Broadmoor Branch of Shreve Memorial Library. The Broadmoor Branch library is located on school board property. 3) The school board will receive the building and improvements at 2004 Milam Street currently used as the Lakeside Branch of Shreve Memorial Library. The Lakeside Branch library is located on school board property. 4) The Parish of Caddo (Shreve Memorial Library) will receive a tract of land (approximately 2.3 acres) at J S Clark Middle School including the tract and building formerly used as a speech center at 355 Hearne Avenue. 5) As additional consideration, the school board will receive \$262,000 cash. 6) Termination by mutual agreement any leases covering and affecting above referenced facilities. A copy of the resolution is filed in the official papers of the board.

Agenda Item No. 11

Renewal of Lease With USA (F.A.A.) for Windshear Alert System. Staff recommended that the lease approving a site for a windshear alert system at the corner of Rasberry Lane and 70th Street between the USA and the CPSB, as included in the mailout, be approved. A copy of the lease is filed in the official papers of the board.

Agenda Item No. 12

Agreement With City of Shreveport --Caddo Parish Stadium Flat Rate Sewerage Charge. Staff recommended that the agreement which provides for the payment of a flat monthly sewerage fee for Caddo Stadium between the City of Shreveport and the CPSB, as included in the board mailout, be approved. A copy of the agreement is filed in the official papers of the board.

Agenda Item No. 13

Louisiana Compliance Questionnaire. Staff recommended that the resolution to approve the Louisiana Compliance Questionnaire be approved.

A RESOLUTION APPROVING A COMPLIANCE
QUESTIONNAIRE AS REQUIRED OF STANDARDS
FOR AUDIT OF GOVERNMENTAL ORGANIZATIONS,
PROGRAMS, ACTIVITIES, AND FUNCTIONS PROMULGATED
BY THE UNITED STATES COMPTROLLER GENERAL.

BY: Michael J Thibodeaux

WHEREAS, the Caddo Parish School Board authorized the superintendent to execute a letter of engagement with the accounting firm of Allen, Green, and Company, LLP, to audit its financial statements for the period July 1, 1996 - June 30, 1997; and

WHEREAS, since that time, the Legislative Auditor of the State of Louisiana has approved the letter of engagement conditioned upon the School Board completing and approving the attached Louisiana Compliance Questionnaire.

NOW, THEREFORE, BE IT RESOLVED by the Caddo Parish School Board, in due and legal session convened, that the attached Louisiana Compliance Questionnaire has been presented to and is hereby approved.

BE IT FURTHER RESOLVED that the completed questionnaire and a copy of this resolution be given to the firm Allen, Green, and Company, LLP.

Seconded by Judy D Boykin.

I hereby certify that the above resolution was adopted by a vote of 11 yeas, 1 nay, and 0 absent being a majority.

Adopted July 23, 1997

James E. Foster, Ed.D. Superintendent

Agenda Item No. 16

Request for Approval of Elective. Staff recommended approval of the enriched credit for Seminar in the Education Process. This elective is paired with *Current Issues in Education* and will equip future teachers with the tools for classroom management and organization.

Agenda Item No. 17

IDEA-Part H Infant/Toddler Budget. Staff recommended approval of the special education IDEA Part H Infant/Toddler Budget, as included in the mailout. The funds will support the costs of initial evaluations to infants and toddlers.

Agenda Item No. 18

Revised 504 Informational Booklet. Staff recommended approval of the Section 504 of the Rehabilitation Act of 1973 Handbook, as included in the mailout.

Agenda Item No. 19

Workers' Compensation Medical Bill Review. Staff recommended approval of the signing of an agreement with FARA (a division of F A Richard & Associates, Inc.) to provide bill review for workers' compensation claims.

Agenda Item No. 21

Request for Waiver for Personnel for 1997-98. Staff recommended that the CPSB approve the request for waivers for personnel for 1997-98 as recommended by staff, and included in the mailout. The waiver allows for the employment of five non-education persons with degrees to teach electives in certain areas of critical need. These persons have expertise and experience in their subject areas.

Agenda Item No. 22

Request for a Safe and Drug-Free Schools Grant Application. Staff was authorized to apply for Safe and Drug-Free Schools funding through the U S Department of Education. *Component I (Project STAR and PRIDE Survey)* is an anti-drug curriculum and will be in one elementary school and two middle schools. *PRIDE* questionnaires will be administered to 40,000 students in grades 4 12 to ascertain the significance of drug and alcohol usage of Caddo students. *Component II (Project FINSS)*, also called *Project Rescue*, targets one middle and one high school in an area where concentration of at-risk students is high. The objectives are to develop alternative options to violence and elevate self-esteem, self-respect, and develop greater personal responsibility among students. The total cost of these grants for a four-year period is \$463,040.

Agenda Item No. 23

One Half-Time Drafting Instructor Caddo Career and Technology Center. Staff recommended the approval of the request for one half-time drafting instructor for Caddo Career and Technology Center, as included in the mailout.

Agenda Item No. 29-A

Requests for Leaves. The superintendent recommended approval of the requests for leaves as follows:

Sabbatical Leave for Study, 1997-98 School Year

Cherry Vaughan, Instructional Specialist, Special Education Center

Sabbatical Leave for Rest and Recuperation, 1997-98 School Year

Kaye Cochran, Teacher, Blanchard Elementary

Sabbatical Leave for Rest and Recuperation, Fall Semester, 1997-98 School Year

Susan Taylor, Supervisor, Special Education Center

Mr. Thibodeaux moved, seconded by Mrs. Boykin, adoption of the amended agenda. Vote on the motion carried with Mr. Burton opposed. Board members supporting the motion were Walker, Vance, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock.

PERSONNEL RECOMMENDATIONS

The superintendent recognized and introduced the promoted administrators, as identified in *consent agenda* item seven.

YOUTH ENRICHMENT PROGRAM (YEP) AGREEMENTS FOR 1997-98

The superintendent said staff has discussed this item, and recommends that it be dealt with as other programs. He recommended that the Facility Usage Agreement and the Snack Provision Agreement between YEP and the CPSB for 1997-98, as included in the mailout, be approved. Mrs. Pugh noted that a memo was placed at board members' seats today from YEP's director. She asked when were the proposed changes in the agreements made, and if the director was informed. S L Slack, assistant superintendent for support services, said the agreement was discussed prior to today's meeting, and the application from YEP was received on June 2, 1997. The current contract in effect with YEP ended in June, and the request came after the end of the contract. Further, under initial contact, staff discussed rates for the summer program, as recommended for the after-school program. Mrs. Walker questioned the time frame also, and said the proposed payment is pretty steep for YEP to budget at this late date. Mrs. Boykin moved, seconded by Mr. Vance and Mr. Burton, that the Facility Usage Agreement and the Snack Provision Agreement between YEP and the CPSB for 1997-98, as included in the mailout, be approved. Discussion ensued with Elizabeth Ricou, director of YEP, and school board members relative to: a) YEP's enrollment procedures and fees; b) proposed rate fees by the CPSB; and, c) comparison of rates for other 501(c) (3) (nonprofit status) organizations using CPSB facilities. Dr. Hitchcock made a motion to amend the motion, seconded by Mr. Burton and Mrs. Walker, that the contract between the CPSB and YEP be executed with the deletion of paragraph 4-B, and the amount of money in paragraph 5-A be changed to \$1,024. Dr. Hitchcock said he believes this organization offers a direct impact to the quality of education that goes on in schools; it provides assistance to students; and, does not have the benefit that other organizations have that receive federal funds. He said the amendment will reimburse the CPSB for use of air conditioners. More discussion followed on: a) scholarships to students; b) YEP's funding sources; c) the use of tax payers' moneys to subsidize YEP; d) possible responses by other entities if YEP's request is approved by the CPSB; e) demographics, etc. Mr. Milam made a substitute motion, seconded by Mr. Brooks and Mrs. Boykin, that on page three of the agreement, paragraph five, that the October, 1997 date be changed to January, 1998. Mr. Milam said approval of this motion might be helpful in giving YEP time to raise funds to pay rental costs. Debate followed on rental rates, and Dr. Hitchcock called for point of order and said the maker of the motion is changing the motion that is already on the floor; that there is nothing in the motion to change the fees. Mr. Milam said he wants the recommended amount to stay the same. Debate resumed relative to the delay in payment; YEP's responsibility to pay the per annum cost; and, payment extending beyond YEP's actual occupancy. Mr. Vance made a second substitute motion, seconded by Mr. Burton, that under paragraph 4-B, the sum \$5,798 be reduced to \$2, 798 (a reduction of \$3,000).

Mr. Vance said all other terms of the agreement will remain as proposed by staff. Dr. Hitchcock asked the president to rule that if paragraph 4-B changes, that this necessarily changes paragraph 5-A. The president said this observation is correct. Discussion continued on the increase in fees and consideration of the compromise in fees offered in Mr. Vance's motion. Mr. Milam offered to rescind his proposed motion and support Mr. Vance's motion. The president ruled that Mr. Vance's motion is presently on the floor, and Mr. Milam's offer is not appropriate at this time. The president called for the vote on the second substitute motion which carried with board members Walker and Dr. Hitchcock opposed. Board members supporting the motion were Vance, Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Boykin and Adams.

DONNIE BICKHAM MIDDLE SCHOOL FLEXIBLE SCHEDULE

The superintendent said staff recommends approval of the proposed flexible schedule for Donnie Bickham Middle School. Mrs. Pugh moved, seconded by Mr. Burton, that the request from Donnie Bickham Middle School for flexible schedule be approved, as included in the mailout. Mrs. Boykin inquired about the extra class period. The superintendent and Principal Ken Cochran reviewed the proposed schedule which allows for an eight period day, each period 45 minutes. The seventh period will be five minutes shorter, and the eighth period would be a planning period for the content areas. Mr. Cochran said the flexible schedule is a way to implement the interdisciplinary teaming concept. A *Patriot Period* is scheduled during the middle of the day whereby team planning will be accommodated, and tutorial and enrichment activities will be provided for students. The *Patriot Period* will alleviate the numerous interruptions during the school day, i. e. assemblies, pep rallies, cheerleading and parents checking students in and out of school. Mr. Cochran said the proposed flexible schedule is a researched and proven method (Northwestern and St. Tammany Parish). Board members expressed concern that some staff have suggested that students in class for longer periods (4 x 4 scheduling) will increase learning by having longer class periods, and this program is just the opposite. The superintendent said the proposed schedule is not new, and proceeded to explain how instructional time is not wasted with implementation of the *Patriot Period*. He said Roy Thomas, middle school director, will be monitoring the program very carefully. Mr. Vance recommended that this program be piloted for one year, and an evaluation be conducted and presented to the board before final approval is given. The superintendent said pilot status was not referenced in the mailout, however, staff has no problem with the suggestion. Mrs. Pugh said that since the State Department of Education has given approval, the local board is designated as a pilot and the superintendent has the power to make a recommendation next year. Following more discussion on use of the *Patriot Period*, class/lunch scheduling, teacher (team) sponsors and their responsibilities, and use of the seven academic periods, the president called for the vote which carried unanimously.

Mrs. Pugh excused herself from the remainder of the meeting at approximately 5:20 p.m.

Recess. The president called for a ten-minute recess at approximately 5:20 p.m. The board reconvened at approximately 5:46 p.m.

SHOWCASE BELL SOUTH GRANT - A C STEERS

The superintendent said staff recommends approval of the Showcase BellSouth Grant for A C Steere Elementary. The application is for \$8,235 and is to expand networking to present computers in the second and third grade classrooms. Mr. Vance moved, seconded by Mr. Brooks, approval of staff's recommendation. Mrs. Boykin asked who is currently in charge of implementing the CPSB Technology Plan. The superintendent said the instructional department, under Deputy Superintendent Ollie Tyler, is in charge of implementation. Wanda Gunn, director of curriculum and instruction, has been working with the development of the five-year plan that was approved by the board. The grant for A C Steere does not tie in with the parish plan; this project is written specifically for A C Steere. Mrs. Boykin asked if staff is reviewing grants of this type to see if they are consistent with the parishwide plan. Mrs. Tyler said the technology team will be reviewing grants and have already asked schools to submit what they have done and are planning to do. Future grants will be submitted to the instructional division for review to determine how they correlate with the parish plan. Vote on the motion carried unanimously.

TEACHER FOR HOMELESS STUDENTS

The superintendent said there is a need for additional instructional staffing at Arthur Circle Elementary, and staff recommends approval of a full time teacher for the Homeless Program at Arthur Circle Elementary. Mr. Brooks moved, seconded by Mr. Burton, approval of staff's recommendation. Mrs. Boykin asked how many students were in the Homeless Program for the 1996-97 school year. Helen Fitzgerald, supervisor of ECE/kindergarten, said there was a total of 68 homeless students at Arthur Circle Elementary School during the 1996-97 school year. An additional 49 students residing at the shelters (Providence House and YWCA Family Violence Center) could have attended Arthur Circle. Students also have the option of remaining at their home schools, and this is what some did. The enrollment of homeless students at Arthur Circle last year was higher than in previous years. Janie Moran, coordinator of the Homeless Program, commented that the families are very transient and students are frequently checked in and out of the school during the school year. There is no way to determine actual enrollment. Mrs. Boykin asked why was Arthur Circle chosen to receive these students. Ms. Moran said students are placed at Arthur Circle as a result of the consent decree, and the YWCA and Providence House are within the school's district. Mrs. Boykin said the school is small, and questioned if the program could be changed whereby the homeless population is spread out to other schools where more resources and services are available. Ms. Fitzgerald said the Christ Center Outreach is in the Barret School district. The superintendent said staff could investigate the feasibility of reassigning the students. Ms. Fitzgerald emphasized that staff cannot guarantee student enrollment, as there is no consistency with these students. Mrs. Boykin asked if funds for this teacher will come from Title 1, and staff answered no, that this position comes out of the General Fund. Mrs. Boykin asked the superintendent to consider looking at alternative placements for homeless students so that continued funding for additional teachers will not be necessary. Mrs. Walker spoke in support of the Homeless Program. Mr. Milam asked for a breakdown of the number of students coming from the various shelters, and of the period of time that they participate in the program. The president asked Principal Kathy Hannigan to speak about the needs of these students. Mrs. Hannigan noted that these children are in crisis when they report to Arthur Circle, they are transient, they need reassurance, and need to feel safe. She said the program is successful at Arthur Circle because the staff gives above what is required. Mr. Adams spoke in support of the Homeless Program and encouraged the board to support the motion. Mrs. Boykin asked if this motion passes, will Arthur Circle be three teachers over the teaching allotment. The superintendent said no, not at this point. He further noted that it is possible that a request for additional staffing may be coming at a later date. Vote on the motion carried with Mrs. Boykin opposed. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Brooks, Powell, Mims, Milam, Adams and Dr. Hitchcock.

1997-98 PUPIL PROGRESSION PLAN

The superintendent said staff recommends approval of the revised 1997-98 Pupil Progression Plan. Mrs. Boykin moved, seconded by Mr. Thibodeaux, that the 1997-98 Pupil Progression Plan be approved as revised and recommended by staff and the Pupil Progression Plan Committee; and, that the committee continue to meet throughout the year for the purpose of strengthening the plan. The superintendent agreed with the wording of the motion. Mr. Milam asked staff to explain the differences in the revised plan, and G. Jeane Nichols, director of elementary education, highlighted the revisions as included in the mailout. Dr. Hitchcock requested clarification of the School Building Level Screening Committee's involvement in recommending retention. He also requested that "*or Algebra 1*" be added to the end of the sentence under the heading *(2) Grade 6, 7, and 8 (d) on page 3.6*. Discussion followed on the number of students retained over the last five years, alternative services for students assigned to transitional classes, student/teacher ratio for transitional classes (12:1), school sites and services for students who have been retained more than two times, teacher training, etc. Mrs. Boykin asked if the school board's policy will automatically be changed to reflect the proposed revisions. The superintendent said staff will go ahead and change the policy to make it consistent with the Pupil Progression Plan. Mr. Milam and Mr. Vance expressed concern about students and parents being informed of information relative to retention. The superintendent said as soon as the Pupil Progression Plan is approved, staff will plan how to disseminate the information. Vote on the motion carried unanimously.

PURCHASE COPY MACHINE FOR CENTRAL ELEMENTARY SCHOOL (BURTON)

The superintendent said staff does not recommend approval of this request because traditionally funds for purchasing copiers have never been included in the budget, and to do so would initiate a new process. He also noted that the only time copiers have been purchased is when a new school is opened. Mr. Burton moved, seconded by Mr. Mims, that staff be authorized to purchase a copy machine for Central Elementary School. Mr. Burton noted in the mailout that he would rely upon staff's expertise in securing the best piece of equipment at the most reasonable cost. He further explained that Central Elementary is an ancient school and is not equipped with most of the modern conveniences as schools constructed in later years. He emphasized: a) the need to reproduce materials from instructors for students; b) the school is located in a poverty stricken area and parents are unable to finance the purchase of needed equipment; c) and, the board's responsibility to address the needs of all public schools in Caddo Parish. Given the locale of the school and the poverty level of citizens residing in the district, Mr. Mims echoed Mr. Burton's sentiments. Mr. Brooks said Central's staff must go to community businesses/churches to copy needed materials, so there is a real need for the copier. Recognizing that the school board purchases equipment for new facilities, Mr. Milam asked what other equipment would the school board provide for a new school, that would not be purchased for an established school. The superintendent said depending on the level of the school, staff probably could identify such equipment. Mr. Milam said staff should perhaps take on this responsibility, if such provisions are made for purchasing equipment for a new school. Mrs. Walker said Central is located in an area where parental involvement is low, and there are no other means for generating funds to purchase needed equipment. Mr. Adams noted that the school has a basic educational need, and said the CPSB has a responsibility to fulfill the need. Mrs. Boykin asked if staff at the school or central office will be responsible for making the purchase, and Mr. Burton said his reference is for central office staff to make the purchase. Vote on the motion carried with Mrs. Boykin opposed. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Brooks, Powell, Mims, Milam, Adams and Dr. Hitchcock.

PARENTAL INVOLVEMENT POLICY (Walker)

The superintendent said as he recalls previous discussion on the policy, there is some concern about making a more generic reference to parent organizations, i.e. PTAs and PTOs. He said Caddo has a solid PTA and staff supports the PTA, but there is concern about this being too restrictive. He suggested perhaps using *parent teacher group* in the policy. Mrs. Walker moved, seconded by Mr. Burton, to rescind the amendment to the amendment made by Mrs. Boykin, seconded by Mr. Adams, that the CPSB encourage active parent-teacher organizations at every school, as presented and approved by the CPSB at its May 21, 1997 CPSB meeting. Mrs. Walker said traditionally there have been PTAs (Parent Teacher Association) and PTOs (parent teacher organizations) are entirely different and nonexistent. Mrs. Walker said PTOs was referenced in the amendment, and she personally feels that it is a blight on the PTAs to include this reference in the policy. Recognizing the contributions of the PTA, Mrs. Walker and Mr. Burton spoke in support of the amendment. Mrs. Boykin made a substitute motion, seconded by Mr. Milam, that the policy be revised to read, that the CPSB encourage that an active parent teacher group be established in every school. Mrs. Boykin said the school board should remain neutral and not direct schools as to the type of parent teacher groups to establish. She noted that the PTA is different from PTOs and parent teacher groups, however, the idea of the policy is to encourage parents to be involved in the community school. Mr. Milam said the PTA is a wonderful organization and probably does more for schools than any other organization, and the policy was not designed to put the PTA down. He said if reference in the policy is specifically PTA, then it could be interpreted that other parent groups, i.e. band boosters, athletic boosters, etc. are not wanted. He said the school board should encourage all parent groups to be supportive. The president said the policy approved by the board intentionally lists parent teacher organizations in order to keep the policy generic. Mr. Thibodeaux said the use of *parent teacher organization* is general, and the board has no intention of diluting what the PTA has done for the school system. The superintendent emphasized that the intent of the original motion is to encourage active parent participation in schools, and this is why the reference to parent teacher organization is used with small letters (ptos). Mrs. Boykin said the intent of the policy is to be inclusive of other parent groups. Mrs. Walker highlighted the work of the PTA and again emphasized that the PTA worked on the policy, and they want to ensure that PTAs are established in every school. Following more debate, the president called for the vote on the substitute motion which carried with board members Walker, Mims, and Dr. Hitchcock opposed.

Board members supporting the motion were Vance, Burton, Thibodeaux, Brooks, Powell, Milam, Boykin and Adams.

PURCHASE OF BUILDING FOR SPECIAL PROGRAMS (Thibodeaux)

The superintendent said staff can work with the motion in the mailout and recommends approval of the motion. He said if it passes, staff will bring back a recommendation and information as requested. Mr. Thibodeaux moved, seconded by Mr. Brooks, that the superintendent be authorized to negotiate for the purchase of Building 6 in the Shreve City Office Park in order to house the Special Programs Department including special education, and any other department that the superintendent recommends. The funds expended will include the cost of acquisition and the amount necessary to bring the building to code. The total amount will not exceed \$400,000. The offer will be subject to a 90-day period in which the superintendent and staff will investigate the building and the quality of the various systems in the building. The superintendent will report the progress of the negotiations to the CPS13 on the first Wednesday of August, 1997. Mr. Thibodeaux capsulized the recommendation of the Citizens Committee for new construction and briefly explained his rationale for the motion highlighting the financial savings, expansion possibilities, greater accountability of employees, and potential renting opportunities of a portion of the building. Mr. Brooks spoke in support of the purchase. Mrs. Walker questioned: a) if this move is good for the children, b) if children will be housed in the building, c) justification for the purchase, d) the source of funding for the purchase, etc. Mr. Vance asked if the superintendent recommends purchase of the building, and the superintendent said it would be his recommendation to look at what it will take to purchase the building. Discussion followed on bringing the building to code, housing of all special education staff under one roof, and the number of other vacant sites visited. The president asked Mr. Thibodeaux if it is his intent, through the motion, that the superintendent is to make a purchase offer. Mr. Thibodeaux answered no, and said the superintendent is to express the school board's interest in purchasing the building, and to negotiate according to the board's directive. Further, the superintendent will come back to the board for final approval. Mrs. Boykin spoke in support of the purchase noting that the proposed facility is far above others that were toured. She also commented that the present special education facility is inadequate. Dr. Hitchcock spoke in opposition to the motion and questioned the source of funding for the purchase. The superintendent said discussions were held with staff in the finance department, and the purchase would be based upon whatever price may be available. Staff is in the process of reviewing the budget and anticipates receipt of additional information from the State Department of Education regarding the MFP. Dr. Hitchcock asked the superintendent if he is referencing the General Fund Budget, and the superintendent answered in the affirmative. Dr. Hitchcock commended Mr. Thibodeaux for the initiative. However, he said if a bond issue is passed, that he will not vote to spend 3.5 million dollars for a facility when the proposal talks about closing three schools, and other properties of the school system could be used to properly house the special education staff. He said interest should be on addressing basic needs of students, and he would rather spend the money on the children in the schools. The president said he toured the present facility, and he is interested in the school board providing quality program services to the students which involves several things, i. e. maintenance, transportation, etc. He said when he examines the proposed purchase, he sees a saving that would free funds for student needs. Discussion ensued on purchase of other properties, needs of students, board members' priorities, and available resources to take advantage of the opportunity to purchase a needed facility. Dr. Hitchcock said if monies are available and staff is expecting a windfall, then his priority is increasing teacher pay. Mr. Brooks moved, seconded by Mr. Burton, to call for the question. Vote on the motion to end debate carried unanimously. Vote on the main motion carried with Mrs. Walker and Dr. Hitchcock opposed. Board members supporting the motion were Vance, Burton, Thibodeaux, Brooks, Powell, Mims, Milam, Boykin and Adams.

Recess. The president called for a ten-minute recess at approximately 8:15 p.m. The board reconvened at approximately 8:20 p.m.

SUPERINTENDENT'S REPORT

Principal for Caddo Magnet High. The superintendent reported that staff has received a number of applications for the position of principal at Caddo Magnet High School, the Interview II committee met this morning and screened the applicants, and the committee wish to proceed with interviewing. Staff will decide what steps to take next after the interviews are completed. He reported that there are three administrators

presently at the school, and Dr. Beatrice James is assigned interim principal until someone permanently is appointed. Dr. James has filled the role before and is not a candidate for the position.

UNFINISHED BUSINESS

Teacher Certification. Mrs. Walker reminded staff that she previously requested a list of teachers working in Caddo Parish who are not certified. She informed board members of the number of noncertified teachers who were employed in Caddo Parish during the 1996-97 school year. Mrs. Walker expressed concern that a certified teacher came before the board today who is displaced for the 1997-98 school year. She suggested that hiring and assignment procedures should be investigated and corrected.

NEW BUSINESS

Summer Feeding Program. Mrs. Walker reminded staff of her request for a report on the summer feeding program. The superintendent said the report was prepared and mailed to school board members. He said he would get Mrs. Walker another copy of the report.

ANNOUNCEMENTS AND REQUESTS

Special CPSB Meeting. The president announced that a special called meeting of the CPSB is scheduled for Wednesday, July 30, 1997, at 3:30 p.m. in the board room. The purpose of the meeting is to consider the Citizens Committee's report, the superintendent's recommendation relative to technology, and employee salary increases. Board members were encouraged to contact the superintendent if they have a conflict with the scheduled meeting.

Hiring Procedures. Mr. Brooks asked the superintendent to bring a report/recommendation to the board at its next meeting that will put the hiring of employees back in the personnel department. He expressed concern about the racial composition of schools when the hiring is left entirely to the principal.

Vacancies. Mrs. Boykin expressed concern about hiring and assignment practices for certified and tenured teachers. She asked the superintendent/staff to develop a policy to address employee vacancy concerns in a fair manner that allows the principal the latitude to hire, as long as certain criteria are met first. The president requested clarification of previous school board action that enables the parish to make greater use of employees with temporary certificates.

School Supply List. Mr. Burton requested the superintendent to ask school principals to provide parents/guardians with school supply lists early in the year so that they can begin purchasing items during the summer months. Mrs. Walker commented that school supply lists are already available and some have been distributed to local merchants.

Bond Issue. Dr. Hitchcock referenced the superintendent's memo of July 17 about propositions for the proposed bond issue election. He requested clarification of monies for the construction of new schools and funds for renovation (construction of a classroom wing, gymnasium) at another middle school in the district.

Caddo Magnet High School Band. Mr. Adams asked about the status of a band at Caddo Magnet High. The superintendent reported that staff has not dealt with this issue for a few days, and as the result of the former principal's action, the band is still discontinued. Approximately 17 children were involved in the program, and as far as staff knows, they are still attending Caddo Magnet High. Mr. Adams suggested that the program not be discontinued until these students have completed their studies at the school.

Transportation Video. Mr. Adams expressed concern about possible fuel leaks in the gas tanks, and he asked the superintendent to have the transportation staff to present a report to the board on the difficulties that they are having with maintenance concerns within the department. Also, consider sharing with board members the video on maintenance issues that he shared with staff some weeks ago.

Reading Material. Mr. Milam said some schools have a required summer reading list, and he asked staff to look at having all high schools develop mandatory summer reading lists beginning the summer of 1998.

Superintendent's Evaluation. The president requested board members to submit their evaluation report on the superintendent to him by August 6, 1997.

Teaching Positions at Arthur Circle Elementary. The president requested the superintendent to look at the reduction of two teaching positions at Arthur Circle and provide him with a written response as to what can be done. Also comment if board action will be required. Mrs. Walker suggested that the superintendent should look at all schools with reduced staff.

EXECUTIVE SESSION - STUDENT EXPULSION APPEAL and PERSONNEL MATTER (Adams)

The president announced that the student expulsion appeal was cancelled. Mr. Adams moved, seconded by Mr. Brooks, for an executive session for approximately 45 minutes for investigation of allegations of misconduct. Dr. Hitchcock asked if the individuals have been properly notified, and the superintendent answered in the affirmative. Mr. Burton asked to what extent has the superintendent dealt with this concern. The superintendent said he is aware of what took place, and there was an investigation by the director of middle schools and the deputy superintendent. Information was sent to the State Department of Education; the information has been shared with board members; and, a letter was received from the State Department and placed at board members' seats requesting additional information, which staff will provide. Mr. Vance asked if the executive session is being called at the request of the superintendent, and the superintendent said the request came from a board member and he approved the board member's request. Vote on the motion carried with board members Walker, Burton and Dr. Hitchcock opposed. Board members supporting the motion were Vance, Thibodeaux, Brooks, Powell, Mims, Milam, Boykin and Adams. The board went into executive session at approximately 9:19 p.m. and reconvened at approximately 10:29 p.m.

Adjournment. There being no further business, Mr. Brooks moved for adjournment. Mr. Burton seconded the motion which carried unanimously, and the meeting adjourned at approximately 10:30 p.m.

James E Foster, Ed.D., Secretary

Mike Powell, President

July 30, 1997

The **Caddo Parish School Board (CPSB)** met in special *session* in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 3:30 p.m. on Wednesday, July 30, 1997, with President Mike Powell presiding and the following board members present being a quorum: Ron Adams, Judy D Boykin, Jerry Tim Brooks, Willie D Burton, Miles Hitchcock, ScD, Mark Milam, Alvin Mims, Mildred B Pugh, Michael J Thibodeaux, Johnny Vance Jr. and Sybil B Walker. Also present were Secretary James E Foster, Legal Counsel Fred Sutherland, staff and other visitors. The invocation and Pledge of Allegiance were given/led by Mr. Milam.

The president said the purpose of the meeting is to consider bond and millage issues and recommendations from the superintendent.

PUBLIC HEARING

The president declared the floor open to receive public input on the proposed bond/millage issues.

Tom Koenig, SEIU, Local 100, encouraged the board to support passage of the bond issue. He particularly talked about salary increases for all employees.

Jo Allen, Caddo Retired Teachers Association, asked the board to approve the proposed new construction at the Caddo Career and Technology Center. She pledged the association's support in promoting the bond issue. Dick Grieder, parent, petitioned the board to include in the bond issue monies to improve the physical plant at C E Byrd High School, i. e. athletic field, gymnasium.

Alan Carter, coach at C E Byrd High School, asked the board to upgrade the physical facilities at the school via the proposed bond issue.

Gail Griffin, member of the Citizens Committee for Quality School Facilities, expressed concern about reductions of funds for technology programs as proposed for the bond issue. However, she offered support of the bond issue and proposed salary proposal.

Lynne Fitzgerald, principal at C E Byrd, asked the board to support the petition to upgrade the physical plant at C E Byrd High School, i. e. physical education facility, athletic fields, additional classrooms.

Jackie Lansdale, president of Caddo Federation of Teachers and Support Personnel, encouraged the school board to recruit the best teachers available, to reduce class sizes, and improve school facilities. She pledged the federation's support of the bond issue.

Monica Jenkins-Moore, president of Caddo Association of Educators (CAE), made board members aware of CAE's interest and support of salary increases for employees, school repairs, classroom construction and technology.

Receiving no other visitors, the president declared the public hearing closed.

APPROVAL OF CHANGE ORDER

Mrs. Boykin moved, seconded by Mr. Milam and Mr. Adams, approval of Change Order No. 1 for replacement of 170 l.f. of 6" sanitary sewer main (Donnie Bickham Middle School, Project 277); not to exceed \$20,015.85, as included in the mailout and recommended by staff. The total contract amount is \$48,349.18 and comes from the Capital Projects Fund. Mr. Milam asked staff to explain the cost increase. The superintendent said staff recently learned of the collapse of the sanitary sewer main at Donnie Bickham Middle School, which involves additional cost. Keith Norwood, director of school plant, explained that the original scope of the project was to correct some leaking joints; but, between March and now, some substance has caused part of the pipe to collapse. Staff has been investigating to determine what caused the collapse; the pipe was tested; and, it was determined that the high temperatures and vacuum caused the pipe to collapse. The test did not identify the compound found in the pipe, and staff is continuing the investigation. The project will be completed by school opening. Mr. Norwood said Castine Associates is doing the repair work, and there appears to be neither a defect in the original materials nor something that the contractor caused. Vote on the motion carried unanimously.

PROPOSED BOND ISSUE PROPOSITIONS and PROPOSED MILLAGE PROPOSITIONS

The president outlined the procedures for considering each proposition, as presented by staff. Following debate on how best to consider the propositions and expedite the procedure, it was determined that each proposition would be considered separately. The president said if the board is favorable to presenting the bond/millage issue to the public, that it should be decided by August 6, 1997 so that the board could maintain and meet the deadlines to have it on the ballot for October 18, 1997.

Proposition No. 1 - Bonds for Classroom Construction. The superintendent commented that six propositions were selected as presented, and as recommended in the Citizens Committee's report. He recommended that the CPSB call an election on October 18, 1997 for the purpose of issuing a \$48,000,000 in 20-year General Obligation Bonds to pay for the acquisition and construction of new classrooms at existing public schools in Caddo Parish, said bonds to be payable from ad valorem taxes. The superintendent said this proposition refers to the elimination of 80 percent of the temporary classrooms and the addition of permanent

classrooms in the general areas of the schools listed in *Attachment A* of the Citizens Committee's Report. Mr. Milam, reading from the proposed resolution, moved, seconded by Mr. Burton, approval of the resolution ordering and calling a special election to be held in Parishwide School District of Caddo Parish, Louisiana; to authorize the incurring of debt and issuance of bonds and the levy of special taxes therein, making application to the State Bond Commission in connection therewith and providing for other matters in connection therewith. Mr. Thibodeaux made a motion to amend the motion, seconded by Mr. Adams, to build an additional two classrooms making the expansion at C E Byrd High School to ten classrooms instead of eight. Debate ensued on: 1) the addition of a third story to the school; 2) the formula used by the committee that would determine the number of additional classrooms needed based on the number of temporary buildings; 3) the flexibility within the written proposal to make amendments; 4) available land and cost analysis; and, 5) the impact that approval of this amendment will have on other proposed projects, etc. Mr. Norwood commented that the propositions are rounded to the nearest million dollars, and the type of change being recommended by Mr. Thibodeaux is less than a quarter of a million dollars; thus, the proposed figure will not change. The president asked Mr. Thibodeaux if it is his intention to increase the amount in the motion by \$187,000 or to make sure that the two additional spots were added within the original amount. Mr. Thibodeaux said his concern is to be sure that there is enough money to add the two classrooms. The superintendent said in view of the discussion, he did not feel the need for a motion. David Wolf, bond attorney, said assuming that the three propositions pass, the bonds will likely be issued in a number of series and will be issued as the projects progress. For each issue when the bonds are delivered and the money is received by the school board, the money will be invested and interest earnings will accrue. The interest could be used to pay cost overruns or for additional projects. Discussion continued on the addition of classrooms at C E Byrd. Mr. Thibodeaux said all that he is requesting in the amendment is for the square footage of the third floor to be comparable with the first and second floors, and in light of the superintendent's comments that this is what will happen, and the board agrees, then the amendment is not needed. However, at this point, the amendment belongs to the board. Mrs. Boykin asked how close will the board adhere to the committee's recommendations. The superintendent said the report is the basis from which staff is proceeding with the entire project, and staff feels comfortable that the amount of money being requested will enable the proposed work to be done at identified sites. Mr. Vance questioned the need for an amendment, and Dr. Hitchcock asked Mr. Thibodeaux if he is interested in withdrawing the amendment. Mr. Thibodeaux said the superintendent has publicly stated that this will be taken care of and he is willing to withdraw the amendment. The board unanimously consented to dispose of action on the amendment. The president called for the vote on the main motion. Dr. Hitchcock called for point of order and said the motion on the floor does not deal with the substance of Proposition No. 1. The superintendent said the motion on the floor is the last item the board needs to address, and he deferred to Mr. Wolf for clarification. Mr. Wolf explained that after the adoption of the six propositions, the board will then need to adopt the resolution to call an election. Hearing the clarification, and with the board's consent, Mr. Milam restated the original motion, seconded by Mr. Adams, (Proposition No. 1 - Bonds for Classroom Construction) that authorizes issuing \$48,000,000 in 20-year general obligation bonds to pay for the acquisition and construction of new classrooms at existing public schools in Caddo Parish, said bonds to be payable from ad valorem taxes. Vote on the motion carried unanimously.

Proposition No 2 - Bonds for Non-Classroom School Construction. The superintendent recommended that the CPSB call an election on October 18, 1997 for the purpose of \$23,000,000 20-year General Obligation bonds to pay for the construction of new facilities, other than classrooms, at existing public schools in Caddo Parish, said bonds to be payable from ad valorem taxes. The president said reference was made in the superintendent's recommendation for an election to be held on October 18, 1997. He clarified that the board will set an election date after all propositions have been considered. Mr. Burton moved, seconded by Mr. Brooks, approval of the superintendent's recommendation for Proposition No. 2, with the deletion of the referenced date. Mr. Thibodeaux made a motion to amend the motion, seconded by Mr. Brooks, to add to the proposed bond issue, Proposition No. 2, a facility at C E Byrd High School that will include a track, football and soccer complex. Also include in the bond issue the addition of a physical education gymnasium that will include dressing rooms, physical education classrooms and a large meeting room. Also will be included the construction of a baseball field. The cost for these additions will be determined by staff, and should not exceed \$1.7 million. Discussion followed on: 1) the need for the proposed constructions; 2) delayed maintenance at the present facility; 3) student enrollment, available land space per student, drainage system;

4) the impact passage of the amendment will have on the construction of other proposed projects; and, 5) meeting the needs of students community - wide and parishwide, etc. Mr. Thibodeaux explained that the plan is to take the existing facility and rebuild a complex where the current track/football field exists. There is no necessity to purchase additional land. He further noted that staff will need to make a recommendation relative to the location of the baseball field. The superintendent said he supports whatever could be provided for any Caddo public school; however, staff has not had an opportunity to provide input on the amendment and there is no cost projection to present at this time. Therefore, the superintendent said he could not recommend the project at this time because of inadequate information. Mrs. Boykin said there is allowance for flexibility, especially if the board is successful in purchasing other properties. Mrs. Walker expressed pride in all Caddo public schools, but expressed concern about the late introduction of the proposed amendment. Mr. Milam moved, seconded by Mr. Burton, to call for the question. The president ruled that the motion requires a two-thirds vote, and the motion to end debate failed with board members Vance, Thibodeaux, Boykin, Adams and Dr. Hitchcock opposed. Board members supporting the motion were Walker, Burton, Pugh, Brook, Powell, Mims and Milam. Discussion continued on the timeline for introducing amendments and on provisions and opportunities to amend the proposal. Mr. Vance moved, seconded by Mr. Burton, to call for the question. Vote on the motion to end debate carried with board members Walker, Thibodeaux, Boykin and Adams opposed. Board members supporting the motion were Vance, Burton, Pugh, Brooks, Powell, Mims, Milam and Dr. Hitchcock. Vote on the amendment was called and carried with board members Walker, Vance, Pugh, Mims and Milam opposed. Board members supporting the motion were Burton, Thibodeaux, Brooks, Powell, Boykin, Adams and Dr. Hitchcock.

Mr. Adams made a motion to amend the motion, seconded by Mr. Brooks, to increase the amount of Proposition No. 2 by \$500,000 for the purpose of constructing a construction technology building at the Caddo Career and Technology Center. Debate followed on: student enrollment and the growing vocational and technical needs of students. Mrs. Walker asked what happens if the CPSB is issued a bond in excess of what is needed. The president asked Mr. Wolf to explain what happens if the CPSB is authorized to issue bonds in excess of what is needed. Mr. Wolf said this is not an exact science, and cost estimates are based on the projects included in the Citizens Committee's report. The construction of some of the new schools would eliminate the need for additional classrooms and other projects. The CPSB will only sell as many bonds as it needs to do the projects to be done. The actual projects to be constructed and included in each bond issue will be those that are included in the Citizens Committee's report; however, the proposition purposely and specifically does not mention the Citizens Committee's report. Mr. Wolf said this does not limit the project to only those in the report, neither does it limit the specific amounts and scopes of the projects set forth in the report. Mrs. Walker said the amendments would increase the amount needed for Proposition No. 2, and she expressed concern that the CPSB is not complying with the Citizens Committee's recommendations. Mr. Wolf said, in general, the spirit of the recommendations in the report will be done; however, the exact dollar amounts may change. Discussion continued on the need to upgrade the Caddo Career and Technology Center facility. The superintendent said he supports the Caddo Career Center, the fact that additional courses can be added, and will support the project. He further stated that there will be an increase in student enrollment and there is a need for the construction. Vote on the amendment carried with Mr. Vance opposed. Board members supporting the motion were Walker, Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock. Mr. Vance asked what is the total cost for Proposition No. 2, and the president said the cost is \$25,200,000.

Dr. Hitchcock made a motion to amend the motion, seconded by Mrs. Walker, that Proposition No. 2 be amended to change the amount of money for the construction of an administrative center for special education from \$3,500,000 to \$500,000. Dr. Hitchcock said he will be attempting to delete the \$3,500,000 from the proposal, recognizing that the CPSB has before it one possible option with significant less money. Further, if the bond issue passes, there will be vacant schools that might could house the program. Mrs. Walker echoed Dr. Hitchcock's sentiments, and said the board should spend less money and take care of the needs of children first. Mrs. Boykin asked if the board would be precluded from passing a motion in the next few months that would eliminate this particular item from the agenda for construction. Mr. Wolf said short of formally adopting the report and a resolution ordinance saying that every item in the report will be done to the extent described, that the board probably could make changes. Legal counsel said that if the board decides to exercise another alternative with respect to special education housing six months from now, that it could do

so. Discussion continued on available options to the board in this regard and on the rationale for asking the public to raise taxes to pay for construction projects. Mr. Burton called for point or order and said the board should be addressing Proposition No. 2 and not special education. The president upheld the point of order. Discussion ensued on the needs of students and departments that serve students. The president asked Dr. Hitchcock if he is interested in modifying his amendment based on the fact that current information before the board is less than \$3,500,000. Dr. Hitchcock expressed frustration at not knowing what the exact numbers are, so for purposes of the motion, he suggested that from \$3, 500, 000 be deleted in his amendment. The board unanimously consented to the deletion. Vote on the amendment failed with board members Walker, Burton, Adams and Dr. Hitchcock supporting the motion. Board members opposed were Vance, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam and Boykin. Vote on the original motion, as amended, carried with Mr. Vance opposed. Board members supporting the motion were Walker, Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock.

Recess. The president called for a 12 - minute recess at approximately 6:16 p.m. The board reconvened at approximately 6:40 p.m.

Proposition No. 3 - Bonds for New School Construction. The superintendent recommended that consideration be given for the construction of three schools; one each in the Allendale area, West Shreveport area, and Ellerbe Road corridor area in the bond amount of \$37,000,000. Mr. Milam moved, seconded by Brooks, that the CPSB authorizes \$37,000,000 in 20-year General Obligation bonds to pay for the acquisition and construction of three new public schools in Caddo Parish, said bonds to be payable from ad valorem taxes. Dr. Hitchcock said the need might not be met by just a middle school in the western area of Caddo Parish; that it might need to be a K-8 grade school, an elementary school, or a middle school. He asked the maker of the motion if he would consent to changing the wording of the proposition. Mr. Milam agreed, and the board consented to change the language in (i) to read *an elementary and/or middle school*. Also to read the same in (iii). The president announced that Mrs. Pugh had to leave (approximately 6:40 p.m.) because of medical reasons. She asked him to inform the board that she is supporting and intended to vote in support of the remaining four propositions, as recommended by the superintendent. Vote on the motion carried unanimously.

Proposition No. 4 - Millage for School Renovations. The superintendent said the remaining items are millage items - ten year property tax items. Proposition No. 4 is for school renovations (10-year 6.28 mill property tax) for renovation, repair and improvement of existing public school buildings and facilities in Caddo Parish. Staff recommends approval of the proposition request. Mr. Brooks moved, seconded by Mr. Burton, approval of staff's recommendation regarding Proposition No. 4. Mr. Thibodeaux made a motion to amend the motion, seconded by Mr. Adams, to renovate the girls and boys physical education and athletic dressing and/or locker rooms, as needed, at C E Byrd High School. The cost to be determined by staff and not to exceed \$300,000. Discussion followed on upgrading the facilities at C E Byrd, the schedule of projects, and projected costs for Proposition No. 4 (on-going revenues for school maintenance and project repairs). Mr. Norwood explained that all on-going projects were incorporated in this proposition. Mr. Thibodeaux explained that \$10,000 was included for the boys locker rooms, which will no longer be necessary if the amendment passes. There is \$187,000 coming out of the \$2,000,000 in Title IX money for girls locker rooms, and this gives the CPSB \$177,000 that is already spoken for; but, he was hoping to use this money and more to do the entire job properly, including the Title IX work. Dr. Hitchcock asked if staff has any evidence that the Citizens Committee had this item before them, and it was rejected. Mr. Norwood said the master list of items not recommended did not include renovation and/or expansion of the boys locker rooms; that the only thing included for boys was replacement of lockers. Mr. Norwood clarified that only items of highest priority get listed. Vote on the amendment carried with board members Walker, Vance, and Milam opposed. Board members supporting the motion were Burton, Thibodeaux, Brooks, Powell, Mims, Boykin, Adams and Dr. Hitchcock.

Mr. Adams made a motion to amend the motion, seconded by Mr. Milam, to delete \$10,000 for the sign at Caddo Exceptional. Board members expressed concern that this is too much money for a sign. The superintendent said staff may not make the recommendation, and recognized Mr. Norwood. Mr. Norwood said the principal at Caddo Exceptional requested a sign, but did not affix a cost to the sign. He proceeded to explain the rationale for the proposed amount, which would include the possible cost for a sign, its installation and electrical expense. Dr. Hitchcock asked Mr. Adams if he would consider leaving this item alone,

believing that the superintendent might agree that the request warrants investigation. Mr. Adams said based on staff's information, he will withdraw the amendment. The board consented to the amendment being withdrawn. Mr. Milam commented that \$10,000 is the minimum cost for anything going into the bond issue. Mr. Wolf clarified that both amendments did not change millages in the proposition, but would affect projects. Vote on the original motion, as amended, carried with board members Walker and Vance opposed. Board members supporting the motion were Burton, Thibodeaux, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock.

Proposition No. 5 - Millage for Computer Facilities. The superintendent said staff recommends approval of the request for a 1.50 mill property tax for constructing, acquiring, renovating, improving, maintaining and/or operating computers, software and peripheral equipment, facilities and technological programs at public schools in Caddo Parish. Mr. Burton moved, seconded by Mr. Thibodeaux, approval of staff's recommendation. Vote on the motion carried unanimously.

Proposition No. 6 - Millage for Salaries. The superintendent said this request is for employees' salaries, and he called board members' attention to the amended millage request. He noted that the State has provided money for an additional salary increase for teachers for 1997-98 which increases the overall salary schedule. In order to maintain over a period of time the nine percent increase, it requires an increase of the millage (.73 mills). Ben Wreyford, director of finance, explained what the millage involves and reviewed the revised document, i.e. homestead exemption assessments. The total required millage for Proposition No. 6 totals 19.38. The president asked if the proposition passes, when would the salary increase take effect, and staff said midterm. Discussion followed on the cost to raise the salary increase percentage and on the status of Caddo's ranking in the state. Dr. Hitchcock made a motion to amend the motion, seconded by Mrs. Walker, that Proposition No. 6 be amended to read ten percent for teachers and five percent for support personnel. Following more debate, Mr. Brooks made a motion to amend the amendment, seconded by Mr. Burton, to change it to read ten percent for teachers and six percent for support personnel. After more debate on how much the CPSB could raise through bond issues, Mr. Vance made a substitute amendment, seconded by Mr. Brooks and Mr. Mims, to change the amount to read ten percent for teachers and six percent for support personnel. More debate ensued on the feasibility of increasing the percentages and on voters' possible response. Vote on the substitute amendment carried with board members Milam and Boykin opposed: Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Brooks, Powell, Mims, Adams and Dr. Hitchcock. Mr. Wolf said, as a matter of clarification and as amended, the total now comes to 21.79 mills (an addition of 2.41 mills). Vote on the main motion as amended, carried unanimously.

Mrs. Boykin requested a faxed copy of all changes made, as soon as possible. The president asked that all board members be provided with a report.

The president said the superintendent has requested that the election date be set for Saturday, October 18, 1997. Mr. Wolf reviewed the formal resolution calling the election, which places the six propositions on the ballot for Saturday, October 18, 1997. He informed board members that there is one other issue on the ballot for this date which is a ten - year millage renewal requested by the Caddo Parish Commission (Biomed). Mr. Mims moved, seconded by Mr. Brooks and Mr. Adams, approval of the superintendent's request to set the election date for Saturday, October 18, 1997. Mr. Wolf said compensation for the bond attorneys will be in accordance with the Attorney General's guidelines and contingent on delivery of the bonds. The regular legal counsel for the CPSB will handle everything else in connection with the building program. The exhibit about the election will be widely publicized. Vote on the motion carried unanimously.

The following resolution was offered by Mr. Alvin Mims and jointly seconded by Mr Jerry Tim Brooks and Mr. Ron Adams:

RESOLUTION

A resolution ordering and calling a special election to be held in Parishwide School District of Caddo Parish, Louisiana, to authorize the incurring of debt and issuance of bonds and the levy of special taxes therein, making application to the State Bond Commission in connection therewith and providing for other matters in connection therewith.

BE IT RESOLVED by Parish School Board of the Parish of Caddo, State of Louisiana (the "Governing Authority"), acting as the governing authority of Parishwide School District of Caddo Parish, Louisiana (the "District"), and as the governing authority of the Parish of Caddo, State of Louisiana (the "Parish"), for school purposes, that:

SECTION 1. Election Call. Subject to the approval of the State Bond Commission, and under the authority conferred by Article VI, Sections 30, 32 and 33 of the Constitution of the State of Louisiana of 1974, Sub-Part A, Part III, Chapter 4, Title 39 of the Louisiana Revised Statutes of 1950, as amended, the applicable provisions of Chapter 5, Chapter 6 - A and Chapter 6 - B of Title 18 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority, a special election is hereby called and ordered to be held in the Parish on **SATURDAY, OCTOBER 18,1997**, between the hours of six o'clock (6:00) a.m., and eight o'clock (8:00) p.m., in accordance with the provisions of La. RS. 18:541, and at the said election there shall be submitted to all registered voters qualified and entitled to vote at the said election under the Constitution and laws of this State and the Constitution of the United States, the following propositions, to - wit:

PROPOSITION NO. 1
BONDS FOR CLASSROOM CONSTRUCTION

SUMMARY: AUTHORIZES \$48,000,000 OF 20 YEAR GENERAL OBLIGATION BONDS TO PAY FOR THE ACQUISITION AND CONSTRUCTION OF NEW CLASSROOMS AT EXISTING PUBLIC SCHOOLS IN CADDO PARISH, SAID BONDS TO BE PAYABLE FROM AD VALOREM TAXES.

Shall Parishwide School District of Caddo Parish, Louisiana (the "District"), incur debt and issue bonds to the amount of Forty-Eight Million Dollars (\$48,000,000), to run twenty (20) years from date thereof with interest at a rate not exceeding nine per centum (9%) per annum, for the purpose of acquiring and/or improving lands for building sites and playgrounds, including construction of necessary sidewalks and streets adjacent thereto; purchasing, erecting and/or improving school buildings and other school related facilities within and for the District and acquiring the necessary equipment and furnishings therefore, title to which shall be in the public, more particularly for the construction of new classrooms at existing public schools in the District; which bonds will be general obligations of the District and will be payable from ad valorem taxes to be levied and collected in the manner provided by Article VI, Section 33 of the Constitution of the State of Louisiana of 1974 and statutory authority supplemental thereto?

PROPOSITION NO. 2
BONDS FOR NON - CLASSROOM SCHOOL CONSTRUCTION

SUMMARY: AUTHORIZES \$25,200,000 OF 20-YEAR GENERAL OBLIGATION BONDS TO PAY FOR THE CONSTRUCTION OF NEW FACILITIES, OTHER THAN CLASSROOMS, AT EXISTING PUBLIC SCHOOLS IN CADDO PARISH, SAID BONDS TO BE PAYABLE FROM AD VALOREM TAXES.

Shall Parishwide School District of Caddo Parish, Louisiana (the "District"), incur debt and issue bonds to the amount of Twenty-Five Million Two Hundred Thousand Dollars (\$25,200,000), to run twenty (20) years from date thereof, with interest at a rate not exceeding nine per centum (y%) per annum, for the purpose of acquiring and/or improving lands for building sites and playgrounds, including construction of necessary sidewalks and streets adjacent thereto; purchasing, erecting and/or improving school buildings and other school related facilities within and for the District and acquiring the necessary equipment and furnishings therefore, title to which shall be in the public, more particularly for the construction of new facilities, other than classrooms, at existing public schools in the District; which bonds will be general obligations of the District and will be payable from ad valorem taxes to be levied and collected in the manner provided by Article VI, Section 33 of the Constitution of the State of Louisiana of 1974 and statutory authority supplemental thereto?

PROPOSTTION NO. 3
BONDS FOR NEW SCHOOL CONSTRUCTION

SUMMARY: AUTHORIZES \$37,000,000 OF 20-YEAR GENERAL OBLIGATION BONDS TO PAY FOR THE ACQUISITION AND CONSTRUCTION OF THREE NEW PUBLIC SCHOOLS IN CADDO PARISH, SAID BONDS TO BE PAYABLE FROM AD VALOREM TAXES.

Shall Parishwide School District of Caddo Parish, Louisiana (the "District"), incur debt and issue bonds to the amount of Thirty-Seven Million Dollars (\$37,000,000), to run twenty (20) years from date thereof, with interest at a rate not exceeding nine per centum (9%) per annum, for the purpose of acquiring and/or improving lands for building sites and playgrounds, including construction of necessary sidewalks and streets adjacent thereto; purchasing, erecting and/or improving school buildings and other school related facilities within and for the District and acquiring the necessary equipment and furnishings therefor, title to which shall be in the public, more particularly for construction of three new schools as follows: (i) an elementary and/or middle school in the western area of Caddo Parish, (ii) an elementary school in the Allendale area of Shreveport and (iii) an elementary and/or middle school in the Ellerbe Road Corridor; which bonds will be general obligations of the District and will be payable from ad valorem taxes to be levied and collected in the manner provided by Article VI, Section 33 of the Constitution of the State of Louisiana of 1974 and statutory authority supplemental thereto?

PROPOSITION NO. 4
MILLAGE FOR SCHOOL RENOVATIONS

SUMMARY: AUTHORIZES A 10-YEAR 6.28 MILL PROPERTY TAX FOR RENOVATION, REPAIR AND IMPROVEMENT OF EXISTING PUBLIC SCHOOL BUILDINGS AND FACILITIES IN CADDO PARISH.

Shall Parishwide School District of Caddo Parish, Louisiana (the "District"), be authorized to levy a six and twenty-eight hundredths (6.28) mill tax on all property subject to taxation in said District for a period of ten (10) years, beginning with the year 1997 and ending with the year 2006, for the purpose of paying the costs of renovation, repair and improvement of existing public school buildings and facilities in the District?

PROPOSITION NO. 5
MILLAGE FOR COMPUTER FACILITIES

SAY: AUTHORIZES A 10-YEAR 1.50 MILL PROPERTY TAX FOR CONSTRUCTING, ACQUIRING, RENOVATING, IMPROVING, MAINTAINING AND/OR OPERATING COMPUTERS, SOFTWARE AND PERIPHERAL EQUIPMENT, FACILITIES AND TECHNOLOGICAL PROGRAMS AT PUBLIC SCHOOLS IN CADDO PARISH.

Shall Parishwide School District of Caddo Parish, Louisiana (the "District"), be authorized to levy a one and one-half (1.50) mill tax on all property subject to taxation in said District for a period of ten (10) years, beginning with the year 1997 and ending with the year 2006, for the purpose of paying the costs of constructing, acquiring, renovating, improving, maintaining and/or operating computers, software and peripheral equipment, facilities and technological programs at public schools in Caddo Parish?

PROPOSITION NO. 6
MILLAGE FOR SALARIES

SAY: AUTHORIZES A 10-YEAR 21.79 MILL PROPERTY TAX FOR PAYING SALARIES AND BENEFITS FOR TEACHERS AND OTHER PERSONNEL EMPLOYED BY THE CADDO PARISH SCHOOL BOARD.

Shall Parishwide School District of Caddo Parish, Louisiana (the "District"), be authorized to levy a twenty-one and seventy-nine hundredths (21.79) mill tax on all property subject to taxation in said District for a period of ten (10) years, beginning with the year 1997 and ending with the year 2006, for the purpose of paying salaries and benefits for teachers and other personnel employed by the Caddo Parish School Board?

SECTION 2. Publication of Notice of Election. A Notice of Special Election shall be published in "Caddo Citizen," a weekly newspaper of general circulation within the Parish, published in Vivian, Louisiana, and being the official journal of the Governing Authority, once a week for four consecutive weeks, with the first publication to be made not less than forty-five (45) days nor more than ninety (90) days prior to the date fixed for election, which Notice shall be substantially in the form attached hereto as "Exhibit A" and incorporated herein by reference the same as if it were set forth herein in full.

SECTION 3. Canvass. This Governing Authority shall meet at its regular meeting place, the Caddo Parish School Board Office, 1961 Midway St., Shreveport, Louisiana, on **WEDNESDAY, OCTOBER 22, 1997, at THREE-THIRTY O'CLOCK (3:30) P.M.**, and shall then and there in open and public session proceed to examine and canvass the returns and declare the results of the said special Election.

SECTION 4. Polling Places. The polling places set forth in the aforesaid Notice of Special Election are hereby designated as the polling places at which to hold the said election, and the Commissioners-in-Charge and Commissioners, respectively, will be the same persons as those designated in accordance with law.

SECTION 5. Election Commissioners: Voting Machines. The officers designated to serve as Commissioners - in - Charge and Commissioners pursuant to Section 4 hereof, or such substitutes therefore as may be selected and designated in accordance with La. R S. 18:1287, shall hold the said special election as herein provided, and shall make due returns of said election for the meeting of the Governing Authority to be held on Wednesday, October 22, 1997, as provided in Section 3 hereof. All registered voters in the Parish are entitled to vote at said special election and voting machines shall be used thereat.

SECTION 6. Authorization of Officers. The Secretary of the Governing Authority is hereby empowered, authorized and directed to arrange for and to furnish to said election officers in ample time for the holding of said election, the necessary equipment, forms and other paraphernalia essential to the proper holding of said election and the President and/or Secretary of the Governing Authority are further authorized, empowered and directed to take any and all further action required by State and/or Federal law to arrange for the election, including but not limited to, appropriate submission to the Federal Department of Justice under Section 5 of the Federal Voting Rights Act of 1965, as amended.

SECTION 7. Furnishing Election Call to Election Officials. Certified copies of this resolution shall be forwarded to the Secretary of State, the Commissioner of Elections, the Clerk of Court and Ex-Ofcio Parish Custodian of Voting Machines in and for the Parish of Caddo, State of Louisiana, and the Registrar of Voters in and for said Parish, as notification of the special election herein called in order that each may prepare for said election and perform their respective functions as required by law.

SECTION 8. Application to State Bond Commission. Application is made to the State Bond Commission for consent and authority to hold the aforesaid special election as herein provided, and in the event said election carries for further consent and authority to issue, sell and deliver the Bonds, and to levy the special taxes provided for therein, and a certified copy of this resolution shall be forwarded to the State Bond Commission on behalf of this Governing Authority, together with a letter requesting the prompt consideration and approval of this application.

SECTION 9. Employment of Bond Counsel. A real necessity is hereby found for the employment of special counsel in connection with the issuance of the aforesaid bonds, and accordingly Foley & Judell, L.L.P., Bond Counsel, are hereby employed and requested to do and perform comprehensive legal and coordinate professional work with respect to the issuance of the aforesaid bonds of the District for the purposes stated hereinabove. Said Bond Counsel shall prepare and submit to this Governing Authority

for adoption all of the proceedings incidental to the authorization, issuance, sale and delivery of the bonds, shall counsel and advise this Governing Authority as to the issuance and sale of the bonds, and shall furnish their opinion covering the legality of the issuance thereof. The fee of special bond counsel in connection with the issuance of the aforesaid bonds of the District is hereby fixed at a sum not to exceed the maximum fee allowed by the Attorney General's fee guidelines for comprehensive legal and coordinate professional services in the issuance of general obligation bonds, based on the amount of said bonds actually issued, sold, delivered and paid for, plus "out-of-pocket" expenses, said fee to be payable solely out of the funds derived from the sale of said bonds and to be contingent upon the issuance, sale and delivery of said bonds. Pursuant to instructions from the President of the Governing Authority, Foley & Judell, L.L.P. shall also assist in the preparation of an official statement containing detailed and comprehensive financial and statistical data required with respect to the sale of the aforesaid bonds; and the costs of the preparation and printing of such official statement shall be paid from the proceeds of the issue for which it has been prepared. Said official statement shall be submitted to such nationally recognized bond rating service or services as may be recommended by Bond Counsel, together with a request that an appropriate rating be assigned. Payment for all ratings shall be made by the Secretary, upon presentation of appropriate statements from the particular rating services furnishing the ratings. A certified copy of this resolution shall be submitted to the Attorney General of the State of Louisiana for his written approval of said empsignated, and the Secretary is hereby empowered and directed to make payment to said Bond Counsel in payment of the fees herein provided for under the conditions herein enumerated.

SECTION 10. Employment of Local Counsel. Fred H. Sutherland, Attorney at Law, is hereby employed as special local counsel of the District, to perform all legal services as local associate counsel in connection with the Bonds, including, but not limited to, the following: (1) continuing day-to-day consultation with public officials and handling of supervision of the local administrative details involved in the program encompassed by the foregoing propositions; (2) preparation and presentation of accurate public relation information to news media, civic clubs and the general public relative to the program encompassed by the foregoing propositions; (3) drafting or review of contracts for engineering, architectural or other professional services, as well as specifications, legal advertisement and construction or equipment purchase contracts; (4) preparing applications for Federal and/or State grants or contributions and joint venture contracts required thereby, (5) obtaining sites or rights-of-ways, including title opinions and litigation; (6) supervising the award of construction contracts and the handling of legal disputes and liens which may arise therefrom; (7)

handling any litigation or validation proceedings; (8) generally rendering opinions as required on the foregoing and other similar matters; and (9) reviewing all legal documents in connection with the program. The fee for such services shall be computed at an hourly rate not exceeding the amount provided by the guidelines for such services as approved by the Attorney General of the State of Louisiana, plus out-of-pocket expenses.

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Ron Adams, Judy D. Boykin, Jerry Tim Brooks, Willie D. Burton, Miles Hitchcock, Mark Milan, Alvin Mims, Mike Powell, Michael J. Thibodeaux, Johnny Vance, Jr., and Sybil Walker

NAYS: None

ABSENT: Mildred B. Pugh

And the resolution was declared adopted on this, the 30th day of July, 1997.

Secretary

President

EXHIBIT "A"

NOTICE OF SPECIAL ELECTION

Pursuant to the provisions of a resolution adopted by the Parish School Board of the Parish of Caddo, State of Louisiana (the "Governing Authority"), acting as the governing authority of Parishwide School District of Caddo Parish, Louisiana (the "District") and of the Parish of Caddo, State of Louisiana (the "Parish") for school purposes, on July 30, 1997, NOTICE IS HEREBY GIVEN that a special election will be held within the District on SATURDAY, OCTOBER 18, 1997, and that at the said election there will be submitted to all registered voters in the District qualified and entitled to vote at the said election under the Constitution and Laws of the State of Louisiana and the Constitution of the United States, the following propositions, to - wit:

PROPOSITION NO. 1 BONDS FOR CLASSROOM CONSTRUCTION

SUMMARY: AUTHORIZES \$48,000,000 OF 20-YEAR GENERAL OBLIGATION BONDS TO PAY FOR THE ACQUISITION AND CONSTRUCTION OF NEW CLASSROOMS AT EXISTING PUBLIC SCHOOLS IN CADDO PARISH, SAID BONDS TO BE PAYABLE FROM AD VALOREM TAXES.

Shall Parishwide School district of Caddo Parish, Louisiana (the "District"), incur debt and issue bonds to the amount of Forty-Eight Million Dollars (\$48,000,000), to run twenty (20) years from date thereof with interest at a rate not exceeding nine per centum (9%) per annum, for the purpose of acquiring and/or improving lands for building sites and playgrounds, including construction of necessary sidewalks and streets adjacent thereto; purchasing, erecting and/or improving school buildings and other school related facilities within and for the District and acquiring the necessary equipment and furnishings therefore, title to which shall be in the public, more particularly for the construction of new classrooms at existing public schools in the District; which bonds will be general obligations of the District and will be payable from ad valorem taxes to be levied and collected in the manner provided by Article VI, Section 33 of the Constitution of the State of Louisiana of 1974 and statutory authority supplemental thereto?

PROPOSITION NO. 2
BONDS FOR NON-CLASSROOM SCHOOL CONSTRUCTION

SUMMARY: AUTHORIZES \$25,200,000 OF 20-YEAR GENERAL OBLIGATION BONDS TO PAY FOR THE CONSTRUCTION OF NEW FACILITIES, OTHER THAN CLASSROOMS, AT EXISTING PUBLIC SCHOOLS IN CADDO PARISH, SAID BONDS TO BE PAYABLE FROM AD VALOREM TAXES.

Shall Parishwide School District of Caddo Parish, Louisiana (the "District"), incur debt and issue bonds to the amount of Twenty-Five Million Two Hundred Thousand Dollars (\$25,200,000), to run twenty (20) years from date thereof, with interest at a rate not exceeding nine per centum (9%) per annum, for the purpose of acquiring and/or improving lands for building sites and playgrounds, including construction of necessary sidewalks and streets adjacent thereto; purchasing, erecting and/or improving school buildings and other school related facilities within and for the District and acquiring the necessary equipment and furnishings therefor, title to which shall be in the public, more particularly for the construction of new facilities, other than classrooms, at existing public schools in the District; which bonds will be general obligations of the District and will be payable from ad valorem taxes to be levied and collected in the manner provided by Article VI, Section 33 of the Constitution of the State of Louisiana of 1974 and statutory authority supplemental thereto?

PROPOSITION NO. 3
BONDS FOR NEW SCHOOL CONSTRUCTION

SUMMARY: AUTHORIZES \$37,000,000 OF 20-YEAR GENERAL OBLIGATION BONDS TO PAY FOR THE ACQUISITION AND CONSTRUCTION OF THREE NEW PUBLIC SCHOOLS IN CADDO PARISH, SAID BONDS TO BE PAYABLE FROM AD VALOREM TAXES.

Shall Parishwide School District of Caddo Parish, Louisiana (the "District"), incur debt and issue bonds to the amount of Thirty-Seven Million Dollars (\$37,000,000), to run twenty (20) years from date thereof, with interest at a rate not exceeding nine per centum (9%) per annum, for the purpose of acquiring and/or improving lands for building sites and playgrounds, including construction of necessary sidewalks and streets adjacent thereto; purchasing, erecting and/or improving school buildings and other school related facilities within and for the District and acquiring the necessary equipment and furnishings therefore, title to which shall be in the public, more particularly for construction of three new schools as follows: (i) an elementary and/or middle school in the western area of Caddo Parish, (ii) an elementary school in the Allendale area of Shreveport and (iii) an elementary and/or middle school in the Ellerbe Road Corridor; which bonds will be general obligations of the District and will be payable from ad valorem taxes to be levied and collected in the manner provided by Article VI, Section 33 of the Constitution of the State of Louisiana of 1974 and statutory authority supplemental thereto?

PROPOSITION NO. 4
MILLAGE FOR SCHOOL RENOVATIONS

SUMMARY: *AUTHORIZES* A 10-YEAR 6.28 MILL PROPERTY TAX FOR RENOVATION, REPAIR AND IMPROVEMENT OF EXISTING PUBLIC SCHOOL BUILDINGS AND FACILITIES IN CADDO PARISH.

Shall Parishwide School District of Caddo Parish, Louisiana (the "District"), be authorized to levy a six and twenty-eight hundredths (6.28) mill tax on all property subject to taxation in said District for a period of ten (10) years, beginning with the year 1997 and ending with the year 2006, for the purpose of paying the costs of renovation, repair and improvement of existing public school buildings and facilities in the District?

**PROPOSITION NO. 5
MILLAGE FOR COMPUTER FACILITIES**

SUMMARY: AUTHORIZES A 10-YEAR 1.50 MILL PROPERTY TAX FOR CONSTRUCTING, ACQUIRING, RENOVATING, IMPROVING, MAINTAINING AND/OR OPERATING COMPUTERS, SOFTWARE AND PERIPHERAL EQUIPMENT, FACILITIES AND TECHNOLOGICAL PROGRAMS AT PUBLIC SCHOOLS IN CADDO PARISH.

Shall Parishwide School District of Caddo Parish, Louisiana (the "District"), be authorized to levy a one and one-half (1.50) mill tax on all property subject to taxation in said District for a period of ten (10) years, beginning with the year 1997 and ending with the year 2006, for the purpose of paying the costs of constructing, acquiring, renovating, improving, maintaining and/or operating computers, software and peripheral equipment, facilities and technological programs at public schools in Caddo Parish?

**PROPOSITION NO. 6
MILLAGE FOR SALARIES**

SUMMARY: AUTHORIZES A 10-YEAR 21.79 MILL PROPERTY TAX FOR PAYING SALARIES AND BENEFITS FOR TEACHERS AND OTHER PERSONNEL EMPLOYED BY THE CADDO PARISH SCHOOL BOARD.

Shall Parishwide School District of Caddo Parish, Louisiana (the "District"), be authorized to levy a twenty-one and seventy-nine hundredths (21.79) mill tax on all property subject to taxation in said District for a period of ten (10) years, beginning with the year 1997 and ending with the year 2006, for the purpose of paying salaries and benefits for teachers and other personnel employed by the Caddo Parish School Board?

The said special election will be held at the following polling places situated within the District, which polls will open at six o'clock (6:00) a.m., and close at eight o'clock (8:00) p.m., in accordance with the provisions of La. R. S. 18:541, to-wit:

POLLING PLACES

<u>Precinct</u>	<u>Location</u>
001	Northside Elementary, 2000 Northside Dr.
002	Lakeview United Methodist Church, 5550 S. Lakeshore Dr.
003	Bethune Middle School, 4331 Henry Street
004	St. Stephen American Lutheran Church, 8400 Kingston Rd.
005	Cherokee Park elementary School, 2010 Algonquin Trail
006	Fire Station Number 5, 240 East Stoner
007	Centenary College Gold Dome (Lower Level), 2911 Centenary Blvd.
008	Shreve City Baptist Church, 2810 Knight Street
009	Shreve Island Elementary School, 836 Sewanee Place
010	A. C. Steere Elementary, 4009 Youree Drive
011	Arthur Circle Elementary School, 261 Arthur Street
012	Broadmoor Middle School Lab, 441 Atlantic Street
013	Broadmoor Middle School Lab, 441 Atlantic Street
014	Querbes recreation CciAci, JJ00 Beverly i id-ce
015	Alexander Special Ed. Elem. School, 1545 Coty Street
016	Riverside Elementary School, 625 Dixie Garden Drive
017	Alexander Special Ed. Elem. School, 1545 Coty Street

018 Fire Station Number 7, 751 Wilkinson Street
019 Dunlap Presbyterian Church, 2825 Creswell Street
020 Byrd High School Gymnasium, 700 Block Gladston
021 Fire Station Number 10, 763 Oneonta Street
022 Pierremont Mall, 4801 Line Avenue
023 Pierremont Mall, 4801 Line Avenue
024 South Highlands Elementary School, 831 Erie Street
025 Werner Park Elementary School (Hearne Entrance), 2715 Corbitt St - Hearne
026 Betty Virginia Park Rec. Bldg., 4010 Line Avenue
027 Mall St. Vincent, 1133 St. Vincent Avenue
028 Shreve Island Elementary School, 836 Sewanee Place
029 Allendale YWCA, 700 Pierre Avenue
030 Atkins Branch Shreve Mem. Library, 2709 Hassett Street
031 Galilee Baptist Church, 1500 Picre Avenue
032 Caddo-Shreveport Health Unit, 1866 Kings Highway
033 Caddo-Shreveport Health Unit, 1866 Kings Highway
034 Caddo Heights Elementary School, 1702 Corbitt Street
035 Linwood Middle School, 401 70th Street
036 Sunset Acres Elementary School, 6514 West Canal Blvd.
037 Caddo-Shreveport Health Unit, 1866 Kings Highway
038 Hollywood Middle School, 6310 Cliff Street
039 Our Lady of the Blessed Sacrament, 2932 Murphy Street
040 Ingersoll Elementary School, 401 North Holzman
041 Queensboro Recreation Center, 3034 Lakeshore
042 Fire Station Number 8, 3406 Velva Street
043 Werner Park Elem. School, 2715 Corbitt StBibb St. Entrance
044 Shreveport Job Corps Center, 2800 West College Street
045 Lakeshore Elementary School, 1807 San Jacinto Street
046 Fair Park High School, 3222 Greenwood Rd.
047 Knights of Columbus Hall, 220 East Stephenson
048 Riverside Elementary School, 625 Dixie Garden Drive
049 Youree Drive Middle School, 6008 Youree Drive
050 Caddo Middle Magnet School, 7635 Cornehous
051 81 st Street ECE Center, 8108 Fairfield
052 Woodlawn High School, 7340 Wyngate Street
053 Oak Terrace Special School, 6660 Quilen Blvd.
054 Judson Street Elementary School, 3809 Judson Street
055 Hillsdale Elem. School, 3860 Hutchinson Street
056A University Elem. School, 9900 Smitherman Drive
056B University Elem. School, 9900 Smitherman Drive
057 Pine Grove Elem. School, 1700 Caldwell
058 Caddo Heights Elem. School, 1702 Corbitt Street
059 Fire Station Number 9, 7009 St. Vincent Avenue
060 Morning Star Baptist Church, 5340 Jewella Rd.
061 Mooretown ECE Center, 3913 Powell Street
062 South Highlands Elem., 831 Erie Street
063 Captain Shreve High School, 6115 East Kings Hwy.
064 Stoner Hill Laboratory School, 2127 C E Galloway Blvd
065 Booker T. Washington High School, 2104 Mlam Street
066 Caddo Parish Courthouse (Lobby), 501 Texas
067 West Shreveport Elem., 2100 Weinsstock Street
068 Fire Station Number 3, 1420 East 70th Street
069 Westwood Elementary School, 7325 Jewella Rd.
070 Westwood Elementary School, 7325 Jewella Rd.
071 J.S. Clark Middle School, 351 Hearne Avenue
072 Baptist Student Center, LSU-S, 8701 Youree Drive
073A David Raines Center, 2325 David Raines Drive
073B David Raines Center, 2325 David Raines Drive
074 Broadmoor Presbyterian, 1915 Grover Place
075 Fire Station Number 3, 1420 East 70th

076A University Elementary School, 9900 Smitherman Drive
0768 University Elementary School, 9900 Smitherman Drive
077 Holy Trinity Lutheran Church, 8895 Youree Drive
078 Calvary Baptist Church, 9333 Linwood Avenue
079 Calvary Baptist Church, 9333 Linwood Avenue
080 Mooretown ECE Center, 3913 Powell
081 Newton Elementary School, 3000 Martin Luther King
082A North Highlands Elem. School, 885 Poleman Road
0828 North Highlands Elem. School, 885 Poleman Road
083A Ford Park Baptist Church, 5755 Yarbrough Rd.
083E Ford Park Baptist Church, 5755 Yarbrough Rd.
084 Western Hills Baptist Church, 4153 Pines Rd.
085A Huntington High School, 6801 Rasberry Lane
085E Huntington High School, 6801 Rasberry Lane
086 Oak Park Elem. School, 4941 McDaniel
087 Huntington High School, 6801 Rasberry Lane
088 Shreveport Bible Church, 4761 Bert Kouns
089A Surnmerfield Elem. School, 3131 Ardis Taylor
0898 Surnmerfield Elem. School, 3131 Ardis Taylor
089C Surnmerfield Elem. School, 3131 Ardis Taylor
090A Summer Grove Elem. School, 2955 Reisor Road
0908 Summer Grove Elem. School, 2955 Reisor Road
091A Ridgewood Middle School, 2001 Ridgewood
0918 Ridgewood Middle School, 2001 Ridgewood
092 Forest Hill Elem. School, 2005 Francais Drive
093 Southern Hills Elem. School, 9075 Kingston Road
094 Surnmerfield Estates, 9133 Baird Road
095A S. Caddo Shreve Memorial Library, 9701 Baird Road
095E S. Caddo Shreve Memorial Library, 9701 Baird Road
096 Western Hills Baptist Church, 4153 Pines Road
097A Ellerbe Road United Methodist Church, 10130 Ellerbe Church Road
0978 Ellerbe Road United Methodist Church, 10130 Ellerbe Church Road
098 Mall St. Vincent, 1133 St. Vincent Avenue
099 Fire Station No. 5, 240 E. Stoner
122 Westview Christian Church, 7188 Greenwood Rd.
123 Grawood Christian School, 10420 Grawood School Rd.
124 Grawood Christian School, 10420 Grawood School Rd.
125 Keithville Elem./Middle School, 12201 Mansfield Rd., Keithville
126 Caddo Fire District Number 6, 10377 Linwood Avenue
127 LSU Pecan Station, La. Hwy 1, South
128 Ellerbe Road United Methodist Church, 10130 Ellerbe Church Road
129 Dixie Garden Civic Center, 4760 Dixie Garden Drive
130 Cherokee Park Elementary, 2010 Algonquin Trail
131 Judson Street Elem. School, 3800 Judson Street
132(A) Caddo Fire District No. 4, Central Station, 8240 Colquitt Rd, Keithville
132(B) Caddo Fire District No. 4, Central Station, 8240 Colquitt Rd, Keithville
133 Caddo Fire District No. 3 Substation No. 3, Buncombe Rd, West of Highway
134 Caddo Fire District No. 3 Substation No. 4, 2745 Jolly Napier Rd.
135 Lakeview Baptist Church, 4520 Tacoma Street
136 Blanchard Elementary School, 402 Birch Ave, Blanchard
137A Northwood High School, 5939 Old Mooringsport Road
137(B) Northwood High School, 5939 Old Mooringsport Road
138 Donnie Bickham Middle School, 7240 Mooringsport Road
139 Mooringsport Community Center, 603 Latimer Street, Mooringsport
140 Caddo Fire District No. 7, Substation 4, Gray Street, Belcher
141 Caddo Fire District No. 7, Substation 4, Gray Street, Belcher
142 Oil City Community Center, 310 Savage St., Oil City
143 North Caddo High School, 201 Airport Dr.
144 North Caddo High School, 201 Airport Dr.
145 Caddo Fire District No. 7, Substation 2, Adger Street, Gilliam
146 Deep South Gift Shop, U.S. Highway 71, Mira
147 Village Hall, Main Street, Rodessa
149 Village Hall, Main Street, Rodessa

150 Ida Community Center, Cedar Street, Ida
151 Hosston Town Hall, La. Hwy 2, Hosston
152 North Caddo Branch Shreve Mem Library, 414 N. Pine St, Vivian
153 Vivian Middle School, 100 W. Kentucky, Vivian
154 Belcher Village Hall, Charles Street, Belcher
156 Oil City Community Center, 310 Savage St, Oil City
157 Mooringsport Community Center, 603 Latimer St, Mooringsport
158 Blanchard Elem School, 402 Birch Ave, Blanchard
159 Greenwood City Hall, Greenwood Road, Greenwood

The polling places set forth above are hereby designated as the polling places at which to hold the said election, and the Commissioners-in-Charge and Commissioners, respectively, shall be those persons designated according to law.

The said special election will be held in accordance with the applicable provisions of Chapter 5, Chapter 6-A and Chapter 6-B of Title 18 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority, and the officers appointed to hold the said election, as provided in this Notice of Special Election, or such substitutes therefor as may be selected and designated in accordance with La. RS. 18:1287, will make due returns thereof to said Governing Authority, and NOTICE IS HEREBY FURTHER GIVEN that this Governing Authority will meet at its regular meeting place, the Caddo Parish School Board Office, 1961 Midway St., Shreveport, Louisiana, on **WEDNESDAY, OCTOBER 22, 1997, at THREE-THIRTY O'CLOCK (3:30) P.M.**, and shall then and there in open and public session proceed to examine and canvass the returns and declare the results of the said special election. All registered voters of the District are entitled to vote at said special election and voting machines will be used thereat.

THUS DONE AND SIGNED at Shreveport, Louisiana, on this, the 30th day of July, 1997.

ATTEST:

/s/ Mike Powell

President

/s/ James E. Foster

Secretary

**APPOINTMENT OF DIRECTOR TO THE BOSSIER/CADDO JUVENILE
DETENTION AUTHORITY BOARD OF DIRECTORS (Powell)**

Mr. Powell announced that The Bossier/Caddo Juvenile Detention Authority Board has requested that the CPSB appoint someone to the Juvenile Detention Authority Board of Directors. The superintendent recommended that Roosevelt Shelby, director of attendance, be appointed to serve. The president said the superintendent indicated that the appointee had to be an employee of the CPSB, but this was not his understanding. Mr. Milam moved, seconded by Mr. Vance, approval of the superintendent's recommendation of Roosevelt Shelby to serve on the board. Vote on the motion carried unanimously.

Adjournment. There being no further business, Mr. Burton moved for adjournment. Mr. Brooks seconded the motion, and the meeting adjourned at approximately 7:45 p.m.

James E Foster, EdD, Secretary

Mike Powell, President

August 6, 1997

The **Executive Committee** of the Caddo Parish School Board met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana on Wednesday, August 6, 1997, at approximately 3:37 p.m. with President Mike Powell presiding and Jerry Tim Brooks and Ron Adams present, being a quorum. Other board members present were Judy D Boykin, Willie D Burton, Miles Hitchcock, ScD, Mark Milam, Alvin Mims, Michael J Thibodeaux, Johnny Vance, Jr and Sybil B Walker. Also present were Secretary James E Foster, Legal Counsel Fred Sutherland, staff and other visitors. The invocation and Pledge of Allegiance were given/led by Mr. Adams.

EXECUTIVE COMMITTEE - ESTABLISH AGENDA for the AUGUST 20, 1997 CPSB MEETING

Executive Committee members, with input from other school board members, reviewed the proposed agenda for the August 20, 1997 school board meeting. The president announced that "*Special Presentation - Safety Town* " will be presented at a later meeting. The following items were added to the agenda: "*Secretary for Woodlawn High School* " (Mims); "*Improper Activities on School Campuses* " (Burton); "*Revision of CPSB Policy - Military Leave* " (Dr. Hitchcock); "*Superintendent's Report - M & S Funding Balance* " (Adams), "*Legislative Update* " (Vance), and "*School Calendar for Teachers* " (Walker); "*Announcements and Requests - List of Class Materials, Supplies, Fees for Students* " (Burton); "*Executive Sessions - Superintendent's Evaluation* " (Powell), "*Status Report - Consent Decree Litigation* " (Adams), and "*CPSB Decorum* " (Vance).

CPSB WORK SESSION

Approval of Salary Schedules. The superintendent said this item is in regard to the state supplement that was approved by the Legislature -- \$1,000 for teachers and \$350 for support staff. Staff will include a proposal in the mailout.

Renewal of Agreement With Caddo Community Action Agency, Inc. for Head Start Program; Renewal of Agreement With Association for Community Training, Inc. for After School Study Program. Noting recent negotiations with YEP, the president asked if there are any changes with the renewals. The superintendent said the agreements are the same as in the past, with the standard fees.

Additional Staffing - Arthur Circle Elementary. Ollie Tyler, deputy superintendent, reported that staff is requesting two additional teaching positions above the staffing formula because of the enrollment of students from the homeless shelters. This request is in addition to the request for one teacher that was approved at the last regular school board meeting. Mrs. Tyler further stated that the two additional staff persons are being assigned to reduce the pupil/teacher ratio and to work with students in the Homeless Program.

K-3 Reading and Mathematics Initiatives. The superintendent said staff has been completing applications and working aggressively to meet the state deadline. Mrs. Tyler said this item is the initiative that must be implemented starting with the 1997-98 school year, and staff persons and the Reading Task Force will have the plan ready to send to the State Department. Mrs. Walker noted that this is the additional money the State Department has given for the Reading Incentive Program. The president said the deadline is not for the money, but is for identification of students.

Mathematics Curriculum. The superintendent said staff will be asking the board's permission to put the curriculum in place for the 1997-98 school year, per request of the State Department of Education. Mr. Burton asked if staff will be required to do anything different in agenda items 17 and 18 that has not been done before. The superintendent said changes have been made, and for item 17, changes are the result of legislative action. Mr. Burton said staff might need to revisit other reading and math programs for eighth and ninth grade students for possible revisions. The superintendent said staff has had more flexibility to develop their own curriculum and methodology with item 18 (*Mathematics Curriculum*) because staff is no longer required to follow exactly what is in *Bulletin 741*.

8(g) Grant Allotment for Superior Textbooks; 8 Innovative Professional Development

Grant for Social Studies Teachers; and, 8(g) Block Grants. Mr. Adams asked for clarification of *superior textbooks*. Mrs. Tyler said this reference is for library books and reference material.

Administrative Procedure for Assigning Displaced Teachers. The superintendent said this item is in response to a request from Mrs. Boykin, and staff is preparing information for the board's consideration. Mrs. Boykin said she requested staff to develop a policy to address this matter. The superintendent suggested that the board might want to review the procedural information that staff is preparing and see if it meets the intent; and, if it does, it could be drafted as policy.

C-PIP. Mr. Milam requested staff to include an informational report in the mailout on C-PIP and its location. Mr. Adam asked if staff is prepared to come to the board with a new recommendation. The superintendent said he will bring to the board information that was received from staff. Staff has been looking at alternate places and it is a consensus of opinion that these individuals should be housed in one spot.

Classified Employee Hiring and Transfer Procedure. The superintendent said there are differences in procedures for hiring and transferring classified employees and information will be presented to the board for consideration. Mr. Brooks emphasized that he wants the superintendent and staff to develop a policy that will place hiring of all employees back in the personnel department.

Calendar for Teachers. Mrs. Walker asked where would the two additional work days fit into the teachers' calendar for 1997-98. The superintendent said currently 181 days are built into the calendar; and, technically the addition to the calendar is for one day. Staff has discussed this, and a recommendation will be presented to the board.

CPSB Policy - Military Leave. Dr. Hitchcock requested a change to this policy to eliminate the requirement for *national emergency*. He reported that two employees are being ordered to active duty involuntarily by the U. S. Army for service in Bosnia. The military has changed the way that it operates with reservists, and the president of the U. S. has the authority to order reservists to active duty in times other than national emergency. This is what has happened to the employees, and school board policy does not allow for this.

Secretary for Woodlawn High School. Mr. Mims said that the addition to the secretarial staff at Woodlawn is needed. The superintendent said he will check to see what the status of the secretarial allocation is at Woodlawn, and will bring a recommendation to the board.

Activities on School Campuses. Mr. Burton alluded to improper conduct by adults on school campuses, and asked staff to review CPSB policy to determine how this concern should be addressed, and for possible revision.

Fair Park Medical Careers Program. Concern was expressed as to whether sufficient resources are in place for the program to ensure the employment of quality staff. The president said that because of salary concerns, it is sometimes difficult to recruit top-quality nurses. Information will be included in the mailout.

Executive Sessions (Superintendent's Evaluation, Status Report - Consent Decree, and CPSB

Decorum). The president said information will be shared with board members. Dr. Hitchcock requested that information pertaining to executive sessions be shared with board members (separate mailout) prior to the scheduled board meeting.

Mr. Adams moved, seconded by Mr. Brooks approval of the proposed agenda for the August 20, 1997 CPSB meeting. Vote on the motion carried unanimously.

The **Executive Committee** recommended that agenda items 9-22 be categorized as consent agenda. Mr. Brooks moved, seconded by Mr. Adams, approval of the proposed consent agenda. Vote on the motion carried unanimously.

PUBLIC INPUT

The president polled the audience for input on agenda items.

Jackie Lansdale, president of LA Federation of Teachers and Support Personnel, asked if when the board considers the policy/procedure for assignment of displaced teachers, if the focus will be only on displaced teachers. The superintendent said there is no policy, and staff is presently working on this matter. Ron Festavan, director of human resource services, said the current procedure that staff is working on is in line with the request from board members. Staff is working on something for displaced teachers, and it could be expanded depending on the board's desire. Ms. Lansdale encouraged the board to develop a policy to ensure that certified teachers are being employed. She further requested that agenda items 17 and 18 be removed from the consent agenda. The president said any board member could remove items) from the consent agenda at the board meeting, and information on these items will be included in the mahout.

Adjournment. There being no further business, Mr. Brooks moved for adjournment. Mr. Adams seconded the motion which carried unanimously, and the meeting adjourned at approximately 4:32 p.m.

August 6, 1997

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 4:33 p.m. Wednesday, August 6, 1997, with President Mike Powell presiding and the following board members present being a quorum. Ron Adams, Judy D Boykin, Jerry Tim Brooks, Willie D Burton, Miles Hitchcock, ScD, Alvin Mims, Mark Milam, Michael J Thibodeaux, Johnny Vance, Jr and Sybil B Walker. Mildred B Pugh was absent due to illness. Also present were Secretary James E Foster, Legal Counsel Fred Sutherland, staff and other visitors. The invocation and Pledge of Allegiance were omitted.

REPORT ON BUILDING NUMBER SIX NEGOTIATIONS

The president said the superintendent received information on Friday, August 1, 1997, that the negotiations are no longer needed because the building has been taken off the market, and another offer was accepted.

Mrs. Boykin called for point of information, and said the CPSB is in a meeting, but there is not a visitor's section on the agenda. She asked if action will be taken by the board. The president said no action is required on agenda item four, but will be required on item five. The president said Mr.

Burton was going to point out that the board, typically in the past, has not had a visitor's section on the agenda for special called meetings. However, if in the future it is requested by a board member, then it will be added to the agenda.

The superintendent reported that late Friday afternoon, he received a call from the representative of U L Coleman that Building Six had been sold to another entity and it was again verified this morning by the same representative. Something in writing will possibly be provided the CPSB today. Mr. Brooks expressed concern that the property was sold to another group. The president clarified that the board voted for the superintendent to conduct an inquiry about a possible purchase. Mr. Brooks asked the president to contact *The Times* reporter that wrote an article about the purchase, which was in today's newspaper, and ask her to make accurate reports in the future. The president said he has already taken steps to inform the reporter.

NOTIFICATION OF EMERGENCY PURCHASE

The superintendent called board members' attention to the request and said staff recommends that the purchase of batteries for the emergency lighting systems at Huntington and Donnie Bickham schools be declared an emergency and ratify the purchase of the batteries at a cost of \$25,200 without formal bids. Mr. Burton moved, seconded by Mr. Thibodeaux, approval of staff's recommendation. Vote on the motion carried with Mr. Vance absent for the vote. Board members supporting the motion were Walker, Burton, Thibodeaux, Brooks, Powell,

Mims, Milam, Boykin, Adams and Dr. Hitchcock.

Adjournment. There being no further business, Mrs. Boykin moved for adjournment. Mr. Burton seconded the motion which carried unanimously, and the meeting adjourned at approximately 4:40 p.m.

James E Foster, EdD, Secretary

Mike Powell, President

August 20, 1997

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 3:35 p.m. on Wednesday, August 20, 1997, with President Mike Powell presiding and the following board members present being a quorum: Ron Adams, Judy D Boykin, Jerry Tim Brooks, Willie D Burton, Miles Hitchcock, ScD, Mark Milam, Alvin Mims, Mildred B Pugh, Michael J Thibodeaux, Johnny Vance, Jr. and Sybil B Walker. Also present were James E Foster, secretary, and Fred Sutherland, legal counsel. Mr. Adams gave the invocation and led the Pledge of Allegiance.

CONSIDERATION OF MINUTES OF THE JULY 23, JULY 30, AND AUGUST 6, 1997 CPSB MEETINGS

Mr. Adams moved, seconded by Mr. Brooks, approval of the minutes of the July 23, July 30, and August 6, 1997 CPSB meetings. Vote on the motion carried unanimously.

PUBLIC COMMENTS IN MEETINGS (Powell)

The president said information on new legislation was shared with board members, and he plans to conduct meetings of the CPSB in compliance with Act 895. He further noted that he has been working with Mr. Burton and legal counsel, and a motion was drafted for the board's consideration. Mr. Burton moved, seconded by Mr. Thibodeaux, that changes in the Caddo Parish public input policy be as follows: Citizens who wish to speak before the CPSB during the visitors section and before votes on specific agenda items are taken must notify the president by signing up on forms available in the CPSB meeting room prior to the meeting. During the visitors section, visitors may speak to any topic. However, those wishing to speak to an agenda item will speak at the appointed time of that item, prior to a motion by a board member, for no more than three minutes. If a designated group is speaking (for example: Caddo Citizens for Education), only two representatives can speak for three minutes each or one representative for five minutes. If no citizen timely signs up to speak at the comment period for any item listed on the consent agenda by the school board, such consent agenda items may be acted upon by the board as consent items without comment. In case of suspension of the rules to consider an item upon which a vote is to be taken, any citizen can speak to the proposed item to be considered before a motion is made. The board's time limit rule applies. This motion is to become effective by the November, 1997 meeting.

Mrs. Walker expressed concern that the proposed motion might not be in total compliance with Act 895. Legal counsel said he thinks the motion on the floor is proper. Mr. Burton said the motion is designed to ensure that the CPSB is in compliance with receiving public input. For clarification, Mrs. Pugh suggested that board members should examine agenda items pertaining to *visitors* as it relates to the *consent agenda*. She asked if the board will be receiving general input during the visitors' section, and later receive discussion in reference to other agenda items at the time specific items are introduced. The president said the CPSB has historically allowed visitors to make comments on any topic as long as they do not bring up names of personnel, and the legislation speaks specifically to agenda items. The CPSB will still have a visitors section for the purpose of receiving general comments; however, if an individual wants to address a particular item, then the board will allow for input at the time the item is introduced. Mrs. Pugh said the CPSB policy will need to be changed. She asked if the board's chairman will pull from the consent agenda items that have been identified by visitors for input, and the president said he intends to pull items from the consent agenda if identified by visitors for input. Dr. Hitchcock asked legal counsel if the proposed motion will comply with Act 895 of the Legislature. Legal counsel said it is his opinion that the motion before the board, as explained by the president, would comply with Act 895. Dr. Hitchcock asked why was the November, 1997 implementation date selected. Mr. Burton said this date will give the public time to become aware of the new legislation and of the CPSB's policy. The president said he intends to enforce the legislation at today's meeting. Following more discussion, the president called for the vote and the motion carried with Mrs. Walker opposed. Board members supporting the motion were Vance, Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock.

The president encouraged visitors to sign up to address the CPSB and emphasized that if visitors have discussion on specific agenda items, then they will be recognized at the time the item is introduced.

VISITORS

Charlotte Crowley, Caddo Federation of Teachers representative, informed board members of a recent meeting whereby participants engaged in dialogue about teaching reading. She provided board members with a summary of what was expressed relative to K-3 Reading Initiative.

Mimie Cherry, citizen, made general comments about her philosophy to: love everybody, include God in our lives, live by Biblical principals, set good examples for children, and improve race relations. She further noted that parents should be encouraged to become involved in school activities, *Le PTA*.

Dottie Bell, CPSB educator, invited school board members and staff to attend the *Back-to-School Celebration* on Friday, September 12, 1997, at the Convention Hall from 5:00 - 8:00 p.m. Food and entertainment will be provided, and the event is sponsored by Harrah's Casino. All CPSB employees and guests are encouraged to be in attendance.

Monica Jenkins-Moore, president of Caddo Association of Educators, pledged CAE's continued support of the CPSB and to continue to be at the forefront of education innovation. She thanked school board members and staff for attending the Louisiana Association of Educators (LAE) forum that was recently held at C E Byrd High School. CAE members asked the board not to add the additional work day for teachers to the end of the school calendar; and, to seek input on the proposed policy for placement of displaced teachers and transfer requests. She also expressed appreciation for the proposed salary increase for employees.

Jackie Lansdale, president of Caddo Federation of Teachers and Support Personnel, reserved her comments for specific agenda items.

Recess. The president called for a ten-minute recess at approximately 4:22 p.m. The board reconvened at approximately 4:34 p.m.

CONSENT AGENDA

The president said items identified by CPSB members and/or visitors to receive public input will be removed from the consent agenda. Following review of the agenda and with the approval of the school board, the following items were postponed: *"Request Approval of Resolution for Authorization to Send Written and Signed Charges to Two Employees (Classroom Teachers), and for the Board to Set a Tenure Date in Accordance With La. R.S 17:443, " "Administrative Procedure for Assigning Displaced Teachers, " "Classified Employee Hiring and Transfer Procedure, " and "Revision of CPSB Policy GCBD / GDBD-R -Military Leave " (Hitchcock). The following items were removed from the agenda: "Secretary for Woodlawn High School " (Mims), "Improper Activities on School Campuses " (Burton), and "M & S Funding Balance " (Adams). Having concluded the visitors' section, discussion ensued on visitors being able to comment on the items being placed on the consent agenda. Mrs. Boykin said items were removed from the agenda and asked if visitors will be given an opportunity to address these items. Mr. Burton said Act 895 allows for input on items that a vote will be taken on, and if the item is added to a future agenda, then visitors will have an opportunity to speak. The president said the present concern is that visitors could have made general comments during the visitors section and might have reserved commenting until the item is introduced. But, since the item has been removed, allowance should be made for them to speak. Mrs. Pugh expressed like concern and moved, seconded by Mr. Brooks, to suspend the rules to make an adjustment to the agenda whereby visitors would be given an opportunity to make general comments on non-agenda items under *Unfinished Business* for today's meeting. Dr. Hitchcock suggested that the board might want to establish a new agenda item that reads *"Changes to the Agenda"* or make a permanent adjustment to the agenda format by switching the order of *visitors* and *consent agenda* items. The president asked Mrs. Pugh if she would consent to amending her motion to allow the board to consider adding an item permanently to the agenda to come before *visitors* for the purpose of making changes to the agenda and setting a proposed consent agenda. Mrs. Pugh said to comply with the request would be altering the CPSB's policy and her motion is for today's meeting. She said the board should take care of the business for today and consider the agenda format at a future meeting. The president said a special called school board meeting will be held on September 3, 1997, and this item could be addressed at that time. Vote on the motion to suspend the rules carried unanimously. Mrs. Pugh moved, seconded by Mr. Brooks, that the CPSB accept all visitors' comments not germane to items on the agenda for today following the president's announcement of *Unfinished Business*. Mr. Burton called for point of parliamentary procedure and said visitors should make their comments before a motion is made. The president ruled that the motion is in order, and every time an amendment is made, the board will not open the discussion for public comment. Dr. Hitchcock called for a point of order, and said it appears that the president's ruling is correct however, it also appears that since this is not an amendment, it is a motion, that the CPSB should poll the audience for public*

input on the motion. Legal counsel advised that the issue is a procedural rule rather than one of substance, and the school board has the discretion to allow input. The president ruled that it is proper to proceed with the vote. Dr. Hitchcock moved, seconded by Mr. Burton, to appeal the ruling of the chair on the recent point of order. The president said board members supporting the chair should vote no, and those opposing should vote yes. Dr. Hitchcock said the board just passed a motion (effective November, 1997) that says when the board suspends the rules to add an item to the agenda that public input would be allowed; and, because of this he could not say if the issue is a matter of procedure or substance, and the board should be consistent in its action. The president clarified his ruling that the school board does not need to seek public input before voting on the motion for public input. The point of order challenges the chair's ruling and if board members vote no, they will be upholding the chair; if board members vote yes, they will be overturning the chair's ruling. Dr. Hitchcock called for point of order and quoted *Robert's Rules of Order* relative to appeals of the chair's ruling. The president clarified that if board members vote to sustain the ruling of the chair, the vote should be yes; if board members vote to overturn the chair, their vote should be no. Vote on the motion was called with board members Walker, Burton and Dr. Hitchcock voting no. Board members supporting the chair's ruling were Vance, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Boykin and Adams. The president said the chair's ruling stands, and he called for the vote on the motion to receive public input from visitors on items removed from the consent agenda following *Unfinished Business*. Vote on the motion carried with Mrs. Walker opposed. Board members supporting the motion were Vance, Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock. After review of the agenda, the following items were categorized as consent agenda.

Agenda Item No. 9

Personnel Recommendations. The superintendent recommended that: 1) Olivia J Belle be appointed supervisor of attendance and child welfare - Title I, and the terms of contract are August 21, 1997 - June 15, 2000; 2) Verne Henderson be appointed assistant principal of administration and discipline at Vivian Elementary/Middle School, and the terms of contract are August 21, 1997 - June 15, 2000; 3) Randy Watson be appointed insurance manager; and, 4) Walter Thompkins, Jr. be appointed head coach at North Caddo High School. Each employee will receive the appropriate salary as reflected by the CPSB salary schedule applicable to the position to which he/she is appointed.

Agenda Item No. 10

Approval of Bids/Proposals Taken. Staff recommended approval of the circled low bids for M & S science supplies and small equipment for all schools; computer furniture for Southwood, Northwood, and Caddo Middle Magnet; and, graphics calculators for Keithville, Broadmoor, Southwood, C E Byrd and ten elementary schools. A copy of the tabulation bid sheets marked "*Exhibit A, four pages, August 20, 1997*" is filed in the official papers of the board.

Agenda Item No. 11

Approval of Title I Budget Revision Update. Staff recommended that the supplemental Title I allocation be used to cover salary and benefit obligations and the balance be maintained as carryover to the 1998-99 budget.

Agenda Item No. 13

General Fund Budget Adjustment - Election Expense. Staff recommended that the 1997-98 General Fund budget be adjusted to include \$75,000 for election expense, to be taken from the ending balance.

Agenda Item No. 14

Renewal of Agreement With Caddo Community Action Agency, Inc. for Head Start Program. Staff recommended that the agreement with Caddo Community Action Agency, Inc. for the 1997-98 Head Start Program to use available classrooms and to provide meal service to participants be approved. A copy of the agreement is filed in the official papers of the board.

Agenda Item No. 15

Renewal of Agreement With Association for Community Training, Inc. for After School Study Program. Staff recommended that the agreement with the Association for Community Training, Inc. for an after school study program for 1997-98 at Midway, Hollywood, Northside and West Shreveport, and to provide transportation and snacks be approved. A copy of the agreement is filed in the official papers of the board.

Agenda Item No. 16

Agreement With Jefferson Caddo Community Center for After School Program. Staff recommended that the agreement with Jefferson Caddo Community Center for an after school enrichment program for 1997-98 at Cherokee Park, Northside and Oak Park, and to provide transportation be approved. A copy of the agreement is filed in the official papers of the board.

Agenda Item No. 17

Request by Agape - Faith Ministries, Inc. to Use Huntington High School Facilities. Staff recommended that the request from Agape-Faith Ministries, Inc. to use Huntington High School facilities November 23-27, 1997 be approved. The facilities will be used to host a youth conference, including worship services.

Agenda Item No. 20

8(g) Grant Allotment for Superior Textbooks. Staff recommended approval of the 8(g) grant for superior textbooks, library books, and/or reference material, as outlined in the mailout. The Louisiana Department of Education has granted Caddo an allocation of \$149,650.

Agenda Item No. 21

8(g) Innovative Professional Development Grant for Social Studies Teachers. Staff recommended approval of the 8(g) Innovative Professional Development Grant for social studies teachers. The grant amount is \$16,125.

Agenda Item No. 22

8(g) Block Grants. Staff recommended approval of the 8(g) block grants for the 1997-98 school year, as included in the mailout. An abstract of the grants is filed in the official papers of the board.

Agenda Item No. 23

Enriched Credit - Drafting & Design Technology I & II. Staff recommended approval of enriched credit for Drafting & Design Technology I and Drafting & Design Technology II, as outlined in the mailout.

Agenda Item No. 24

Request for General Fund Supplement to 1997-98 8(g) Early Childhood Block Grant. Staff recommended approval of a request to use General Funds to supplement the 1997-98 8(g) Early Childhood Block Grant. General Fund dollars in the amount of \$17,732.42 are requested to supplement 8(g) grant dollars for staff salaries and benefits.

Agenda Item No. 25

Settlement of Workers' Compensation Claim. Staff recommended approval of the workers' compensation claim of Ms. Dorothy Abraham, sweeper, for a total of \$20,000.

Agenda Item No. 33-A

Requests for Leaves. The superintendent recommended approval of the requests for leaves as follows:

Leave Without Pay (Personal), 1997-98 School Year

Donna Battenfield, Teacher, Northwood High
Stephanie Joseph, Teacher, South Highlands Magnet
Karen Smyth, Teacher, Walnut Hill Elementary/Middle
Glory Stewart, Teacher aide, Captain Shreve High

Sabbatical Leave for Rest and Recuperation, 1997-98 School Year

Bobbie Anderson, Librarian, Ingersoll Elementary
Patsy Ezernack, Teacher, Walnut Hill Elementary/Middle
Gwendolyn Harrison, Teacher, Werner Park Elementary
Debbie Oakes, Teacher, Summer Grove Elementary
Terry McGrew, Teacher, Caddo Magnet High

Sabbatical Leave for Rest and Recuperation, Fall Semester 1997-98 School Year

Vicki Baudoin, Teacher, Lakeshore Elementary

Request of the Board. Terri Sue Phillips, teacher at Caddo Middle Magnet, requested to rescind her leave without pay for the 1997-98 school year. She will assume a position at Caddo Magnet High School.

Mr. Burton moved, seconded by Mr. Brooks, approval of the consent agenda. Vote on the motion carried unanimously.

SPECIAL RECOGNITION(S) - PARENT TEACHER ASSOCIATION (PTA)

On behalf of the CPSB, the president formally and officially acknowledged the outstanding achievements and contributions of the Caddo District PTA to the Caddo Parish Public School System. He noted that this organization has the greatest percentage of parents involved in the state of Louisiana. On behalf of the association, Tillie Cailleff, president of the Caddo District PTA, received a framed certificate of appreciation as an expression of thanks for all that the association contributes to Caddo public schools. Mrs. Cailleff recognized the following PTA officers who were present: Margie Rayburn, first vice president, Carol Fullilove, recording secretary; Cooper Knecht, publicity/teacher appreciation chairman; and, Essie Holt, parliamentarian.

PERSONNEL RECOMMENDATIONS

The superintendent recognized and introduced the promoted employees, as identified in *consent agenda* item nine.

APPROVAL OF SALARY SCHEDULE

Jackie Lansdale, president of Caddo Federation of Teachers and Support Personnel, expressed appreciation to the board for its support to supplement the state salary increase; to increase the teacher's pay from nine to ten percent; and, five to six percent for support personnel.

Mr. Burton moved, seconded by Mrs. Boykin and Mr. Brooks, that salary schedules, as included in the mailout, be approved, to be effective at the beginning of employees 1997-98 work year. Mr. Vance asked if the schedule includes all employees including teachers with temporary certification, and if the CPSB is in compliance with the law. The superintendent said the \$1,200 covers everyone on the teachers' salary schedule, and it does not leave anyone out. Vote on the motion carried unanimously.

ADDITIONAL STAFFING - ARTHUR CIRCLE ELEMENTARY

Kathy Hannigan, principal at Arthur Circle Elementary, provided board members with information on the challenges that staff faces at Arthur Circle and of class needs. She noted that in July, 1997, she requested one additional teacher to man the homeless education tutorial lab and to provide direct remediation to the students enrolling from the shelter. She respectfully requested the CPSB to consider approving two additional teachers for the school who will deal with all of the needs of regular students.

The superintendent said staff's recommendation is to restore Arthur Circle to the original staff allocation that was in place during 1996-97, which allowed for two additional positions. He said one position was restored in July, 1997, and suggested that one additional position be restored today. The superintendent further noted that depending upon the work load and students' needs after school opens, staff could determine if the additional position is necessary. Mrs. Walker moved, seconded by Mr. Burton, that two additional full time teachers be assigned to Arthur Circle Elementary School for the 1997-98 school year. Mrs. Walker asked the board to consider the needs of the homeless students and to support the principal's request. Mr. Burton spoke in support of the motion. Mr. Vance expressed concern about the disagreement between the school's staff and the superintendent about staffing needs at the school. The superintendent said staff does not know what the needs will be at Arthur Circle until after school begins, and based upon identified needs, then staff could come to the board and request additional staffing if necessary. The president clarified the staffing of an employee that was added in July, 1997. Mr. Mims expressed appreciation for the president's clarification and spoke in support of adequate staffing at all schools. However, he questioned if the need for additional staffing is evident at this time. Mrs. Hannigan said that as of today, 28 students have enrolled from the Providence House and YWCA, and enrollment numbers vary from day to day. Mr. Milam asked why weren't the positions approved during the budgeting process. The superintendent said during the budgeting process, it was recommended that the large pool of certified teachers be cut from 30 to 20, and this had an impact on the flexibility that staff had in dealing with schools requesting special assistance. Dr. Hitchcock made a motion to amend the motion,

seconded by Mr. Thibodeaux, that the board currently authorize the addition of one more staff position at Arthur Circle for the 1997-98 school year and direct the superintendent to consider the needs of Arthur Circle at the same time he does the rest of the schools in Caddo Parish for additional staffing. Dr. Hitchcock commended the principal for her appeal, but encouraged board members to follow the procedure and allow the superintendent to look at the entire needs of Caddo Parish and to come back to the board and make a recommendation. Mr. Thibodeaux acknowledged that the school already has two additional teachers above the staffing formula. If additional staffing is needed, then the superintendent could come back to the board with a recommendation. He emphasized his concern about the decline in homeless student enrollment as the school year progresses. Janie Moran, coordinator of the homeless program, explained the student enrollment data as included in the mailout. Mrs. Walker expressed concern about the emotional turmoil that homeless students suffer and emphasized the need for smaller classroom settings to address the needs of these students. The president said the Caddo Public School System does not have many schools with homeless students enrolled; there is a need to provide support in the early years; and, children coming from the shelters are homeless and need extra support. Mrs. Pugh noted that she finds it disturbing that board members, principals, and parents are coming to the board for educational needs that she expects the superintendent to address. She said her concern is that staff's recommendation is for one position and the principal, along with a board members, is requesting two positions. Mrs. Pugh said the board needs to expect from the superintendent and his staff some strong educational recommendations, and if there is a serious need in the school, that she would trust that the principal and community would recognize the fact that we need to sell our needs to the superintendent, and the superintendent needs to bring a strong recommendation to the board. She emphasized the need for the board to say more to the citizenry about the school board's leadership -- that there is a unified and professional staff who can give good solid recommendations. Mr. Burton moved, seconded by Mr. Adams, to call for the question on the amendment and the motion. Vote on the motion to end debate carried with Mr. Vance opposed. Board members supporting the motion were Walker, Burton, Thibodeaux, Brooks, Pugh, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock. Vote on the amendment failed in a tie vote with board members Walker, Vance, Burton, Brooks, Powell and Adams opposed. Board members supporting the motion were Thibodeaux, Pugh, Mims, Milam, Boykin and Dr. Hitchcock. Vote on the main motion carried with board members Vance, Pugh, Mims, Milam and Dr. Hitchcock opposed. Board members supporting the motion were Walker, Burton, Thibodeaux, Brooks, Powell, Boykin and Adams.

MATHEMATICS CURRICULUM

Jackie Lansdale said she sent the curriculum that was included in the mailout to the Education Issues Standards Department of the American Federation of Teachers in Washington, D. C., and the school board might be interested in their evaluation before making a final decision. She recapped the findings and provided board members with a copy of the Virginia Standards for the seventh grade. The superintendent said staff recommends approval of the mathematics curriculum, as included in the mailout. Mr. Burton moved, seconded by Mr. Brooks, approval of staffs recommendation. Vote on the motion carried unanimously.

PERSONNEL FOR FAIR PARK MEDICAL CAREERS PROGRAM

The superintendent made the board aware of recommended changes being proposed by staff, as follows: *Bullet No. 3 - that the position remains on the teachers' salary schedule, but make other moves to increase the salary for this person. Also, Bullet No. 5 - staff changed the wording to upgrade the office clerk position to secretary.* Mrs. Pugh moved, seconded by Mr. Burton, that the superintendent's recommendations be accepted, and that the language be modified in *Bullet No. 5 - "Upgrade the secretary position in the Medical Careers Magnet with the understanding that there may be some other responsibilities as directed by the principal.* Mrs. Pugh said she would like for the latter clause to be deleted so there will be no written conflict of line of authority in giving directions to the employee. Mr. Adams requested clarification of the secretary's original job. The superintendent said the person was used primarily for the medical careers program, and the intent of the modification is that this would give the secretary additional responsibilities to work with the medical careers program and the regular school. Mrs. Pugh noted that the program was once located on the third floor, but has been relocated to the first floor. More discussion followed on the role of the secretary. The superintendent said the intent of the position is to provide clerical support to the medical careers program, and Mrs. Pugh's point through the motion, is that the principal is in charge of the school. He said it would help if there is communication between the program coordinator and the principal in the use of the position. Mr. Adams said this is a consent decree program, and he wants to ensure that all personnel is used in the right place. The superintendent said in reading what is being proposed through the motion, that it would give direct responsibility to the principal for the use of the secretary. He said he would feel more comfortable if the remainder of the sentence was included as listed in the mailout, and both individuals utilizing the service of the secretary should have input on how the secretary is used. He further noted that he would like an opportunity to discuss this further with the school principal and appropriate staff. Dr.

Hitchcock suggested that the superintendent could convey to the principal that the primary responsibility of the secretary would be to work with the medical careers magnet, and the two parties would have to work together. He asked if the principal concurs with the proposal. Wanda Brooks, principal at Fair Park High School, said she agrees and endorses the proposal as modified. She clarified that the medical careers secretary will not be working two different positions; she will be housed in the medical careers office; but, if the phone rings in the main office area she will be expected to answer the phone and/or acknowledge visitors if they approach her in the office. Mr. Vance expressed concern about parking provisions at the Fair Grounds. The superintendent said staff is working on this and is looking at using a nearby church parking lot. Vote on the motion carried with Mrs. Boykin absent for the vote. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Adams and Dr. Hitchcock.

Recess. The president called for a ten-minute recess at approximately 6:00 p.m. The board reconvened at approximately 6:35 p.m. Mr. Burton left the meeting at approximately 6:00 p.m. to tend to other business. Mrs. Pugh left, per her doctor's directive, at 6:30 p.m.

SUPERINTENDENT'S REPORT

Legislative Update (Vance). The superintendent said Mr. Vance requested information on legislative actions relative to educational issues, and information was mailed to board members.

School Calendar for Teachers (Walker). Jackie Lansdale said the Caddo Federation of Teachers and Support Personnel polled its members relative to the additional non-teaching day imposed on teachers by the LA Legislature, and the result is that the majority voted overwhelmingly that the board rescind *President's Day*.

Monica Jenkins-Moore, CAE president, said CAE is requesting that the additional day not be added to the end of the school calendar. Further, the first choice of the majority of the membership is for the board to rescind *President's Day*.

The superintendent said the additional day is for the 1997-98 school year, and next year the holiday could be put back into the calendar. Mr. Vance moved, seconded by Mrs. Walker, that *President's Day* be deleted from the 1997-98 school calendar. The president asked if students will be off as scheduled, and the superintendent said yes, it would be a non-teaching day. Mr. Milam asked if it would matter if other holidays were requested, and the president clarified that the state required the additional day. The superintendent further stated that *President's Day* is the most recent holiday added to the school calendar. Vote on the motion carried unanimously.

UNFINISHED BUSINESS

Secretary for Woodlawn High. Mrs. Walker asked if staff will investigate the feasibility of the request for an additional secretary at Woodlawn and report back to the board in September. The superintendent said it is possible for staff to make a recommendation in September; however, the concern is to review staffing at all schools and to make a recommendation that will equalize staffing at all schools. Mrs. Walker emphasized the need for additional clerical staff at Woodlawn. The superintendent said staffing is up to speed at this time at Woodlawn, but the principal feels that extra help is needed.

Administrative Procedure for Assigning Displaced Teachers and Classified Employee Hiring and Transfer Procedure. Before bringing a recommendation to the board, Mrs. Boykin requested staff to get input from teacher organizations/groups (perhaps form a committee) before finalizing a policy/procedure on placement of displaced teachers and on transfer requests. Mrs. Boykin asked if teachers assigned to the P M School are eligible for the salary increase. The superintendent said P M teachers are not on the current teachers' salary schedule. Provisions for P M teachers state that they will be paid a certain amount above the state's salary schedule, and the state no longer updates the schedule. Staff is sensitive to the concern, but has not developed a recommendation at this time.

M & S Supplies for P M School. Mrs. Boykin said there is reportedly a problem with the drainage of materials and supplies at the P M School, in that students who are enrolled at other schools are accepted. She asked staff to investigate this concern.

Professional Services to Schools. Mrs. Boykin said occasionally different organizations make requests of staff to help communicate and/or sponsor various school activities. She encouraged staff to treat all schools equally, and if service is provided to one school, then it be given to others.

PUBLIC COMMENT

Tom Koenig, Local 100, expressed appreciation to the board for its efforts to seek public input on the hiring and transferring of classified employees. He further noted that perhaps too many people are involved in the hiring process.

Jackie Lansdale, Caddo Federation of Teachers and Support Personnel president, urged the board to hire certified teachers and to form a committee to receive input when drafting a policy for assigning displaced teachers.

NEW BUSINESS

Salary Increase for Substitute Teachers. Mr. Adams asked staff to consider upgrading the salary for substitute teachers, and make a recommendation to the board at its September, 1997 meeting.

ANNOUNCEMENTS AND REQUESTS

List of Class Materials, Supplies, Fees for Students (Burton). The superintendent said staff is following up on any concern that is made known about school supply lists.

MFP Funding. Mr. Adams noted that staff at the Caddo Career and Technology Center are not funded in the budget, therefore, they appear in the over-staffing formula. He asked the superintendent to write a letter to Cecil Picard, state superintendent of education, and ask that MFP funds be allocated for vocational/technical programs.

Transfers for Teachers. Mr. Thibodeaux and Mr. Milam requested staff to develop a policy/procedure for addressing teachers' transfer requests, and present it to the school board for consideration. Mr. Thibodeaux asked that something be put in writing that could be shared with others.

Bond Issue Packets. Mr. Thibodeaux asked when would board members receive public relations packets for the bond issue. Burnadine Moss Anderson, administrative assistant /communication information to the superintendent, reported that a premier presentation was made at the administrators' workshop that was held at Southwood High School on August 13, 1997, and transparencies and an accompanying script are being customized for board members. The packets will include a school-by-school breakdown, and under each proposition there will be a listing of what each school will receive. Also, comments that are being received and/or anticipated from the citizenry are being addressed. The packets should be ready by Friday, August 22, 1997. The superintendent reported that the transparencies were shown on Monday, August 18, 1997, to an arm of the Shreveport Chamber of Commerce.

General Fund Ending Balance. Mr. Vance asked staff to provide him with a report on the General Fund ending balance.

Stadium for Linear and Green Oaks. Mr. Vance asked staff to look into the feasibility of repairing the stadium at Linear Middle School and consider the possibility of constructing a stadium at Green Oaks Magnet High. He suggested that perhaps one stadium could be constructed in the area to accommodate the needs of both schools.

CPSB Meeting. The president announced that a special called meeting of the CPSB is scheduled for September 3, 1997 immediately following the Executive Committee meeting. The purpose of the special called meeting is to give approval to a reading grant application that needs to be forwarded to the State Department of Education by September 15. Also, there will probably be an item on the agenda to modify the regular school board meeting's agenda.

Approval of Bond Election. The president said indication has been received from David Wolf that the election is set on the ballot for October 18. The superintendent said the bond commissioner has given approval.

Lapel Pins. The president said Roy Thomas, director of middle schools, was putting together a package for middle schools before being called to military service. The program includes the provision of lapel pins and the president is working with Judy Moncrief, principal at Caddo Middle Magnet, to recruit board members to help distribute the pins over the first month of school. A calendar is set for the pin presentations, and interested board members should let him know if they would like to assist in making the presentations. Mr. Vance expressed interest in presenting pins at Donnie Bickham. Mrs. Walker asked the president to be present at the presentations to middle schools in the northern part of the parish.

Caddo Parish Stadium/Track Field. Mr. Adams asked for a status report on the repair work being done at Caddo Parish Stadium. Keith Norwood, director of school plant, apprised the board of the progress of repair work at the stadium. He emphasized that staff is still requisitioning materials. Mr. Adams expressed concern that the repair work is slow. He requested staff to install the missing and burned out lights at the stadium before school starts, and that the facility be cleaned.

Agenda. Mrs. Boykin asked if the executive session for CPSB *Decorum (Vance)* will be in closed session. The president said all executive sessions are closed. Mrs. Boykin asked what is the purpose for the executive session. Dr. Hitchcock said he raised this issue at the last school board meeting, and said he has a dilemma about voting to go into an executive session without relative information. He requested that information be provided board members prior to the meeting so that school board members could be apprised of the nature of the executive session. The president asked staff to try to provide information prior to the meeting, preferably through the mailout in a confidential packet. Mr. Vance apologized for not contacting school board members about this matter in advance, and requested the board's permission to withdraw the item. He said he would probably add this item to the September 3, 1997 special called meeting agenda. The president said with board consent, the item is withdrawn.

EXECUTIVE SESSIONS - SUPERINTENDENT'S EVALUATION (Powell) and STATUS REPORT -CONSENT DECREE LITIGATION (Adams)

Mr. Brooks moved, seconded by Mr. Mims, for an executive session for approximately 30 minutes to hear a status report on litigation: Jones, Et Al vs CPSB, Et Al, U S District Court, Civil Action 11055. Vote on the motion carried unanimously. The board went into executive session at approximately 7:20 p.m. and reconvened at approximately 7:52 p.m.

Mr. Adams moved, seconded by Mr. Brooks, to go into executive session for approximately 30 minutes to discuss the superintendent's evaluation. Vote on the motion carried with board members Vance, Walker, Thibodeaux, Brooks, Powell, Adams, Mims, Hitchcock and Milam supporting the motion. Mrs. Boykin was absent for the vote. The board went into executive session at approximately 7:53 p.m. and reconvened at approximately 8:55 p.m.

Adjournment. There being no further business, Mr. Brooks moved for adjournment. Mr. Mims seconded the motion which carried, and the meeting adjourned at approximately 8:56 p.m.

James E Foster, EdD, Secretary

Mike Powell, President

September 3, 1997

The **Executive Committee** of the Caddo Parish School Board met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana on Wednesday, September 3, 1997, at approximately 3:30 p.m. with President Mike Powell presiding and Jerry Tim Brooks and Ron Adams present, being a quorum. Other board members present were Judy D Boykin, Willie D Burton, Miles Hitchcock, ScD, Mark Milam, Alvin Mims, Mildred B Pugh, Michael J Thibodeaux, Johnny Vance, Jr and Sybil B Walker. Also present were Secretary James E Foster, Legal Counsel Fred Sutherland, staff and other visitors. The invocation and Pledge of Allegiance were given led by Mr. Mims.

Mr. Adams moved, seconded by Mr. Brooks, to suspend the rules to add a visitors section to the agenda. Vote on the motion carried unanimously. The president polled the audience for input on proposed agenda items, but no one came forward.

SPECIAL PRESENTATIONS

Safety Town. On behalf of the board and staff, Burnadine Moss Anderson, administrative assistant/information, introduced the *Safety Town* presentation. *Safety Town* teaches boys and girls about the hazards of driving, fires and the use of 911. The sixth annual program was held at A C Steere Elementary in June, 1997 and 143 first graders completed the week long program focusing on safety awareness and prevention. Twenty-four local businesses, public service, civic and social organizations co-sponsored the event. A video of the program in action was shown. The president and superintendent presented program sponsors (guests) with framed

certificates of appreciation and the honorees present were: **Columbia Highland Hospital** - Laura Seabaugh, marketing coordinator (Mayor of Safety Town), Cathey Graham, director of marketing, and Anthony Sala, CEO; 911 staff - Tina Chambers; **Shreveport Fire Department** - Captain Lance Rolland and Captain Jimmy Hall; and, **A C Steere Elementary - The Shreveport Police Department** will be mailed a certificate. Dan Waters, principal, and Cathy Turner, coordinator. CPSB members were given a *Safety Town* T-shirt.

Caddo Career and Technology Center - Work-Based Learning Project for Construction Students. Gayle Flowers, principal at the Caddo Career and Technology Center, provided board members with a packet of information about the center's program. The center's mission is to prepare students from area high schools for success by providing quality vocational and technical programs enabling students to meet the demands of the work world. The project is a partnership with **Hibernia Bank** (Lydia Jackson); the **City of Shreveport** (Candance Higginbotham and Herman Vital); **Shreveport Chapter of the Minority Contractors Association** (Ricky Hall, president, and David Mahoney, executive director); and, **Shreveport Chamber of Commerce** (Russell Autry, president, and Betty Butler, *Onward Program* coordinator). Community reinvestment and school - to - work are the two phases of the project. Property across the street from the center or nearby in the community is being sought for purchase for students to construct a house that will be sold to a first - time homeowner. Students will have an opportunity to work with contractors and to learn the skills needed on the job. During the school year students are able to earn stipends for the learning experiences and possibly secure summer employment through JTPA funding. Ms. Jackson capsulized Hibernia's efforts to expand the bank's investment in the community via the *Hibernia Helps Project*. The project will engage the private and public sectors in efforts to improve the quality of life in the city. The bank's non-profit Community Development Corporation (CDC) will finance the project's acquisition, development and construction costs. Ms. Higginbotham expressed pleasure of the City's department of community development's involvement in this model school-to work initiative. The City will make available to the project *Home* subsidy funds to ensure that the sales price of the home remains affordable to low and moderate income home buyers. The *Caddo Career and Technology Center* will provide the student trainees for the project and will provide training using an industry-approved curriculum developed specifically for construction careers. Mr. Hall expressed appreciation for the contractors association's involvement in this project. The *Shreveport Chapter of the Minority Contractors Association* will loan a member of the contractor's group to construct the house. The contractor will develop and supervise the worksite skills training component, and the association will provide training materials to the center. Mr. Autrey said it is an honor and privilege for the Chamber to work on this project. The *Shreveport Chamber of Commerce* through its *Onward Program* will work to coordinate training services for the enrolled students. Assessment, tracking and placement services will be offered by the Chamber in conjunction with the City's JTPA program. The *Coordinating and Development Corporation* will provide support services to the Contractor's Association. The president thanked staff and the business partners for bringing this project to Caddo schools.

EXECUTIVE COMMITTEE - ESTABLISH AGENDA FOR THE SEPTEMBER 17, 1997 CPSB MEETING

The president polled the audience for input on agenda items. Executive Committee members, with input from other school board members, reviewed the proposed agenda for the September 17, 1997 school board meeting. The following items were added: "*Salvage Sale - Surplus Furniture and Equipment*", "*Revision of CPSB Policy GCBD / GDBD-R - Military Leave*" (Hitchcock), "*Agreement With the Student Referral Alternative School for Meal Service*", "*Request by the African Arts Council to Use Booker T Washington High School Facilities*", "*Extension of Linwood Health Program to Atkins Elementary and Fairfield Elementary*" (Mims), "*LA Abstinence Education / Youth Development Initiative for Hollywood Middle School and Linwood Middle School*" (Mims), "*Proposal for Staffing an Administrative Assistant Position at Elementary Schools With Student Enrollment Above 700*" (Pugh), "*Insurance Replacement Coverage for Teachers' Personal Classroom Equipment, Materials and Supplies*" (Pugh/Vance), "*Superintendent's Report -Classified/Certified Hiring and Transfer Procedures / Policy*" (Boykin), and "*Band Performance Procedures / Policies*" (Adams/Brooks).

Computer Thefts. Mr. Vance inquired about the theft of computers at Newton Smith Elementary School, and asked staff to look into replacing them. The superintendent said staff is aware of the thefts and will take additional steps to bring the thefts to an end. He said he will meet with staff to discuss replacing the computers and would visit with Mr. Vance about this matter. Mrs. Walker asked if the school board has insurance on the computers, and the superintendent said the computers were purchased with grant funds or other sources, and are not insured. Mrs. Pugh suggested that staff needs to put the concern for insurance coverage in research for funding. She further inquired if there is a possibility whereby teachers could purchase insurance for replacing the equipment. The president said an item will be added to the agenda, and staff could bring a report or policy. Mrs. Pugh suggested that *Replacement Coverage* be added to the agenda.

CPSB WORK SESSION

Renewal of Agreement With Willis-Knighton for After School Tutorial Program. The superintendent said the agreement renewal is a routine agenda item.

Title 19 (KID-MED) Budget. The superintendent said the budget is an annual item and will be included in the mailout packets.

Innovative Professional Development Grants. The superintendent said the grant items are routine agenda items. Information will be in the mailout.

Classroom Based Technology Grant. Ollie Tyler, deputy superintendent, said this item is from the State Department of Education and all schools will receive some type of funding for equipment. The superintendent said approximately \$1.7 million have been allocated to Caddo Parish.

Special Review Budget. The superintendent said this is a special education budget and information will be included in the mailout.

Substitute Teacher Pay Scale (Adams). The superintendent said staff is researching Mr. Adam's request to upgrade substitute teachers' pay and will have information for the board's perusal in the mailout. He said a pay increase for substitute teachers could exceed one million dollars, if the daily rate is raised to \$50. Mr. Adams questioned the source of funding for substitute teachers' pay, and the superintendent said the pay is a budget line item and it would be an increase. Mr. Milam asked the superintendent to include in the mailout a report on substitute teacher's pay from surrounding parishes. Mr. Vance asked the superintendent to compare substitute teachers' pay with parishes of comparable size to Caddo.

Secretary for Woodlawn High School (Mims). Mr. Mims said the superintendent is conducting research on this request. The superintendent said staff has looked at clerical staffing at all schools for equalization and will be making a recommendation at the board meeting. The president asked the superintendent if he intends to deal with schools beyond Woodlawn, and the superintendent said he hasn't seen the final report, but other schools might be included. Mrs. Pugh said if the superintendent takes the administrative authority and makes the transfers, then he would not need to bring this item to the board. The superintendent said the matter might involve adding positions, and staff has been asked to monitor additions in the area of classified personnel. He further noted that if staff is going to add positions, then he would like to have the board's approval. Mrs. Pugh said the agenda item needs to be expanded to include other clerical positions as needed. The superintendent said in some cases, it could mean the addition of a clerk as opposed to a secretary. The president suggested that the item be named "*Secretary for Woodlawn High School/Additional Secretarial Positions at Various Schools.*" Mrs. Walker said at the last school board meeting, it was decided that the superintendent would conduct a study to determine the clerical needs and to identify how many schools might be over the clerical staffing allotment. The superintendent said staff wanted to look at all of the schools to ensure equality among the schools in the clerical area. Mrs. Pugh expressed concern about the wording of the agenda item, emphasizing that Caddo is a diverse school system with special things in place that were staffed by design. The president clarified that it is the superintendent's desire to look at all schools to make sure that schools are being treated equally, and he could consider the special needs of schools.

Policy/Procedure for Assigning Displaced Teachers and Classified Employee Hiring and Transfers. Mrs. Boykin asked about two agenda items removed from the last school board meeting agenda ("*Administrative Procedure for Assigning Displaced Teachers*" and "*Classified Employee Hiring and Transfer Procedure*"), and asked when could the board expect to receive a policy or schedule of committee meetings. The superintendent said staff has not named a committee neither scheduled a meeting of the committee because of the short timeline, but he could mention what the timeline might be at the September 17, 1997 meeting. Mrs. Boykin asked the superintendent to include this item under his report for the September 1997 school board meeting. Mr. Brooks also inquired about the hiring practice of classified employees. The superintendent said some of the same procedures will need to be followed as responded to Mrs. Boykin inquiry. Mrs. Walker asked if staff will be combining the certified and classified policy/procedure as one item. The president said the board will only be receiving a report from the superintendent at its September meeting on the status of his investigation.

Band Performance Policy/Procedure. Mr. Mims asked the superintendent to respond to a report that the board has made a policy on band shows. The superintendent said there is no drafted board policy, but guidelines have been developed for conducting board formations and performances. Mr. Brooks asked the superintendent to bring a report concerning the newspaper article on band performances at the September meeting.

Revision of CPSB Policy GCBD/GDBD-R-Military (Hitchcock). The superintendent said staff will be updating the policy so that it will be in compliance with the Attorney General's opinion.

Request by the African Arts Council to Use Booker T Washington High School Facilities. The superintendent said the request is pretty standard; however, the request is to use the school facilities for the last week of December. Because this request is during the holiday break, staff will need to make sure that everything at the school is secured.

Administrative Assistant for Elementary Schools With Student Enrollment Above 700 (Push). Mr. Brooks asked how many schools rank in this category, and Mrs. Pugh said her guess is that it would not exceed ten schools. She further suggested that staff should look at school buildings with special needs.

Extension of Linwood Health Program to Atkins Elementary and Fairfield Elementary (Mims). Dr. Hitchcock said he recalls that the last time this item was introduced, that there was a significant space problem at Atkins Elementary. He asked if this concern has changed, and the superintendent said not to his knowledge.

LA Abstinence Education/Youth Development Initiative for Hollywood and Linwood (Mims). Mr. Mims said information will be in the mailout. Dr. Hitchcock asked the superintendent to include in the mailout the opinion of the two referenced school principals about the proposed initiative.

Materials and Supplies Insurance Replacement Coverage. Mrs. Walker inquired about insurance provisions for replacement of materials and supplies that were destroyed due to inclement weather catastrophes, leaking roofs, fallen trees, broken car windows as a result of objects being thrown by lawn equipment, etc. The superintendent said staff investigates all incidents, and if there is indication that the school board is at fault, then staff deals with the matter. Dwight Collier, director of auditing and risk management, said the school board has liability insurance, and if the school board is at fault, then something is done. He said staff will look into the matter for possible coverage and compile figures for the board's consideration.

Mr. Brooks moved, seconded by Mr. Adams, approval of the proposed agenda for the September 17, 1997 CPSB meeting. Vote on the motion carried unanimously.

Consent Agenda. The Executive Committee recommended that agenda items 12-14, and the four items added by the superintendent be consent agenda. Mr. Brooks moved, seconded by Mr. Adams, approval of the proposed consent agenda. Vote on the motion carried unanimously.

DISTRICT STUDENT ACHIEVEMENT PLAN

The superintendent presented the Caddo Public Schools District Student Achievement Plan for 1997-98. He noted that he wanted to develop a plan that would be consistent from school to school and give some structure to the principals and teachers on how to instruct students. Board members received a copy of the plan, and the superintendent said principals will get a copy at a meeting on Thursday, September 4, 1997. The superintendent said the Caddo Public Schools' goal for student achievement is to prepare all children to successfully master challenging content and higher standards. One important indicator of meeting this goal is how well students perform in the LA Educational Assessment Program (LEAP). Some students have not measured up to standards, and staff must show marked improvement in test scores. He capsulized the responsibilities of school principals, teachers, students, parents/guardians, central staff and the CPSB, as outlined in the plan. The superintendent said principals must be instructional leaders with high expectations for staff and students. He also noted that Dr. Hoover, consultant, has been contacted to come and work with principals and teachers. The superintendent reviewed the following: a) the timeline for implementing the achievement plan, b) plans for analysis of the 1996-97 NRT/CRT scores, c) principal's checklist and planner, and d) teacher's checklist and activity log. The president expressed appreciation to the superintendent for the presentation. Mr. Thibodeaux requested clarification of the projected percentage of improved test scores. He asked the superintendent to add another bullet under the principal's responsibilities/check list that the principal will be responsible for ensuring test security. Mr. Thibodeaux asked how much is the consultant's fee, and Mrs. Tyler said that figure will be discussed next week. The president asked the superintendent to add another bullet that the principal will encourage more active parental/guardian involvement. Dr. Hitchcock applauded staff for including provisions in the plan for analyzing results in the teachers' and principals' check lists. The superintendent said he will be bringing a recommendation to the board about usage of current information. Mr. Milam said he is encouraged by the presentation. The president thanked the superintendent for responding to the boards' request to address student achievement.

Adjournment. There being no further business, Mr. Adams moved, seconded by the president, for adjournment. Vote on the motion carried unanimously, and the meeting adjourned at approximately 4:55 p.m.

September 3, 1997

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana immediately following the Executive Committee meeting (approximately 5:10 p.m.) Wednesday, September 3, 1997, with President Mike Powell presiding and the following school board members present being a quorum: Ron Adams, Jerry Tim Brooks, Willie D Burton, Miles Hitchcock, ScD, Mark Milam, Alvin Mims, Michael J Thibodeaux, Johnny Vance Jr and Sybil B Walker. Judy D Boykin entered the meeting at approximately 5:12 p.m., and M B Pugh entered at approximately 5:15 p.m. Also present were Secretary James E Foster, Legal Counsel Fred Sutherland, staff and other visitors. The invocation and Pledge of Allegiance were omitted.

The purpose of the special meeting was for the board to act on the following items: 1) K-3 Reading and Math Initiative; 2) CPSB Meeting Agenda Format; 3) Revision of Salary Schedules; 4) Security Coordinator for Central Office Building; and, 5) Executive Session - Discussion of Course of Action Regarding Security Plan.

K-3 READING AND MATH INITIATIVE

Mr. Milam moved, seconded by Mr. Burton, Mr. Mims, and Mr. Adams, adoption of the K-3 Reading and Math Initiative as presented today. The superintendent said the supplemental reading material is not a part of the application, but is available for board members' perusal. He recognized Caddo's Reading Committee members and said the State Department has its initiatives and it's been a concerted effort to bring the two energy forces together. Mr. Adams asked what constitutes a master teacher, how they are selected, and how many will be used. The superintendent said the terminology complements what staff is attempting to accomplish. Ollie Tyler, deputy

superintendent, said the State Department allows staff to use master teachers to assist students who are deficient in reading skills; and the committee decided to pull teachers who were reading specialists or those who have mastered the skills of teaching reading. Mainly, staff will be looking for teachers with the reading specialist degree, and ten master teachers will be used. Mr. Adams asked for clarification of the formula for assigning master teachers. Kathy Barberousse, committee member, said the intent is for the ten teachers to spread themselves among the 45 elementary schools. They will work closely with the K-3 resource KITT teachers, especially with children identified as below grade level. Mr. Adams asked if anything will be lost from the Title I program when this program is implemented, and Ms. Barberousse answered no. Mrs. Walker asked how will the ten master teachers be replaced in the classrooms. Ms. Barberousse said teachers will come from within the school system, and will go through an application process. Mrs. Walker expressed concern that ten of the brightest elementary teachers will be removed from the classrooms, and it will be difficult to replace them with other top quality teachers. She also inquired about the possibility of having this program after school hours and on Saturdays. Ms. Barberousse said part of the program is after school, but there is a concern about transportation provisions for the students. Mrs. Walker expressed concern that a lot of programs are implemented, but there are no provisions for evaluations. Ms. Barberousse said there are no guarantees that the program will work, however, evaluation provisions are in place for all of the programs (*After School Program, Summer Camp, KITT initiative*). Mrs. Walker asked how much time will the master teacher spend in the classroom, and Ms. Barberousse said the KITT training will be done after school. The master teachers will go into classrooms to work with children or teachers in the classroom. Carolyn Dowling, committee member, said reading specialists will be going into the schools and will work with principals and coordinators. Ms. Dowling further noted that the program has long term professional development for teachers on assessment tools, intervention at an early level, etc. Mr. Milam asked what is the HOST program. The superintendent said volunteers will come in and work with individual students, and the pilot program is housed at J S Clark Middle School. Mr. Milam noted that \$145,000 has been allocated for the program. Mrs. Tyler clarified that for the HOST program for this initiative, staff will be using the curriculum to help a lot of different schools and the program at J S Clark will be done with Title I funds. Ruth Keogh, committee member, told board members about a tour she took of a HOST school in Texarkana. Mr. Milam asked if the program will be held during the school day and how many schools will implement the program. Ms. Keogh said J S Clark has chosen to do the program after school; two schools will serve as model schools; and, allocated funds will be used for supplies as well as personnel. One teacher and one assistant will be assigned to each site. Mr. Milam requested clarification of the pupil/teacher ratio. The superintendent said it depends on the school and class - the range could be from 20:1 - 26:1. The state's recommendation is 20:1. Ms. Dowling said one of the most important things noted in the survey is that the teacher/pupil ratio needs be reduced and a re-evaluation of the staffing formula be done. Mr. Adams asked if it would be possible to start this program at mid-year, and staff said it would be difficult. Mrs. Tyler said teachers for the program will be hired this year, and training will start after approval of the plan is received from the State Department. Mr. Adams expressed interest in speeding up the timeline to implement the program, and asked about funding for the program. Ben Wreyford, director of finance, said funding has not been received at this time. The president clarified that under the State's guidelines, the \$1.7 million has to be spent during the 1997-98 school year, and staff does not know if the Legislature will allocate the funds next year. Mrs. Pugh asked if the CPSB will be reimbursed for having invested its funds in the proposal. The superintendent answered in the affirmative. She clarified that Caddo is expected to invest its money up front, and staff will not know when the funds will be received until after the State acts. The superintendent said Caddo will receive some lead money to implement the plan. Mrs. Pugh also noted that the measurable results of this project will start with the end of this school year, which means that this program goes into effect and will continue through 1998-99 in order for Caddo to be evaluated on a full academic year. Ms. Dowling said some of the baselines will be mandated by the State for Rinds. Mrs. Pugh said this plan needs immediate action, and asked if Caddo's budget could absorb implementation as of tomorrow. The superintendent answered yes. Mrs. Boykin asked when will the K-12 English/Language Arts Curriculum be completed, and Mrs. Tyler said it will not be ready until the end of this school year. Mrs. Boykin asked how does this document tie together with the development of content standards and all other changes. Mrs. Tyler said staff has the benchmarks for the content standards for Language Arts and has looked at the standards to ensure that Caddo is in line before developing this plan. Mrs. Boykin asked if when the local Language Arts Curriculum is ready, if it will be approved by the CPSB, and the superintendent answered yes. Mrs. Boykin asked for clarification of the assessment components of all of the programs. Linda Hammond, supervisor of reading/handwriting

(K-5), said each program has a component, i.e. pre and post tests for ERS (Early Reading Success), and the results are on file. Further parents, teachers and students were polled in terms of what they think about the program. Mrs. Boykin asked to see a copy of the evaluation, and questioned how much weight goes to the parent/teacher survey, the testing component, etc. Mrs. Hammond said all of this information is included in the evaluation report and is on file and available for review. Mrs. Boykin expressed concern that over the years, and in her mind, Caddo does not do evaluations based on concrete information, and asked if the task force will continue to meet. Mrs. Tyler said there is a way to evaluate each child who is performing below grade level. There are different reading programs, but if the program is no longer working then it probably will not be used. The superintendent said the State Department will also have a role in the evaluation process. He further noted that the Reading Committee has completed its work, but staff has contact numbers for each member and envisions a gathering if the need arises. Mrs. Boykin asked at what point could she expect to see a review or information that indicates what will be done as it relates to assessment of the program. Mrs. Tyler said staff must do an evaluation of the effectiveness of this effort at the end of the year. Mrs. Boykin asked if staff will be looking at the program systemwide to see if there has been improvement across the board in the children, as opposed to programs at individual schools. Ms. Dowling said the committee wanted to develop something that is uniform for Caddo Parish that identifies the student's need with a powerful intervention, and comparing programs at individual schools was not a part of the committee's scope. Mrs. Boykin commented that Caddo may have a philosophy, but she does not see consistency in the program. Mr. Thibodeaux said an evaluation has to be something quantitative and not antidotal, and expressed concern about the evaluation process for students' academic improvement. He asked if the committee considered the possibility of instead having ten master teachers to take the same amount of money and perhaps have someone in a school be a part-time teacher and part-time worker on the reading program in two different schools. Ms. Dowling said the committee looked at things that would make the least impact on students. Mrs. Tyler said the KITT teachers included in the grant application are already in the schools, they will be trained after school, and will work with all the other K-3 teachers in the schools. The master teachers will come in to assist with assessment and to work with at-risk youngsters. Mr. Thibodeaux said when the ten master teachers are selected, he hopes that staff will not limit the selection to teachers with master's or specialist degrees; instead make a real effort to find the best reading teachers in K-3 and use them. Dr. Hitchcock asked the superintendent if he is concerned about pulling ten teachers out of the classrooms after school has started. The superintendent said it is a concern, and is not the most desirable part of the proposal; but in looking at the entire year, he believes that the sooner the teachers are pulled, the better. Dr. Hitchcock asked if there are ten certified elementary teachers available at this time, and the superintendent said he believes so, but cannot give an assurance of this fact. Ron Festavan, director of human resources, said locating ten certified elementary teachers may not be impossible. The superintendent emphasized that locating ten certified elementary teachers will be a difficult task. Dr. Hitchcock asked who will select the master reading teachers. Mrs. Tyler said there is an application process and staff has not decided who will be on the committee to select the teachers. Further, staff will get directions from the superintendent and will appoint a committee to screen the applicants. Dr. Hitchcock asked the superintendent to personally review the selection process, and the superintendent said he would be happy to comply. The superintendent further noted that the committee has indicated that they want to get the program underway by October. Dr. Hitchcock expressed concern about removing certified teachers from the classroom, and asked what is a resource teacher. Ms. Barberousse said the resource teacher is the same as a master teacher. Dr. Hitchcock asked if teachers will be taken out of the classroom during the day for training, and expressed objection about doing so. The superintendent said KITT teachers will attend two days of training. Mrs. Hammond said training for staff will be after school. Dr. Hitchcock encouraged staff to consider having training sessions after school and on Saturdays, and to consider making this stipulation a criteria for applicants. He requested clarification of the pupil/teacher ratio, and asked how did staff arrive at \$394,688 in the budget. Mrs. Tyler said this is the amount of money left after implementation of the program for the 1997-98 school year, and the funds will roll over into the 1998-99 school year. She also stated that the figure will change from year to year based upon the number of students in the program. Mrs. Walker expressed concern that pulling teachers from the classroom could destroy the educational process. Mr. Adams asked what is the penalty if the application is not submitted to the State Department by September 15, and the superintendent said the penalty is loss of monies. Mrs. Pugh said she did not believe staff is far enough along with the plan to terminate the service of the Reading Committee. She recommended that the committee stay in place through the implementation so that within the next 90 days, the CPSB should have an evaluation to see how the program is progressing.

The president concurred with Mrs. Pugh and strongly encouraged the superintendent to keep the committee together. Mrs. Pugh said currently there should be retired teachers within the pool who would not refuse to return to the classroom knowing where they would be going everyday and for a specified period of time. She asked the superintendent to investigate this possibility, and emphasized that retired teachers could be an immediate source for meeting the need for substitute teachers. The president thanked the committee for its work, and the superintendent for addressing the reading concern in Caddo Parish schools. Mrs. Boykin clarified that the board asked for and created a reading task force and allocated \$1 million to develop a consistent reading plan for Caddo Parish. She said she has dubious support for the reading initiative, and the grant being sought has been tied to the reading initiative. Mrs. Boykin also noted that her vote today in favor of applying for the money does not mean that she is satisfied and content with what is presented today as the Caddo Parish reading initiative, and is pleased that the committee will be kept together. Mr. Burton moved, seconded by Mr. Thibodeaux and Mr. Mims, to call for the question. Vote on the motion to end debate carried unanimously. Vote on the main motion carried with Mrs. Walker absent for the vote. Board members supporting the motion were Vance, Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock.

Recess. The president called for a five-minute recess at approximately 6:44 p.m. The board reconvened at approximately 6:57 p.m.

CPSB MEETING AGENDA FORMAT

The president said there was information in the mailout about the format for the agenda, and with recent legislative changes, the board might want to consider changing the format to list the consent agenda ahead of the visitors section. Legal counsel expressed no concern about reversing the order of the two aforementioned agenda items, based on the policy. Mr. Thibodeaux moved, seconded by Mr. Vance and Dr. Hitchcock, to move the consent item ahead of the visitors section. Dr. Hitchcock asked if board members would consider adding an item to the agenda as number five - Establish *the Consent Agenda*, and then have 7-B *Vote on Consent Agenda*. Mrs. Brooks suggested that visitors could be allowed to come forward and choose item(s) for input before it is put on the consent agenda. The president said no item will be put on the consent agenda if a visitor indicates the desire to speak. Mr. Burton and Mr. Milam spoke in support of the motion. Vote on the motion carried unanimously.

REVISION OF SALARY SCHEDULES (Powell)

The president said subject to the advice of the State Department of Education, this item is being reintroduced for consideration. Mr. Vance moved, seconded by Mrs. Boykin, that the administrative salary schedule be increased by \$1,200 rather than 1,000 as approved by the CPSB on August 20, 1997. Mrs. Pugh said some years ago there were employees in various divisions of central office that sought to be classified as administrators, and asked how many of those administrators are currently in such capacity. Ben Wreyford, director of finance, said he is not familiar with the incident some years ago, but in this instance reference is to departments such as transportation, data processing, finance, personnel, etc. with approximately 28 employees being paid on the administrative pay scale. Mrs. Pugh asked how does staff determine how and when to classify administrative responsibilities to those that they supervise. Mr. Wreyford said it is determined by the job description and the salary compensation plan. Mrs. Pugh asked how many administrators are at the Caddo Career and Technology Center, and Mr. Wreyford answered none. Mrs. Pugh asked if the salary schedule was adjusted so that persons in vocations would have a different salary. Willie Henderson, assistant superintendent of human resources, said he didn't recall such an adjustment. Mrs. Pugh asked who were the plaintiffs in the grievance that came before the board some time ago. Legal counsel said the plaintiffs were primarily central office personnel. Mrs. Pugh said her concern is to clear up what was fouled up once before, and legal counsel clarified that nothing was fouled, because the CPSB did not lose. The president said the State clarified who should receive the raise, and Mrs. Pugh said the State classifies employees for pay raises based on what is sent to them by Caddo's staff. She emphasized that the CPSB needs more information at some given point before voting on such issues. Mr. Wreyford said staff submits a Profile of Educational Personnel to the State Department, and the state determines which account code is funded. Mrs. Pugh asked the superintendent how could staff avoid classifying individuals in the administrative category when they are not performing administrative tasks. The superintendent said staff would need to develop two different salary schedules. Mrs. Pugh asked the superintendent to guard against

the flow of funds to support services. Mr. Thibodeaux requested the superintendent to write State Superintendent Cecil Picard and ask him to define what a *teacher* is. The president said board members have expressed the desire for the board to look at the feasibility of having two salary schedules. Dr. Hitchcock referenced a memo from the superintendent dated September 2, 1997 stating the State Department's clarification of who should receive the same salary increase as teachers, and asked how many people would be included in this classification. Mr. Wreyford said it would be approximately 60 instructional people, and they are central office employees. Dr. Hitchcock said a total of 88 people at \$200 a year is the referenced clarification. He asked the superintendent if this is a mandate from the State, and the superintendent said yes, based upon the clarification received on Friday. Mrs. Walker asked if the 88 employees received the \$150 stipend that was awarded earlier, and Mr. Wreyford answered yes. Mrs. Walker asked staff to provide her with a list identifying the 88 administrators who will receive a salary increase. Mr. Milam asked the superintendent to provide him with a copy of Superintendent Picard's response. Mrs. Boykin said the board is voting on salary schedules that have been established in Caddo Parish, and the schedule allows for employees to do different jobs, but doesn't allow for distinctions. Mrs. Pugh expressed concern about the CPSB classifying administrators under one broad heading when there is a state certification for administrators and various divisions of supervisions. She said administrators should be certified in order for the State Department to demand that the person get a certified salary. Vote on the motion carried with Mrs. Walker and Mrs. Pugh opposed. Board members supporting the motion were Vance, Burton, Thibodeaux, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock.

EMERGENCY BID

Declaration of Emergency/Authorization to Bid Creswell Elementary Emergency Boiler Replacement.

Mrs. Pugh moved, seconded by Mr. Vance, to suspend the rules to address an emergency purchase of a boiler for Creswell Elementary. Vote on the motion carried unanimously. Mr. Thibodeaux moved, seconded by Mr. Burton, that an emergency be declared to approve the purchase of a boiler replacement for Creswell Elementary School from the lowest responsible of three informal bidders, that the purchase and installation of said boiler be funded by Capital Projects Fund Contingency, and the Purtle and Associates be ratified to provide professional services for the installation of same, as recommended by staff. The president polled the audience for input on the bid, but no one came forth. Vote on the motion carried unanimously.

SECURITY COORDINATOR FOR CENTRAL OFFICE BUILDING

The president polled the audience for input on this item, but no speakers came forth. The superintendent said there is increasing concern about safety of employees in the central office building, and recently there have been several thefts and other undesirable activities in the general area that are of concern. He said it is time to take steps to make the building more secure. Mr. Adams moved, seconded by Mr. Vance, approval of an additional security coordinator to be assigned to the central office building. Vote on the motion carried unanimously.

EXECUTIVE SESSION - DISCUSSION OF COURSE OF ACTION REGARDING SECURITY PLANS (Vance)

Mr. Vance moved, seconded by Mrs. Pugh, for an executive session to discuss course of action regarding security plans for approximately 15 minutes. Vote on the motion carried unanimously, and the board went into executive session at approximately 7:29 p.m. The board reconvened at approximately 8:29 p.m.

Adjournment. There being no further business, Mrs. Pugh moved for adjournment. Mr. Mims seconded the motion which carried, and the meeting adjourned at approximately 8:30 p.m.

James E Foster, Secretary

Mike Powell, President

September 17, 1997

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 3:32 p.m. on Wednesday, September 17, 1997, with President Mike Powell presiding and the following board members present being a quorum: Ron Adams, Judy D Boykin, Jerry Tim Brooks, Willie D Burton, Miles Hitchcock, ScD, Mark Milam, Alvin Mims, Mildred B Pugh, Michael J Thibodeaux, Johnny Vance, Jr and Sybil B Walker. Also present were James E Foster, secretary, and Fred Sutherland, legal counsel. Mr. Milam gave the invocation and led the Pledge of Allegiance.

CONSIDERATION OF THE MINUTES OF THE AUGUST 20 AND SEPTEMBER 3, 1997 CPSB MEETINGS

Mr. Burton moved, seconded by Mr. Brooks, approval of the minutes of the August 20, 1997 and September 3, 1997 CPSB meetings. Vote on the motion carried unanimously.

CONSENT AGENDA

The president polled the audience relative to visitors' desire to address specific agenda items, but no one came forth. Following review of the agenda, the following items were postponed until the October, 1997 CPSB meeting: "*Substitute Teacher Pay Scale*" (Adams), "*Extension of Linwood Health Program to Atkins Elementary and Fairfield Elementary*" (Mims), and "*Proposal for Staffing an Administrative Assistant Position at Elementary Schools With Student Enrollment Above 700*" (Pugh). "*LA Abstinence Education / Youth Development Initiative for Hollywood Middle School and Linwood Middle School*" (Mims) was deleted from the agenda. The board categorized the following items as consent agenda.

Agenda Item No. 8

Personnel Recommendations. The superintendent recommended that: 1) Billie Alford be appointed director of middle schools (nine month position); 2) Gale Gucker be appointed supervisor of pupil appraisal for the fall semester of the 1997-98 school year; and, 3) Mary Rounds be appointed principal at Caddo Parish Magnet High School, and the terms of contract are September 18, 1997 - June 15, 2000. Each employee will receive the appropriate salary as reflected by the CPSB salary schedule applicable to the position to which they are appointed.

Agenda Item No. 9

Approval of Bid/Proposal Taken. Staff recommended approval of the circled low bid for extended cab pickup truck for the maintenance department. A copy of the tabulation bid sheets marked "*Exhibit A, two pages, September 17, 1997*" is filed in the official papers of the board.

Agenda Item No. 10

Salvage Sale - Surplus Furniture and Equipment. The board authorized staff to conduct the annual salvage sale which is tentatively scheduled for Saturday, November 8, 1997, at 10 a.m. at 79th Street at Dillman.

Agenda Item No. 12

Agreement With the Student Referral Alternative School for Meal Service. Staff recommended that the agreement with the Student Referral Alternative Center for meal service for the period of September 22, 1997 through June 4, 1998 be approved. A copy of the agreement is filed in the official papers of the board.

Agenda Item No. 13

Request by the Afrikan Arts Council to Use Booker T Washington High School Facilities. Staff recommended that the Afrikan Arts Council be authorized to use Booker T Washington High

School facilities for the period December 26, 1997 through January 1, 1998 for the Kwanzaa celebration in accordance with the standard fee schedule, with the stipulation that the usual Contract and Hold Harmless Agreement will be executed.

Agenda Item No. 14

Title 19 (KID-MED) Budget. Staff recommended that the Title 19 -KID MED Health Program Budget be approved as submitted for 1997-98. Funding for support of the program is generated through MEDICAID reimbursed services for health examinations, screenings and consultations for students. A copy of the proposed budget summary is filed in the official papers of the board.

Agenda Item No. 15

8(g) Innovative Professional Development Grants (Two). Staff recommended approval of both 8(g) Innovative Professional Development Grants, as included in the mailout. The grants are *Incorporating Library Technology in the Social Studies Curriculum* and *Professional Development for Thoughtful Schools Through the Use of Technology*. An abstract of each grant is filed in the official papers of the board.

Agenda Item No. 16

Classroom Based Technology Grant. Staff recommended approval of the state funded Classroom Based Technology Fund and Technology Literacy Challenge Grant, as included in the mailout. A copy of the grant is filed in the official papers of the board.

Agenda Item No. 17

Special Revenue Budget. Staff recommended approval of the special education special revenue budget, as included in the mailout. Funds for the infant/toddler child search program are for the project period July 1, 1997 - June 20, 1998.

Agenda Item No. 18

Settlement of Workers' Compensation Claim. Staff recommended approval of the settlement of the workers' compensation claim for Ms. Dorothy Jones for a lump-sum payment of \$20,000.

Agenda Item No. 25

Revision of CPSB Policy GCBD/GDBD-R Military Leave (Hitchcock). Staff recommended approval of the revisions in Policy GCBD/GDBD-R (Military Leave), as included in the mailout. The purpose of the revision is to bring Caddo's policy in compliance with the Attorney General's Opinion Number 90-688 issued March 14, 1991.

Agenda Item No. 26-A

Requests for Leaves. The superintendent recommended approval of the following requests for leaves:

Leave Without Pay (Personal), September 10, 1997 through June 4, 1998

Beverly Gillyard, Bus Aide, Barret Elementary

Leave Without Pay (Personal), 1997-98 School Year

*Earline Burnley, Bus Driver, Fair Park High School

*(Staff did not recommend approval of Ms. Burnley's request)

Requests of the Board. Virginia Cobb, teacher at Caddo Middle Magnet, requested eight days without pay October 14-27, 1997 to accompany her husband on a business trip to Hawaii for the Ironman Triathlon.

Mitchell Moore, teacher at Turner Elementary/Middle School, requested to rescind his sabbatical leave for the 1997-98 school year due to his inability to obtain necessary hours required. He further requested to change his status to a leave without pay, and is presently enrolled at LSU-S and plans to return to Caddo Parish for the 1998-99 school year.

Agenda Item 26-D

Request for School Bus Transportation by Central Free Methodist Church. Staff recommended that the request from Central Free Methodist School to rent a school bus on October 6, 1997 be approved in accordance with board policy.

Again, the president polled the audience for input on the proposed consent agenda, but no speakers registered to speak.

Mr. Vance moved, seconded by Mrs. Pugh, approval of the consent agenda. Vote on the motion carried unanimously.

VISITORS

Pam Prather, parent, thanked the board and staff for the 504 special programs. She capsulized her son's successes as a special needs student, and applauded the program's director and coordinating specialist for their untiring efforts in working with her son.

Dr. Raymond Hicks, president of Grambling State University (GSU), read a statement to the CPSB expressing concern and profoundly disclaiming the media's uncomplimentary reference to the performance and marching style of the GSU band, which local bands often imitate. He encouraged the CPSB to adopt a policy or procedure that best suits the Caddo Public School System, local schools, and the community.

Mr. Burton called for point of order and said reference to GSU's band is not a part of the Caddo Parish School Board's guidelines for performance ensembles.

Ras Queen Kimlah/Jamerlah, citizen, asked the board to waive the \$3,000 rental fee for use of Booker T Washington High School facilities for the Kwanzaa celebration scheduled for December, 1997. The president asked Ms. Kimlah/Jamerlah to put her request in writing to the superintendent.

Delaine Harrison Bell Collins, citizen, petitioned the board to put prayer back in the Caddo Public School System.

Sue Oliphant, citizen and grandparent, asked the board to assign another bus to her grandson's bus route or advise the driver to make two trips in order to accommodate the overcrowding. The superintendent was instructed to look into this request.

Debbie Hart, Caddo A+PEL Chapter, introduced the chapter officers for the 1997-98 school year and announced available services and benefits to members. New officers present were: Dawn Anderson, president; Madeline Hart, vice president; and, Connie Beasley, treasurer. Board members received printed literature about the organization's offerings. President-elect Anderson greeted the board.

Louise McDonald, 4-H agent, thanked board members and staff for their support through the years. Board members were given summary information on Caddo's 4-H 1997 activities and copies of other literature, i.e. news bulletins, handbook.

Larry E Howard, member of Literacy Volunteers of America (LVA)/Centenary (Incredible Reading Rally), provided board members with a fact sheet outlining the group's efforts to work and promote

increased literacy in the Caddo-Bossier area. He asked the board to review its policy and give LVA some leeway to visit schools to offer students an opportunity to participate in the program on a volunteer basis. Debbie Hart, program director, spoke in support of the program and said feedback from Caddo teachers is very positive. Donald Walters, band director at Booker T Washington High School and spokesperson for the Caddo Band Directors Association, expressed concern about the controversy that has arisen relative to high school band performance guidelines. He said the association supports the supervisor of music in her efforts to improve the quality of Caddo's music program. However, he emphasized that band directors have a concern about mandating a particular marching style (*Corps vs Show Band*) for the music festival. He noted that band directors are against and do not promote vulgar and/or derogatory performances. Mr. Walters cited performance guidelines from the LA Music Education Association manual which does not specify any particular style as being required at the festival. He asked the board/staff not to stifle the youngsters' enthusiasm and interest. Mr. Walters also thanked the board for allocating funds to the music program for purchase of instruments and band uniforms.

Barbara Norton, representing Concerned Citizens of Shreveport, Louisiana, said she feels that the proposed band performance guidelines are an indictment upon the students. Further, Caddo has hired excellent and qualified band directors, and it concerns her that they were not asked for input before the guidelines were distributed. She said in order to keep youngsters out of other undesirable activities, they need something to look forward to, *i. e.* the band. Mrs. Norton asked the board to review what has been done, and encouraged the board and central office staff to work with the schools' staffs and citizens. She also asked the board to encourage appropriate staff to attend community meetings to provide input when an educational issue is being addressed.

Alice Monroe, parent, expressed concern about the reference that high school band performances are vulgar. She asked the board/staff not to discourage students' interest in music by mandating certain performance styles. She also asked that students be allowed to creatively express themselves through band performances.

Claude Underwood, chairman of the Shreveport Black History Parade, said he has not viewed any high school band performance as being derogatory or vulgar, but rather very artistically choreographed. He asked the board and staff not to shut out black culture, and not to discriminate against other cultures.

Maurice Johnson, band director at GSU, echoed the sentiments expressed earlier by President Hicks. He said he is encouraged to hear that the negative reference to GSU's band performance is not a part of Caddo's guidelines. He noted that numerous students from Caddo public schools attend GSU, and the faculty and staff at GSU stand behind its tradition.

Cassandra Oliver, parent, expressed concern about the removal of stadium lights at Huntington High School, and capsulized the benefits of constructing a new stadium at Huntington High School. She petitioned the board and staff to reinstall lights at the school.

Monica Jenkins-Moore, president of Caddo Association of Educators (CAE), thanked board members and staff for attending the back-to-school bash on Friday, September 12, 1997. She said CAE continues to work to ensure successful passage of the six propositions in the upcoming election; and, asked the board to respond to concerns about the delay in releasing funds to teachers for purchase of materials and supplies.

SPECIAL PRESENTATION - CADDO TEACHERS OF THE YEAR

Burnadine Moss Anderson, administrative assistant/communications information, introduced a video presentation saluting all school nominees, finalists and winners in the *Teacher of the Year Program*. She presented the *1997 Teacher of the Year* winners and finalists. **Elementary finalists are:** Carrel Hile Knee, second grade teacher at Shreve Island (Dr. Kerry Laster, principal) and Jane Elaine Johnston, K-5 teacher at Arthur Circle Elementary (Kathy Hannigan, principal). **Venessa Gail Livingston**, ECE - 5 physical

education teacher at Queensborough Elementary (Shirley Culbert, principal) is the *elementary winner*. **Middle school finalists are:** Janet P Graff, eighth grade science teacher at Caddo Middle Magnet (Judy Moncrief, principal) and Joannette Underhill, Spanish/reading eighth grade at Donnie Bickham (Ken Cochran, principal). *Lynn West Hardy*, eighth grade English teacher at Broadmoor Middle Laboratory (James Moran, principal) is the *middle school winner*. **High school finalists are:** Linda Bollich, grades 9-12 mathematics at C E Byrd (Lynn Fitzgerald, principal) and Alfreda Hygh, grades 10-12 English teacher at Hamilton Terrace (Robert Burton, principal). *Linda Muriel Cooper-Baker*, grades 9-12 choral music teacher at Booker T Washington High School (Toussaint Battley, principal) is the *high school winner*. The president and superintendent presented each teacher with a framed certificate, video, and a *Flag of Learning and Liberty* lapel pin. Family, friends, school administrators and staff were recognized. On behalf of CAE, Monica Jenkins-Moore presented the winners with a special gift for this outstanding recognition.

PERSONNEL RECOMMENDATIONS

The superintendent recognized and introduced the promoted employees, as identified in consent agenda item eight.

Recess. The president called for a ten-minute recess at approximately 5:25 p m, and the board reconvened at approximately 5:40 p m.

RENEWAL OF AGREEMENT WITH WILLIS-KNIGHTON FOR AFTER SCHOOL TUTORIAL PROGRAM

Mr. Vance moved, seconded by Mr. Burton, that the agreement for Willis-Knighton Medical Center to provide an after school tutorial program for 1997-98 at Northside, Newton Smith and Pine Grove and to provide transportation and snacks be approved. Vote on the motion carried with Dr. Hitchcock abstaining; board members Vance, Burton, Thibodeaux, Pugh, Brooks, Powell, Boykin, Milam and Adams supported the motion; and, board members Walker and Mims were absent for the vote.

SECRETARY FOR WOODLAWN HIGH SCHOOL/ADDITIONAL SECRETARIAL POSITIONS AT VARIOUS SCHOOLS

The superintendent called board members' attention to information included in the mailout, and said he does not recommend changing the school staffing formula at this time. Mr. Mims moved, seconded by Mrs. Pugh, that the CPSB permit Woodlawn to have one additional secretary. Mr. Mims said the new principal at Woodlawn has documented the need for an additional secretary, and he asked the board to support her request. Mrs. Pugh noted that when the new principal went to Woodlawn, a program was in place that provided additional secretarial services; but, when the program was relocated, the secretary left also. Dr. Hitchcock commented that the superintendent has recommended that the staffing formula not be changed, and asked the superintendent if he had a recommendation for this particular school. The superintendent said in keeping with the consistency of the staffing formula, he would recommend that an additional secretary not be provided at Woodlawn. Dr. Hitchcock requested clarification of the referenced principal's documentation of the need for an additional secretary. Mrs. Pugh said information was presented to David Barr, director of classified personnel. Mr. Mims echoed Mrs. Pugh's comment, and said the principal followed all necessary steps for requesting an additional secretary. Mrs. Pugh said information in the mailout addresses the school staffing formula; but, at this particular time, the board is addressing the need at a specific school and the principal has documented the need. The superintendent clarified that when staff addresses a particular concern of one school, it affects a number of other schools. Mr. Vance questioned the student enrollment at Woodlawn, and Betty Jordan, principal at Woodlawn, said the current student enrollment is 1,179. Mr. Vance said on occasion the board has to address particular situations, and staffing the position will not greatly affect the budget. He asked the superintendent if he considered the student enrollment before making his recommendation. The superintendent said he looked at all of the schools, and the concern he has with particular situations is that it has a domino affect on other schools. He further acknowledged appreciation for all of the work being done at Woodlawn, especially since a void was created when the other secretary left with the Tech Prep program.

Mrs. Walker said the school has had quite a few problems in the past and is now on the mend. She further noted that the principal has a need and is asking for help. Mr. Brooks said there are inequities in the staffing formula, but the CPSB needs to look at this particular need and not the staffing formula. Mr. Burton said the clerical need was initially presented to the CPSB during the summer, and asked the board to consider how the lack of staffing an additional secretary will affect the overall operation of the school. Mr. Vance highlighted the work done by school staff on their personal time, i. e. developing a handbook; and, commended the principal for her commitment to improve operations at Woodlawn. In response to an inquiry by Dr. Hitchcock, Ed Hearn, director of high schools, said there are some high schools in Caddo Parish with staff above the formula. Dr. Hitchcock asked Principal Jordan to expound on the need for the request. With additions to the administrative staff at Woodlawn, Mrs. Jordan summarized the needs of the school's staff, i. e. backlog of paper work, communicating with parents when students are assigned to detention, in-school suspension, or are absent from school, etc. She further noted that considering the student body and the type of behavior problems that exist, the school's administrative staff needs to communicate better with parents. Mr. Milam requested clarification of the role of the attendance clerk at Woodlawn. More discussion followed on Mrs. Jordan's efforts to make her need and request known to central office staff. Recognizing that some of her constituents fall within Woodlawn's district, Mrs. Boykin expressed concern that she did not have any prior communication from the principal or Mr. Mims regarding this need. She moved, seconded by Mr. Adams, to postpone this item until the October, 1997 CPS13 meeting so that staff can pull information together so that the CPSB can make a vote based on facts of needs. Mrs. Boykin asked if student help is used in the office at Woodlawn, and the principal answered yes. Mr. Adams recognized the work being done at Woodlawn; however, he expressed concern for the lack of communication between staff and the school board. The president said if the motion to postpone passes, he hopes that central office staff and the school's staff will communicate better and transmit information to board members in a more timely fashion. The superintendent said he could compile a packet of information based upon all of the information received today and previously and make a special mailing to board members for review. After more debate on the process followed by the principal to make her request known, the configuration of the school, and the staffing formula, the president called for the vote on the motion to postpone. Vote on the motion failed with board members Powell, Milam and Boykin supporting the motion. Board members opposed were Walker, Vance, Burton, Thibodeaux, Pugh, Brooks, Powell, Mims and Dr. Hitchcock. Vote on the main motion carried with board members Powell and Milam opposed. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Pugh, Brooks, Mims, Boykin, Adams and Dr. Hitchcock.

INSURANCE REPLACEMENT COVERAGE FOR TEACHERS' PERSONAL CLASSROOM EQUIPMENT, MATERIALS AND SUPPLIES (Pugh/Vance)

The superintendent said staff's recommendation relative to general liability and property insurance is for the CPSB to stay status quo due to the fact that to increase coverage would involve increasing the premium considerably. He said staff will continue to investigate any possibility of increasing coverage at an affordable premium rate. Mr. Vance asked how would staff's decision affect schools where computers and equipment have been stolen. The superintendent said it would be a matter of staff purchasing additional computers because the cost cannot be recovered through insurance. He said a proposal has not been developed at this time as to where funds would come from through the general operating fund. Mr. Vance asked how does the theft affect the overall instruction at the affected school. The superintendent said in the past, computers have not been replaced at any school where they were stolen. Dwight Collier, director of auditing and risk management, said computers have never been replaced through the auditing department because self-insured funds are not used for this purpose. Replacement of equipment comes through the finance department, and money is allotted for this. Mr. Vance asked the superintendent if he plans to make a recommendation on how to replace the equipment by the October, 1997 school board meeting. The superintendent said he could do this, but it would not be through insurance recovery. Replacement would be through general operating fund monies. He further noted that he would need additional information on available funding and equipment and computer needs from the school principal and the director. Mrs. Pugh asked that schools' staff, via staff development, be apprised through orientation that there is no coverage before they make investments in purchasing computers. The superintendent said staff is taking additional security steps at Newton Smith Elementary to try to prevent

this from happening again. Mrs. Walker asked if the new coverage will provide for damages to automobiles while at schools. Mr. Collier said staff is not proposing any new insurance, but buying additional insurance is a possibility and very expensive. He further noted that the CPSB pays for all damages that the school system is legally liable for based on the opinion of the claims adjusters, legal counsel, etc. Mrs. Walker requested staff to provide her with a list of incidents for which the CPSB is liable. She also requested staff to disseminate pertinent information to principals that would help them find reasonable insurance coverage. Mr. Collier said principals could be apprised of insurance information, with the superintendent's approval.

SUPERINTENDENT'S REPORT

Classified/Certified Hiring and Transfer Procedure/Policy (Boykin). The president polled the audience for input on this item.

Jackie Lansdale, president of Caddo Federation of Teachers and Support Personnel (CFTSP), said the members of the organization are concerned about student achievement, and encouraged the board to hire certified teachers and teachers with advanced degrees. She asked the board to appoint a committee, empowered by the board, to study why there are numerous uncertified teachers in the classrooms. Further, to allow the personnel office to serve as a screening device before sending applicants to interview with principals.

Tom Koenig, Local 100, asked the board to take into consideration seniority when honoring employees' requests for transfers.

Connie Post (speaking on behalf of Beverly Mitchell) and classified employee, encouraged the board and staff to consider seniority when granting employees' requests for transfers or promotion.

Monica Jenkins-Moore, CAE president, said association members recommend that a committee be formed to discuss possible solutions, revisions, etc. to the hiring/transfer policy. She said she was happy to report that CAE was contacted last week and was asked to provide a member to serve on the committee.

The superintendent said information was included in the mailout and progress is being made to develop a committee to review the hiring and transfer procedure/policy for certified and classified personnel. A recommendation will be forthcoming as soon as the committee is assembled and brings staff a recommendation. Mr. Brooks encouraged staff to expedite their efforts to develop a policy. Mrs. Boykin asked the superintendent how does staff plan to structure the committee. Willie Henderson, assistant superintendent for human resource services, said that for certified employees, the plan is to have a representative from the four professional organizations that are in operation within the parish, three classroom teachers that are not affiliated with any professional organization, a principal from each instructional division, and possibly one administrator probably from the deputy superintendent's division. He noted that communication was sent to referenced organizations/groups for a representative to serve on the committee. The committee will be chaired by the director of certified personnel. A similar procedure will be followed for classified personnel. Mrs. Boykin asked if staff would agree that the biggest question of concern is whether or not longevity will be considered for placement. The superintendent said he believes this will be a critical component. Mrs. Boykin expressed concern that the old GCI policy (Professional Staff Assignments and Transfers) does not give clear directions as to what the process entails. Mr. Adams asked the superintendent to provide board members with a copy of the committee's composition. Mrs. Walker asked for the identity of the four professional groups as referenced earlier. Mr. Henderson said the organizations are Caddo Association of Educators, Caddo Federation of Teachers and Support Personnel, A+PEL, and Christian Educators Association. Mrs. Walker asked staff to follow-up with these organizations to ensure that they received the communication from staff asking them to name a representative to serve on the committee.

Band Performance Procedures/Policies (Adams/Brooks). The president polled the audience for input on this agenda item.

S P Davis, parent and president of C E Byrd High School Band Booster Club, spoke in opposition to the proposed policy that will do away with *Show Time* and other multi-ethnic performances with the exception of Corps style during band festival activities. He petitioned the board to develop a policy that is nondiscriminatory, reasonable, and fair. He questioned if parents and students were given an opportunity to provide input. Mr. Davis encouraged that a policy be developed that is inclusive of all ethnic groups, and one that includes more than Corps style performances.

The superintendent said Pat Britton, supervisor of music for Caddo Public Schools, will make a presentation about the guidelines for performing ensembles. He clarified that the memo that was sent out from him did not include any indication and/or mention of any college, university, or school. This information came from sources other than the CPSB and central office." The superintendent further stated that the document that went out is a set of guidelines and not a policy. He apologized for any misunderstanding and/or hard feelings that may have arisen.

Mrs. Britton gave a report on the guidelines for performing ensembles (bands) in an effort to clear up the misunderstandings due to incorrect or incomplete information. She said at no time has she, the superintendent, nor other staff have referenced any college or university in this regard. Mrs. Britton said staff is concerned with improving the standards and instruction in the bands of Caddo Parish. She provided a detailed explanation of the purposes of the guidelines highlighting the following: a) improving instruction in the marching program; b) implementing guidelines that are designed to meet the critical need of raising achievement scores in all content areas; c) focusing on teaching basic fundamentals of music; d) implementing new teaching methods; e) encouraging band directors to visit and observe other band programs in other parishes; f) preparing students for future music endeavors; g) encouraging students to learn to play instruments well, etc. Mrs. Britton expressed concern that last year, the Caddo Public School System did not have one student to play well enough in state auditions to qualify to become a member of the Louisiana All State Band; and, Caddo bands received some of the lowest scores given at the concert band festival. She emphasized the need to prepare students to meet any challenge and/or opportunity in their lives by exposing students to more than one form of marching. Mrs. Britton outlined the differences between performing Corps style and *Show Time*. She said it is now time for Caddo Parish to implement a change in the marching program so that scores can be raised, and band programs can be taken more seriously in Caddo Parish. Mrs. Britton reported that she communicated with festival judges and asked them to provide her with recommendations for improving performances. Judges suggested that Caddo bands should start with Corps style of marching so that students can begin to concentrate on the music as opposed to concentrating on marching and dancing. Another problem judges noted is low volume. Band directors and students should focus on procedures for sending sound into the bandstands; students should learn how to carry their instruments, etc. Mrs. Britton said she is planning a workshop in the next few weeks with professionally-trained musicians who have expertise in marching, flag line, and percussion to work with individual bands. She emphasized that her posture is for excellence in band or instrumental education in Caddo Parish, which is the main focus of the guidelines. In conclusion, Mrs. Britton said the issue is not white nor black, but an educational issue.

The superintendent thanked Mrs. Britton for the informative presentation, and said he hopes it will clarify some of the misunderstandings that have been generated over the last couple of weeks. Mr. Adams expressed pride in Mrs. Britton for clarifying the issue with an excellent briefing. Mr. Thibodeaux applauded Mrs. Britton for her outstanding presentation. Mr. Mims expressed concern that students are not executing their instruments well enough to play average music to earn scholarships, and suggested that the music program at the middle school level needs improving. Mr. Brooks encouraged Mrs. Britton to meet with band directors before mandating changes in guidelines. He also suggested that Mrs. Britton could benefit from the employment of a second supervisor of music. He asked the superintendent to consider recommending to the board the need to staff a second supervisor of music. Mrs. Britton informed the board and staff of her previous discussions and inservice with band directors that were designed to inform them of modifications to guidelines and parish goals. Mr. Burton expressed appreciation for the presentation, but also expressed concern about mandating one particular style of performance over another. Mrs. Walker said she has not observed vulgar performances by Caddo bands, and she asked staff not to suppress students' interest in music. She encouraged staff to make the band program one of fun and enjoyment. Mrs. Britton

concurred that band should be fun for students, and emphasized that band should also be a learning experience.

Mr. Mims excused himself from the meeting at approximately 7:40 p.m. Dr. Hitchcock said he hopes the board will join together in commending Mrs. Britton for having the courage to take a difficult stand to do what she believes needs to be done to upgrade the educational program. He encouraged the board to support the initiative to improve the music program and to provide better opportunities for students in all schools. Mr. Milam saluted Mrs. Britton for the presentation and for striving for excellence in the music program in Caddo public schools. Mrs. Boykin echoed fellow board members in applauding Mrs. Britton for her leadership. She asked the board and staff to work with Mrs. Britton and encourage her to improve the music program at the middle school level. Mrs. Pugh said she listens to parents talk in the community, and asked Mrs. Britton to share with the board her inservice program for 1997-98. Mrs. Britton said a back-to-school inservice was held for all music teachers to give them directions for the entire year. Committees were developed to serve as a liaison between music teachers and the supervisor of music throughout the year. Also, inservice workshops have been scheduled for band directors, and the information presented to the board on new guidelines was shared with band directors on August 20, 1997 in a meeting. A follow-up meeting was tentatively scheduled, but this is when the guidelines were aired through the media. The follow-up meeting was postponed until some of the concerns were explained. Mrs. Pugh asked what is the ruling on full band participation at festivals. , Mrs. Britton said there isn't a ruling, but staff recommends that all full marching bands participate for the experience. Mrs. Pugh asked if there are guidelines on who can participate, how many, etc. Mrs. Britton said any director who belongs to the Louisiana Music Educators Association can participate. Mrs. Pugh inquired about consistency for Caddo Parish, and Mrs. Britton said any band in Caddo Parish can participate. Mrs. Pugh questioned how festival judges are selected, and Mrs. Britton said judges are selected by the district eight band director, and local band directors have a chance to attend the meeting and provide input. District eight also compensates the judges, and funds come from band fees, etc. Mrs. Pugh said input from band directors and parents raise a new issue with her about scholarships because band directors help students get scholarships. She emphasized that direct contact is what is important between parents and band directors. She also noted that there is a concern about how students are being auditioned for participation in high school bands. Mrs. Pugh encouraged staff to develop a directive on consistency for auditioning. Mrs. Britton said she will take the suggestions into consideration.

Student Enrollment. The superintendent announced that student enrollment for 1996-97, as of today, is 49,618. The projected enrollment was 49,500 and Caddo is on target and schools are still in the process of enrolling students

Accountability Report. The superintendent said staff had the second inservice session today with middle school principals on how to deal with test score analyses. High school principals met on Tuesday, September 16, 1997, and elementary principals will be inserviced on September 29 and 30, 1997. Board members were invited to stop by the sessions which will be conducted from 8 a m until 3 p m.

Tax Election. The superintendent said the election is scheduled for October 18, 1997, and staff is out in the community talking about the tax election. Staff is encouraging people to remind their family and friends that they must be registered by September 23, 1997 in order to vote on October 18, 1997. He thanked board members for their support in getting facts out to the citizens.

Accountability Procedure. The superintendent provided board members with updated information on the accountability procedure. Suggestions made by board members were incorporated in the *District Student Achievement Plan* and are highlighted.

UNFINISHED BUSINESS

No unfinished business was introduced.

NEW BUSINESS

Tutoring Program. Mrs. Walker asked staff to look into the feasibility of housing after school tutorial programs, *i. e.* Willis-Knighton program, at schools in the northern part of the parish; perhaps at the middle school level. The superintendent said he will ask the deputy superintendent to look into this request.

Lunch at the Student Referral Center. Mrs. Walker asked if free meals are provided students enrolled in the alternative program at New Elizabeth. The superintendent said there will be reimbursements for the meals; and, students will be paying for the meals. Jacqueline Solomon, director of child nutrition programs, said students will pay for meals; however, if eligible and approved, some students will get free or reduced lunch. Mrs. Pugh asked the superintendent to clarify his comment regarding reimbursement. The superintendent said students ineligible for free lunch will pay for their lunch; those who qualify for free and/or reduced lunch will have the same service as if at their regular home school. Mrs. Pugh commented that no funds will be directed from the referral center to the CPSB.

Free Lunch. Mrs. Walker asked staff to investigate the concern that 850 students did not get to eat free lunch last week even though they qualified for the service and all paper work was completed. Mrs. Walker reported that the students did not go hungry because staff worked together and provided sandwiches. Mrs. Walker asked staff to stress to parents the importance of completing paper work in a timely fashion so that students will receive a meal.

ANNOUNCEMENTS and REQUESTS

October Agenda Items. The president requested that *RFP for Charter Schools* " be placed on the agenda for the October, 1997 school board meeting. He asked the superintendent to apprise staff of new legislation for charter schools and determine if the CPSB is now in a posture to receive applications. The president asked the superintendent to make a special presentation at the Executive Committee meeting -- "*Update on the Reorganization/Reallocation of Central Office Personnel Funds and Resources to the Classroom.* " He requested information on the number of vacant positions and a response as to how much, in the way of dollars since the initiative started, has been transferred to the classroom. Dr. Hitchcock asked the superintendent to include in his report on downsizing an audit report on the percentage of time actually documented that curriculum/instructional supervisors spend with students in the classroom. The president requested the superintendent to bring forward a recommendation for the purpose of revising the agenda format and suggested that an item be added to the agenda after the consideration of minutes that would be "*Modification to the Agenda and Proposed Consent*" followed by "*Visitors,* " and "*Voting on the Consent Agenda.* "

Middle School Lapel Pins. The president said he spoke with Principal Judy Moncrief and asked her to make an extra effort to make calls to board members and follow through with the presentations.

Library Board. Mr. Burton announced that Gail Griffin, librarian at A C Steere, was appointed to the Shreve Memorial Library Board of Control by unanimous vote of the Parish Commission.

Mr. Burton and Mr. Vance left the meeting at approximately 8 p.m.

Bus Transportation. Mr. Milam announced that this is the second year that he has not had citizens calling him to complain about bus transportation. He asked that this message of appreciation be shared with the transportation staff.

Staff Assignments. Recognizing the demands on staff and numerous public appearances required of the superintendent with the upcoming bond election, Mr. Milam asked board members to minimize their special requests, if possible, until after the election.

Lighting at Huntington High School. Dr. Hitchcock asked staff to provide him with an outline of when the lights were removed from Huntington; the circumstances surrounding the removal of lights; and, explain if there is any difference in the situation at Huntington and the one at Southwood.

Administrative Assistants at the Elementary Level. Mr. Thibodeaux asked the superintendent to compare the standards for appointing assistant principals as opposed to administrative assistants to elementary schools with student enrollments over 700; a money wise comparison. Mrs. Walker asked staff to review staffing at smaller schools and consider assigning counselors at all schools.

Substitute Teachers' Pay. Mr. Thibodeaux asked staff to investigate the feasibility of paying substitute teachers more if they have degrees and are being assigned to a temporary position on a long-term basis in the same classroom. He suggested that staff could make the presentation to him perhaps in November or December, 1997. Mr. Adams said he will share his thoughts on this topic with the superintendent following the meeting.

Mrs. Boykin left the meeting at approximately 8:01 p.m.

Paperwork. Mr. Brooks asked the superintendent and staff to bring a recommendation for the board's consideration to reduce the amount of paper work for teachers, i.e. grading papers, completing several lesson plans, etc.

Student Uniforms. Mr. Brooks asked staff to bring a plan to the board perhaps in 1998 for students to wear uniforms. Also, remind principals to enforce the dress code emphasizing that sagging pants and wearing of earrings by male students is prohibited. Mr. Brooks told staff he will provide them with the name of schools where the dress code is not being enforced after the meeting. Mr. Adams echoed the sentiments about enforcing the student dress code.

Funds for Materials and Supplies for Teachers. Mrs. Pugh asked staff to respond to the delay in awarding teachers the \$200 that was awarded by the State Department of Education for purchase of materials and supplies. Ben Wreyford, director of finance, reported that documentation was received from the State Department on Friday, September, 12, 1997; on the following Monday the document was signed; and, mailed on Tuesday morning. Mrs. Pugh asked if the plan defines how funds will be distributed. Mr. Wreyford said the document is an acknowledgment by the superintendent that the packet was received and staff is aware of the regulations. There is no formal plan that has to be filed. The superintendent said staff complied with the request of the State Department and submission of a plan was not requested. Mr. Wreyford said the directions received gave general directions on allocating funds on a per pupil basis. Staff is presently working out procedures for disbursement. Mrs. Pugh asked staff to apprise board members of the distribution formula before releasing funds.

Sound System and Art Display. Mr. Adams said he hopes that the sound system in the board room will be squared away for the next school board meeting, and perhaps students' art work will be on display.

Arthur Andersen Study. Mr. Adams asked staff to consider remedying the inequities in the Arthur Andersen Study after the October tax election.

Charter Schools. Mrs. Walker asked if the board and staff will scrutinize applications for charter schools like previously done. The superintendent said the rules have changed somewhat, but staff is hopeful that there will be some interest shown in charter schools.

Adjournment. There being no further business, Mr. Brooks moved for adjournment. Mr. Adams seconded the motion which carried unanimously, and the meeting adjourned at approximately 8:15 p.m.

James E Foster, EdD, secretary

Mike Powell, president

October 1, 1997

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana on Wednesday, September 1, 1997, at approximately 3:32 p.m. with President Mike Powell presiding and Jerry Tim Brooks and Ron Adams present, being a quorum. Other board members present were Judy D Boykin, Willie D Burton, Mark Milam, Alvin Mims, Mildred B Pugh, Michael J Thibodeaux, Johnny Vance, Jr and Sybil B Walker. Also present were Secretary James E Foster, Legal Counsel Fred Sutherland, staff and other visitors. Mr. Mims gave the invocation and led the Pledge of Allegiance.

SPECIAL PRESENTATIONS

Update on the Reorganization/Reallocation of Central Office Personnel Funds and Resources to the Classroom (Powell/Foster). Recognizing the changing role of the central office, the superintendent gave a summary of the changes in staffing and reallocation of funds from the central office to the classrooms. He highlighted the benefits to students, i. e. increased number of security coordinators at schools, increased funds for material and supplies, completed the placement of inschool suspension, added additional teachers to the P M School, improved the vocational program at North Caddo High School, implemented the CORE program at Creswell Elementary, reinstated the travel stipend, improved the development of the law/business magnet program at Huntington High, increased the number of special education teachers and aides, instructional supervisors spent more time in classrooms, and purchased 25 new school buses. He noted that funding also increased through vacated positions, in savings through the phone system, insurance programs, transportation and utilities. The superintendent reviewed the present organizational chart and gave board members a copy of the document. Mr. Brooks emphasized his belief that all department heads, especially assistant superintendents, should report to the deputy superintendent. The superintendent said assistant superintendents report to the deputy in his absence, as directed by the CPSB. He further noted that for evaluation purposes, he evaluates the deputy and assistant superintendents. Mr. Brooks asked staff to review the organizational chart and make all staff (assistant superintendents) accountable to the deputy, and bring a revised version to the board for consideration. Mrs. Pugh asked if there is a salary discrepancy between the deputy superintendent and the assistant superintendents. The superintendent said there is a difference in salaries with the deputy receiving a higher salary.

Clay Slagle, program researcher/evaluator/Title 1, capsulized the results of a central office support survey that was conducted last school year. The survey sought input from school personnel about their feelings relative to the assistance they receive from central office staff. Over 6,300 surveys were sent out and approximately 4,400 (70 percent return rate) were completed and returned. Fifty-four percent of the total respondents were classroom teachers; five percent administrators; and, forty-one percent support personnel. The results were encouraging with safety and security ranking very high, as well as instructional and administrative support. Board members received a folder of support data of the results. Deputy Superintendent Ollie Tyler reported on future plans for improving support services to schools and expressed appreciation to staff for compiling the survey and tabulating the results. Discussion ensued on average tenure ranking of teachers surveyed, placement of the curriculum division on the organizational chart, etc. Mr. Thibodeaux asked staff to be more specific as to how money was saved, and he questioned the documentation or verification of time that instructional specialists actually spend in schools/classrooms. He suggested that principals should sign the document verifying instructional specialists' visits to classrooms. The superintendent said verification by principals could be an added step to the process, but there has to be some level of trust. The president expressed appreciation for the effort being put forth by staff and said he has received numerous reports that there are increased visits by instructional specialists to schools. The superintendent said staff will continue to look for ways to be more effective and productive. Commenting on the increased work load of elementary directors, Mr. Adams suggested that the superintendent might want to come back to the board with a recommendation for an additional elementary director. Mrs. Pugh requested a copy of the school distribution list for elementary directors. Mrs. Walker commended the supervisors for the good jobs they perform and suggested that they might want to provide data to appropriate school board members on the dates and times that they visit schools. Rather than having principals to verify instructional specialists' visits to schools, Mr. Vance encouraged staff to develop a better method of accountability. Mr. Brooks asked staff to bring a recommendation to the board to add another

music supervisor to the organizational chart. Mr. Milam expressed appreciation for the report and questioned the superintendent's response to board members' requests when board members have opposite views. The superintendent said he will bring, in his opinion, the best recommendation to the board. The president said the superintendent will respond, but the final decision will be made by the CPSB. Mrs. Pugh said the superintendent has a responsibility to provide the CPSB with the best educational decision that can be presented. She further noted that the CPSB has policy; it is the responsibility of the Executive Committee to set the agenda for school board meetings; and, the CPSB needs to review the organizational chart and know the line of authority.

Project World (Tyler/Susan Adams). Mrs. Adams, executive director of Caddo Public Education Foundation, recognized Mrs. Maggie McElroy, chairman of the committee of *Project World*, and Dr. Gary Rush, LSU-S partner, who accompanied her at today's meeting. She said *Project World* is a new program that is being offered by the Caddo Public Education Foundation in partnership with LSU-S. Caddo is one of two parishes in Louisiana that will be placing emphasis on geography. Research facilities will be established within schools to encourage the teaching of geography and hands-on cross curricular activities. The program emphasizes active learning and the relevance of geography themes and standards to the real world. Maps, globes, atlases and CD Roms will be used, and the materials and equipment are coordinated. Phase one of *Project World* focuses on fourth and fifth grade students, and all Caddo elementary schools have expressed interest in participating in the program. Thirty-eight schools want to participate this school year, and six schools want to participate next school year. The program provides \$3,000 worth of equipment and supplies to each school and a full day of inservice training with the foundation paying for the substitutes. Mrs. Adams said the school board president agreed to let her invite school board members to help choose the participating schools, and she will continue writing grant proposals and seeking funds to continue the program next school year. The name of the 38 schools desiring to participate were placed in a container for drawing; but, Mrs. Adams said funding is only available for programs at 23 schools. Mrs. Pugh requested clarification of the school selection process. Mrs. Adams identified the 38 schools desirous of participating this school year. She noted that six schools want to participate when funds become available next year and they are: Cherokee Park, Hillsdale, Northside, Pine Grove, Summerfield and Turner. Each school board member was asked to draw two cards (schools), and the superintendent drew one card in the absence of Dr. Hitchcock. Schools selected were: Lakeshore and Blanchard (Powell); Caddo Heights and Queensborough (Brooks); Judson and Westwood (Adams); Barret and Sunset Acres (Boykin); Summer Grove and Herndon (Milam); Timmons and Hosston (Mims); Vivian (superintendent); Oil City and Oak Park (Pugh); Arthur Circle and Central (Thibodeaux); Keithville and Walnut Hill (Burton); Eden Gardens and North Highlands (Vance); and, Fairfield and Alexander (Walker). Mrs. Adams thanked the board for its support and said it is the foundation's hope that the program will be continued next school year. On behalf of the CPSB, the president thanked the foundation and LSU-S for the effort being made and for the contributions to Caddo public schools.

Arthur Circle - Letter of Appreciation. The president informed board members that he received correspondence from the staff at Arthur Circle Elementary expressing appreciation for the assignment of two additional teachers to the school. A copy of the letter was shared with board members.

Recess. The president called for a ten-minute recess at approximately 4:45 p.m. and the board reconvened at approximately 4:55 p.m.

October, 1997 CPSB Meeting Date. The president said the CPSB needs to have a meeting on October 22, 1997 after the tax election. He reported that he consulted with the superintendent, board counsel, and school board members and proposed that the school board should combine the October 15 and October 22 meeting. He suggested that the CPSB should meet on Wednesday, October 22, 1997, at 3:30 p.m. The president further noted that he was unable to speak directly with Mrs. Walker, but the superintendent talked with her and she agrees to the proposed meeting date. The CPSB mailout date will be changed to October 15, 1997. Mr. Adams moved, seconded by Mr. Brooks, that the CPSB reschedule its October 15 meeting to October 22, 1997 at 3:30 p.m. in its office. Vote on the motion carried unanimously.

EXECUTIVE COMMITTEE - ESTABLISH AGENDA FOR THE OCTOBER 22, 1997 CPSB MEETING

The president asked the superintendent if staff has any changes to the proposed agenda for the October 22, 1997 CPSB meeting, and he answered no. The president informed the board of agenda additions by school board members, and they are: "*Capital Projects Plan*" (Milam/Powell); "*Access to Caddo Parish Stadium*" (Milam/Powell); "*Resolution - Election Results*" (Pugh), and "*Second Supervisor of Music*" (Brooks). Mr. Brooks requested staff to provide him with an explanation of CPSB policy GBCB (Sexual Harassment Policy). The president polled the audience for input on proposed agenda items, but no one addressed the board.

Bids. The superintendent said the items listed on the agenda are standard bid items.

Extension of Lease With Caddo Parish Communications District Number One. The superintendent said the CPSB is leasing a piece of property on Hope Street to 911 while they are doing some construction. The Caddo Parish Communications District Number One is requesting a three month extension to the lease.

Request for School Bus Transportation by Southern University-Shreveport. The superintendent said this is a standard request, and information will be in the mailout.

Revised Testing Budget for the 1997-98 School Year. The superintendent reported that this item is attributed to the latest legislation on additional testing, and staff is working on the cost figure. The president asked if staff is talking about \$50,000 more or less, and Ollie Tyler, deputy superintendent, said she would get the information for him. The president said he could get the information after today's meeting.

Budgets for FY 97-98 in Vocational Education and Adult Education. The superintendent said these are annual routine budgets, and information will be in the mailout.

Substitute Teacher Pay Scale (Adams). The president said this item was postponed at the September, 1997 school board meeting. Mr. Adams said he has been working with staff on this item and information will be in the mailout. The superintendent said he has asked staff to affix a cost to the item which will have an impact on his recommendation to the board. Mrs. Pugh asked the superintendent to include an effective date in his recommendation. Mrs. Walker asked if staff is proposing to raise substitute teachers' pay to \$60 a day. The president said information was included in the last mailout referencing \$50, but a board member can include additional information in the mailout. Mrs. Walker expressed concern that the proposed figure is close to what an aide makes, and she asked staff to provide her with information on aides' salaries. She emphasized the point that aides are at schools day in and day out. Mr. Vance inquired about provisions in the budget for inservice training for substitutes, and asked if staff will be requesting additional funds for inservice. The superintendent said the number of substitutes will affect the amount available for training.

Extension of Linwood Health Program to Atkins Elementary and Fairfield Elementary. The president noted that this item was postponed at the September, 1997 CPSB meeting. The superintendent said information will be in the mailout with a recommendation from Schumpert Hospital that a mobile van be made available for students at Atkins Elementary and Fairfield Elementary on the basis determined by the principal and Schumpert as to the frequency that it visits the schools. The president asked if medical treatment to students will occur within the van, how many students will the van accommodate, and how many visits will the van make to the school weekly. The superintendent said he believes treatment of students in the van is the intent since the van will take the place of unavailable space at the school. He further noted that more information about the size of the van is not available at this time since purchase of the van will be determined after the school board takes action on this item. Mrs. Boykin requested clarification of the impact that this health program will have on the KID-MED program. Cecil McCune, director of student services, said the program could be affected if another clinic moves in and begins KID-MED screening. KID-MED provides screenings, consultations and health services by nurses and physicians (if referred outside of the system). Two school nurses conduct the screenings of eligible children, and if the other general school

nurses provide services to a Medicaid eligible students who are linked with the school system, then the school board could charge for consultation type of services. Mrs. Boykin inquired about the reduction in staff because of this situation, and Dr. McCune said nurses were reduced from five to two. Mrs. Boykin asked if there will be any duplication of services, and Dr. McCune said probably not. Mrs. Boykin asked the superintendent to provide her with a comparison of the health services that are being provided by the clinic and KIDMED; and, explain how the KID-MED program will be affected with the implementation of an additional health clinic at either of the schools. Mrs. Boykin said her question is, if the Caddo Public School System is at a point where it can expand existing programs and be the in-house provider of certain services, as opposed to having the services coming from the outside. The superintendent said that before the Linwood Center was opened, the KID-MED program was diminishing in size. Mrs. Boykin noted that a KID-MED nurse is not in the building all day and the mobile unit will not be stationed at the school all day. Mr. Mims said the nursing staff in Caddo Parish Public Schools has been constantly declining over the years, and the reduction has no bearing on other health centers providing assistance to the parish. He further stated that Schumpert did not seek KID-MED dollars initially, and is not seeking the funds now. Dr. McCune said the reduction in staff is related to more children in the school system linking with outside providers. More discussion ensued on the collection of Medicaid funds, provision of health services to students, and management of students' health records. The president asked if the Caddo Public School System is presently collecting money for Schumpert services that the school system is not providing, and Dr. McCune answered no. The president asked if student health services will be provided within the van and if services will be at the same level as provided at the Linwood clinic. Dr. McCune said he has not spoken with anyone about the van. The superintendent said board members will be provided copies of as much information that is available, and he will attempt to get more data. The president asked staff if the level of Caddo's nursing program would be raised if the Linwood Health Center did not exist and they were not providing services to the two elementary schools. Dr. McCune said no, not with the way that the system is arranged with private providers also being able to provide the KID-MED screenings. He further noted that with the system being in place for three years, he does not see anything that staff could do that would increase the number of nurses in the KID-MED program. Dr. McCune further stated that if the health centers are established and Schumpert assures the CPSB that it would not bill for KID-MED services and the CPSB could continue to provide that service, and they later change their mind and get a number and begin billing for KID-MED services, then this could reduce the number of nurses or cause the program to decrease. The president said sometime ago he entertained discussion with the superintendent, staff and/or board counsel about the Linwood clinic and at the time he asked Ms. Susan Gipson if they were going to seek Medicaid funding. She indicated at the time that they didn't intend to because the money was not going to be available. He asked if staff has any documentation that says that they agreed not to seek the funding. Legal counsel said he believes that the written proposal that was presented to and approved by the school board contains this stipulation, and he would research the matter. Mr. Vance asked how long has Caddo had the KID-MED program, and Dr. McCune said at least 24 years. Mr. Vance asked how many children have been served through the KID-MED program in the past five years, and Dr. McCune said the figure would be in the neighborhood of 600 students a year through the school system. The president asked Dr. McCune to provide board members with specific numbers through the mailout. Mrs. Walker requested clarification of the number of nurses in Caddo's program, and Dr. McCune said there are two KID-MED nurses, 12 general school nurses, and a head nurse. Discussion continued on the number of students enrolled at Linwood, Atkins and Fairfield, and on collection of funds for services.

Proposal for Staffing an Administrative Assistant Position at Elementary Schools With Student Enrollment Above 700 (Pugh).

The president said this item was postponed at the September, 1997 school board meeting. Mrs. Pugh requested that "Administrative " be deleted from the heading and "Principal" be inserted after "Assistant. " She noted that this revision will accommodate Mr. Thibodeaux's request for staff to look at a proposal for staffing an assistant principal position at elementary schools with student enrollment above 700. Mrs. Pugh said staffing an assistant principal position would provide true assistance to school principals with authority. Mr. Adams and Mrs. Walker asked staff to also consider the specific needs for smaller elementary schools. Mrs. Walker expressed concern that counselors are not assigned to smaller schools, and she feels that this position is desperately needed. Mr. Milam encouraged staff to get as much

information on specific needs as possible. He suggested that principals should be contacted for input on their preference, i.e. coordinator, counselor and/or assistant principal. Mr. Brooks asked the superintendent to specifically look at the needs at Werner Park Elementary since the student enrollment is above 700.

RFP for Charter Schools. The president said he talked with the superintendent about new legislative changes in the law for expansion of charter schools statewide, and asked him to look at the possibility of bringing a request for proposal (RFP) for charter schools to the board in October, 1997. The superintendent said Caddo's door is open to RFPs for charter schools, and he personally would like for the Caddo Public School System to be in a position to work with applicants. The president said the legislative changes and availability of additional funds might make a difference, and the CPSB is receptive to looking at the possibilities. Mrs. Pugh asked the president if he is asking the superintendent to look at the possibility of converting one of the public schools into a charter school. The president said he is suggesting that the CPSB look at putting out a RFP, and if the superintendent believes that the CPSB has a school that is within the charter school law allowance for something that he would like to do in the way of a charter school at one of the public schools or converting a school, then this would be one of the possibilities. Mrs. Pugh said the State Board of Education has the final responsibility for approving or rejecting proposals, and rather than having the CPSB and staff spend time putting out RFPs, the CPSB could advertise and make it known that the CPSB will accept RFPs. Mrs. Pugh asked the president if he is asking the superintendent to do a RFP. The president said he is asking the superintendent to make a recommendation and the board to act on the recommendation. Mrs. Pugh said the CPSB should be very clear in its instruction to the superintendent. The president said he is not asking the superintendent to convert a school. Mr. Thibodeaux announced that the federal government has made \$40 million available for charter schools.

Revision of CPSB Meeting Agenda Format (Policy BDDB-E) (Powell). The president said he is asking the CPSB to look at the policy to make sure that the board is conducting its business in an efficient manner.

Capital Project Plan Milam/Powell. The president said results of the election on October 18 could affect the current five-year Capital Projects Plan. He said there are other schools (Judson, Shreve Island, Captain Shreve, etc.) expressing needs that are similar to what is in the bond issue but were not considered by the Citizen's Committee. Mr. Vance asked that additional information be included in the mailout, and the president said information will be in the mailout, and there is a possibility for board action. Mr. Vance asked the board to proceed cautiously in addressing the long list of needs. Mrs. Walker asked the president if specific projects for specific schools are being considered. The president said he could not say at this time what will be included, but information will be in the mailout. Mrs. Walker expressed concern about the procedure for adding specific projects to the five-year plan, and cautioned the CPSB about not informing and involving other schools. The president emphasized that there are provisions to amend the Capital Projects Plan.

Access to Caddo Parish Stadium (Milam/Powell). The president said it has come to his attention that the high school adjacent to Caddo Parish Stadium does not have a track nor practice field with a goal post, and there is a need for clarification that the school has the ability to utilize the track for practice. Mr. Milam said there is some confusion about the use of the facility and it needs to be cleared up. Mrs. Pugh said she hopes the superintendent and staff will research that the stadium was constructed at a time when the CPSB was not able to provide individual schools with a stadium, and it was never designed for use by the school. Mrs. Pugh said some principals are not desirous of sharing facilities, and this is no time to confuse the citizens about how funds will be utilized. Mr. Vance echoed Mrs. Pugh's sentiment about confusing the citizens. He referenced the need for construction of a stadium in district two, and said the board needs to be careful and ask the superintendent to address this issue and let him bring a recommendation to the board. The president clarified that this agenda item does not have anything to do with money. It is an issue of whether the adjacent school can use the vacant track for practice. Mrs. Pugh said this decision should be made by the superintendent. Mr. Adams expressed appreciation and commended staff for preparing Caddo Stadium for games by replacing missing lights.

Second Music Supervisor. Mr. Powell said Mr. Brooks distributed a memo to staff requesting an additional music supervisor. He said additional information will be provided in the mailout. Mr. Vance encouraged the superintendent to include his recommendation in the mailout.

Resolution - Election Results. The president noted that this item was added to the agenda.

The president polled the audience for input on the proposed agenda, but no one came forth to speak. Mr. Adams moved, seconded by Mr. Brooks, approval of the agenda as presented. Vote on the motion carried unanimously. The **Executive Committee** classified items 9, 10, and 11 as consent agenda. Mr. Brooks moved, seconded by Mr. Adams, approval of the proposed consent agenda. Vote on the motion carried unanimously. Again, the president polled the audience for input on agenda items, but no one came forth.

Handicap Accessibility at Oak Park. Mr. Brooks asked Keith Norwood, director of school plant, to meet with the parent group at Oak Park to address handicap needs at the school. The president asked Mr. Brooks to pass this request to the superintendent for consideration. Mr. Brooks said he would get the necessary information to the superintendent.

Adjournment. There being no further business, Mr. Brooks moved for adjournment. Mr. Adams seconded the motion which carried unanimously, and the meeting adjourned at approximately 6:20 p.m.

October 22, 1997

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 3:30 p.m. on Wednesday, October 22, 1997, with President Mike Powell presiding and the following board members present being a quorum: Ron Adams, Judy D Boykin, Jerry Tim Brooks, Willie D Burton, Miles Hitchcock, ScD, Mark Milam, Alvin Mims, Mildred B Pugh, Michael J Thibodeaux, Johnny Vance, Jr and Sybil B Walker. Also present were James E Foster, secretary, and Fred Sutherland, legal counsel. Mrs. Boykin gave the invocation and led the Pledge of Allegiance.

CONSIDERATION OF MINUTES OF THE SEPTEMBER 17,1997 CPSB MEETING

Mr. Vance moved, seconded by Mr. Adams, approval of the minutes of the September 17,1997 CPSB meeting. Vote on the motion carried unanimously.

Mr. Thibodeaux moved, seconded by Mr. Adams and Mrs. Boykin, to suspend the rules to advance agenda item 18 (*Revision of CPSB Meeting Agenda Format*) ahead of the consent agenda for consideration. Vote on the motion carried unanimously.

REVISION OF CPSB MEETING AGENDA FORMAT

The president said new legislation was passed which requires the school board to have input before agenda items. He suggested that the school board meeting agenda format be revised to insert after *Consideration of Minutes* the following items: (5) "*Establish the Agenda and the Proposed Consent Agenda;*" (6) "*Visitors;*" and, (7) "*Confirm the Consent Agenda.*" Mr. Brooks moved, seconded by Mrs. Boykin, approval of the president's suggestion. Vote on the motion carried unanimously. The president commented that once the consent agenda is confirmed, then there would be no more discussion about any item that passes under the consent agenda.

CONSENT AGENDA

The superintendent recommended that 22-F - "*Revised Staffing Request for Schools,*" under the superintendent's report, be removed for further study. Further, with item 22-H - "*K 3 Reading and Math Initiative Personnel Request*" there is a job description for the board's consideration for teachers in the program which is the final form that needs to be submitted to the State Department of Education. Based upon conversations with the superintendent about budget concerns, Mr. Adams requested that "*Substitute Teacher Pay Scale*" be deferred until a future school board meeting. Mr. Vance expressed concern that this item is again being deferred.

The superintendent said staff is concerned about budgetary matters and the recommendation to increase substitute teachers' pay would not have taken effect until the second semester. Mrs. Pugh asked if this item will be returned to the board for consideration prior to the second semester, and the president said this is his understanding. The superintendent said this would be his recommendation, and the budgetary concern is due to a shortage in Minimum Foundation Program (MFP) funds. With the board's consent, Mr. Brooks asked that "Second Supervisor of Music " be postponed until the November, 1997 school board meeting. Mrs. Walker expressed concern that there was no information included in the mailout on "Access to Caddo Parish Stadium " (Milam/Powell). Mr. Milam said his intention is that Captain Shreve athletics be allowed to enter the stadium for practice, and there is no money involved in the issue. After more debate, Mr. Burton called for point of order and said that according to board's rules and as long as the agenda is agreed upon by the Executive Committee, a motion could be made at any time and explained at the time the item is discussed. Mrs. Pugh clarified that this item was discussed previously and with no further information, it is an administrative action that should be taken by the superintendent and his staff. Mr. Vance encouraged the board to defer this item to the November, 1997 school board meeting and encouraged board members to be consistent in its consideration of items. Mr. Milam noted that since there is a concern that information was not included in the mailout, then he has no problem with postponing this item until the November, 1997 meeting. Following more discussion, the board identified the following items for consent agenda: 7, 9-A (1-2), 9-B (1-3), 10-13, 17, 22-A, B, C, D, E, and H.

Agenda Item No. 7

Personnel Recommendations. The superintendent recommended that: (1) Carter Bedford be appointed principal of Bethune Middle School (temporary position); and, (2) Murdis Dodd be appointed assistant principal of instruction at Ridgewood Middle School and the terms of contract are October 23, 1997 - June 15, 2000. Each employee will receive the appropriate salary as reflected by the CPSB salary schedule applicable to the position to which they are appointed.

Agenda Item No. 9

Approval of Bids Taken. Staff recommended approval of the circled low bids for music room chairs for Southwood and paper and supplies for child nutrition department. A copy of the tabulation bid sheets marked "Exhibit A, ten pages, October 22, 1997" is filed in the official papers of the board.

Approval of Construction Servitudes. Staff recommended approval and requested that the superintendent be authorized to sign a temporary Construction Servitude for 1997 Sewer Rehab., Phase II, Site 15; Project No: 93-F005, Parcel No: U-7 & T-9. Staff recommended approval and requested that the superintendent be authorized to sign a 30' wide temporary Construction Servitude for street and drainage improvements on Wyngate boulevard adjacent to Woodlawn High School. Staff recommended approval and requested that the superintendent be authorized to sign a temporary Construction Servitude for 1994 water main maintenance and replacement Phase VIII-Conway Avenue; Project No: 93E005; Parcel No: 9C.

Agenda Item No. 10

Extension of Lease With Caddo Parish Communications District Number One. Staff recommended that the resolution approving a three-month extension of the agreement of lease be approved. Due to rain delays and the late arrival of some of the equipment, the completion date for expansion of the Emergency Communication Center has been pushed back.. A copy of the resolution and amendment extending the term of the agreement of lease is filed in the official papers of the board.

Agenda Item No. 11

Request for School Bus Transportation by Southern University-Shreveport. Staff recommended approval of the request for school bus transportation by Southern University-Shreveport (Educational Talent Search Program) to transport students participating in the after school tutorial program to their homes.

Agenda Item No. 12

Revised Testing Budget for the 1997-98 School Year. Staff recommended approval of the revised testing budget for the 1997-98 school year. Due to the change from administering the CAT/5 to the Iowa Test of Basic Skills (ITBS) and Iowa Test of Educational Development (ITED), additional funds are needed to cover added expenses.

Agenda Item No. 13

Budgets for FY 97-98 in Vocational Education and Adult Education. Staff recommended approval of the budgets for FY 1997-98 for vocational and adult education, as included in the mailout. A copy of the budget summary is filed in the official papers of the board.

Agenda Item No. 22-A

Requests for Leave. The superintendent recommended approval of the following requests for leaves:

Sabbatical Leave for Study, Spring Semester of the 1997-98 School Year

Rita Guin, Teacher, Vivian Elementary/Middle School
Elizabeth Spahy, Librarian, Cherokee Park Elementary

Sabbatical Leave for Rest and Recuperation, Remainder of the 1997-98 School Year

Beverly Bridges, Teacher, Oil City Elementary/Middle School

Sabbatical Leave for Rest and Recuperation, Remainder of the Fall Semester of the 1997-98 School Year i

Kelly Bollingham, Teacher, Hillsdale Elementary

Leave Without Pay (Personal), 1997-98 School Year

Lila Finney, Teacher, South Highlands Magnet

Leave Without Pay (Personal), September 1, 1997 - August 31, 1998

Tom Vestal, Coordinator, Drug Education Prevention

Leave Without Pay (Personal), November 5-14, 1997

H. Janette Williams

Leave Without Pay (Personal), October 27, 1997 - June 5, 1998

Janez Rainbolt, Teacher, Linwood Middle School

Request of the Board. Shirley Rhodes, assistant principal at C E Byrd High School, was on sabbatical leave for rest and recuperation for the 1996-97 school year. According to her physician, she is continuing to experience health problems and he is recommending that she retire. Mrs. Rhodes requested the board to waive the requirement for her to pay back money she received while on sabbatical leave and permit her to retire effective November 1, 1997.

Agenda Item No. 22-B

Request for School Bus Transportation by Central Free Methodist School. Staff recommended that the request for school bus transportation by Central Free Methodist School be approved as

outlined in the mailout. The bus will be used to transport students to the Louisiana State Fair on October 29, 1997.

Agenda Item No. 22 - C

Request for School Bus Transportation by Shreveport Youth Gator Organization. Staff recommended that the request from the Shreveport Youth Gator Organization for the use of school buses be approved, as outlined in the mailout. Two school buses will be used on November 15, 1997 to shuttle participants and spectators between Evangel High School and Evangel Middle School during the 4th Annual River Cities Super Bowl at Evangel Stadium.

Agenda Item No. 22 - D

Red Ribbon Week Proclamation. Staff recommended that the *Red Ribbon Week* proclamation be approved. The CPSB joins the Mayor of Shreveport and the Governor of Louisiana in proclaiming October 23-31, 1997 as *Red Ribbon Week*, and encourages citizens to participate in drug prevention education activities, making a visible statement that we re strongly committed to a drug-free community. A copy of the document is filed in the official papers of the board.

Agenda Item No. 22 - E

ChildNet Child Search Awareness Month. Staff recommended approval of the proclamation from Governor Mike Foster for October, 1997 as ChildNet/Child Search Awareness Month. A copy of the proclamation is filed in the official papers of the board.

Agenda Item No. 22 - H

K-3 Reading and Math Initiative Personnel Request. Staff recommended approval of two teacher assistants for the HOSTS Program; a clerical position for the 1997-98 school year; and, job description for the teachers in the program.

Mr. Vance moved, seconded by Mr. Thibodeaux, approval of the proposed consent agenda. Vote on the motion carried with Mr. Adams absent for the vote. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Boykin and Dr. Hitchcock. The president said the consent agenda will be confirmed after the visitors' speak.

VISITORS

Bridgette B. Woods spoke in support of programs and services at Alexander School. She asked that staff not be reduced at the school, and for the board not to close the school.

The superintendent noted that he is not aware of plans to close Alexander Special School.

Doris Phifer, Alexander staff member and parent, asked that staffing not be reduced at Alexander.

Sandra Davenport, parent, spoke against increasing the size of classes at Alexander Special School.

Martha Washington, grandparent, spoke in support of programs and services at Alexander Special School.

Zandra Johnson, parent, spoke in support of Alexander Special School and asked that staffing not be reduced.

Kathy Strickland thanked the board for its vote of confidence and for its efforts to make the school system top notch.

Larry Ferdinand, president of NAACP, expressed the association's support of Caddo public schools; expressed concern about fair treatment of all students in the school system; petitioned the board to utilize the services/expertise of minority investment bankers, architects, engineers, bond attorneys,

etc; and, pledged the association's support as a resource in educating children and spending tax dollars.

April Valentine, substitute teacher, expressed concern that allocated funds from the state for purchase of classroom materials and supplies are not being released to teachers. She asked the board and staff to investigate this concern. The president referred this matter to the superintendent for investigation.

Ann Fowler, retired educator, expressed concern that board/staffs plans are deficient in identifying and addressing students' educational needs. She particularly referenced concern about downsizing in staffing and raising standards in reading instruction for elementary students. Mrs. Fowler encouraged the board to develop workable solutions. She outlined things she believes school board members, administrators, and teachers should do to improve the school system. Mrs. Fowler spoke in support of setting high standards; but, not unrealistic educational practices.

Jackie Lansdale, president of Caddo Federation of Teachers and Support Personnel, asked that agenda item 17 (RFP for Charter Schools) be deleted from the proposed consent agenda. She expressed appreciation for the involvement, support, and vote of everyone involved in getting the October 18, 1997 tax propositions passed. She expressed concern that teachers at the P.M. School have not received a pay raise and asked the board/staff to remember these employees.

Monica Jenkins-Moore, president of Caddo Association of Educators (CAE), expressed gratitude to voters, business/community supporters, CAE, board and staff for their efforts in getting the propositions passed on October 18, 1997. She declared the event a victory for the students and asked that part-time professionals be remembered when pay raises are awarded. Mrs. Jenkins-Moore announced that American Education Week will be observed November 16-22, 1997, and she asked all school board members to get involved in the *Walk-A-Day in My Shoes* activity.

Cecil Ray Clement, teacher at Alexander Special School, expressed concern about downsizing of staff at the school and/or relocation of classes. He emphasized the need for students to have a stable environment and relationship with teachers.

Pam Mims, PTA president at Alexander Special School, spoke in support of the school and asked that staff not be reduced. She presented board members with a copy of the special education department's recommendation to reduce staff at Alexander that was drafted by Dr. Phyllis Leone, principal at Alexander.

Consent Agenda The president noted that agenda item 17 was removed from the consent agenda at the request of a Jackie Lansdale. Mr. Thibodeaux moved, seconded by Mrs. Pugh, to confirm the consent agenda. Vote on the motion carried with Mrs. Boykin absent for the vote. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Adams and Dr. Hitchcock.

PERSONNEL RECOMMENDATIONS

The superintendent recognized and introduced the promoted employees, as identified in consent agenda item seven.

RESOLUTION PROVIDING FOR CANVASSING THE RETURNS AND DECLARING THE RESULTS OF THE SPECIAL ELECTION HELD IN PARISHWIDE SCHOOL DISTRICT OF CADDO PARISH, LOUISIANA, ON SATURDAY, OCTOBER 18, 1997, TO AUTHORIZE THE INCURRING OF DEBT AND ISSUANCE OF BONDS AND THE LEVY OF A SPECIAL TAX THEREIN

Mr. Thibodeaux moved, seconded by Mr. Brooks and Mr. Vance, that the resolution providing for canvassing the returns and declaring the results of the special election held in Parishwide School District of Caddo Parish, Louisiana, on Saturday, October 18, 1997, to authorize the incurring of debt and issuance of bonds and the levy of a special tax therein be approved. The superintendent introduced David Wolf, bond attorney, who summarized the formality of recognizing the official results of the election. Vote on the motion carried unanimously.

The following resolution was offered by Michael J Thibodeaux and seconded by Jerry Tim Brooks and Johnny Vance Jr:

RESOLUTION

A resolution providing for canvassing the returns and declaring the results of the special election held in Parishwide School District of Caddo parish, Louisiana, on Saturday, October 18, 1997, to authorize the incurring of debt and issuance of bonds and the levy of special taxes therein.

BE IT RESOLVED by the Parish School Board of the Parish of Caddo, State of Louisiana (the "Governing Authority"), acting as the governing authority of Parishwide School District of Caddo parish, Louisiana (the "District"), that:

SECTION 1. Canvass. This Governing Authority does not proceed in open and public session to examine the official tabulations of votes cast at the special election held in Parishwide School District of Caddo Parish, Louisiana, (the "District"), on SATURDAY, OCTOBER 18, 1997, to authorize the incurring of debt and issuance of bonds and the levy of special taxes therein, and said Governing Authority does further proceed to examine and canvass the returns and declare the results of the special election.

SECTION 2. Process Verbal. A *Process Verbal* of the canvass of the returns of said election shall be made and a certified copy thereof shall be forwarded to the Secretary of State, Baton Rouge, Louisiana, who shall record the same in his office; another certified copy thereof shall be forwarded to the Clerk of Court and Ex-Officio Recorder of Mortgages in and for the Parish of Caddo, who shall record the same in the Mortgage Records of said Parish; and another copy thereof shall be retained in the archives of this Governing Authority.

SECTION 3. Promulgation of Election Results. The results of said election shall be promulgated by publication in the manner provided by law.

This resolution having been submitted to a vote, the vote thereon was as follows:

YEAS: Ron Adams, Judy D Boykin, Jerry Tim Brooks, Willie D Burton, Miles Hitchcock, Mark Milam, Alvin Mims, Mike Powell, Mildred B Pugh, Michael J Thibodeaux, Johnny Vance Jr and Sybil B Walker

NAYS:

ABSENT:

And the resolution was declared adopted on this, the 22nd day of October, 1997.

/s/ James E Foster
Secretary

/s/ Mike Powell
President

PROCES VERBAL AND PROCLAMATION OF THE CANVASS OF THE VOTES CAST AT THE SPECIAL ELECTION HELD IN PARISHWIDE SCHOOL DISTRICT OF CADDO PARISH, LOUISIANA, ON SATURDAY, OCTOBER 18, 1997.

BE IT KNOWN AND REMEMBERED that on Wednesday, October 22, 1997, at three-thirty o'clock (3:30) p.m., at its regular meeting place, the Caddo Parish School Board Office, 1961 Midway St., Shreveport, Louisiana, the Parish School Board of the Parish of Caddo, State of Louisiana (the "Governing Authority"), acting as the governing authority of Parishwide School District of Caddo Parish, Louisiana (the "District"), and being the authority ordering the special election held therein on Saturday, October 18, 1997, with the following members present:

Sybil M. Walker, Johnny Vance, Jr., Willie D. Burton, Michael J. Thibodeaux, Mildred B. Pugh, Alvin Mims, Jerry Tim Brooks, Mike Powell, Mark Milam, Judy D. Boykin, Ron Adams and Miles E. Hitchcock;

There being absent: None;

did, in open and public session, examine the official certified tabulations of votes cast at the said election, and did examine and canvass the returns of the said election, there having been submitted at said election the following propositions, to wit:

PROPOSITION NO. 1
BONDS FOR CLASSROOM CONSTRUCTION

SUMMARY: AUTHORIZES \$48,000,000 OF 20-YEAR GENERAL OBLIGATION BONDS TO PAY FOR THE ACQUISITION AND CONSTRUCTION OF NEW CLASSROOMS AT EXISTING PUBLIC SCHOOLS IN CADDO PARISH, SAID BONDS TO BE PAYABLE FROM AD VALOREM TAXES.

Shall Parishwide School District of Caddo Parish, Louisiana (the "District"), incur debt and issue bonds to the amount of Forty-Eight Million Dollars (\$48,000,000), to run twenty (20) years from date thereof, with interest at a rate not exceeding nine per centum (9%) per annum, for the purpose of acquiring and/or improving lands for building sites and playgrounds, including construction of necessary sidewalks and streets adjacent thereto; purchasing, erecting and/or improving school buildings and other school related facilities within and for the District and acquiring the necessary equipment and furnishings therefor, title to which shall be in the public, more particularly for the construction of new classrooms at existing public schools in the District; which bonds will be general obligations of the District and will be payable from ad valorem taxes to be levied and collected in the manner provided by Article VI, Section 33 of the Constitution of the State of Louisiana of 1974 and statutory authority supplemental thereto?

PROPOSITION NO. 2
BONDS FOR NON-CLASSROOM SCHOOL CONSTRUCTION

SUMMARY: AUTHORIZES \$25,200,000 OF 20-YEAR GENERAL OBLIGATION BONDS TO PAY FOR THE CONSTRUCTION OF NEW FACILITIES, OTHER THAN CLASSROOMS, AT EXISTING PUBLIC SCHOOLS IN CADDO PARISH, SAID BONDS TO BE PAYABLE FROM AD VALOREM TAXES.

Shall Parishwide School District of Caddo Parish, Louisiana (the "District"), incur debt and issue bonds to the amount of Twenty-Five Million Two **Hundred Thousand Dollars (\$25,200,00, to run twenty (20) years from date thereof, with interest at a rate not exceeding nine per centum (9%) per annum**, for the purpose of acquiring and/or improving lands for building sites and playgrounds, including construction of necessary sidewalks and streets adjacent thereto; purchasing, erecting and/or improving school buildings and other school related facilities within and for the District and acquiring the necessary equipment and furnishings therefore, title to which shall

be in the public, more particularly for the construction of new facilities, other than classrooms, at existing public schools in the District; which bonds will be general obligations of the District and will be payable from ad valorem taxes to be levied and collected in the manner provided by Article VI, Section 33 of the Constitution of the State of Louisiana of 1974 and statutory authority supplemental thereto?

PROPOSITION NO. 3
BONDS FOR NEW SCHOOL CONSTRUCTION

SUMMARY: AUTHORIZES \$37,000,000 OF 20-YEAR GENERAL OBLIGATION BONDS TO PAY FOR THE ACQUISITION AND CONSTRUCTION OF THREE NEW PUBLIC SCHOOLS IN CADDO PARISH, SAID BONDS TO BE PAYABLE FROM AD VALOREM TAXES.

Shall Parishwide School District of Caddo Parish, Louisiana (the "District"), incur debt and issue bonds to the amount of Thirty-Seven Million Dollars (\$37,000,000), to run twenty (20) years from date thereof, with interest at a rate not exceeding nine per centum (9%) per annum, for the purpose of acquiring and/or improving lands for building sites and playgrounds, including construction of necessary sidewalks and streets adjacent thereto; purchasing, erecting and/or improving school buildings and other school related facilities within and for the District and acquiring the necessary equipment and furnishings therefore, title to which shall be in the public, more particularly for construction of three new schools as follows: (i) an elementary and/or middle school in the western area of Caddo Parish, (ii) an elementary school in the Allendale area of Shreveport and (iii) an elementary and/or middle school in the Ellerbe Road Corridor; which bonds will be general obligations of the District and will be payable from ad valorem taxes to be levied and collected in the manner provided by Article VI, Section 33 of the Constitution of the State of Louisiana of 1974 and statutory authority supplemental thereto?

PROPOSITION NO. 4
MILLAGE FOR SCHOOL RENOVATIONS

SUMMARY: AUTHORIZES A 10-YEAR 6.28 MILL PROPERTY TAX FOR RENOVATION, REPAIR AND IMPROVEMENT OF EXISTING PUBLIC SCHOOL BUILDINGS AND FACILITIES IN CADDO PARISH.

Shall Parishwide School District of Caddo Parish, Louisiana (the "District"), be authorized to levy a six and twenty-eight hundredths (6.28) mill tax on all property subject to taxation in said District for a period of ten (10) years, beginning with the year 1997 and ending with the year 2006, for the purpose of paying the costs of renovation, repair and improvement of existing public school buildings and facilities in the District?

PROPOSITION NO. 5
MILLAGE FOR COMPUTER FACILITIES

SUMMARY: AUTHORIZES A 10-YEAR 1.50 MILL PROPERTY TAX FOR CONSTRUCTING, ACQUIRING, RENOVATING, IMPROVING, MAINTAINING AND/OR OPERATING COMPUTERS, SOFTWARE AND PERIPHERAL EQUIPMENT, FACILITIES AND TECHNOLOGICAL PROGRAMS AT PUBLIC SCHOOLS IN CADDO PARISH.

Shall Parishwide School District of Caddo Parish, Louisiana (the "District"), be authorized to levy a one and one-half (1.50) mill tax on all property subject to taxation in said District for a period of ten (10) years, beginning with the year 1997 and ending with the year 2006, for the purpose of paying the costs of constructing, acquiring, renovating, improving, maintaining and/or operating computers, **software and peripheral equipment facilities and technological programs at public schools in Caddo Parish?**

**PROPOSITION NO. 6
MILLAGE FOR SALARIES**

SUMMARY: AUTHORIZES A 10-YEAR 21.79 MILL PROPERTY TAX FOR PAYING SALARIES AND BENEFITS FOR TEACHERS AND OTHER PERSONNEL EMPLOYED BY THE CADDO PARISH SCHOOL BOARD.

Shall Parishwide School District of Caddo Parish, Louisiana (the "District"), be authorized to levy a twenty-one and seventy-nine hundredths (21.79) mill tax on all property subject to taxation in said District for a period of ten (10) years, beginning with the year 1997 and ending with the year 2006, for the purpose of paying salaries and benefits for teachers and other personnel employed by the Caddo Parish School Board?

There was found by said count and canvass that the following votes had been cast at the said special election IN FAVOR OF and AGAINST, respectively, the propositions as hereinabove set forth at the following polling places, to-wit:

PCT	POLLING PLACE LOCATION	PROPOSITION NO. ONE		PROPOSITION NO. TWO		PROPOSITION NO. THREE		PROPOSITION NO. FOUR		PROPOSITION NO. FIVE		PROPOSITION NO. SIX	
		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
001	Northside Elementary	180	58	160	71	178	72	178	64	183	54	179	59
002	Lakeview United Methodist	78	144	71	151	76	149	89	133	73	132	97	129
003	Bethune Middle School	223	64	207	66	213	78	224	66	215	53	211	71
004	St. Stephen American Lutheran	102	134	87	147	98	144	102	137	98	118	111	126
005	Cherokee Park Elementary	301	117	274	137	296	133	310	118	292	108	295	118
006	Fire Station Number 5	40	23	33	26	41	24	41	26	39	21	43	22
007	Centenary College Gold Dome	140	59	133	71	137	75	148	58	131	63	143	60
008	Shreve City Baptist Church	137	235	118	256	123	256	151	228	134	206	145	238
009	Shreve Island Elementary	175	232	147	253	157	253	193	218	175	210	194	213
010	A. C. Steere Elementary	151	134	129	152	140	145	167	121	145	122	176	112
011	Arthur Circle elementary	144	118	126	133	129	132	146	117	132	112	148	116
012	Broadmoor Middle School Lab	186	186	154	210	163	212	193	175	180	164	201	173
013	Broadmoor Middle School Lab	153	150	141	160	150	153	163	142	151	126	168	133
014	Querbes Recreation Center	129	131	114	143	121	144	125	140	120	117	134	130
015	Alexander Special Ed. Elem	90	61	77	72	86	63	92	55	77	64	94	57
016	Riverside Elementary School	249	324	199	368	218	368	267	319	234	302	285	294
017	Alexander Special Ed. Elem	53	45	53	45	58	44	62	41	58	36	57	43
018	Fire Station Number 7	71	39	62	45	65	45	71	39	72	32	70	39
019	Dunlap Presbyterian Church	70	39	61	45	66	41	73	35	69	31	70	36
020	Byrd High School Gymnasium	149	113	128	134	134	133	156	112	140	105	154	111
021	Fire Station Number 10	161	165	141	179	139	187	172	152	148	157	181	142
022	Pierremont Mall	118	165	109	171	115	171	131	154	124	138	149	142
023	Pierremont Mall	96	53	85	62	91	66	88	62	91	48	94	58
024	South Highlands Elementary	162	146	152	154	144	166	164	146	140	150	180	132
025	Werner Park Elementary	70	74	58	79	67	82	73	71	62	63	69	77
026	Betty Virginia Park Rec Bldg	116	115	97	133	99	130	113	119	100	117	126	105
027	Mall St. Vincent	134	108	123	118	131	115	144	98	128	94	145	101
028	Shreve Island elementary	44	7	39	11	40	11	44	7	41	10	41	10
029	Allendale YWCA	47	8	46	14	51	12	50	7	47	7	47	10
030	Atkins Branch Shreve Mem	279	119	257	138	271	139	281	131	273	115	281	124
031	Galilee Baptist Church	223	50	203	57	224	65	231	55	217	50	216	57
032	Caddo-Shreveport Health Unit	13	16	15	13	13	15	15	14	14	9	15	14
033	Caddo-Shreveport Health Unit	76	34	68	35	76	36	76	31	78	23	78	31
034	Caddo Heights elementary	206	124	187	137	209	139	221	129	203	114	216	125
035	Linwood Middle School	83	48	75	61	80	59	89	50	78	50	77	56
036	Sunset Acres Elementary	119	127	101	144	111	139	117	133	106	126	117	129
037	Caddo-Shreveport Health Unit	28	19	26	22	26	23	27	21	27	17	25	22
038	Hollywood Middle School	193	61	183	68	193	69	196	61	177	67	179	69
039	Our Lady of the Blessed	185	50	166	59	185	61	184	57	178	49	179	54
040	Ingersoll Elementary School	175	50	154	64	185	60	184	57	173	52	170	57
041	Queensboro Recreation Center	251	56	224	68	244	68	242	67	226	60	241	53
042	Fire Station Number 8	81	24	73	28	83	26	79	26	79	23	82	22
043	Werner Park Elem School	83	72	76	82	83	81	84	78	82	69	85	78
044	Shreveport Job Corps Center	164	42	152	52	169	45	170	42	162	41	156	49
045	Lakeshore Elementary School	343	121	318	135	342	137	340	130	336	102	340	127
046	Fair Park High School	178	61	155	83	177	77	172	73	163	68	169	76
047	Knights of Columbus Hall	123	144	116	147	112	159	136	133	130	120	149	120
048	Riverside Elementary School	174	230	153	250	154	256	195	219	169	206	185	225
049	Youree Drive Middle School	83	150	71	158	75	160	96	140	88	127	94	142
050	Caddo Middle Magnet School	238	72	219	87	240	91	240	88	228	72	238	83

PCT	POLLING PLACE LOCATION	PROPOSITION NO. ONE		PROPOSITION NO. TWO		PROPOSITION NO. THREE		PROPOSITION NO. FOUR		PROPOSITION NO. FIVE		PROPOSITION NO. SIX	
		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
131	Judson Street Elem School	6	11	5	12	5	12	5	12	7	7	6	11
132A	Caddo Fire District No. 4	97	194	85	211	86	212	93	202	86	186	110	190
132B	Caddo Fire District No. 4	119	215	107	233	109	234	131	211	119	188	128	215
133	Caddo Fire District No. 3	114	197	101	208	109	208	120	196	110	165	135	180
134	Caddo Fire District No. 3	79	98	63	115	76	105	85	99	80	86	85	93
135	Lakeview Baptist Church	79	167	76	171	77	173	81	170	78	142	84	165
136	Blanchard Elementary School	159	268	146	286	133	300	167	267	150	222	178	256
137A	Northwood High School	147	170	130	175	136	180	154	163	153	132	161	152
137B	Northwood High School	121	153	108	159	112	159	128	146	115	138	138	129
138	Donnie Bickham Middle	155	311	134	333	133	339	176	294	146	280	211	260
139	Mooringsport Community	82	125	74	134	74	139	84	127	82	113	89	120
140	Caddo Fire District No. 7	23	35	25	33	24	36	23	36	25	34	22	38
141	Caddo Fire District No. 7	25	25	26	28	28	27	22	25	23	22	30	23
142	Oil City Community Center	23	117	22	115	26	114	27	115	24	92	43	98
143	North Caddo High School	44	81	43	85	43	86	46	81	45	73	56	72
144	North Caddo High School	16	60	16	64	17	64	18	63	15	55	21	59
145	Caddo Fire District No. 7	4	13	5	14	4	14	3	15	2	14	6	12
146	Deep South Gift Shop	30	43	22	54	22	57	30	50	26	46	32	47
147	Village Hall, Main Street	25	35	22	40	24	38	25	38	25	26	25	37
149	Village Hall, Main Street	10	18	6	21	8	21	11	19	11	19	10	20
150	Ida Community Center	18	44	15	49	14	50	18	46	17	42	20	44
151	Hosston Town Hall	26	54	24	57	27	58	32	53	27	47	30	53
152	North Caddo Branch Shreve	105	126	88	137	95	138	98	131	95	112	103	119
153	Vivian Middle School	146	227	138	238	124	251	142	231	137	203	164	212
154	Gilliam Village Hall	19	23	13	28	16	27	21	21	16	23	19	22
155	Belcher Village Hall	30	45	21	54	25	50	27	46	23	45	34	42
156	Oil City Community Center	50	97	43	111	48	109	54	102	48	88	58	93
157	Mooringsport Community	66	86	62	89	60	93	71	83	66	70	76	78
158	Blanchard Elementary School	141	230	129	245	129	252	156	225	136	205	170	213
159	Greenwood City Hall	124	219	101	238	110	232	121	223	108	190	129	214
	ABSENTEE	610	374	518	407	526	375	606	381	531	392	585	350
	TOTAL	19585	18322	17255	20175	18482	20123	20076	18386	18650	16613	20594	17520

The polling places above specified being the only polling, places designated at which to hold the said election. it was therefore shown that the following votes were cast for and against each of the Propositions:

	Votes For	Votes Asaiinst	Majority For	Majority Against
Proposition No. 1	19,585	18,322	1,263	--
Proposition No. 2	17,255	20,175	-	2,920
Proposition No. 3	18,482	20,123	-	1,641
Proposition No. 4	20,076	18,386	1,690	--
Proposition No. 5	18,650	16,613	2,037	--
Proposition No. 6	20,594	17,520	3,074	--

Therefore, the Governing Authority did declare and proclaim and does hereby declare and proclaim in open and public session that Proposition Nos. 1, 4, 5 and 6 as hereinabove set **forth were duly APPROVED**, and that Proposition Nos. 2 and 3 as hereinabove set forth were duly DEFEATED by a majority of the votes cast by the qualified electors voting at the said special election held in the District on Saturday, October 18, 1997.

THUS DONE AND SIGNED at Shreveport, Louisiana, on this, the 22nd day of October, 1997.

ATTEST:

/s/ Mike Powell
President

/s/ James. E. Foster
Secretary

PROCLAMATION

I, the undersigned President of the Parish School Board of the Parish of Caddo, State of Louisiana, acting as the governing authority of Parishwide School District of Caddo Parish, Louisiana (the "District"), do hereby declare, proclaim and announce that Proposition Nos. 1, 4, 5 and 6 as hereinabove set forth were duly APPROVED, and that Proposition Nos. 2 and 3 as hereinabove set forth were duly DEFEATED by a majority of the votes cast at the said special election, all as described and set out in the above Proces *Verbal*.

THUS DONE AND SIGNED at Shreveport, Louisiana, on this, the 22nd day of October, 1997.

/s/ Mike Powell
President

STATE OF LOUISIANA

PARISH OF CADDO

I, the undersigned Secretary of the Parish School Board of the Parish of Caddo, State of Louisiana (the "Governing Authority"), the governing authority of Parishwide School District of Caddo Parish, Louisiana (the "District"), do hereby certify that the foregoing pages constitute a true arid correct copy of the proceedings and *Proces Verbal* made by said Governing Authority on Wednesday, October 22, 1997, providing for canvassing the returns and declaring the results of the special election held in the District on Saturday, October 18, 1997, to authorize the incurring of debt and issuance of bonds and the levy of special tares therein.

IN FAITH WHEREOF, witness my official signature and the impress of the official seal of the District at Shreveport, Louisiana, on this, the 22nd day of October, 1997.

(SEAL)

Secretary

LEVY OF 1997 PROPERTY TAX MILLAGES

Mr. Burton moved, seconded by Mr. Brooks, that the resolution levying 31.57 additional mills on the 1997 Caddo Parish tax roll be approved. Vote on the motion carried unanimously.

PROPERTY TAX MILLAGE

CADDO PARISH SCHOOL BOARD

<u>1997</u>	1996	Levied	10/18/97	1997
<u>General Fund</u>	<u>Levy</u>	<u>5/21 /97</u>	<u>Election</u>	
<u>Levy</u>				
Constitutional Tax	9.41	9.41	-	9.41
Operation & Maintenance Tax	18.80	18.80	-	18.80
Operation & Maintenance Tax	12.37	12.37	-	12.37
Technology Tax	-	-	1.50	1.50
Employee Salaries & Benefits Tax	-	-	21.79	21.79
<u>Capital Projects Fund</u>				
Special Building, Repair & Equipment Tax	7.53	7.53	-	7.53
Special Renovations Tax	-	-	6.28	6.28
<u>Debt Service Fund</u>				
Bond and Interest Tax	<u>5.20</u>	<u>5.40</u>	<u>2.00*</u>	<u>7.40</u>
TOTAL MILLAGE	<u>53.31</u>	<u>53.31</u>	<u>31.57</u>	
	<u>85.08</u>			

*based on projected needs for one semi-annual interest payment.

Resolution Levying Additional Millage on the 1997 Assessment Roll for Caddo Parish

By Willie D Burton

Be It Resolved, that pursuant to the special tax election held on October 18, 1997, this school board does hereby levy on all property subject to taxation within the Parish of Caddo the following additional ad valorem taxes for school purposes on the 1997 tax roll:

- I. Parishwide
 - A. For General Fund
 - 1.50 mills technology tax
 - 21.79 mills employee salaries and benefits tax
 - B. For Construction Fund
 - 6.28 mills special renovations tax

C. For Bond and Interest Fund

2.00 mills bond and interest tax

TOTAL 31.57 Mills

Resolved, further, that the Assessor of Caddo Parish is hereby requested to assess the taxes herein above levied.

Resolved, further, that a copy of this resolution be sent to the Legislative Auditor.

Seconded by Jerry Tim Brooks

On roll call vote this 22nd day of October, 1997, the foregoing resolution was adopted as follows:

Yeas: Ron Adams, Judy D Boykin, Jerry Tim Brooks, Willie D Burton
Miles Hitchcock, Mark Milam, Alvin Mims, Mike Powell,
Mildred B Pugh, Michael J Thibodeaux, Johnny Vance Jr, and
Sybil B Walker

Nays:

Absent:

I hereby certify that the above resolution levying additional property tax millage for 1997 was adopted by a vote of 12 yeas, and 0 nays being a majority.

/s/ James E Foster, Superintendent
Caddo Parish School Board

BIDS

Approval of Bids/Proposals Taken - School Buses for Transportation Department. The superintendent said concerns about the budget situation were expressed, and the cost for the school buses would be approximately \$552,000. Dr. Hitchcock asked the superintendent if he recommends approval of this bid, and the superintendent answered in the affirmative. Dr. Hitchcock moved, seconded by Mr. Burton, that bids be accepted as in the mailout. The president expressed concern about the projected shortfall in sales tax revenues and the budget's ending balance. Ben Wreyford, director of finance, said staff has been analyzing MFP numbers daily and yesterday's review reflects approximately a \$1 million ending balance at this point. The president expressed concern that teachers are being reduced because of low student enrollment, and said he has a hard time voting for funds for buses at this time. Mr. Brooks echoed the president's sentiments. Mr. Vance commented that providing bus transportation is putting children first; it's a direct service to children. He further noted that some buses need to be replaced and he encouraged board members to support the motion. Mrs. Walker said funds for purchase of school buses are included in the original budget. She further noted that some of the buses are pretty old and in constant need of repair. Mr. Burton commented that regardless of the funds allocated for purchase of buses, it will still be necessary to reduce staff because of the staffing formula. The president called for the vote on the motion which carried with board members Thibodeaux, Pugh, Brooks, Powell and Milam opposed. Board members supporting the motion were Walker, Vance, Burton, Mims, Boykin, Adams and Dr. Hitchcock.

EXTENSION OF LINWOOD HEALTH PROGRAM TO ATKINS ELEMENTARY AND ; FAIRFIELD ELEMENTARY (Mims)

Monica Jenkins-Moore, president of CAE, urged the board to extend the Linwood Health Clinic to Atkins Elementary and Fairfield Elementary. She said this project is a good school-business partnership.

The superintendent said he could support the extension of the clinic, but staff does not have anything in writing in terms of an agreement that indicates the names of the schools or the extent of services. Mr. Mims moved, seconded by Mr. Burton, to extend the Linwood Health Clinic program to Atkins Elementary School and Fairfield Elementary School. Mr. Mims said this item has been postponed for many months; it is a worthwhile endeavor, and he suggested that staff and legal counsel could work out an agreement with Schumpert. Mr. Burton echoed Mr. Mims thoughts. Dr. Hitchcock asked the superintendent if he has any objections to the extension of the health clinic. The superintendent said he has no objections to the extension of the health clinic, but he would like for the board to approve extension of the agreement. Dr. Hitchcock made a substitute motion, seconded by Mr. Thibodeaux, to postpone this item until the next board meeting to allow the superintendent additional time to present to the board an agreement for the extension of the clinic at Linwood to the other schools. Dr. Hitchcock said the program at Linwood has been a success, he supports the concept, but he believes the superintendent should be given time to work out an agreement. Mr. Thibodeaux said he would like to have the details worked out before the board votes on the motion. Mr. Milam asked if this program will adversely affect Caddo's nurses. He said he would like to hear the opinion of school board nurses before a vote is taken. Mrs. Pugh said she hopes the board will recognize that the program is in competition with Caddo's nurses, but her concern is that the longer the board waits to act, the less medical service will be rendered to children. She asked the superintendent if he could assure the board that he would step up his efforts to bring a recommendation to the Executive Committee meeting in November, 1997. The superintendent said he would contact Schumpert to see if Schumpert's staff will provide a proposal that will indicate in writing what the plans are for extension of health center services at Fairfield and Atkins. The president said a special called meeting will be called if the superintendent indicates to him that he has information and a recommendation to present to the board. Mr. Vance said students are losing out on medical services, and he encouraged the board to approve the extension. Mrs. Boykin asked the superintendent if it is his intent to communicate to Schumpert Medical Center, within the contract, that there needs to be a statement that Schumpert will not seek reimbursement for KIDMED services. The superintendent answered in the affirmative. Mrs. Boykin noted that if Schumpert begins to deliver KID-MED services through the program, it could put Caddo's program in jeopardy. Mr. Mims said he could support the substitute motion if the superintendent presents a recommendation at the Executive Committee meeting in November. Mr. Burton moved, seconded by Mr. Mims, to call for the question on the substitute and original motion. Vote on the motion to end debate carried with board members Walker, Vance and Pugh opposed. Board members supporting the motion were Burton, Thibodeaux, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock. Vote on the substitute motion carried with Mr. Vance opposed. Board members supporting the motion were Walker, Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock.

Visitor. The president said he has received another card from a visitor wishing to speak to the board about Alexander School. He said the topic is not an agenda item and the board has passed the visitor's section; therefore, under the rules, the board will not consider the request at this time. Dr. Hitchcock moved, seconded by Mrs. Walker, to suspend the rules to allow the visitor an opportunity to address the board. Mr. Burton encouraged the board to follow its rules. Mrs. Pugh commented that she would not vote on the motion because she recognizes that a child is being used to address the board to talk about Alexander School, and she is resentful because he doesn't understand the situation. The president said two-thirds vote is needed to pass the motion. Vote on the motion failed with board members Thibodeaux, Milam, Boykin and Adams opposed. Mr. Mims abstained and board members Walker, Burton, Brooks, Powell and Dr. Hitchcock supported the motion. Board members Pugh and Vance did not vote.

Recess. The president called for a ten-minute recess at approximately 5:20 p.m. The board reconvened at approximately 5:40 p.m.

PROPOSAL FOR STAFFING AN ASSISTANT PRINCIPAL POSITION AT ELEMENTARY SCHOOLS WITH STUDENT ENROLLMENT ABOVE 700 (Pugh)

Monica Jenkins-Moore said elementary principals need relief from managerial tasks, but questioned if this is enough. She suggested that the CPSB should do a complete study of the need to staff elementary schools with assistant principals, emphasizing that smaller schools might need additional help also.

Charlotte Watson, principal at University Elementary, requested that assistant principals be assigned to elementary schools to assist with daily routine tasks. She thanked the board for recognizing that elementary principals need help.

Connie Rogers, principal at Werner Park Elementary, spoke on behalf of the Elementary Principal's Association and apprised board members of the need for administrative relief at the elementary level. She expressed appreciation to the board for addressing this need.

The superintendent said staff has identified five elementary schools with student enrollment in excess of 700. He recommended approval of the positions, but asked that they not be staffed until adequate funds become available. The president said the five schools are: Atkins, Caddo Heights, Forest Hill, University and Werner Park. Mrs. Pugh moved, seconded by Mr. Brooks and Mr. Mims, that the schools iterated by the president be considered for assistant principal positions when funds become available, and the superintendent be authorized to implement when funds are available. Mrs. Pugh thanked Mrs. Ann Fowler for her remarks to the board during the visitor's section; acknowledged that Mike Thibodeaux, fellow CPSB member, communicated to her that principals should be given a person with the legal muscle needed to give assistance; and, acknowledged that this is a beginning and the board looks forward to the future to provide more assistance when funds are available. Mr. Mims encouraged board members to support this item. Mr. Adams expressed concern about the declining budget and asked how will it be determined that funds are available. The superintendent said the intent of the motion is to approve the position, but not put them into place until adequate funds are available. He said staff is constantly studying the budget, will be watching the sales tax, and will keep the CPSB informed. Mrs. Walker spoke in support of the motion and said she would like for the board to come back at another time and look at all elementary schools. She said counselors are particularly needed at the elementary level. The president expressed concern about the ending balance, and said he wants to support the motion in concept and reality because of the allowance made by the maker of the motion. Dr. Hitchcock spoke in support of the motion and asked the superintendent to define *when money is available*. The superintendent said staff could use the same benchmark as used to determine the budget, that being the CPSB determines what ending balance is sufficient. Dr. Hitchcock said he is prepared to support implementing the motion now and would be willing to cut funds from salaries at the central office to accommodate the need. He emphasized that the board needs to make a commitment, and it should be more definite. Dr. Hitchcock made a motion to amend the motion, seconded by Mrs. Walker, to say not later than the beginning of the 1998-1999 school year. Dr. Hitchcock said there is concern about the ending balance and the board has the opportunity in the budget process for next year to set some priorities. Mrs. Walker echoed Dr. Hitchcock's comments. Mrs. Boykin spoke in support of the motion and referencing the superintendent's memo, asked if staff has developed something beneficial yet less costly than assistant principals. The superintendent said the reference was for K-8 schools. Mr. Milam asked if this motion will commit the board. Dr. Hitchcock said the motion is a guide to the superintendent and staff, and is not binding. Mr. Thibodeaux suggested that the number of school buses to be purchased could be reduced by five to accommodate the financial need to staff the positions. Vote on the amendment carried unanimously. Vote on the original motion, as amended, carried unanimously.

RFP FOR CHARTER SCHOOLS

Jackie Lansdale asked the CPSB to be mindful of the mandates to public education. Further, to be certain that charter schools are in the best interest of public schools.

The superintendent said the Legislature has increased its interest in the charter school concept and suggested that staff be authorized to develop a Request for Proposals (RFP) for charter schools. Mr. Thibodeaux moved, seconded by Mr. Milam, that the CPSB issue a RFP for Charter School Proposals br groups seeking to

operate a school pursuant to LA Revised Statute 17:3971, et seq. The deadline for submission of proposals shall be December 1, 1997. The superintendent shall report recommendations on charter proposals for the CPSB's consideration at its January, 1998 regular meeting. Mr. Thibodeaux said competition is what makes things work, and the CPSB is trying to prepare students for the competitive world. Mr. Milam said he hopes that proposals that are submitted will be able to stand alone. Mrs. Boykin expressed concern for the short timeline. The president said the timeline is set to accommodate state deadlines. Mrs. Walker said funds are being made available for charter schools, and the board needs to monitor charter schools closely to ensure that funds will not be squandered. Vote on the motion carried unanimously.

CAPITAL PROJECTS PLAN (Milam/Powell)

The president said information was included in the mailout. In light of election results on October 18, 1997, Mr. Milam said he wants to make sure that no additional time is spent between now and budget planning to set priorities. The president asked if staff has enough time to develop preliminary data for the board to consider at the November Executive Committee meeting. The superintendent said staff has had some discussion and recognized Keith Norwood, director of school plant, to update the board on capital projects plans. Mr. Norwood reminded the board that there are two different propositions with two different sources of funding. He said funds will not be available immediately with reference to proposition one; but, hopefully bonds could be sold in the spring to begin the initial design process. Further, a process to develop educational specifications for classrooms needs to be developed to fit the needs of each school. He noted that proposition four is an enhancement of the existing budget, and the program can be accelerated to address roofing needs, fire safety, and other compliance issues (sanitary sewers, underground gas tanks). Mr. Norwood said staff plans to submit a plan to the board for consideration in November and December that will address immediate needs, and will continue working on long-range plans. Further, the board has made a commitment to the public to do certain projects and they will be identified up front. Mr. Milam said the board also needs to consider needs that were not recommended by the committee. Discussion continued on: the timelines to advertise for bids for selling bonds; drainage problems and commitments with other agencies (MPC); employing a construction manager and sub-contracting services, etc. Dr. Hitchcock asked staff to identify how the money allocated in proposition four could be spent and how existing maintenance funds already budgeted could be spent. Board members suggested that a consultant needs to be hired to help staff identify priorities and oversee projects.

SUPERINTENDENT'S REPORT

Request for School Bus Transportation by Vivian Elementary/Middle School Support Group.

The superintendent said a request was received for use of three school buses, but staff has a concern that appropriate liability insurance coverage be provided. The superintendent said he could not recommend approval of the request because it would increase the board's liability. Mrs. Walker moved, seconded by Mr. Burton, that the CPSB grant the request (by the school) and provide bus transportation to a group of citizens and the support group at the school. The group will pay bus drivers and buses will be used to transport people to the November, 1997 school board meeting. Mrs. Walker said the group is asking for a waiver of liability insurance. Debate ensued on provisions for granting bus transportation to other groups. Dr. Hitchcock made a substitute motion, seconded by Mr. Adams, that the CPSB approve the request for use of up to three buses for the PTA School Involvement Committee from Vivian, if that group can provide evidence of liability insurance coverage to the satisfaction of the superintendent. Dr. Hitchcock said this motion will approve the request provisionally, hoping that the group can make arrangements for necessary insurance coverage. More discussion followed on the CPSB's requirement for liability insurance coverage, cost of liability coverage, and on *trip insurance*. Mrs. Walker questioned if all other groups requesting use of school buses are providing proof of liability insurance coverage. S. L. Slack, assistant superintendent for support services, said they are. Further, some groups requesting use of school buses already have insurance and adds a rider to their coverage. Vote on the substitute motion carried unanimously.

Alexander Special School. The superintendent reported that the school is over staffed by five teachers and four aides, and staff is in the process of reducing the overload. The president asked how many teachers are assigned to Alexander. Mr. Vance said this matter should be handled by the

superintendent and staff. The president said this issue is for informational purposes as a result of comments received from visitors and requests for clarification from other board members. Richard Neeson, coordinating director of special programs, said the school has 12 teachers, 1 teacher/coordinator, 1 social worker, principal, 15 paraprofessionals, and a security coordinator. He also reported that 47 students are enrolled at the school. Mrs. Boykin expressed appreciation for staff's action and encouraged staff to continue using people efficiently. Mrs. Walker requested clarification of the comment regarding closing Alexander and/or consolidating two schools. The president said the superintendent indicated that he didn't know anything about the closure of the school. The superintendent said staff has made no reference to this effect. Dr. Hitchcock asked if there has been any discussion or action that would move students from one school to another. The superintendent said staff has moved students back and forth from Alexander to Caddo Exceptional depending on space available and on students' needs. The superintendent was instructed to look into this matter and correct any misrepresentation.

Salary Increases. The superintendent said comments were made at the podium tonight relative to the increase in salaries in the January, 1998 paycheck, as a result of the passage of proposition six. He said the process is not that simple because the money has to be received and several payrolls need to be adjusted. The superintendent said staff will develop a plan whereby salary increases can be implemented and will bring it back to the board with clarification.

UNFINISHED BUSINESS

Caddo Parish Stadium. Mr. Thibodeaux asked the superintendent to apprise the board of staff's response to Captain Shreve's request to use the track and facilities for practice. The superintendent reported that the matter has been solved; the school has access to two fields for football practice; and, goal posts are in place. Mr. Thibodeaux said there still seems to be some misunderstanding because the people are reporting that they don't have access to the facility because of locks. The superintendent said the discussion appears to be about two different things; that the people are referencing use of Caddo District Stadium and a recommendation has not been made for them to practice at the stadium. The superintendent said staff has no problem with them using the track and this concern has been solved. Mr. Thibodeaux asked the superintendent to look into this to make certain that the matter has been settled. The superintendent said concern was expressed about high grass and lines on the field, and these concerns have been cleared. Mr. Milam emphasized some of the concerns relative to painting lines and restoring the condition of the practice field. He further noted that the mower being used to cut the grass is inadequate and suggested that another mower should be used. Ed Hearn, director of high schools, said staff met today and discussed the concerns. He said some of the concerns have been solved, lines will be redrawn, and the field will be readied for practice. Mrs. Walker asked if the track is finished. Mr. Hearn said it is not because the resurfacing work was put out for bid which takes time. However, some work is being done on weekends.

Agenda. Mr. Burton emphasized that the CPSB's agenda policy has been established for November, 1998 and encouraged board members to abide by its rules at future meetings concerning the time allotted for visitors to speak. The president commented that it is his intention to adhere to board policy.

November, 1997 CPSB Meeting. Mr. Milam said he thought he had heard the president reference earlier in tonight's meeting about a change in the CPSB meeting date for November, and asked for clarification. The president said his reference was that tonight's meeting is the fourth Wednesday which leaves little time between now and the Executive Committee meeting which will be on November 5, 1997. He further stated that the regular meeting of the CPSB will be held on the third Wednesday in November.

Classroom Materials and Supplies. Mr. Brooks said a visitor (substitute teacher) addressed the board tonight about the lack of funds for purchase of classroom materials and supplies. He asked the superintendent to investigate the matter of releasing funds to long-term substitute teachers, as well as a means to adjust her daily rate of pay. Mrs. Pugh asked the superintendent to look at all situations where permanent substitutes are assigned relative to their receiving the benefit of funds allocated for purchase of materials and supplies. The superintendent said it was specifically addressed in the Legislature as to who could receive the money. Ben Wreyford, director of finance, said the funds are allocated for classroom teachers. Mrs. Pugh said students

are not responsible for substitute teachers being assigned to the classroom. The board is responsible for addressing students' needs and funds have been appropriated for the purpose of buying materials and supplies. She encouraged the superintendent to authorize principals to release the funds.

Insurance. The president said the board made a pledge to review insurance rates for employees by looking at rates for those on Medicare and those who are not. He asked the superintendent to provide a status report and provide clarity on plans to move toward uniformity. The superintendent said the matter is being discussed, and staff will also take a look at the payment history.

Athletics. The president asked staff to look at a situation that dovetails some of the Title IX concerns to see if there is interest in athletics, specifically for soccer for girls at the middle school level, so that opportunities are provided regardless of gender.

Security Guard. Mr. Burton requested staff to investigate the feasibility of assigning a security coordinator to North Highlands Elementary.

Curricula. Mr. Burton asked staff to report on the affect staff reductions will have on curricula at schools; especially where classes are being cut, i. e. physical education.

Fundamental Magnet Schools. Mrs. Pugh asked the superintendent and legal counsel to make a diligent effort to provide her with a report as to what the requirements are for a fundamental magnet school under the consent decree; and, assess what is happening at Claiborne, Judson and any other fundamental magnets that may have been created at that time. She also asked that the report include information on how a reduction in staff will affect programs at the schools. Mrs. Pugh asked that she be given the report as soon as possible in November.

Mrs. Pugh excused herself from the remainder of the meeting at approximately 7:40 p.m.

Paychecks. Dr. Hitchcock asked the superintendent to provide him with information and a plan for implementing pay raises to include the effective date of the pay raise for teachers, and the anticipated date that the raise will be seen in the paycheck.

Salaries for P.M. Teachers. Dr. Hitchcock said reference was made about the length of time since P.M. teachers received a pay raise. He requested staff to bring him up to date on whether these teachers are included in the pay raise that will be in effect, and explain if they have not been included in other pay raises. He also asked to be briefed on how these teachers may be different from other teachers in receiving other pay raises that have been given and the one coming up.

Requested Information. Dr. Hitchcock asked the superintendent to review the requests made at the last school board meeting to see if there is a request from him for information that he needs to provide.

Maintenance Funds. Dr. Hitchcock asked staff to research the possibility of the CPSB using existing funds for maintenance to accelerate some of the items that were passed in proposition four, and be paid back the funds in future years out of the proceeds for proposition four.

Visitors. Dr. Hitchcock said he believes that when people come before the CPSB, elected representatives of the systems, that the board should try to accommodate someone if reasonably possible.

Expression of Thanks. The president thanked board members for their work in trying to evaluate the needs of the school system and make information available to the public in going to them asking for directions. He encouraged the board to exercise the trust and show the citizenry through deeds what has been said in words.

Golf Program. Mr. Brooks asked staff to promote a strong golf program in schools in the spring of 1998. He suggested the program be implemented in grades 6 through 12. Mr. Brooks also asked the director of high schools to make sure that coaches are earning their salaries.

Classified Hiring Policy. Mrs. Boykin asked if staff has an anticipated date as to when the hiring policies for classified and certified employees will come before the board. The superintendent said the committee will be meeting this week. Ron Festavan, direct of human resources, said the certified committee has met three times and is in the process of finalizing a draft to present to the superintendent, hopefully by Tuesday, October 28, 1997. She asked if the board could expect to receive the document at its November meeting, and Mr. Festavan said the decision to present it to the board will be left to the superintendent. David Barr, director of classified personnel, said the committee plans to have one meeting to resolve all issues. The results will be presented to the superintendent and hopefully will go to the board in November, 1997. Mrs. Boykin requested staff to consider having at least a portion of the committee present at the board meeting to answer questions from board members.

Speaking Procedures. Mrs. Boykin asked the board president to consider when moving to new agenda items and motions need to be made that he give thought as to whether lights will be used for recognition of board members, or board members will just jump out and speak. She asked that the process be clarified.

Mrs. Walker excused herself from the remainder of the meeting at approximately 7:56 p.m.

Recess. The president called for a ten-minute recess at approximately 7:50 p.m. The board reconvened at approximately 8:01 p.m.

Check. The president announced that Mr. Thibodeaux passed him a check in the amount of \$10 to be applied to funds for assistant principal positions at the elementary school level. The check was given to the superintendent.

EXECUTIVE SESSION

Students' Suspension Appeal. Roosevelt Shelby, director of attendance, reported that there are two suspension appeal hearings for consideration and the students are sisters. Reverend Janelle D Kidd, parent, requested that the two hearings be held jointly. The president informed the board that another school board employee is newly assigned to work in the attendance area, and she is desirous of remaining in the hearing for observational purposes. The parent said she did not object to the employee remaining. Mr. Brooks moved, seconded by Mr. Thibodeaux, for an executive session to hear students' suspension appeal hearings for up to 30 minutes. Vote on the motion carried with Mrs. Boykin absent for the vote. Board members supporting the motion were Vance, Burton, Thibodeaux, Brooks, Powell, Mims, Milam, Adams and Dr. Hitchcock. The board went into executive session at approximately 8:02 p.m. and reconvened at approximately 9:35 p.m. The superintendent recommended that staff s recommendation be upheld; that the students (Charlene Kidd and Maresha Kidd, students at C E Byrd) be referred to Hamilton Terrace for the remainder of the first semester. Mr. Milam moved that the board uphold staff s decision. The motion died for lack of a second. Mr. Burton moved, seconded by Mr. Brooks, that the kids be returned to C E Byrd at the beginning of the next nine weeks (Monday, October 27, 1997). Mr. Vance encouraged the board to be consistent in its action when voting and encouraged board members to give the students another opportunity by returning them to the regular school. Mr. Thibodeaux said he was having a problem with the group fight business because what happened was not clear. Further, he has a concern that there are problems at Hamilton Terrace that have not been addressed and corrected. He admonished the girls to stay out of trouble and not to come before the board again for any infraction of school rules. Mr. Brooks echoed Mr. Thibodeaux's comments about problems at Hamilton Terrace, and the president encouraged the board to give the superintendent some directive in this regard. Vote on the motion carried with board members Powell and Milam opposed. Board members Vance, Burton, Thibodeaux, Brooks, Mims, Adams and Dr. Hitchcock supported the motion.

Adjournment. There being no further business, Mr. Burton moved for adjournment. Mr. Brooks seconded the motion which carried unanimously, and the meeting adjourned at approximately 9:47 p.m.

James E Foster, Secretary

Mike Powell, President

November 5, 1997

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana on Wednesday, November 5, 1997, at approximately 3:35 p.m. with President Mike Powell presiding and Jerry Tim Brooks present being a quorum. Ron Adams arrived at approximately 3:40 p.m. Other board members present were Judy D Boykin, Willie D Burton, Miles Hitchcock, SCD, Mark Milam, Alvin Mims, Mildred B Pugh, Michael J Thibodeaux, Johnny Vance, Jr and Sybil B Walker. Also present were Secretary James E Foster, Legal Counsel Fred Sutherland, staff and other visitors. Mr. Milam gave the invocation and led the Pledge of Allegiance.

Mr. Brooks moved, seconded by the president, to suspend the rules for three minutes to hear a special presentation from Mrs. Jeane Wurtle, Mrs. Louisiana International. Vote on the motion carried unanimously.

Workshop. Mrs. Wurtle informed the board of a program, *Developing Community Volunteers*, that has been developed locally to motivate and involve young people in community-related activities. A workshop is scheduled for November 15, 1997 at the Sheraton Pierremont Hotel, and the purpose is to raise awareness and help groom young leaders. Students, mothers and mentors are invited participants.

INSTRUCTIONAL PRESENTATION - LOUISIANA'S NEW ASSESSMENT PROGRAM

The superintendent said a lot of curricula changes are taking place throughout Louisiana as a result of changes in the Legislature and the State Department of Education. The testing program is changing from the California Achievement Test (CAT) to the IOWA Test of Basic Skills and the LEAP exam is also being revised. He recognized Wanda Gunn, elementary director, who introduced Claudia Davis from the State Department of Education. Ms. Davis works in the division of student standards and assessment, and she gave a preview of the changes in the student assessment program. She noted that reform initiatives are taking place based on the new content standards that have been developed. Ms. Davis highlighted assessment revisions relative to: a) previous use of the Criterion Reference Test (CRT) and Norm Reference Test (NRT); b) changes in the grade configurations; c) new testing series - IOWA Test of Basic Skills and IOWA Test of Educational Development; d) LEAP for the 21st Century; e) revisions in the implementation phase - Spring of 1999; t) high points of testing (sample questions) to reflect the new content standards for English, Language Arts, mathematics, science, social studies, the arts and foreign languages; g) components and high points of tests for English/Language Arts and mathematics, etc. Board members expressed concerns, asked questions, and requested more detailed information relative to: a) the number of states using the IOWA series; b) younger students being taught basic mathematical facts; c) opposition to early elementary students using calculators during testing; d) the implementation date for the new assessment program; e) school boards' responsibility to equip classrooms with calculators; f) the Legislature and BESE's involvement in authorizing use of the new assessment tools; g) testing security and grading violations; h) provisions for professional training and development for test administrators; h) availability of test data/results, demonstration booklets; i) parents' ability to review and/or examine tests; j) the impact the new assessment program will have on charter schools; k) strategies for presenting testing material; and, l) board members' opportunity to express their concerns to BESE and the assessment committee. Mrs. Boykin requested a copy of the discarded NAEP (National Assessment of Educational Progress) questions. Ms. Davis invited board members to visit the department's office when the test is available to review the document. Mr. Milam invited Ms. Davis to return to Caddo Parish for another presentation once the document is available.

Recess. The president called for a ten-minute recess at approximately 5:40 p.m. The board reconvened at approximately 5:50 p.m.

EXECUTIVE COMMITTEE - ESTABLISH AGENDA FOR THE NOVEMBER 19,1997 CPSB MEETING

The president polled the audience for input on the proposed agenda items, but no one came forward to speak.

The following items were added to the agenda: 1) "*Report on Staff Reductions at Schools for 199798 School Year*" (Burton); "*New Employment Contract for the Superintendent*" (Dr. Hitchcock); "*Resolution to BESE Concerning Use of Calculators in State Testing Programs*" (Dr. Hitchcock); "*Gun Safety Education Program*" (Boykin); "*Proclamation - American Education Week*" (Walker); "*Update on the Technology Program and Expenditure*" (Boykin); "*Propositions Update*" (Powell); "*Update on Charter Schools*" (Powell); "*Superintendent's Evaluation*" (Powell).

1998-99 Capital Projects Plan. The superintendent said the plan has been drafted and will be included in the mailout. The president asked if the plan will reflect the five-year plan or items passed in proposition four. Keith Norwood, director of school plant, said staff needs to begin in January, 1998 so that construction can start in the summer. At this time, staff is trying to move projects that are immediate needs. The president asked if the plan will involve looking at the \$4.3 million from proposition four. Mr. Norwood said it will and projects falling under this funding will be identified. Mr. Burton asked if staff has an updated list of minority contractors, and Mr. Norwood answered in the affirmative. Mrs. Walker asked if staff has a priority list, and Mr. Norwood said information was included in the last mailout and roofing is one of the items. Further, staff hopes to take care of all projects classified as a nine or ten, *i.e.* compliance issues with fire safety needs, boiler replacements, storage buildings, etc. Dr. Hitchcock asked staff to provide him with information on repair funds, and the superintendent said the data will be sent to board members.

Update on Technology Program and Expenditures. Mrs. Boykin asked the superintendent if he still anticipates restructuring the technology division. The superintendent answered in the affirmative and said he has some firm plans that will be presented to the board in December, 1997. Mrs. Boykin asked if staff is going forward with the expenditure of capital projects funds for technology, and the superintendent answered yes. Mrs. Boykin expressed concern about restructuring and moving forward with the expenditure of funds without a staff person being in place to oversee operations.

Authorization to Publish Legal Advertisement for the Professional Services of Architects and Engineers for Projects Exceeding \$500,000. The superintendent said this item is being submitted in compliance with board policy, and staff would like to have the board's approval to publish and advertise for services.

Approval of Salary Schedules. The superintendent said staff has developed a plan for implementation as soon as funds are received for proposition six (millages for salaries), and a recommendation will be in the mailout.

Exchange of Properties With Caddo Parish Commission/Shreve Memorial Library. The superintendent said staff has been working on this issue with Shreve Memorial Library, and in finalizing matters, the school system is gaining an additional \$262,000 dollars as a result of this effort. Information will be in the mailout. Mrs. Pugh asked if this matter will impact the decision relative to J S Clark, and the superintendent said it will be a benefit to J S Clark Middle School.

Special Education Preschool Mini-Grants; Interagency Agreement With St. John Berchman Cathedral School; Interagency Agreement With Our Lady of the Blessed Sacrament Academy and, Very Special Arts Discretionary Grant. The superintendent said these are routine items that are addressed annually and information will be included in the mahout.

Change in Policy JHCA - Physical Exams for Athletes. The superintendent said there are some discrepancies in procedures for requiring physical examinations for athletes, cheerleaders and dance lines, and staff is looking to bring a recommendation in this regard.

Professional Staff Assignments and Transfers; Classified Employee Hiring and Transfer Procedure. The superintendent said these items are in response to the board's request and information will be in the mailout. Action is being requested at the November 19 school board meeting. Mrs. Boykin asked if committee members will be present to respond to board members' inquiries, and the superintendent answered in the affirmative.

Dyslexia How - to - Packet. The superintendent said the document is an update and is being provided for informational purposes. Mrs. Walker asked if the document will let parents know how to move a child through the 504 process. Penny Claudis, coordinating specialist/504/ADA, said the document is detailed and will advise parents. Dr. Hitchcock asked if the item will require action, and the superintendent said staff is seeking approval of the updated document.

1997-98 Safe and Drug-Free Schools Carry - Over Budget; Title 19 (KID - MED) Contract With Blue Cross Blue Shield of Louisiana. The superintendent said these are routine items.

Substitute Teacher Pay Scale(Adams). The superintendent said information will be included in the mailout. Mr. Adams said the document was postponed until the November 19 school board meeting because of concerns about dwindling revenues. The president said the ending balance is still tight, and asked if the board is in a better position to act on the request. The superintendent said staff has been following sales taxes on a monthly basis and is still waiting for information relative to recalculation of student enrollment figures.

Extension of Linwood Health Program to Atkins Elementary and Fairfield Elementary (Mims). The president said this item will be considered in today's special meeting of the CPSB; therefore, it will be removed from the agenda for November 19.

Second Supervisor of Music (Brooks). The superintendent said this item was postponed at the last school board meeting and information will be provided in the mailout.

Access to Caddo Parish Stadium (Milam/Powell) Mr. Milam and the president requested that this item be removed from the agenda at this time.

Proclamation - Religious Holidays (Walker). The superintendent said Mrs. Walker made him aware of the document and copies were distributed to CPSB members. Mrs. Walker said the proclamation reinforces religious holidays to principals, and the request is that students not be penalized for being absent from school in observance of recognized religious holidays. Mrs. Walker said information will be included in the mailout. Mrs. Boykin requested that if there are other related policies, that they, too, be included in the mailout for review and consistency.

Staff Adjustments for Claiborne Fundamental Magnet (Pugh). The superintendent reported that staff met with parents at Claiborne last week and he deferred to Mrs. Pugh for explanation of the agenda item. Mrs. Pugh said parents requested the superintendent/board to reconsider staff's plan to adjust Claiborne's staff due to a decline in student enrollment. She asked the superintendent if the staff has been reduced at Claiborne, and the superintendent said there has been no reduction in staff to date. He further noted that Claiborne's excess list remains the same, as does staff's recommendation. Mrs. Pugh said Claiborne is the initial fundamental magnet school, and it is advertised to have outstanding offerings inclusive of activities that cannot be found or justified in marketing the school. She said if the school is to be maintained, it is time to upgrade it to meet the needs of the future, particularly referencing the school's unique setting in an industrial/medical corridor. Mrs. Pugh encouraged staff to seek ways to enhance the student enrollment at Claiborne. The president asked if the proposed reduction in staff at Claiborne is based on the drop in student enrollment, and the superintendent said this assessment is correct. The president said there are several schools where principals chose to make a reduction in physical education, and asked what is being done to address this matter. The superintendent said one option is that the classroom teacher will teach physical education. The president asked the superintendent to provide the board with information and his rationale for staff reductions that have already been made in Caddo public schools. Mr. Burton emphasized his interest in the affect staff reductions will have on the curricula. Mr. Adams commented that elementary teachers are certified in music and physical education, and cautioned board members to recognize financial concerns. Mrs. Pugh reminded the board that Claiborne is a contract school, and parents were asked to come to the school and were provided with a schedule of program offerings at the school. Mrs. Pugh suggested that if the staffing and programs are to be reduced, that it be done prior to asking parents to sign a contract. Mrs. Boykin requested information concerning the enrollment pattern at Claiborne. She asked who is responsible for developing programs at Claiborne and if the practice is consistent with other fundamental schools.

The superintendent said there is flexibility, and principals choose to use their staffing allocation in different ways. The president asked how many schools that had reductions still have the displaced person housed at the school. The superintendent said the number was 16 and the number has been reduced to four. The president asked the superintendent to provide him with the information.

New Employment Contract for the Superintendent (Dr. Hitchcock). The president said board members received notification from the superintendent, under the provision in his contract, that the board needs to make a decision before December 31, 1997. He said the evaluation needs to be completed, and both items could be addressed in November, 1997.

Resolution to BESE Concerning Use of Calculators on State Testing Programs (Dr. Hitchcock). Dr. Hitchcock asked the superintendent to, by whatever means he deems appropriate, develop some means where classroom teachers in elementary schools can express an opinion in survey form (written or verbal) regarding their thoughts on this item as the board considers the resolution. The superintendent asked about the timeline for this request, and Dr. Hitchcock said he hopes the superintendent will have information on the afternoon of the November board meeting. He further requested the superintendent to offer a recommendation.

Gun Safety Education (Boykin). Mrs. Boykin said this item stems from a concern that there have been a number of tragedies reported through the newspaper, and this topic is something the board should consider including in the curricula. The superintendent said there is a Safe School Committee already in place and the topic has come up. He said he will provide board members with information.

Proclamation - American Education Week (Walker). The president said the proclamation will be in the mailout.

Update on Technology Program and Expenditures (Boykin). The president said the board is aware that the superintendent is working on developing an improved and enhanced structure within the school system to implement advanced technology. Mr. Adams asked if someone will be added to staff to supervise bond issue programs. The superintendent said a recommendation will possibly be presented in December, 1997. The president asked the superintendent to provide board members with a status report on the propositions at the November, 1997 school board meeting.

Charter Schools. The superintendent said a RFP has been developed, legal counsel is reviewing the document, and staff is in the process of writing an article to advertise the RFP. The president asked for an update on the RFP on November 19.

Superintendent's Evaluation Item. The president said he is adding this item under *Executive Session*. He said information will be in the mailout.

Bids - Lumber and Building Materials for Portable Classroom Building Constructed at Caddo Career Center. Mr. Milam asked if the portable classroom building is needed since the school board will be constructing classrooms with passage of the bond issue. Mr. Norwood said construction of the classroom building is a part of the instructional program. Previously four buildings were constructed; it was later reduced to construction of two portable buildings per year; and, this year the number is reduced to one. Mr. Norwood said additional portable buildings will not be needed, but it will probably be one to two years before classroom constructions are done. Mr. Milam asked where is there a need for the building, and the superintendent said Werner Park and Atkins are just two of the schools in need of additional space at this time. Mr. Milam encouraged staff to monitor the need.

Mr. Brooks moved, seconded by Mr. Adams, approval of the agenda as presented. Vote on the motion carried unanimously.

Consent Agenda. The president suggested that items 10, 12, 14-19, 22-24 be categorized as consent agenda. Mr. Adams moved, seconded by Mr. Brooks, approval of the proposed consent agenda. Vote on the motion carried unanimously.

The president reminded everyone that the new agenda format for allowing input from visitors will be observed beginning at the November 19, 1997 meeting.

CPSB WORK SESSION (PRESENTATION OF THE PROPOSED AGENDA AND CONSENT AGENDA)

The president polled the audience for input on the proposed agenda and consent agenda for the November 19, 1997 school board meeting. No one came forth to address the Executive Committee.

Adjournment. There being no further business, Mr. Brooks moved for adjournment. Mr. Adams seconded the motion which carried unanimously, and the meeting adjourned at approximately 7:20 p.m.

November 5, 1997

The **Caddo Parish School Board (CPSB)** met in special session in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 7:26 p.m. Wednesday, November 5, 1997, with President Mike Powell presiding and the following board members present being a quorum: Ron Adams, Judy D Boykin, Jerry Tim Brooks, Willie D Burton, Miles Hitchcock, ScD, Mark Milam, Alvin Mims, Michael J Thibodeaux, Johnny Vance, Jr and Sybil B Walker. Mildred B Pugh was absent. Also present were Secretary James E Foster, Legal Counsel Fred Sutherland, staff and other visitors. The invocation and Pledge of Allegiance given in the Executive Committee meeting held prior to this meeting were adopted.

The purpose of the meeting is to consider the following agenda items: 1) Approval of Bids Taken (electrical service for various technology installations); 2) Extension of Linwood Health Program to Atkins Elementary and Fairfield Elementary (Mims); and, 3) Executive Session - Students' Appeal Hearing (Powell).

The president polled the audience for input on the bid item, but no one registered to speak.

APPROVAL OF BIDS TAKEN (ELECTRICAL SERVICE FOR VARIOUS TECHNOLOGY INSTALLATIONS)

Mr. Vance moved, seconded by Mr. Thibodeaux, that the lowest qualified bidder be approved, as recommended by staff. Mr. Milam asked if staff will be overseeing the projects. Keith Norwood, director of school plant, said the construction supervisor and other appropriate staff will be monitoring the work. Mr. Milam asked staff to monitor the work relative to the placement of electrical boxes, exposed jagged edges, etc. He further asked that the contractors be made aware of safety and convenience concerns. Mr. Norwood said the construction supervisor will be providing assistance in addressing concerns of this type. Mr. Milam asked how many schools are involved in this project, and Mr. Norwood said 30 to 40 schools. Mr. Adams expressed concern about the length of time it will take to complete the work, and asked if schools could be better served if the contracts were awarded to several companies. Mr. Norwood said some projects are broken out, but it costs more with smaller projects if spread among several contractors. He said the work will probably be completed by April or May, 1998. Mr. Milam asked that contractors be advised to clean up the area when they complete their work. Mrs. Walker emphasized the need for staff to monitor the work of contractors to make sure that schools' electrical needs are being met. Mr. Burton asked if bids were submitted by minority contractors, and Mr. Norwood said not for this project. Vote on the motion carried unanimously.

EXTENSION OF LINWOOD HEALTH PROGRAM TO ATKINS ELEMENTARY AND FAIRFIELD ELEMENTARY (Mims)

The superintendent said requested information relative to an agreement was received from Schumpert Medical Center this week, and staff recommends extension of the Linwood Health Clinic to Atkins Elementary and Fairfield Elementary. Mr. Mims moved, seconded by Mr. Burton and Mrs. Walker, to extend the Linwood Health Clinic to Atkins Elementary and Fairfield Elementary;

and, that the president be authorized to sign the indemnification agreement. Mr. Brooks and Mrs. Walker spoke in support of the motion, and encouraged board members to support the motion. Mrs. Walker also expressed the desire to have the program extended to schools in the northern part of the parish. The president asked if the information in the packet and from Mrs. Gibson is accurate -- that they evaluate whether or not to charge Medicaid annually. The superintendent answered yes and noted that this is a part of the grant requirement that Schumpert is currently operating under. The president called board members' attention to additional information that was received earlier today and placed at their stations. Legal counsel summarized the changes in the agreement and the indemnification agreement. Mr. Milam asked if a mobile unit will be used. The superintendent said yes, but the mobile unit has not been purchased at this time. He further emphasized that there is no available space at either school for the clinic, and the schedule of site visits has yet to be determined. The president asked if portable buildings become available if staff would bring the issue back to the board for consideration before allowing the clinic to relocate inside the school doors. The superintendent said staff would apprise the board of available space and would bring the matter back to the board, if it is the board's desire. The president asked for clarification of what is being considered, and legal counsel said Schumpert's proposal is proposing the use of a mobile unit because space is not available. If space becomes available in the schools in the future and a request is made to modify the space, it will be brought to the board for consideration. The president asked Mr. Mims if his intention is for the board to give Schumpert approval to come into the schools' doors or to use a mobile unit. Mr. Mims said his motion is to house the clinic in a mobile unit. He emphasized that legal counsel has conferred with Schumpert's representatives, the agreement has been drafted, and any changes will need to come back to the board for consideration. Mr. Vance said the clinic provides service to students; parental consent is required; other programs are not affected as a result of the program being in the schools; and, he encouraged board members to support the motion. Vote on the motion carried with board members Powell, Milam, Boykin and Adams opposed. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Brooks, Mims and Hitchcock.

EXECUTIVE SESSION - STUDENTS' APPEAL HEARING (Powell)

The president asked Attorney S P Davis if he is legally representing the group of parents, and he said yes. Mr. Davis said he conferred with his clients and their desire is to have a public hearing. The president called the roll to determine if all parties were present; to determine if the parents understand that the matter involves demerits in their child's conduct; and, that they are desirous of a public hearing. Parents present and acknowledging that they are aware of the reason for the hearing were: Corine Ambler, Anthony Watley, Roy Richardson and Joan Hayes. Gloria Alford was not present, and in light of this fact, the president said all cases will be considered with the exception of the one for Mrs. Alford's child. Mr. Davis said they will follow CPSB's rules, but noted that the president is aware that Mrs. Alford had signed the appellate process requesting an appeal hearing along with the other parents. The president said the board will not consider an appeal for a child without the parent being present; additionally, the parent is not present to state whether or not she wishes for her child's case to be discussed publicly. Legal counsel concurred with the president's ruling. Mr. Davis expressed objection to the chair's ruling. The president called board members' attention to communication received from Mr. Davis requesting a hearing within 24 hours and explained why the hearing was delayed. He noted that some information was provided by the school; some by Mr. Davis; and, he expressed concern about protecting the rights of school personnel as well as students. The president informed board members that the issue also involves the suspension of two students and they will not be allowed to return to the marching band, even if the demerits are removed. Mr. Davis clarified that the two students had a three-day suspension; they have been reinstated to the school; and, any decision that the CPSB makes, and if the demerits are removed, then the students will be reinstated to the band. The president said R. Lynn Fitzgerald, principal at C E Byrd High School, disagrees with Mr. Davis's response, and he asked legal counsel if he has had an opportunity to review this issue. Legal counsel said he has not, neither has he spoken with the principal. The president said when he received the letter of appeal, he forwarded it to the superintendent. The superintendent addressed the appeal and made the decision that one student be placed back in the band. The superintendent said the matters to be decided today involve the children, but issues involving money and the booster club are also explained in the paperwork; however, these issues will not be addressed today. Legal counsel asked the president to allow the principal an opportunity to clarify the status of the suspended students. Ms. Fitzgerald said the *Constitution of the Spirit Jacket Organization, Section 3-F* indicates that any student who is a member of the *Spirit jacket Organization* who is suspended from school for disciplinary

reasons looses membership. The president noted that legal counsel has a copy of the constitution and asked if he agrees with what the principal has stated. Legal counsel agreed with the principal's response. The president said according to the constitution and on the advice of legal counsel, the subsequent suspension would mean that the suspended students are out of the band. Mr. Davis said regardless of this particular fact, the students were similarly situated; they were given demerits in violation of the constitution; and, the board will also have the power to remove the demerits from these students' records as being in violation of their due process rights. The president clarified that if ruled in the students' favor, the demerits would be removed from the records; but, according to advice of legal counsel, the students would not return to the band because of the suspension. Mr. Burton said the hearing is about students' appeals, but he was concerned because he received information in the packet that tends to impugn the character of Mr. Davis. He said he does not appreciate receiving the information concerning the personal life of a person who is an exemplary leader in the community. The president said an attempt was made to provide board members with the trail of information through the appeal process, and other letters were included that addressed other issues. But, this is not the appropriate forum to deal with those issues and the board will not address those issues. Legal counsel advised the CPSB not to consider the appeals of the two suspended students, and the president said he will follow legal counsel's advice. Mr. Davis strenuously objected to the board's recommendation in this effort. Mr. Burton said he personally objects to the ruling because the issue addresses demerits and not suspensions. Further, he questions if the suspension is the result of the demerits. The president said he understands that the demerits and suspensions are unrelated, and Mr. Davis concurred.

On behalf of the parents and students, Mr. Davis presented the appeal emphasizing that the fundamental issue deals with the students' rights to due process of law. Further, it deals with the C E Byrd High School *Spirit Jacket Constitution*. He said their position is that leadership starts at the top and filters down to the students; that the school's administration should be required to follow the rules and regulations of the constitution. Mr. Davis said the issue is whether the cluster of demerits issued on September 15, 1997 were given in violation of the *Spirit Jacket Constitution*. The constitution requires that: a) demerits issued should be timely given; b) once a student receives four demerits, the student is to be warned by the issuing instructor and a parent conference called; c) after the child receives six demerits he is placed on probation; and, d) after receiving ten demerits, the student is automatically dismissed from the *Spirit Jacket* organization. Attorney Davis proceeded to debate the issue of whether or not the students were deprived of their rights to due process of law. In so doing, he questioned whether Byrd's administration followed its own constitution. Mr. Davis submitted that the students were penalized and could not perform, practice, or participate in the *Spirit Jacket* organization. Further, asking students to work off demerits serves as double punishment and is unreasonable.

Recess. The president called for a ten minute recess at approximately 8:20 p.m., and the board reconvened at approximately 8:37 p.m.

The superintendent said staff has spent adequate time reviewing this matter which should have been resolved at the school building level. He said his feelings are as expressed in his communication that was included in the mailout --that at some point and time students have to take responsibility for their actions. The superintendent upheld the school's administrative staff in all cases except for one. Mr. Burton asked the superintendent if he took into consideration that faculty members have to follow guidelines. The superintendent said he did, as well as students. Mr. Burton asked if the constitution at C E Byrd is different for faculty members and students. The superintendent said no, the constitution would affect the entire school and all the students covered under the constitution. Mr. Burton said he intelligently disagrees with the superintendent.

Ms. Fitzgerald rebutted the argument presented by Mr. Davis by: a) summarizing reasons and/or incidents that led to the issuing of demerits; b) emphasizing staff's efforts to secure a permanent band instructor; c) students' and parents' response and/or lack of response to efforts to resolve the issues and or schedule conferences; d) explaining the process for application of rules as outlined in the *Spirit Jacket Constitution* for demerits; e) capsulizing students' disruptive behavior in class and disrespect for authority; f) describing staff's efforts to give students opportunities to work off earned demerits; and, g) emphasizing the school's commitment to maintain the band program, etc.

Board members expressed views relative to staff's need to employ a band instructor. Mrs. Corine Ambler, parent, shared with board members her experience with Byrd's staff in attempting to resolve the issue. Discussion ensued on: 1) students' disruptive behavior in class; 2) the lack of experienced and/or interested band teachers and or substitute teachers; 3) discipline problems at Byrd; 4) interpretation and application of the *Spirit Jacket Constitution*; 5) opportunities for students to appeal the demerits; 6) other reasons students are suspended from Byrd; 7) efforts to contact parents to schedule conferences, etc. Mr. Mims asked the superintendent to provide Mr. Davis with a copy of the information included in the mailout.

Recess. The president called for a 15-minute recess at approximately 9:15 p.m. to give Mr. Davis an opportunity to review the information in the packet. Mr. Davis said in view of the lateness of the evening, he did not need the recess and was prepared to proceed. The president cancelled the recess and discussions resumed at approximately 9:16 p.m.

More discussion followed on faculty (JROTC/band director) members' efforts to accommodate the needs of students, clustering of demerits, etc. Mr. Davis objected to the hearsay comments as stated by the principal. He also clarified comments he made earlier relative to students earning demerits and his interpretation of provisions stated in the constitution. Mr. and Mrs. Anthony Watley informed the board of their dissatisfaction with the school's administrative staff. Mr. Watley said his daughter was placed on probation, but an appeal conference was never held. Mrs. Watley said the demerits were given unfairly, and she was not aware that a parent conference was needed. Andranelle Watley, senior at C E Byrd, informed the board of her belief that the school's administrative staff and band director violated her rights; that the demerits were given unfairly; and, of her verbal conference with the principal regarding tardies/absences. Mr. Burton encouraged board members to support students who work hard to be involved in extracurricular activities. Legal counsel informed board members of his interpretation of *reasonable time* as referenced in the constitution and said the board needs to determine what *is reasonable*. He further stated that, in his opinion, the school's administrative staff did not violate the constitution. More debate followed with board members offering definitions of what is or should be considered a *reasonable* time period. Mr. Burton emphasized that somewhere a procedure was violated; that the administrator in charge did not follow the procedures. Mrs. Boykin moved, seconded by Mr. Adams, to uphold the decision of the staff. Vote on the motion carried with board members Thibodeaux, Powell, Milam, Boykin, Adams and Dr. Hitchcock supporting the motion. Board members opposed were Walker, Vance, Burton, Brooks and Mims.

Adjournment: There being no further business, Mr. Milam moved for adjournment. Mr. Thibodeaux seconded the motion which carried, and the meeting adjourned at approximately 10:14 p.m.

James E Foster, Secretary

Mike Powell, President

November 19, 1997

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 3:30 p.m. on Wednesday, November 19, 1997, with President Mike Powell presiding and the following board members present being a quorum: Ron Adams, Judy D Boykin, Jerry Tim Brooks, Willie D Burton, Miles Hitchcock, ScD, Alvin Mims, Mildred B Pugh, Michael J Thibodeaux, Johnny Vance, Jr and Sybil B Walker. Mark Milam was absent. Also present were James E Foster, secretary, and Fred Sutherland, legal counsel. Mr. Adams gave the invocation, and students in the *Specialized Treatment and Rehabilitation (STAR) Program* led the Pledge of Allegiance.

CONSIDERATION OF MINUTES OF THE OCTOBER 22 AND NOVEMBER 5, 1997 CPSB MEETINGS

Mr. Burton moved, seconded by Mr. Adams, approval of the minutes of the October 22 and November 5, 1997 CPSB meetings. Vote on the motion carried unanimously.

ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA

The president polled board members and the superintendent for amendments to the proposed agenda and with the board's consent, the following items were postponed until the December, 1997 regular CPSB meeting: "*Classified Employee Hiring and Transfer Procedures*," "*Second Supervisor of Music*" (Brooks), "*Gun Safety Education Program*" (Boykin), "*Paper Reduction for Professional Staff*" (Brooks), and "*Report on Staff Reductions at Schools for 1997-98 School Year*" (Burton). "*Executive Session - Superintendent's Evaluation*" (Powell) was deleted from the agenda. "*Approval of Salary Schedules*" was advanced on the agenda to follow the bid items. "*New Employment Contract for the Superintendent*" (Dr. Hitchcock) was advanced on the agenda to come ahead of the superintendent's report. The board recommended that items 9, 10-A, 12, 14-19, 22-25, 27-29, 31 and 33-A be placed on the consent agenda.

Special Greetings. Carolyn Boyette, president of the Louisiana School Boards Association (LSBA) and Webster Parish School Board member, greeted board members and thanked them for affording her an opportunity to serve. She encouraged the CPSB to make use of services being provided by LSBA; relayed LSBA's Executive Director Jim Soileau's regards; and, wished the CPSB a Happy Thanksgivings and an early Merry Christmas.

VISITORS

Margaret Brown, principal at Oak Terrace/J B Harville Alternative School, and students from the *boot camp* program thanked the board for its support of the *STAR* pilot program at Oak Terrace.

SGM Mike Ramsey, program director of *STAR*, greeted the CPSB. On behalf of the Caddo Parish Commission, juvenile courts, and staff of the boot camp program, he expressed appreciation for the board's support by providing bus transportation, a facility to house the program, etc.

The Honorable Andrew B Gallagher, chief justice of the Caddo Parish Juvenile Justice System, also brought greetings and thanked the board for its partnership with the Juvenile Courts in developing and implementing the *STAR* rehabilitation program.

A student enrolled in *STAR* extended an invitation to the CPSB and staff to attend the Open House ceremony at Oak Terrace on December 10, 1997 at 9:30 a.m. Lunch will be served shortly thereafter.

Phil Israel, president of the Captain Shreve High School Athletic Booster Club, asked the board to give consideration to renovating the school's athletic facilities in an expeditious manner.

Rabbi Foster Kawaler spoke in support of the CPSB adopting the proposed resolution that was included in the mailout relative to students' observance of religious holidays.

Rev. Bart Gould commended the board for considering the proposed resolution regarding the observance of religious holidays. He said the board's adoption of the resolution will restore a level playing field for all students, thus, eliminating the need for them to make choices.

Anita Blaufuss, representative of the Anti-Defamation League of B'nai B'rith, encouraged the board to adopt the resolution for observance of religious holidays. A letter from Jerry Himelstein, director of the south central regional office, encouraging the adoption of the resolution was read and distributed to board members.

Kathy Folsie, representing Hadassah (Women's Jewish Organization), spoke in support of the adoption of the resolution for observing religious holidays. She also presented a letter of support from Khurshid A Khan, president of the Islamic Association of Greater Shreveport, Ltd., to the CPSB.

Paul Brown, former CPSB member, encouraged the CPSB to renew the superintendent's contract. He noted that the superintendent has brought stability and focus to the Caddo Parish School System, and he is well-recognized in the professional community, business arena and community-at-large as a leader. He said renewing the contract will provide for ongoing stability of the school system.

Dr. Stephen Taylor, parent, informed the board of plans to present a proposal at the December, 1997 school board meeting for establishing a magnet component at Vivian Elementary/Middle School.

Bill Jordan, principal at Vivian Elementary/Middle School, recognized visitors who were present in support of the magnet component concept for Vivian Elementary/Middle School. He noted that the magnet component will be progressive and beneficial to students.

Monica Jenkins-Moore, president of Caddo Association of Educators (CAE), announced the observance of American Education Week this week. She said activities have been planned to spotlight Caddo public schools, and she thanked school board members for their participation. Mrs. Jenkins-Moore commended all students who will be receiving special recognitions in today's meeting.

Jackie Lansdale, president of Caddo Federation of Teachers and Support Personnel, asked that agenda item 29 - "Resolution to BESE Concerning the Use of Calculators in State Testing Programs " be removed from the consent agenda.

CONFIRM THE CONSENT AGENDA

The president said item 29 will be removed from the consent agenda, as requested by Mrs. Lansdale. Mr. Vance moved, seconded by Mr. Burton, approval of the consent agenda. Vote on the motion carried with Mrs. Boykin absent for the vote. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Brooks, Pugh, Powell, Mims, Adams and Dr. Hitchcock. The following items were categorized as consent agenda:

Agenda Item No. 9

Personnel Recommendations. The superintendent recommended that: a) Jack Freeman be appointed assistant principal of administration and discipline at Caddo Magnet High School (temporary position); and, b) A1 Graham be appointed assistant principal of administration and discipline at C E Byrd High School. The terms of contract for Mr. Graham are November 20, 1997 through June 15, 2000. Each employee will receive the appropriate salary as reflected by the CPSB salary schedule applicable to the position to which they are appointed.

Agenda Item 10-A (1-3)

Approval of Bids Taken. Staff recommended approval of the circled low bids for kindergarten play equipment sets for Blanchard, Caddo Heights, Claiborne Fundamental, Eighty-First Street ECE, A C Steere, Werner Park, West Shreveport, Westwood, EB W Stoner Hill and warehouse stock; lumber and building materials for portable classroom building constructed at the Caddo Career Center; and, small kitchen equipment for all schools for child nutrition programs. A copy of the tabulation bid sheets marked "*Exhibit A, eight pages, November 19, 1997*" is filed in the official papers of the board.

Agenda Item No. 12

Authorization to Publish Legal Advertisement for the Professional Services of Architects and Engineers for Projects Exceeding \$500,000. The CPSB authorized staff to place an advertisement in the legal notice section of the newspaper announcing the intent of architect and engineer employment for design of roof replacement systems, heating, air conditioning and ventilation systems, electrical distribution systems, and building construction, and asking interested firms to respond with their interest to the school plant department.

Agenda Item No. 14

Exchange of Properties With Parish of Caddo/Shreve Memorial Library. Staff recommended that the resolution approving the exchange of properties between the CPSB and the Parish of Caddo be adopted and the president be authorized to sign all documents. The resolution approving in principle the exchange of the old Vivian Elementary School building and the North Caddo Branch of the Shreve Memorial Library was adopted March 19, 1997. The resolution approving an exchange

of property by and between the Parish of Caddo and the CPSB was adopted July 23, 1997. A copy of the resolution is filed in the official papers of the board.

Agenda Item No. 15

Special Education Preschool Mini-Grants. Staff recommended approval of three special education preschool mini-grants as follows: 1) "*Picture This*" is Ms. Linda Jamar's project at Eighty-First Street ECE. It involves taking photos of various student activities and using the photos as learning tools. 2) Ms. Pam Crock's project at Eighty-First Street ECE will modify booked appropriate to the preschool curriculum and development of correlated activities; and, 3) Ms. Linda Knight's project at Barret will provide food and cooking experiences related to the *Alphabet Letter of the Week*. Language and math will be incorporated into learning activities.

Agenda Items Nos. 16 and 17

Interagency Agreements With St. John Berchman Cathedral School and Our Lady of the Blessed Sacrament Academy. Staff recommended approval of the interagency agreements as included in the mailout. These agreements allow preschool children with disabilities to receive consulting teacher services and speech therapy (if appropriate) in the nonpublic school setting.

Agenda Item No. 18

Very Special Arts Discretionary Grant. Staff recommended approval of the Very Special Arts Discretionary Grant, as provided in the mailout. The grant for \$15,000 is funded by IDEA, Part B discretionary monies, and is now integrated with ArtBreak.

Agenda Item No. 19

Change in Policy JHCA - Physical Exams for Athletes. Staff recommended approval of the changes in policy JHCA, as included in the mailout. The following sentence was added to the *policy*: "*For the purposes of this policy, cheerleaders and dance line members are considered to be athletes.* "

Agenda Item No. 22

Dyslexia How-to-Packet. The packet is informational and outlines Louisiana's Law for the education of Dyslexic students; Act 854, legal obligations, Caddo's five-step process, procedural safeguards, referral and IDEA evaluation procedures, etc.

Agenda Item No. 23

1997-98 Safe and Drug-Free Schools Carry-Over Budget. Staff recommended approval of the budget as included in the mailout. These are funds that were not spent during the 1996-97 grant period, and a copy of the budget is filed in the official papers of the board.

Agenda Item No 24

Title 19 (KID-MED) Contract With Blue Cross Blue Shield of Louisiana. Staff recommended that the Title 19 (KID-MED) contract with Blue Cross Blue Shield of Louisiana be approved for billing purposes. Blue Cross Blue Shield is allowing the CPSB to use its software program at no cost until the school system can develop its own.

Agenda Item No. 25

Substitute Teacher Pa Scale Adams). Staff recommended that substitute teacher pay be increased from \$46 per day to \$50 per day effective January 5, 1998.

Agenda Item No. 27

Proclamation - Religious Holidays (Walker) The CPSB adopted the proclamation for observance of religious holidays as follows:

PROCLAMATION

WHEREAS, the Louisiana and United States Constitutions protect the free exercise of religion, and

WHEREAS, the *Louisiana Revised Statutes (17:226)* states that "children whose religious faith requires absence for the observance of special and recognized holidays of the child's own faith" are exempted from compulsory attendance laws, and

WHEREAS, the *Louisiana Revised Statutes (17:221)* gives local school boards authority over school attendance based on local needs and resources,

THEREFORE, BE IT RESOLVED, that students attending Caddo Parish schools shall be permitted to observe the recognized holidays of their own faith without losing eligibility to receive a certificate recognizing meritorious and/or perfect attendance.

Adopted by the Caddo Parish School Board this 19th day of November, 1997.

/s/ James E Foster, superintendent

/s/ Mike Powell, president

Agenda Item No. 28

Staff Adjustments for Claiborne Fundamental Magnet (Pugh). The CPSB authorized the superintendent and staff to develop a formula for staffing Claiborne Fundamental Magnet School which will provide the enrichment offerings as contracted with previous year's enrollment as a baseline for 1997-98; and, that in the future beginning with the 1998-99 school year, the formula will be presented for review during the budget review period.

Agenda Item No. 31

Proclamation - American Education Week (Walker). The CPSB adopted the proclamations that were included in the mailout proclaiming November 16-22, 1997 as American Education Week and recognizing Wednesday, November 19, 1997, as National Educational Support Personnel Day. A copy of each proclamation is filed in the official papers of the board.

Agenda Item No. 33-A

Requests for Leaves. The superintendent recommended approval of the following requests for leaves:

Sabbatical Leave for Study, Spring Semester 1997-98 School Year and Fall Semester 1998-99 School Year

Doris Elie, Teacher, Northwood High School

Leave Without Pay (Personal), December 11, 1997 through the end of the 1997-98 School Year

Virginia Moser, Teacher, Mooringsport Elementary

Leave Without Pay (Personal), November 3, 1997 through the end of the 1997-98 School Year

Marvel Scott, Teacher, Northwood High School

Leave Without Pay (Personal), November 21, 1997 through June 4, 1998

Kimberly Ann Jefferson, Child Nutrition Programs Clerk, Fairfield Elementary

Request of the Board. Carolyn Davis Albright, teacher at Summer Grove Elementary, was on sabbatical leave for rest and recuperation for the 1996-97 school year. Her health has not improved and she requested the board to waive the requirement for her to repay monies received while on sabbatical and allow her to seek disability retirement.

SPECIAL RECOGNITIONS

The superintendent recognized Essie Holt, administrative assistant, who on behalf of the CPSB, presented the following special recognitions.

National Merit Scholarship Semifinalists: Matthew Paul (C E Byrd High School); Jeremy Mulig (Captain Shreve High School); and, representing Caddo Magnet High are Jacob Broussard, Tarun Chhabra, George Dobbs, Rachel Gelder, Michael Gurski, Nikki Harrison, Heather Heard, Brooks Hickman, Haller Jackson, Scott Patton, Brian Planchard, Eric Reeves, Jacob Rubin, R Nathan Schlichtemier and Carly Timmons.

National Merit Scholarship Commended Students: Elizabeth Fleming (C E Byrd High School); and representing Caddo Magnet High are Graham Askew, Jana Beckett, Steven Brannan, Clark O'Niell, Robert Peterson, Kelly Roberts and Michael Wiener.

National Achievement Program Semifinalists: Mark Wheeler (C E Byrd High School); and representing Caddo Magnet High are Evelyn Hamilton, Nikki Harrison, Janice Muller and Raegan Steams.

National Achievement Program Commended Students: John Scrottins, Jr (C E Byrd High School); Tanesha Buddin and William Epps (Caddo Magnet High School); Bradford Foster and Curtis Wesley (Captain Shreve High School); LaShaumbe Lacy and Spencer Pace (Huntington High School); and, Qiana Maple (Green Oaks High School).

National VICA Competition: Jerry Weathers, first place and gold medal national winner (Caddo Career and Technology Center/Woodlawn High).

National Council of Teachers of English Writing Award. Jeremy W Mulig (Captain Shreve High School).

Participant/Teacher Excellence Awards Program - Russia: Pamela Schmidt, teacher at Youree Drive Middle School.

Spirit of Excellence Award. Jeannie Jenkins, psychologist at the Caddo Parish Special Education Center.

JROTC Cadet Cores Commander. John Cummings (Caddo Magnet High) was promoted to JROTC Cadet Commander representing the entire Caddo Parish JROTC program. The presentation was introduced by SGM Bobby G Potter on behalf of LTC Richard Miller, supervisor of JROTC for Caddo Public Schools. LTC Augustine Grassi is the JROTC instructor at Caddo Magnet. Mr. and Mrs. George (Patti) Cummings, parents, Superintendent Foster and President Powell assisted in the pinning ceremony.

Each honoree received a framed certificate of recognition for their academic achievements. Parents and other supporters were recognized along with the following principals: R Lynn Fitzgerald (C E Byrd), Mary Rounds (Caddo Magnet), Dr. Sandra McCalla (Captain Shreve), Wilmer Godfrey (Green Oaks), John Dilworth (Huntington), Gayle Flowers (Caddo Career and Technology Center), Betty Jordan (Woodlawn High) and Jan Holliday (Youree Drive Middle School).

PERSONNEL RECOMMENDATIONS

The superintendent recognized and introduced the promoted employees, as identified in consent agenda item nine.

Recess. The president called for a 15-minute recess at approximately 4:40 p.m. and the board reconvened at approximately 4:58 p.m.

BIDS

Procurement of Fuel Service for Vehicle Fleet (Per EPA Requirements). Mrs. Pugh expressed concern that board members were not provided enough information and asked how will individual bus drivers be required to secure gasoline, and what will the general public know about the bid process for the private business. S L Slack, assistant superintendent for support services, said staff's recommendation is being proposed in order to meet EPA requirements by December, 1998, and to further staff's fact-finding efforts. Mr. Slack said staff is requesting authorization to take bids on off-site and on-site fueling services. He further noted that some systems use keys and some use cards at off-sites, but staff is exploring the options. Mr. Slack said once bids and pertinent data is attained, staff will come back to the board with a recommendation to replace the tanks or to go to off-site, or a combination of the two. Mrs. Pugh moved, seconded by Mr. Burton and Mr. Mims, that the CPSB approve staff's recommendation. Staff requested authorization to take bids for an on and off site vehicle fueling system. Mrs. Walker expressed concern about the lack of space at Fuelman convenience sites to accommodate the long school buses. She said there is also a safety factor to consider and mechanics are available if the fueling service is left at the garage. Mrs. Walker encouraged staff to maintain safety checks of buses by qualified mechanics. Mr. Slack said staff is not recommending that safety checks be taken away. Vote on the motion carried unanimously.

APPROVAL OF SALARY SCHEDULES

Monica Jenkins-Moore, CAE president, encouraged the board to approve staff's recommendation regarding the procedures for implementing salary increases for all employees.

Dr. Mike McCoy, teacher at Captain Shreve High School, informed board members that all employees are concerned about their salary increases. He encouraged the board to treat all employees equally and to recognize employees' fiscal work year beginning as early as July 1, 1997.

The superintendent noted that staff's recommendation is to approve the proposal that was included in the mailout, which is a way to take advantage of the passage of proposition six. Mr. Burton moved, seconded by Mrs. Walker and Mr. Mims, that salary schedules and procedures for implementation of the pay raise, as included in the mailout, be approved. Mr. Burton asked staff to clarify the process for awarding the salary increase. Ben Wreyford, director of finance, said the increment would be an adjustment in employees' January, 1998 paycheck. Mrs. Walker asked if every employee will receive retroactive pay, and staff answered yes. Mrs. Pugh expressed concern about the different starting points for retroactive pay. She emphasized the point that teachers are not responsible for being placed on a different work calendar. Mr. Wreyford explained that a large number of employees begin their work year before the teachers first day on the payroll. Further, there are some teachers and instructional staff/administrators on the 12-month schedule. Mrs. Pugh said there should be an equal starting point. Mr. Brooks inquired about the starting date for teachers on Circular 665, and Mr. Wreyford said they are included and their starting date is the same as other teachers, August 22, 1997. Mr. Brooks asked if the superintendent will receive an increment, and Mr. Wreyford answered no. Mr. Brooks said the superintendent should be included and receive the six percent increment. Mr. Wreyford noted that staff's recommendation for implementation of the salary increment is a plan for consistent treatment of all employees; and, if staff is to individually and manually process the procedure, then the January timeline would be difficult to meet. Dr. Hitchcock made a motion to amend the motion, seconded by Mr. Brooks and Mrs. Walker, that the motion be amended to specifically include the superintendent in any salary increase and in any retroactive adjustment as with other support employees in the school system. Mrs. Pugh said the superintendent's contract allows for a salary increment, and the president said the board has given the superintendent one increment during his contract period. Mrs. Pugh emphasized that the superintendent is eligible for an increment based

on his contract. Dr. Hitchcock said there is another agenda item for discussion at today's meeting that addresses the superintendent's contract, but there is no recommendation for a salary adjustment. He further stated that if the board has only adjusted the superintendent's contract once during the term of the three-year contract, then it is probably due for an adjustment. Dr. Hitchcock said it seems appropriate to address this at the same time that other employees get an increase, and he did not suggest that the funds for the superintendent's salary adjustment be tied to proposition six. The president suggested that it may be more appropriate to address the superintendent's salary at the time the board considers the agenda item relative to his contract. Mr. Thibodeaux said the superintendent has a contract that allows for certain parameters for increases as well as other benefits, and this should be dealt with when the contract issue is discussed. Dr. Hitchcock clarified that his motion is that the superintendent's salary be adjusted, and at no time did he suggest the funds should come from proposition six. Mrs. Boykin said the amendment is not appropriate because the superintendent's salary is not a part of the salary schedules. She said the board had an opportunity to address this topic during the superintendent's evaluation, and she expressed concern about discussing this issue in an open setting. She encouraged the board to defeat the amendment and bring it in a proper form at the appropriate time. Vote on the amendment failed with board members Walker, Mims, Brooks and Dr. Hitchcock supporting the motion. Board members opposed were Vance, Burton, Thibodeaux, Pugh, Powell, Boykin and Adams. Mr. Vance requested clarification of the effective date, and staff said the procedures for implementation of pay raises were outlined in the mailout. Vote on the main motion carried with Mrs. Pugh abstaining. Board members supporting the motion were Walker, Burton, Vance, Thibodeaux, Brooks, Powell, Mims, Boykin, Adams and Dr. Hitchcock.

1998-99 CAPITAL PROJECTS PLAN

The superintendent called board members' attention to data included in the mailout and said the information is constantly being updated. Keith Norwood, director of school plant, reported that staff continues to review school priorities and plans are being made to schedule a work session to discuss the projects and available funding. He reviewed the information that was included in the mailout, and reported that staff is reviewing schools' priorities and comparing them with projects that are on the list. Mr. Adams encouraged staff to find funds to construct the automobile technology center at the Caddo Career and Technology Center. He also asked staff to contact local car dealerships and receive information relative to their building designs and cost.

PROFESSIONAL STAFF ASSIGNMENTS AND TRANSFERS

Jackie Lansdale, president of Caddo Federation of Teachers and Support Personnel, encouraged the board to employ certified professionals, and said the transfer policy should reflect nothing less. She emphasized that teachers should be properly certified and have good evaluations. Mrs. Lansdale said the new policy should address certification, evaluation, seniority, etc.

Monica Jenkins-Moore, president of CAE, thanked staff for the way the committee was allowed to provide input in preparing the policy.

The superintendent said the committee has worked hard to develop the policy that was included in the mailout. Mr. Adams moved, seconded by Mr. Thibodeaux, that the superintendent's recommendation be passed. The superintendent recommended that the CPSB approve staff's recommendation for revisions to policies GCI and GCI-R (Professional Staff Assignments and Transfers) as included in the mailout. Ron Festavan, director of certified personnel (human resource services), summarized the proposed revisions to the policies. He reported that the committee decided as a whole that this policy would address concerns that have been discussed. Mrs. Walker asked that a provision be included in the policy that requires principals to interview all certified teachers/applicants. Mr. Burton asked if the policy follows the spirit of the consent decree. Legal counsel said the consent decree provides that the CPSB would hire, assign, and promote on the basis of merit and ability without regard to race, color or creed. He further stated that the proposed policy is consistent with the spirit of the consent decree. Mr. Burton encouraged staff to be fair and hire people according to their abilities. Mr. Brooks said the hiring process should be returned to the human resource department, and emphasized that if this department needs additional help, then the board should provide assistance. Mrs. Boykin asked if all jobs will be advertised in central office and at the schools, and Mr. Festavan said they would be and the list will go out with transfer request packets. Mrs. Boykin

requested clarification of reference to replacing teachers on temporary certificates with certified individuals. She further requested clarification about: a) the weeding process of applicants, i. e. new hires versus certified applicants; b) consideration for work experience; c) applicants contacting principals for consideration, etc. Mrs. Boykin asked staff to develop a policy that would: 1) be consistently applied equally across the board; 2) clarify terms such as *merit*, *efficiency*, *deem to benefit*, etc.; 3) give consideration to employee's years; 4) address reduction in force; 4) simplify the transfer process, etc. Mr. Burton moved, seconded by Mr. Vance, to postpone this item until questions raised by others have been dealt with, until the December, 1997 school board meeting. Mr. Vance asked how many times did the committee meet, and Mr. Festavan reported that the committee met on three separate occasions in two-hour sessions. Mr. Brooks again voiced concern about the lengthy process that applicants must follow in order to receive consideration for employment. Mrs. Walker encouraged staff to complete the assignment and return this matter to the board at its December, 1997 meeting. Mrs. Pugh asked staff how did the committee arrive at the need to delete a portion of policy GCI, as highlighted in the mahout document. Willie Henderson, assistant superintendent for human resource services, said the deletion was at the recommendation of legal counsel. Further, the deleted portion may create a legal problem in that the sentences suggest that race should be a factor in the selection of teachers in schools, and the law prohibits this. Legal counsel said reference is to federal law, the 14th Amendment and Title Seven of the Civil Rights Act of 1964. He further expounded on the rationale for the deletion and said the language in the policy somehow impacted somebody's belief that they were to replace an employee with another of the same race, and this is not accurate. Legal counsel said it is his advice that the language in the revised policy does not depart from the law. Vote on the motion to postpone carried with board members Boykin, Adams and Dr. Hitchcock opposed. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Pugh, Brooks, Powell and Mims.

CLASSIFIED EMPLOYEE HIRING AND TRANSFER PROCEDURES

Mrs. Boykin asked why was this item removed from the agenda, and the president said concern was expressed that other board members, Mrs. Walker and Mrs. Pugh, did not receive the information that was sent in a late mahout. This item was postponed until the December, 1997 school board meeting. Further, additional information was requested and this gives the committee more time to respond to raised issues.

RESOLUTION TO BESE CONCERNING THE USE OF CALCULATORS IN STATE TESTING PROGRAMS

Jackie Lansdale expressed concern about the lack of consistent standards between what is being taught and what is being tested.

The superintendent said the resolution is introduced by Dr. Hitchcock, and staff recommends approval of the resolution. Dr. Hitchcock moved, seconded by Mr. Adams, that the resolution, as included in the packet, be approved. Mrs. Walker asked if staff is distributing calculators to schools for use by fourth grade students. The superintendent said he will investigate this if he is provided with the names of schools that are reported to be receiving them. G Jeane Nichols, director of elementary education, noted that some schools could be receiving calculators that were purchased under Title I which has nothing to do with state testing. Janis Parker, director of Title I, reported that she has approved the purchase of some calculators, but was not sure if the calculators will be used daily or if schools are preparing for the LEAP test. Mrs. Walker said she does not want staff to purchase calculators and then the board decides that they will not be used in testing. Mr. Burton called for point of order and said the board could go on record of saying it is against the use of calculators for testing at the fourth grade level, but the decision was made by BESE. Dr. Hitchcock clarified that the resolution does not call for the ban of calculators in elementary schools nor at the fourth grade level. It was drafted to address the specific concern that it is the board's opinion that testing at the fourth grade level should not be a calculator-type test. Mrs. Boykin asked if the resolution has any affect within the school system that says calculators will not be used for the purpose of taking a test; is there any instruction to the superintendent. The president said his reading of the resolution is that it is specifically to the state-wide mathematics assessment for fourth grade students, and it asks BESE to reconsider. Mrs. Boykin asked the superintendent if he would give consideration as to how staff will address the use of calculators. The superintendent said staff could make a recommendation relative to the use of calculators, and he could research and get information

to determine if calculators have been used previously for testing at the fourth grade level. The president asked the superintendent to research the issue and bring the information back to the board. Mr. Mims said the school system has used calculators for testing under certain circumstances for a number of years, i.e. if it is written into a student's IEP. Again, the president explained that the motion says the CPSB objects to the use of calculators at the fourth grade level for state testing. Mrs. Boykin requested that should the motion pass, that copies of the resolution be sent to all members of the House Education Committee and members of the local legislative delegation. Vote on the motion carried unanimously.

RESOLUTION

Resolved, that the Caddo Parish School Board (CPSB) objects to the use of calculators for the state-wide mathematics assessment test for fourth grade students.

Further resolved, that the Caddo Parish School Board requests that the Board of Elementary and Secondary Education (BESE) reconsider its decision and develop a test for fourth grade students that does not require the use of calculators.

Be it further resolved, that the superintendent forward a copy of this resolution to BESE.

Adopted by the Caddo Parish School Board this 19th day of November, 1997.

/s/ James E Foster, EdD, superintendent

/s/ Mike Powell, president

NEW EMPLOYMENT CONTRACT FOR THE SUPERINTENDENT (Dr. Hitchcock)

Dr. Hitchcock moved, seconded by Mrs. Walker, that the superintendent be offered an employment contract effective July 1, 1998 under the same terms and conditions as the current contract. Dr. Hitchcock said this is an opportunity for the school board to offer a strong endorsement and statement of support of a superintendent who has worked very hard and enjoys tremendous support in the community. He further noted that the superintendent has added a measure of stability and credibility to the school system. He encouraged the board to adopt the motion. Mrs. Walker echoed like sentiments and said she is proud of Caddo's superintendent. She emphasized that he is a man of integrity and dignity. Mrs. Pugh made a motion to amend the motion, seconded by Mr. Thibodeaux, that the CPSB offer the superintendent a contract of two years and apply a salary adjustment of up to six percent, as stipulated in the contract. Mrs. Pugh said this board is in its third year and next year is the election year for the board. The superintendent will have one year with the outgoing board, and the new board will come on in 1999 and will have an opportunity to work with the superintendent, evaluate him, and give him the extended period. Dr. Hitchcock said the superintendent has justifiably earned the respect of the community and the board has an opportunity to provide a measure of stability for the school system. Mrs. Walker echoed Dr. Hitchcock's comments, and encouraged the board to stick with offering a three-year contract. Vote on the amendment carried with board members Walker, Vance, Burton, Mims and Dr. Hitchcock opposed. Board members supporting the motion were Thibodeaux, Pugh, Brooks, Powell, Boykin and Adams. Discussion ensued on a salary adjustment for the superintendent. Mr. Vance moved, seconded by Mr. Adams, to amend the motion that the superintendent be given a six percent increase retroactive to July 1, 1997, on the current contract. Board members debated the renewal provisions of the new contract and the intent of the amendment.

Recess. The president called for a five-minute recess at approximately 6:40 p.m. and the board reconvened at approximately 6:51 p.m.

Mr. Vance asked to clarify his amendment and restated the amendment, seconded by Mr. Adams, that the original motion be amended to establish the six percent increase in salary, to be effective July 1, 1997, and that it be the base salary of the new contract to commence July 1, 1998. Vote on the motion carried with Mrs. Boykin opposed. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Adams and Dr. Hitchcock. More discussion continued on the provisions of the new

contract and the president called for the vote on the main motion, as amended, which carried unanimously.

Mrs. Pugh excused herself from the remainder of the meeting at approximately 7:01 p.m.

SUPERINTENDENT'S REPORT

Update on the Technology Program and Expenditures (Boykin). The superintendent reported that information was included in the mailout, and a committee meets on a regular basis to develop the technology plan. The library initiative is the basis for proposition five, and all schools will be affected. The superintendent said he will be bringing a recommendation to solidify staff's efforts at the December, 1997 school board meeting. Mrs. Boykin asked who is going to oversee the technology program. She expressed concern that more money is being added to the program and decisions are being made before a recommendation for an administrator is presented and appointed. She further expressed concern that the person who is appointed to oversee the program will be held accountable for a plan that they may not have had a hand in developing. The superintendent said this is a possibility, but he believes the person will probably be someone who has been involved. The superintendent said presently the committee reports to Deputy Superintendent Ollie Tyler, and she reports to him. Mrs. Boykin encouraged the superintendent to make a recommendation soon.

Propositions Update (Powell). The superintendent said information was included in the mailout and proposition one will require more time because it involves the selling of bonds. Propositions four, five and six are millage items and there is no concern for selling bonds. Staff will continue presenting progress reports to the board. Dr. Hitchcock said he previously raised the issue about the use of moneys from proposition four, and asked if it is staff's impression that the board could proceed immediately using some of the current capital funds to address items in proposition four, and have moneys from proposition four paid back at the end of the term. The superintendent said this impression is correct. The superintendent reported that staff has contacted the bond counsel about the appropriate spending of the money in regard to proposition four and the current capital outlay budget. He called board members' attention to a memo from staff which identifies how the money allocated in proposition four and existing maintenance funds can be spent. Mr. Adams asked about the time frame for starting construction projects, and the superintendent said an accurate timeline is not available at this time but will be established as soon as all information is procured. Mrs. Walker encouraged staff to address priority items first, i.e. leaking roofs.

Update on Charter Schools. The superintendent reported that the RFP has been developed and advertised, but as of yesterday, no one has picked up a RFP. He further reported that he talked with Dr. Bill Miller in Baton Rouge who works with the charter school project, and he said staff does not need to be overly concerned about the February 1, 1998 date. He indicated that the state is more interested in establishing charter schools than meeting a particular deadline. The superintendent said staff is very receptive to receiving proposals.

School Bus Accident. The president reported that staff is still investigating the accident involving a C E Byrd High School bus, and will be making a report to the board as soon as information is received. The superintendent reported that outside investigators were employed and they have indicated that it will be two to three weeks before the inspection is completed. Further, the Shreveport Police Department will be making a report, and the alcohol and drug test on the driver came back negative. The superintendent expressed appreciation and thanked the emergency preparedness people who provided assistance at the scene of the accident. Mrs. Walker asked if the investigators will be able to determine if there was a mechanical failure with the bus. The superintendent said the investigators will be more apt to report on the mechanical condition of the bus, and the police will be able to report more on the condition of the pavement and the speed of the bus.

LSBA Convention. The superintendent announced that the deadline for submitting resolutions to the LSBA is December 19, 1997. The convention will be held in Lake Charles, Louisiana on March 5-7, 1998. With the board's consent, the president said the resolution passed by the school board tonight regarding the use of calculators for statewide math tests for fourth graders is an item that should be forwarded to LSBA.

NSBA Convention. The superintendent announced that the National School Boards Association (NSBA) will be held April 4-7, 1998 in New Orleans, Louisiana.

UNFINISHED BUSINESS

Hiring Policy. Mrs. Boykin asked if the proposed policy for hiring and transfers will come back to the board as presented. The president said the superintendent and staff were encouraged to look into the concerns that were expressed. Mrs. Boykin again stated that the board requested that a policy be developed that would be consistently applied equally across the board, and the present policy leaves a great deal of latitude for interpretation. She said questions remain relative to definitions i. e. merit and efficiency, etc.; it does not take into consideration experience and years of service; it puts new hires on the same scale as someone who has been employed already; and, the procedures followed by staff in submitting lists to the supervisor and director, is too lengthy. She said decisions need to be made in the personnel office and the list be shared with the principal or supervisor. Mr. Vance encouraged staff to bring back a policy that is complete, and asked how much time does staff need to develop a comprehensive policy. The superintendent said staff and the committee will follow through with the board's request. The president encouraged board members to provide the superintendent with their concerns, and if staff is not prepared for the December meeting, then he can apprise the board of the need to continue working on the policy. Mrs. Boykin said the board and staff cannot expect to have honest input if employees and their immediate supervisors are serving together on the committee.

NEW BUSINESS

No new business was presented.

ANNOUNCEMENTS AND REQUESTS

Certified Hiring. Mr. Brooks asked Mr. Festavan to inform the board of what it will take for staff to bring to the board a good hiring policy; one that will eliminate everyone in the selection process except for the staff in the personnel department.

Southwood Staffing. Mr. Adams asked staff to present the staffing proposal for Southwood High School at the December, 1997 school board meeting.

Safety Concerns. Mr. Adams asked staff to review transportation safety practices and procedures; recruit services of an outside consultant; and, plan/schedule a safety inservice for staff before the end of 1997.

Capital Projects. Mr. Adams asked staff to take advantage of prioritizing capital improvement projects for the Caddo Career Center at its budget preparation meeting on Friday, November 21. Mr. Vance reminded board members to do things decently and in order. Mr. Burton encouraged the superintendent to consider all projects when establishing priorities.

Summer Grove Elementary. Mr. Adams asked the superintendent to provide board members with a copy of the report from the environmental testing group on Summer Grove Elementary.

Testing Evaluator. The president asked the superintendent to look at the possibility of the CPSB doing more in terms of providing a testing or curriculum evaluator.

Committee Assignment. The president announced that he was contacted by LSBA and has been appointed to the Federal Relations Network to represent LSBA. He has agreed to serve.

EXECUTIVE SESSION

Student Appeal Hearing Staff reported that the matter has been resolved and the hearing has been cancelled.

Adjournment. There being no further business, Mr. Vance moved for adjournment. Mr. Burton and Mr. Mims seconded the motion which carried unanimously, and the meeting adjourned at approximately 7:40 p.m.

James Foster, EdD, secretary

Mike Powell, president

December 3, 1997

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana on Wednesday, December 3, 1997, at approximately 3:30 p.m. with President Mike Powell presiding and Jerry Tim Brooks and Ron Adams present being a quorum. Other board members present were Judy D Boykin, Willie D Burton, Miles Hitchcock, ScD, Mark Milam, Alvin Mims, Mildred B Pugh, Michael J Thibodeaux, Johnny Vance, Jr and Sybil B Walker. Also present were Secretary James E Foster, Legal Counsel Fred Sutherland, staff and other visitors. Mr. Brooks gave the invocation and led the Pledge of Allegiance.

SPECIAL PRESENTATION - UNIVERSAL SERVICES FUND DISCOUNT APPLICATION

Joe Brown, director of data processing, informed the board that the Federal Communications Commission has released a report and order outlining rules for Universal Service Fund (USF), as expanded by provisions in the Telecommunications Act of 1996. Effective January 1, 1998, qualified schools and libraries can receive discounts of 20 to 90 percent for telecommunications services. Mr. Brown noted that the USF provides funds that will be distributed annually on a first-come, first-served basis until the funds reach a specified balance. He also reported that the discounts are applicable to all telecommunications services components and contracted services which include: data and voice telephone services, contracted data cabling installation services, hardware, Internet services, etc. Mr. Brown reviewed the application requirements and cited examples of cost savings with E-rate discounts. Upon approval of the application by the FCC, the CPSB will qualify for a 70 percent discount on goods and services covered within the USF guidelines based on its free and reduced lunch participation. Savings can be allocated for maintenance and repair, equipment upgrade and replacement, and future network expansion. More information and the application will be included in the mailout for the December 17, 1997 school board meeting.

INSTRUCTIONAL PRESENTATION - ACTIVE LEARNING IN THE ECE CLASSROOM

Janis Parker, director of Title 1, introduced Helen Fitzgerald, supervisor of ECE/Kindergarten, who gave a brief history of the Early Childhood Education (ECE) program and emphasized students' educational growth and development through program offerings. Ms. Fitzgerald noted that young children need to be active, and they base their knowledge, understanding and skills on real experiences by using real materials and by sharing their discoveries with others. She outlined the ingredients of active learning, i. e. materials, manipulation, choice, language and support. Through use of the active learning approach, ECE teachers provide children with opportunities to develop the cognitive, social, emotional and physical skills they need to achieve success in school. ECE students from the Mooretown ECE Center and Northside Elementary School were present and physically demonstrated the components of active learning. Faculty members and parents were recognized. Winnie Antoine is principal at Northside and Niccie Johnson is principal at Mooretown ECE Center.

Recess. The president called for a five-minute recess at approximately 3:58 p.m. The board reconvened at approximately 4:04 p.m.

EXECUTIVE COMMITTEE - ESTABLISH AGENDA FOR THE DECEMBER 17, 1997 CPSB MEETING

The president polled the audience for input on proposed agenda items, but no one registered to address the board.

The committee and other board members reviewed the proposed agenda and "*LSBA Resolution*" (Walker), was added. "*President Authorized to Use Facsimile Signature*" was deleted from the agenda. The superintendent informed the board that this item is covered in school board policy DGA, and supported by RS:17:96. Mr. Burton requested that "*Report on Staff Reductions at Schools for 1997-98 School Year*" be removed from the December agenda and asked that it be placed on the agenda for the January, 1998 school board meeting.

Mr. Burton expressed concern about improving the agenda format's to receive public input before a vote is taken on items. He noted that agenda items have been removed from the *consent agenda* to allow citizens an opportunity to speak on the item, and the citizen only expressed support of the item. Mr. Burton suggested that such comments could be made during visitor's session, thus, allowing the item to remain on the *consent agenda*. The president and legal counsel reminded board members that the law states that an opportunity for public input should be provided at the beginning of the discussion for each agenda item.

1998-99 Capital Projects Plan. The superintendent informed board members that the committee has been meeting to develop a plan for 1998-99 and information will be in the mailout. He noted that Mr. Brooks has represented the board at committee meetings. A recommendation will also be in the mailout.

Approval of Professional Services for 1998-99 Capital Projects. The superintendent said staff will be requesting the board's approval of professional services for 1998-99 capital projects costing less than \$500,000. Information will be in the mailout.

Renewal of Group Life Insurance and Group Medical Insurance Contracts. The superintendent said the contract date expires on April 1, 1998 and in order for staff to get everything ready, they have to begin making premium deductions in January. Ben Wreyford, director of finance, said information will be included in the mailout. Randy Watson, insurance manager, distributed an explanatory report of the group medical and group life insurance renewal provisions. Mrs. Boykin asked if provisions are included in the proposal that address premium rates for retirees to equalize premiums. Mr. Wreyford reported that the rate structure is a concern that is being evaluated. Mrs. Boykin asked about the implementation date for changes in the premium rate structure, and staff said changes could be implemented at mid-year or the beginning of the next year. Staff will be considering this issue during budget planning sessions. Mr. Adams asked if retirees will have options to consider, and Mr. Wreyford said staff will be presenting information for the renewal of the contract, and if there should be any dealing with sharing of costs, then this would be a separate item. Mrs. Walker encouraged staff to develop a proposal that will reduce premium rates. The president reminded staff of his request to develop a proposal that corrects the premium inequities for retirees on Medicare. Mr. Wreyford said staff is working on this request. The president asked if staff has been receiving experience information from Blue Cross, and if so, if it is broken down to a point that staff can get an indication of claim experiences in individual categories of employees. Mr. Watson reported that staff has received two reports, and eventually the data will be broken down according to categories. He emphasized that the reports that have been received to date will not reflect an accurate picture because of the lag between the time the employees received the service and the time claims were submitted to Blue Cross and paid. Staff capsulized the life insurance provisions as included in the report, and a copy of the document is filed in the official papers of the board. Mrs. Pugh asked staff if they are comfortable with the income average of \$20,000 for retirees, and staff reported that this amount is the average or maximum coverage that a retiree would have. Mr. Mims spoke against increasing premium rates.

Special Education Preschool Mini-Grants, Revised Policies & Procedures Manual for Caddo Primary Intervention Program, and Interagency Agreement With Learn and Play Child Care Center. The superintendent reported that these are routine items, and information will be included in the mailout.

Additional Staffing: Southwood High School 4x4 Scheduling. The superintendent reported that staff will be recommending that Southwood be enabled to build its second semester 4x4 schedule. Staff is recommending that two additional staff members be assigned to the school because of the student enrollment and the number of electives being offered. Information will be in the mailout.

Professional Staff Assignments and Transfers; Classified Employee Hiring and Transfer Procedures.

The superintendent said these items were removed from the November, 1997 school board meeting agenda, and the material will not be completed for presenting at the December, 1997 school board meeting. He requested to delay these items until January, 1998. The president suggested that these items be removed from the agenda, and that the superintendent be allowed to inform the board if the information is ready for presenting in January. Mrs. Pugh expressed concern about the composition of the committee and suggested that it be inventoried to determine if people who have experienced going through the transfer/hiring procedures are actually serving on the committee. The president asked the superintendent to investigate Mrs. Pugh's concern. Mrs. Boykin clarified that one item was postponed at the last meeting and the other was simply removed from the agenda. She expressed concern about the reason staff is requesting another delay in presenting a policy. Mrs. Boykin emphasized that the board's requests were very specific. Further, there is still some concern about an employee serving on the committee if his/her immediate supervisor is on the committee as well. More debate followed on staff's rationale for requesting to delay consideration of the items. Board members expressed opposition and support of postponing the items, and the superintendent emphasized the need for the committee chairmen to have additional time to complete the task. The executive committee agreed to leave the items on the agenda. Dr. Hitchcock reminded board members of previous board action to allow individual board members some latitude to add or remove items from the agenda, and said a motion could be made at the December meeting to postpone consideration of the items if staff desires more time. Mr. Brooks encouraged the board to return the hiring/transferring practices to the human resource division. Mr. Milam requested staff to send board members notice of scheduled committee meetings. Mrs. Walker and Mr. Vance cautioned board members not to rush staff to complete the task.

Renewal of Promotional or Administrative Appointment Contracts. The superintendent said this is a routine matter and information will be in the mahout.

Revise State Teachers' Salary Schedule. The superintendent said staff will be presenting a recommendation for revising the salary schedule for employees who are on the minimum teacher salary schedule. Mr. Vance asked if people under the 665 category are being considered in this proposed salary schedule. The superintendent said staff plans to incorporate this into the recommendation. Mr. Vance said he received a call from a teacher who retired on October 10, 1997 asking if he/she is going to receive the six percent salary increment for August and September. The superintendent said the retired person will not receive the increment.

1998-99 School Calendar. The superintendent said the board requested staff to present this item to the board for consideration earlier in the year, and a copy of the recommended calendar for 1998-99 will be in the mahout.

Sex Education Parental Review Committee. The superintendent said this is the annual placement of board members' recommendations on the Sex Education Parental Review Committee. Mrs. Walker expressed concern that the committee does not meet often. Staff commented that the committee meets when deemed necessary. Legal counsel said the committee meets to consider proposed changes in the program, or when the committee wishes to review the current program. Mrs. Pugh asked what was done about a board member's request for the committee to review the program. The president said he did not recall the request. Dr. Hitchcock informed the board that he remembered the request that the entire program be reviewed and suggested that the board should ask the superintendent to review school board minutes. The superintendent said he will review the minutes.

Request Approval to Employ Technology Manager. The superintendent said information was sent to board members about future plans for the technology program. Staff is recommending the employment of a technology manager and information will be included in the mailout. Mrs. Walker asked if the position calls for the appointment of a director, and the superintendent answered in the affirmative. Mrs. Walker recognized the importance of technology, but expressed reservation about adding another administrative position to central administration. Mr. Vance asked staff to provide the board with a copy of the job description for the position.

Approval of Academic Magnet Component - Vivian Elementary Middle School. The superintendent reported that staff has met on several occasions with representatives of the school to consider plans to develop an academic magnet component. Because of the distance between the school and other magnet schools in the parish, it is difficult for students to take advantage of the magnet experience. He said staff is recommending that the magnet program be a two-year pilot program, and it be evaluated at the end of the two-year period. Mr. Vance asked that cost data be included in the mailout. Mrs. Pugh asked staff to provide statistics on the impact this program will have on other magnet programs in the area i. e. Herndon and North Highlands. Discussion ensued on zoning parameters, transportation, etc. Mrs. Walker said the program is needed in the area and expressed support of the program. Dr. Hitchcock asked if students residing outside of the area will be excluded from attending the school. The superintendent said the school is not limited to just the Vivian area; transportation zones will be established; and, students can attend from outside of the area if they provide their own transportation.

Special Budget for Adult Education Federal Funds. The superintendent said this is a routine special budget for vocational education and information will be in the mailout. The president asked legal counsel if a public hearing is required, and legal counsel said he will need to look into the matter. Don Fritz, director of vocational education, said a public hearing is not required.

New Elective for Caddo Career and Technology Center. The superintendent said a new course (*Multi Media Development*) is being developed and recommended. Information will be in the mailout.

Second Supervisor of Music (Brooks). Mr. Adams spoke in support of an additional music supervisor. He recognized the present supervisor's competence in choral music and suggested that another supervisor could be employed with expertise in bands. Mr. Vance asked the superintendent if he is prepared to make a recommendation. The superintendent said he made a recommendation some time ago, and it is the same. Mr. Brooks spoke in support of an additional music supervisor for Pre K through fifth grade.

Gun Safety Education Program (Boykin). The superintendent said additional information on this subject will be included in the mailout. The Shreveport Police Department has some curriculum material that the school system could use and security coordinators could benefit from planned inservice programs. Mr. Vance asked about an implementation date for the program, and the superintendent said the starting date has yet to be determined.

Paper Reduction for Professional Staff (Brooks). Mr. Brooks expressed concern that teachers and school administrators have too much paper work; too many lesson plans, etc. He asked staff and board members to find ways to reduce the paper load. The superintendent said he sent a memo to the board informing members that staff will be taking a look at the current evaluation system which has reams of paper to consider in the process. He emphasized that committee members feel that they will be able to reduce the amount of paper in this area.

Resolution. Mrs. Walker distributed a copy of the proposed resolution that she is submitting for the board's consideration on December 17.

CPSB WORK SESSION (PRESENTATION OF THE PROPOSED AGENDA AND CONSENT AGENDA)

The Executive Committee suggested that items 9, 11, 13, 15, 16, 19, 21, 25 and 26 be categorized as consent agenda. Mr. Brooks moved, seconded by Mr. Adams, approval of the proposed consent agenda. Vote on the motion carried unanimously.

The president polled the audience for input on the proposed agenda and consent agenda, but no one came forward to speak.

Adjournment. There being no further business, Mr. Adams moved for adjournment. Mr. Brooks seconded the motion which carried unanimously, and the meeting adjourned at approximately 5:50 p.m.

December 17, 1997

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 3:30 p.m. on Wednesday, December 17, 1997, with President Mike Powell presiding and the following board members present being a quorum: Ron Adams, Judy D Boykin, Jerry Tim Brooks, Willie D Burton, Miles Hitchcock, ScD, Mark Milam, Alvin Mims, Michael J Thibodeaux, Johnny Vance, Jr and Sybil B Walker. Mildred B Pugh arrived at approximately 3:35 p.m. Also present were James E Foster, secretary, and Fred Sutherland, legal counsel. Dr. Hitchcock gave the invocation and led the Pledge of Allegiance.

CONSIDERATION OF MINUTES OF THE NOVEMBER 19, 1997 CPSB MEETING

Mr. Adams moved, seconded by Mr. Thibodeaux, approval of the minutes of the November 19, 1997 school board meeting. Vote on the motion carried unanimously.

Mr. Vance moved, seconded by Mr. Milam, to suspend the rules to provide an opportunity for the superintendent to give an update on the Herndon school bus accident. Vote on the motion carried unanimously. The superintendent reported that the school bus accident occurred on Tuesday, December 16, 1997, near Blanchard, Louisiana. He noted that there were no life threatening injuries to the students and driver; students were transported to local hospitals where they received immediate and professional care; and, as of today, three students are hospitalized with one possibly being discharged today. As a result of this accident and concern about the safe transportation of students, additional action will be implemented to raise the awareness of the importance of safe transportation to schools. The awareness plan requires the following: 1) **Driver training** - a nationally recognized consultant on bus driver training will be brought in to inservice all bus drivers; 2) **Hiring** - staff will review the process for hiring school bus drivers and will review practices to determine if additional steps are required for those individuals selected for employment; 3) **Communication** - staff will improve communications methods among buses and drivers (rural priority); 4) **Public Involvement** - a bus decal will be placed on each school bus with a hotline telephone number for the public to report unsafe driving practices (to be installed immediately); and a method of providing feedback to caller will be determined; 5) **Maintenance of Fleet** - staff will contract with independent agencies to check all buses in the fleet; review maintenance record on the bus involved in the December 16, 1997 accident (independent firm); and, review the certification and training of mechanics; 6) **Students** - will be required to continue appropriate bus behavior training in all schools; school bus safety precautions will be stressed; and, will be encouraged to use proper school bus behavior and **etiquette**; 7) **Bus Drivers** - will meet in a forum with the superintendent for dissemination and input, and will generate an updated passenger list twice a year (with list forwarded to principal); and, 8) **Parents** - will be encouraged to teach their child/children proper school bus behavior. The superintendent said these steps will be implemented immediately. He expressed appreciation to Herndon's staff, volunteers, parents, and emergency preparedness individuals for their professional and quick assistance at the scene of the accident. The president encouraged the board to schedule a special called meeting at a later date to address the bus accidents and possible ways to change policies and procedures.

ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA

The president polled board members and the superintendent for amendments to the proposed agenda and with the board's consent, the following items were pulled and/or postponed until the January, 1998 regular CPSB meeting: "*Professional Staff Assignments and Transfers*, " "*Classified Employee Hiring and Transfer Procedures*, " "*Approval of Academic Magnet Component - Vivian Elementary School*, " "*New Elective for Caddo Career and Technology Center*, " "*Second Supervisor of Music*" (Brooks) and "*Paper Reduction for Professional Staff*" (Brooks). *Update on Robert Merritt, et al v. CPSB, CV No. 96-2701, USDC (W. D. La.)* " was deleted from the agenda. The superintendent requested that "*Workers' Compensation Claims* " be added to the agenda under his report. Mr. Brooks moved, seconded by Mrs. Pugh, to suspend the rules so that the workers' compensation claim item could be added to the agenda. Vote on the motion carried unanimously. The board recommended that items 9, 13, 15, 16, 19, 21, 22, 25, 31 and 32 A, B be categorized as consent agenda.

VISITORS

Jackie Lansdale, president of Caddo Federation of Teacher and Support Personnel (CFTSP), informed the board that the federation targets pay raises for employees in the upcoming legislative session; it will introduce a constitutional amendment that will do away with the ten-year industrial exemption on property taxes dedicated to education, etc. A copy of the federation's newsletter was distributed to board members.

Josephine Wade, teacher, commented that she believes that certified teachers should be considered first in the hiring practice.

Charlotte Withion, teacher, said it's important to staff schools with certified people, and she encouraged the board to consider this comment and its value to the education process.

Ted Brunson, retiree, asked the board to honor its promise to reduce insurance premium rates for retirees on Medicare.

Jo Allen, retiree, introduced a plan for reducing insurance premiums for retirees on Medicare for the 1998 contract. She said retirees expect an equitable and fair share to be assessed.

Ann Fowler, retiree, said retirees hope, expect and trust that the school board will take action to reduce insurance premiums for persons on Medicare and keep them in line with other premiums.

Monica Jenkins-Moore, president of Caddo Association of Educators (CAE), announced that Schumpert Medical Center was the recipient of the *Friends of Education Award* that was given at the LAE conference recently held in Lafayette. She requested that people be kept informed on the process for hiring/transferring employees, and encouraged the board to clarify to staff their desire for the development of a policy or a procedure for hiring and transferring.

Tom Koenig, Local 100, said the proposed policy for hiring and transferring employees is very lengthy and should be condensed. He suggested that hiring and transferring duties should be the responsibility of the personnel department.

Margie Rayburn, PTA representative, requested that agenda item 22 - "*Sex Education Parental Review Committee*" be removed from the consent agenda. The president said the item will be pulled off the consent agenda.

Arthur Williams, teacher, encouraged the board not to deny the importance of certification. He asked that certified teacher applicants be given first consideration in hiring.

CONFIRM THE CONSENT AGENDA

Mr. Thibodeaux moved, seconded by Mr. Vance, approval of the consent agenda. Vote on the motion carried with Mr. Burton absent for the vote. Board members supporting the motion were Walker, Vance, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock. The following items were categorized as consent agenda:

Agenda Item No. 9-A (1-5)

Approval of Bids/Proposals Taken. Staff recommended approval of the circled low bids for milling machines for Caddo Career and Technology Center; dental assistant laboratory equipment for Caddo Career and Technology Center; musical equipment for Bethune, Caddo Middle Magnet, J S Clark, Northwood, South Highlands, A C Steere, Summer Grove, Turner, Walnut Hill, Booker T Washington, Werner Park and Youree Drive; lab coats, aprons, etc. for all schools for child nutrition program; and, reading and math software for several schools. A copy of the tabulation bid sheets marked "*Exhibit A, seven pages, December 17, 1997*" is filed in the official papers of the board.

Agenda Item No. 13

Special Education Preschool Mini-Grants. Staff recommended approval of the two special education mini grants to improve and enhance student learning activities, as included in the mailout.

Agenda Item No. 15

Interagency Agreement With Learn and Play Child Care Center. Staff recommended approval of the interagency agreement with Learn and Play Child Care Center, as included in the mailout. The agreement will allow preschool children with disabilities to receive consulting teacher services and speech therapy (if appropriate) in their natural setting.

Agenda Item No. 16

Additional Staffing: Southwood High School 4x4 Scheduling. Staff recommended approval of the addition of two teachers for Southwood High School beginning at mid-term (January 16, 1998) at an estimated cost of \$30,000 for the remainder of the 1997-98 school year, and that the General Fund's ending balance be adjusted accordingly.

Agenda Item No. 19

Renewal of Promotional or Administrative Appointment Contracts. Staff recommended approval of the renewal of promotional or administrative appointment contracts to those individuals listed in the mailout, at the appropriate salary as reflected by the CPSB salary schedule applicable to the position to which each is appointed.

Agenda Item No. 21

1998-99 School Calendar. Staff recommended approval of the 1998-99 school calendar as included in the mailout.

CADDO PARISH PUBLIC SCHOOLS 1998-99 PROPOSED SCHOOL CALENDAR

Monday, August 17, 1998	Inservice for new teachers
Tuesday, August 18, 1998	Inservice for new teachers
Wednesday, August 19, 1998	Inservice for New teachers
Thursday, August 20, 1998	First day for all teachers
Friday, August 21, 1998	Non-teaching day
Monday, August 24, 1998	FIRST DAY FOR ALL STUDENTS

NINE WEEKS REPORTING PERIODS

First	October 23, 1998	44 days
Second	January 14, 1999	44 days
Third	March 19, 1999	43 days
Fourth	June 3, 1999	47 days
		178 days
Last day of first semester - January 15, 1999		
First day of second semester - January 19, 1999		

MIDTERM IS JANUARY 15,1999

Non-teaching days:	Thursday, August 20, 1998
	*Friday, August 21, 1998
	*Friday, January 15, 1999
	Friday, June 4, 1999

ALL SCHOOLS WILL BE CLOSED ON THE FOLLOWING DATES

September 7, 1998	Labor Day
November 23-27, 1998	Thanksgiving
December 21, 1998 - January 1, 1999	Christmas
January 18, 1999	Martin Luther King Holiday
February 15, 1999	Presidents' Day
March 22-26, 1999	Spring Break
April 2, 1999	Good Friday
May 31, 1999	Memorial Day

CLOSING SCHEDULE FOR STUDENTS

Tuesday, May 18, 1999	Senior Tests Begin
Wednesday, May 19, 1999	Senior Tests End
Thursday, May 27, 1999	Final Tests Begin
Thursday, June 31, 1999	Students Dismissed
Pupil-Teacher Contact Days	178
Teacher Work Days	182
New Teacher Work Days	185
Teacher Aide Work Days	180

*Teacher Aides work on these dates

Agenda Item No. 25

Special Budget for Adult Education Federal Funds. Staff recommended approval of the special budget for the Adult Education Federal Funds, as included in the mailout.

Agenda Item No. 33

Charter School Deadline Extension (Powell). The president recommended that the date for a charter school proposal to be submitted to the CPSB be extended to February 1, 1998.

Agenda Item No. 32-A

Requests for Leaves. The superintendent recommended approval for the following requests for leaves:

Sabbatical for Rest and Recuperation, Spring Semester of the 1997-98 School Year

Thelma Carter, Counselor, West Shreveport Elementary

Leave Without Pay (Personal), November 14, 1997 Through the End of the 1997-98 School Year

Dorothy Carr, Secretary, Caddo Exceptional

Leave Without Pay (Personal), December 10, 1997 Through March 3, 1998

Willie Draper, Yardman, Walnut Hill Elementary/Middle

Request of the Board. Kathleen M Masiki, teacher at Northwood High School, was granted a sabbatical leave for rest and recuperation for the spring semester of the 1996-97 school year and the fall semester of the 1997-98 school year. Her health has not improved and she is applying for disability retirement. She requested the board to waive the requirement that she return to work or repay monies received while on sabbatical leave.

Agenda Item 32-B

Workers' Compensation Claims. Staff recommended approval of the settlement of the workers' compensation claims of Mr. Tilford Dale McClure for a total payment of \$20,000 and Ms. Marilyn Elaine Humphries for a total payment of \$25,000.

SPECIAL RECOGNITIONS

The superintendent recognized Essie Holt, administrative assistant, who on behalf of the CPSB, presented the following special recognitions.

Louisiana School to Work Poster Competition Winners. Austin Rogers, South Highlands Elementary Magnet, and Niesha Poole, Bethune Elementary/Middle School. The winners received a \$250 savings bond and their classes received a color television set. Pam Byrd is principal at South Highlands and Carter Bedford is principal at Bethune. Parents, teachers and other supporters of the honorees were recognized.

Christie McAuliffe Fellowship Program Recipient. Julia Laurent Bergeron, curriculum coordinator at Riverside Elementary School, is the recipient of this honor. Dr. James Gillespie is principal at Riverside.

Professional Recognized Special Educator. Rosalie Ewing, director of special education, was the recipient of this national recognition.

8g- Competitive Grant Winners. Virginia Nordyke, Judson Fundamental Elementary (*Bridge to the Future: Reading and Technology*); Martha Allen Yates, Shreve Island (*Project K I K -Kindergarten in Discovery*); and, Kathy Barberousse, University Elementary (*LEAP Through Math and Science*). Lisa Edwards is principal at Judson, Dr. Kerry Laster is principal at Shreve Island, and Charlotte Watson is principal at University.

Project Tar - Technology Assisted Research. Ethel Davis and Patricia LaBorde, librarians at Captain Shreve High School, were awarded a grant in the amount of \$60,000. Dr. Sandra McCalla is principal at Captain Shreve.

Linda Bailey, librarian at North Highlands Multimedia Performing Arts School, was awarded a grant in the amount of \$60,000. Mary Ann Sweeters is principal at North Highlands.

Ronda Tillstrom, librarian at Arthur Circle Elementary, was awarded a grant in the amount of \$60,000. Kathy Hannigan is principal at Arthur Circle.

Gloria Wilson, librarian at Caddo Magnet High, received a grant for \$60,000. Mary Rounds is principal at Caddo Magnet High.

Larry Bryan and Shelley Moore, librarians at Southwood High School, received a grant for \$60,000. Charles Walker is principal at Southwood.

Calculators in the Mathematics Classroom. E Jean Ware, supervisor of mathematics (6-12), received a grant for \$17,641 for elementary schools (to be assigned) and Keithville Middle School, Broadmoor Middle School, and Southwood High School.

Technology Links II ESL Instruction. Cooper Knecht, supervisor/Leap Remediation/ESL, was instrumental in securing a grant for \$30,000 for Creswell, Ridgewood, and C E Byrd.

Technology Connect to Dyslexic Recovery. Joyce Patton, assistant principal at Caddo Middle Magnet, received a grant for \$30,000. Judy Moncrief is principal at Caddo Middle Magnet.

Honorees received a framed certificate of recognition for their outstanding accomplishments.

Recess. The president called for a ten-minute recess at approximately 4:37 p.m. The meeting resumed at approximately 4:55 p.m.

1998-99 CAPITAL PROJECTS PLAN

The superintendent said the plan for the next two years was included in the mailout and staff recommends approval. Keith Norwood, director of school plant, called the board's attention to a typographical error in the report. Dr. Hitchcock inquired about the projected ending balance in the 1998-99 Capital Projects Plan, and Mr. Norwood said it is approximately \$80,000. Dr. Hitchcock expressed concern that the balance is lower than usual, and staff explained that they will be able to draw money, if necessary, from contingency funds. Mrs. Walker thanked staff for including every school in the proposed two-year plan and for making roofing jobs a priority. Mr. Vance expressed concern that smaller projects could be wiped out and Mr. Norwood said the projects were listed so that they would not be overlooked. Mr. Brooks moved, seconded by Mrs. Boykin, that the Capital Projects two-year plan for 1998-1999 and 1999-2000 be approved, as amended by staff. Vote on the motion carried unanimously.

APPROVAL OF PROFESSIONAL SERVICES FOR 1998-99 CAPITAL PROJECTS

The superintendent said information was included in the mailout and staff recommends approval of the design professionals recommended for the 1998-99 Capital Projects. Mrs. Walker moved, seconded by Mrs. Pugh, that the design professionals for 1998-99 be approved, as recommended by staff. Mr. Burton expressed concern that minority contractors were not represented. Mr. Norwood explained that the definition for *minority* when referring to contractors is different; however, one of the professionals on the recommended list is a member of the National Association of Minority Contractors. He further noted that staff has been actively seeking other architects, but they are involved with other projects and were unable to work with staff at this time. Vote on the motion carried with board members Vance and Burton opposed. Board members supporting the motion were Walker, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock.

RENEWAL OF GROUP LIFE INSURANCE AND GROUP MEDICAL INSURANCE

Jackie Lansdale, president of CFTSP, asked the board to examine its budget, absorb as much of the increase as possible, and develop an equitable insurance premium schedule.

Mrs. Boykin moved, seconded by Mr. Thibodeaux, that the current group life insurance contract with *Trustmark Insurance Company* be extended on a contingent discount basis from January 1, 1998 through March 20, 1998 and renewed effective April 1, 1998 at proposed fully-insured rates. Moved further that the group medical insurance contract with *Blue Cross Blue Shield of Louisiana* be renewed effective April 1, 1998 at proposed rates. Mr. Burton expressed concern that employees just received a pay increment and insurance premium rates are being increased. Mr. Thibodeaux explained that the 7.4 percent increase is based on the premium being paid, and emphasized that the increase in salary for teachers was ten percent. Mr. Brooks asked staff to find ways to reduce premium rates for retirees and bring a recommendation to the board. Mr. Brooks made a motion to amend the motion, seconded by Mr. Adams, that the superintendent come back to the CPSB within 60 days with recommendations on ways to address the concerns raised involving rates for individuals on Medicare. Mr. Adams suggested that staff could present recommendations to the board in a shorter period, and he encouraged the board to honor its promise to retirees to reduce premium rates. The superintendent said the premium that is paid to *Blue Cross Blue Shield* will remain the same, but how the cost is shifted internally from category to category is up to the staff and board. Mr. Brooks said he didn't object to changing the time span to 30 days. The president polled board members to determine if they objected to Mr. Adams's recommendation of 30 days, and no one expressed opposition. The president ruled that the amendment is amended to read 30 days. Board members inquired about the document placed at their seats relative to insurance experiences since April 1. Ben Wreyford, director of finance, said the information is provided through *Blue Cross Blue Shield* for informational purposes. Mrs. Boykin requested clarification of the items listed on the chart, i.e. *bill charges*, *savings*, and *payments*. James Bustillo of *Blue Cross Blue Shield of Louisiana* said additional information is provided to break out experience on active employees and retirees, and the last three columns show what was actually paid to the subscriber. He said the information is provided so that decisions could be made based on facts. The president said the information is being provided at his request. Mrs. Boykin asked staff what is the

status of other information that was requested on the premium structure. The superintendent said he had requested that staff be given an opportunity to have some experience time to deal with what the actual costs are, and staff is continuing to discuss this matter with the insurance representatives and staff. He noted that the issue is where to shift the costs of any reduction in the current categories. Mrs. Boykin asked if staff is at a point where the board will receive a recommendation from staff to address this issue, and Mr. Wreyford said staff will be making the report within the next 30 to 60 days. He reviewed Schedules I and II as provided in the mailout. Mrs. Boykin asked when will the plan be implemented if the recommendations are presented to the board in February, 1998. The superintendent said staff will present a recommendation for dealing with the internal rate structure, and noted that there will be cost shifting with some employees and others covered in the insurance plan experiencing an increase in premium. Mr. Wreyford said the most reasonable time to implement an overall cost shifting plan would be at the beginning of the next school year (September, 1998). Mrs. Boykin asked if staff is considering a change in the number of deductions, and the superintendent said staff has been considering going to 12-month deductions, but this will require additional work and planning. Mrs. Boykin suggested that in light of staff's plan to present a report and recommendations in February, 1998, that the amendment might not be necessary. Dr. Hitchcock encouraged the study of the rate structure and an examination of how the board could make it more equitable, and urged the board to defeat the amendment. Mrs. Walker expressed concern about how retirees are treated and encouraged the board to develop an equitable plan for everyone. Mr. Thibodeaux reminded board members that the CPSB has no bearing on increases in Medicare, neither in the dollar amount teachers receive in retirement. However, the CPSB does have control over how the premiums are adjusted by classes of employees and how much employees and the employer should pay. Mrs. Pugh noted that staff did not offer any modification based on retirees' requests, and the issue needed to be addressed today to get a timeline on the table. Mr. Milam asked if the shift in the plan will take place at one point in time or if it will be implemented through steps. The superintendent said he envisions the implementation to be one point in time.

Mrs. Boykin made a motion to amend the amendment, seconded by Mr. Milam, to go back to the 60 days. Vote on the motion carried with Mr. Adams opposed. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Boykin, and Dr. Hitchcock. Vote on the amended amendment carried with board members Walker, Boykin, Mims and Dr. Hitchcock opposed. Board members supporting the motion were Vance, Burton, Thibodeaux, Pugh, Brooks, Powell, Milam and Adams. Mr. Thibodeaux requested clarification of the total premium for retirees with and without Medicare, and Mr. Bustillo reviewed the schedule as included in the mailout. Vote on the main motion, as amended, carried with board members Walker and Burton opposed. Board members supporting the motion were Vance, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock.

Recess. The president called for a 20-minute recess at approximately 5:56 p.m. The board reconvened at approximately 6:20 p.m.

REVISED POLICIES & PROCEDURES MANUAL FOR CADDO PRIMARY INTERVENTION PROGRAM

The superintendent said the manual has been updated and the board's approval is requested. Mr. Brooks moved, seconded by Mr. Adams, approval of the revised policies and procedures manual for the Caddo Primary Intervention Program, as recommended by staff. The president asked if this manual is part of C-PIP, and Richard Neeson, coordinator of special programs, answered in the affirmative. The president asked what is staff's goal with the program. Mr. Neeson said staff is identifying students with behavior and emotional difficulties for services. The students are located in a variety of schools and are receiving benefits in certain schools. The president asked if schools have encountered problems with the program. Mr. Neeson said he does not believe that schools have encountered problems with the program, but they have had numerous incidents where they have had problems with the children. The president asked if students are being centralized based on the program in certain schools. Mr. Neeson answered yes provided that the child is in need of services. He emphasized that the manual is being revised because the Revised Statutes have changed at the State Department. He said children in the program have real needs and this program provides an opportunity to address the needs. The president asked if improvements have been evidenced in schools where children are centralized. Mr. Neeson said staff has had difficulties with some of the children wherever they are.

The president inquired about funds for professional services (psychiatrists) and asked if funds are received for every child that is identified as emotionally disturbed. Mr. Neeson said staff collaborates with a number of professionals and support services, and federal and state dollars are received for those who qualify. He said staff does not seek students to qualify to access federal dollars as students identify themselves through their conduct in school. The president asked if when students are identified, if this facilitates their identification for receiving social security dollars. Mr. Neeson said he can't say so in every case, but it is possible. He further emphasized that staff's proposal today is the acceptance of the policies and procedures manual. The president said he could not support the motion because he has not received requested information, and he has been informed that the program is creating difficulties in the schools. Mrs. Boykin asked if certain language that was previously inserted in the manual that made participation in the program voluntary is included in the revised manual. She also asked if the student's file is made available to parents at their request. Mr. Neeson cited references in the revised manual that involves parental involvement and said information is made available to parents. Mr. Adams expressed concern about the location of students in the program and suggested that they should be placed at a site other than the regular school campus. Mr. Neeson said students in the program do create difficulties in a variety of settings because of the nature of their illness and other serious problems; but, they have little or no control over their actions. He emphasized that staff is trying to serve the students in the best way possible, in a humane way and recognizing their individual difficulties. Mr. Mims commented that staff cannot do anything with children without parental consent. Mr. Vance said he hopes that the school board is providing real services to children. He encouraged staff to take board members' comments into consideration about the site placement of students in the program, and to bring a recommendation back to the board. Mrs. Pugh reminded the board that the program is already in place, and staff is requesting approval of the revised manual. Mrs. Walker expressed support of the motion noting that there are a lot of children in the parish with genuine needs. Vote on the motion carried with Mr. Powell opposed. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Pugh, Brooks, Mims, Milam, Boykin, Adams and Dr. Hitchcock.

REVISE STATE TEACHERS' SALARY SCHEDULE

Jackie Lansdale (CFTSP) asked the board to be mindful of teachers assigned to the P.M. School and make the salary increment retroactive to the beginning of this school year.

The superintendent said material was included in the mailout and staff recommends approval of the revised salary schedule. Mr. Burton moved, seconded by Mr. Thibodeaux, approval to revise the state teacher's salary schedule adjusted for Caddo Parish to be effective at the start of the current (1997-98) work year for each covered teacher. Mrs. Boykin asked what is the cost to the school board for implementation of the proposed salary schedule. Mr. Wreyford said the cost is approximately \$2,000 per full time employee. Mrs. Boykin asked why wasn't consideration given to make the increment retroactive. Willie Henderson, assistant superintendent for human resource services, said the increment is retroactive to the start of this current school year (September, 1997). The superintendent called board members' attention to the mailout material which states that staff is recommending that the revised plan be effective at the start of the current work year. Vote on the motion carried unanimously.

SEX EDUCATION PARENTAL REVIEW COMMITTEE (PRC)

Margie Rayburn, parent, said she requested that this item be removed from the consent agenda because Mr. Brooks has requested that the same representative from district seven be appointed to serve again, and this person's name was not included in the mailout.

Mrs. Boykin moved, seconded by Mr. Burton, approval of the Sex Education PRC nominees, as submitted. Vote on the motion carried unanimously. The nominees and their districts are: Nancy Caldwell (district one), Jane Saxton Davis (district three), Sandra A Wilson (district five), Ethel Reed (district seven), Dr E B Robinson (district nine) and Pam Holly (district eleven).

REQUEST APPROVAL TO EMPLOY TECHNOLOGY MANAGER

The superintendent said that as the district continues to grow with the introduction of technology programs, he believes that a point person should be appointed to oversee the program. He recommended that a position of technology manager be appointed. Mr. Adams moved, seconded by Mr. Thibodeaux, approval of the superintendent's recommendation. Mrs. Walker referenced the mailout document which states that the manager will be responsible for the instructional and technical facets of the system's technology program. She asked if data processing will be combined with the instructional aspect, and the superintendent answered in the affirmative. Mrs. Pugh asked the superintendent to clarify the required level of academic and experience requirement for the technology manager. The superintendent said a draft of the job description was sent to board members and the requirements will be similar to those of a director. Mrs. Pugh asked if the manager will be coming from industry, and the superintendent said it is a possibility. Mrs. Pugh asked if the person in industry will have instructional experience. The superintendent said the person should have some experience with instruction. Mrs. Pugh asked how will this position fit in with the current organizational chart. The superintendent said it is his desire that this person be a part of the development of an organizational chart and provide input on aligning positions. Mrs. Pugh asked if the person will be required to have been a classroom teacher and/or administrator, and the superintendent said not necessarily.

Monica Jenkins-Moore (CAE) said the association believes that in order to be able to address curriculum changes and implement the newly approved consent standards, that further cuts to the instructional division should not take place.

Mr. Vance asked the superintendent to give his rationale for the plan. The superintendent said it is his expectation that the manager should have an instructional background. He emphasized that this recommendation is in compliance with a board directive from over two years ago. The superintendent said the technology program is currently being overseen by a committee and he believes that one person should be in charge of the program. The technology person would be in charge of the total technology program, and would approve the purchase of compatible equipment across the system. Mrs. Boykin said the attempt is to put one person in charge of the technology program for consistency and to oversee the program. Vote on the motion carried with Mrs. Walker opposed. Board members supporting the motion were Vance, Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Boykin, Adams and Dr. Hitchcock.

GUN SAFETY EDUCATION PROGRAM (Boykin)

The superintendent said staff continues to gather information on gun safety and is making progress by meeting with the School Safety Committee. He said staff will probably be ready to implement a program, if not next spring, then by next fall.

LSBA RESOLUTION (Walker)

The superintendent said there is a need for enrichment teachers in Caddo Parish and though it is a lofty goal to get the Louisiana Legislature to fund one enrichment teacher per elementary school, it might be worth the effort. Mrs. Walker said because of the staffing formula, some of the programs are left out of the schools. Mrs. Walker moved, seconded by Mrs. Pugh, that the CPSB adopt the resolution to LSBA and the Louisiana Legislature for the provision of one enrichment teacher per elementary school, as included in the mailout. Mr. Milam expressed concern that a large number of resolutions are collected at the state level annually, and they seldom carry any weight with the legislature. Mrs. Walker said she plans to go to Baton Rouge and work to get the resolution passed. Mr. Adams said submitting resolutions to the LSBA has not been successful in the past, and he questioned what recourse do school systems have to get matters resolved. The superintendent said there is an awareness at the state level to have support in the enrichment area, and Caddo does well to provide some enrichment. However, funds are taken out of the regular staffing allocation to get to that point. Mrs. Boykin said she shares fellow board members' frustration of efforts that have been made in that generally resolutions sent to LSBA are meaningless. She asked Mrs. Walker if any of the local delegation has expressed an interest in sponsoring a bill that would implement enrichment teachers. Mrs. Pugh encouraged the board to embrace the resolution as requested, and emphasized that Mrs. Walker has said she will be working with her legislator who will be developing the language and carrying it to the legislature. Mrs. Boykin asked that a

copy of the resolution be s t the area's delegation. Mrs. Pugh said all facets, including legislators and Board of Elementary and Secondary Education (BESE), will be provided with a copy of the resolution. Mrs. Walker clarified that she is not requesting Caddo to fund enrichment teachers; that during the year she will be working with legislators to get the issue addressed. Vote on the motion carried with Mr. Milam opposed. Board members supporting the motion were Walker, Vance, Burton, Thibodeaux, Pugh, Brooks, Powell, Mims, Boykin, Adams and Dr. Hitchcock.

Recess. The president called for an eight-minute recess at approximately 7:21 p.m. The board reconvened at approximately 7:30 p.m.

SUPERINTENDENT'S REPORT

Bus Accident. The superintendent announced that at approximately 4:20 p.m. this afternoon, staff learned of another school bus accident in south Caddo Parish in the Keatchie area. Some injuries were reported and approximately 12 students were transported to area hospitals. The latest information is that there were no broken bones, no serious injuries, but primarily bumps and bruises. The superintendent said staff is serious about doing what they can to take any steps that would improve the safety of transporting students to and from school.

UNFINISHED BUSINESS

No unfinished business was introduced.

NEW BUSINESS

Election of Officers. The president declared the floor open for nominations for president of the CPSB for 1998. Mr. Milam nominated Mike Powell. Mr. Mims nominated Johnny Vance. No other nominations were offered and the president called for the vote. He said a majority vote is required. Vote on the nomination of Mr. Powell resulted in board members Thibodeaux, Milam, Boykin, Powell, Brooks and Adams supporting. Vote on the nomination of Mr. Vance resulted in board members Walker, Vance, Burton, Pugh, Mims and Dr. Hitchcock supporting. The president ruled that the election is locked in a tie vote. The president called for a second vote on the same nominees, and the results remained the same. Following more debate, the president called for a third vote on the same nominees, and again the results remained the same. Mrs. Pugh said that if the board continues to vote in this manner, it will become necessary to place this item on the agenda for the next school board meeting. Legal counsel advised the board of its options in this regard, and said the board has the right to devise a method by voting its members to break a tie. Further, the nomination process could be reopened. Mr. Thibodeaux moved, seconded by Mr. Brooks to reopen the nominations. Vote on the motion carried unanimously.

The president declared the floor open for nominations for president of the CPSB for 1998. Mr. Thibodeaux nominated Ron Adams. Dr. Hitchcock nominated Johnny Vance. No other nominations were offered and the president called for the vote. Vote on the nomination of Mr. Adams resulted in board members Thibodeaux, Milam, Boykin, Powell, Brooks and Adams supporting. Vote on the nomination of Mr. Vance resulted in board members Walker, Vance, Burton, Pugh, Mims and Dr. Hitchcock supporting. The president said the election is again locked in a tie vote. More debate ensued and the president called for a five-minute recess at approximately 7:50 p.m. The board reconvened at approximately 7:56 p.m.

Mr. Milam moved, seconded by Mr. Brooks, to recess the school board meeting and to postpone the election of officers until the first Wednesday in January, 1998 (January 7) at 3 p.m. Vote on the motion carried with board members Walker, Vance, Burton and Dr. Hitchcock opposed. Board members supporting the motion were Thibodeaux, Pugh, Brooks, Powell, Mims, Milam, Boykin and Adams.

Recess. The meeting recessed at approximately 8 p.m.

January 7, 1998

The **Caddo Parish School Board (CPSB)** continued its meeting of December 17, 1997 in its office at 1961 Midway Street, Shreveport, Louisiana at 3 p.m. on Wednesday, January 7, 1998, with Mike Powell presiding and the following board members present being a quorum: Ron Adams, Judy D. Boykin, Jerry Tim Brooks, Willie D Burton, Miles Hitchcock, ScD, Mark Milam, Alvin Mims, Mildred B Pugh, Michael J Thibodeaux, Johnny Vance, Jr and Sybil B Walker. Also present were James E Foster, secretary, and Fred Sutherland, legal counsel. Mrs. Boykin gave the invocation and led the Pledge of Allegiance.

NEW BUSINESS

Election of Officers. Mrs. Boykin moved, seconded by Mr. Thibodeaux, to reopen the nominations for president of the CPSB for 1998. Vote on the motion carried unanimously. Mrs. Walker nominated Johnny Vance and Mr. Milam nominated Mike Powell. There being no other nominations, the president ruled the nominations closed and called for the vote. Vote on the nomination of Mr. Vance resulted in board members Walker, Vance, Burton, Pugh, Mims and Dr. Hitchcock supporting. Vote on the nomination of Mr. Powell resulted in board members Thibodeaux, Milam, Boykin, Powell, Brooks and Adams supporting. The motion failed in a tied vote.

Recess. The president called for a five-minute recess at approximately 3:07 p.m. and the board reconvened at approximately 3:17 p.m.

Mr. Vance moved, seconded by Mr. Burton, to reopen the nominations for president of the CPSB for 1998. Vote on the motion carried unanimously. Mr. Mims nominated Johnny Vance and Mr. Milam nominated Mike Powell. There being no other nominations, the president ruled the nominations closed and called for the vote. Vote on the nominations again resulted in a tied vote as recorded above.

Recess. The president called for a five-minute recess at approximately 3:20 p.m. and the board reconvened at approximately 3:39 p.m.

Mr. Vance commented that the CPSB has numerous and serious challenges to address in 1998 and needs to make a commitment to the students and voters. He further noted that the board needs to show some unity, and requested that his name not be placed in nomination again for the presidency. He moved, seconded by Mr. Burton, to reopen the nominations for president of the CPSB for 1998. Vote on the motion carried unanimously. Mrs. Walker nominated Miles Hitchcock and Mr. Milam nominated Mike Powell. There being no other nominations, the president ruled the nominations closed. Vote on the nomination of Dr. Hitchcock resulted in board members Walker, Vance, Burton, Pugh, Mims and Dr. Hitchcock supporting the motion. Vote on the nomination for Mr. Powell resulted in board members Thibodeaux, Brooks, Powell, Boykin, Milam and Adams supporting the motion. Vote on the nominations again resulted in a tied vote.

Dr. Hitchcock moved, seconded by Mr. Burton, that the floor be opened for nominations for president of the CPSB for 1998. Vote on the motion carried unanimously. Dr. Hitchcock nominated Willie Burton and Mr. Milam nominated Mike Powell. There being no other nominations, the president ruled the nominations closed. Vote on the nomination of Mr. Burton resulted in board members Walker, Vance, Burton, Pugh, Mims and Dr. Hitchcock supporting the motion. Vote on the nomination of Mr. Powell resulted in board members Thibodeaux, Brooks, Powell, Boykin, Milam and Adams supporting the motion. Vote on the nominations again resulted in a tied vote. Mrs. Pugh said that after several rounds, the election results remain the same. She noted that the presiding president has served a full year term, yet maintains a position in this election that consistently results in a tied vote. She suggested that the CPSB should develop a policy to possibly allow each nominee to serve six months each and allow the board to move forward. She further noted that this would be a break in board policy and asked legal counsel for guidance. Legal counsel said the board's policy allows for one year and he proceeded to outline options available to the board. Mrs. Pugh suggested that the board should perhaps stop at this point and design a strategy to move the board forward. Mr. Mims cautioned the board that the situation today is a continuation of the December 1997 meeting, and it has still not been resolved. He said the CPSB cannot schedule other meetings until this meeting is concluded. Legal counsel capsulized

Robert's Rules of Order and the Attorney General's opinion regarding deadlock elections. He concluded that if the body cannot break the tie, then there is a hold over of officers until such time an election can be held and a successor is elected. Mrs. Pugh noted that the hold over is only because the meeting is continuing, and legal counsel expounded on *Title 42* of the Attorney General's opinion which states that the officers shall continue to serve until a successor is elected. Mrs. Pugh emphasized the fact that the CPSB has not closed its meeting of December 17, 1997, and another meeting of the board cannot be held until the December meeting is closed. Legal counsel advised that the board could continue to ballot, take a recess and determine a method that will satisfy the board in an effort to break the tie, or adopt a method to break the tie which should be done before a vote is taken.

Recess. The president called for a ten-minute recess at approximately 3:54 p.m. and the board reconvened at approximately 4:20 p.m.

Mr. Powell commented that it had been a privilege to serve as president of the CPSB for 1997, and it is incumbent of the board to find a resolution so that the board could move forward. He expressed appreciation to fellow board members for their vote of confidence and support; however, he asked that the board reopen the nominations and that his name not be placed in nomination for president.

Mrs. Boykin moved, seconded by Mr. Adams, to reopen the nominations for president of the CPSB for 1998. Vote on the motion carried unanimously. Mr. Milam nominated Mike Thibodeaux and Dr. Hitchcock nominated Willie Burton. There being no other nominations, the president ruled the nominations closed. Vote on the nomination of Mr. Thibodeaux resulted in board members Thibodeaux, Milam, Powell, Boykin, Brooks and Adams supporting. Vote on the nomination for Mr. Burton resulted in Walker, Vance, Burton, Pugh, Mims and Dr. Hitchcock supporting. The president ruled that the vote is locked in a tied vote. Mr. Mims offered a motion to continue the meeting to see if the board can come back at a later date and work out something. Legal counsel asked if the motion is to continue the process as the last time, and Mr. Mims explained the intent is to come back at a later date after giving board members a chance to come to a common bond. More debate ensued on Mr. Mims's motion of intent to continue the meeting. Lengthy debate followed relative to hold over officers, continuing the meeting of December 17, 1997, the board's ability to conduct other meetings and clarification of *Robert's Rules of Order* and the Attorney General's opinion. Mr. Milam moved, seconded by Mr. Adams, to table agenda item 4-A (Election of Officers) until 3 p.m. on January 21, 1998. Mr. Mims objected to the motion and noted that he had yielded the floor for debate, after which the president indicated that he was going to call for a recess.

Recess. The president called for a five-minute recess at approximately 4:45 p.m. and the board reconvened at approximately 5:10 p.m.

Mr. Mims yielded the floor back to the chair, and Dr. Hitchcock asked if the board could seek that Mr. Mims's motion be withdrawn. Mr. Mims noted that a second was never made to the motion, and withdrew the motion. Mr. Milam expressed concern that visitors were present and prepared to make presentations at the scheduled Executive Committee meeting. He encouraged the board to recess its meeting and wait until after the Executive Committee meeting to complete its business of electing officers.

Mr. Adams moved, seconded by Mr. Brooks, to adjourn this meeting and continue it on January 21, 1998 at the school board's regular scheduled meeting (3:30 p.m.). The president asked legal counsel if the motion is in order. Legal counsel said it is technically a motion to postpone until a definite date and time. He suggested that if the meeting is continued, that the election be slated as the first order of business at the January 21, 1998 meeting. Mr. Adams concurred with legal counsel's suggestion. The president clarified that the motion is to postpone this item until the regular meeting on January 21, 1998 at 3:30 p.m., and that it be the first order of business following the *roll call*. Dr. Hitchcock requested clarification of legal counsel's advice relative to officers being held over, and the board's ability to continue conducting business. More discussion followed on the provisions of *Robert's Rules of Order*, postponing and/or continuing the meeting, and the role of the current officers. Mrs. Walker questioned whether holding officers are in place if a meeting is adjourned. She informed the board of her intent to challenge the Attorney General's opinion relative to the officer's ability to hold over and continue to serve. Mrs. Boykin inquired about agenda item 4-B (Approval to *Contract with SAFETYNET, Inc. for SAFEBUS Program*). The president informed the board that the superintendent has indicated to him that he plans to pull this item since staff is not prepared to move forward with a contract.

Vote on the motion to adjourn and continue the meeting carried with board members Walker, Vance, Burton, Mims and Dr. Hitchcock opposed. Board members supporting the motion were Thibodeaux, Pugh, Brooks, Powell, Milam, Boykin and Adams. Mrs. Pugh questioned if the minutes of December 17, 1997 could be publicized if the meeting is not completed. The president said that with today's action to adjourn, the minutes could be publicized. Mrs. Pugh noted that minutes of December 17, 1997 have been released, and noted that today's minutes are a part of that meeting. The president said the minutes, in part, have been published but have not been approved by the board. Further, they are not official until they are approved by the board. Today's minutes will be publicized also. The superintendent commented that item 4-B was listed to inform the board that staff is proceeding with the decal system for school buses.

Adjournment. There being no further business, Mr. Milam moved, seconded by Mr. Adams, to adjourn the meeting. Vote on the motion failed with board members Walker, Vance, Burton, Mims, Dr. Hitchcock and Pugh opposed. Board members supporting the motion were Thibodeaux, Brooks, Powell, Milam, Boykin and Adams.

Recess. The president called for a five-minute recess at approximately 5:24 p.m. and the board reconvened at approximately 5:31 p.m.

The president said there is no other business to consider on the agenda. Mrs. Pugh stated that the president called for a motion and the motion for adjournment failed. She said if there is no further business, as chairman, the president can indicate that there being no further business the meeting is closed. Having sought legal counsel's advice, the president declared the meeting adjourned at approximately 5:38 p.m.

James E. Foster, EdD, Secretary

Mike Powell, President

January 7, 1998

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana on Wednesday, January 7, 1998, at approximately 5:41 p.m. with President Mike Powell presiding and Jerry Tim Brooks and Ron Adams present being a quorum. Other board members present were Judy D Boykin, Willie D Burton, Miles Hitchcock, ScD, Mark Milam, Alvin Mims, Mildred B Pugh, Michael J Thibodeaux, Johnny Vance, Jr and Sybil B Walker. Also present were Secretary James E Foster, Legal Counsel Fred Sutherland, staff and other visitors. The prayer and invocation were omitted.

SPECIAL PRESENTATION - GUN SAFETY

The superintendent recognized Roy Murry, supervisor of security for Caddo public schools, who introduced Cpl Reed Benner of the Shreveport Police Department (SPD). Mr. Murry said staff discovered an existing gun safety program in place with the SPD, and Cpl Benner will explain the safety program (*Eddie Eagle*) which is designed for elementary children. Cpl Benner showed the teacher training film of the gun safety preventive program. The film depicted the four rules: namely, *stop, don't touch, leave the area and tell an adult.* Cpl Benner said the SPD is willing to work with the school system to implement a program and informed the board and staff of how information and material can be attained. Mrs. Walker asked if this program could be incorporated with the *DARE* program, and Cpl Benner said its an idea for consideration. Mr. Murry said it is up to the CPSB on what happens with the program, and SPD is already making presentations at schools upon request. He also noted that there is a minimum cost for purchase of materials. Further, *DARE* is copyrighted and teaches a brief lesson on gun safety; but, it has a set curriculum to teach by a defined timeline. Mrs. Boykin asked the superintendent if he plans to bring a recommendation to the board to include the *Eddie Eagle* program in the curricula. The superintendent said staff plans to bring a recommendation after determining where the program should be implemented after receiving input from principals and appropriate staff.

INSTRUCTIONAL PRESENTATION - LAW MAGNET UPDATE

The president said he was informed that the group scheduled to make the instructional presentation had to leave to attend a PTA meeting at Huntington High School. The superintendent said this information is correct, and staff will reschedule the presentation.

EXECUTIVE COMMITTEE - ESTABLISH AGENDA FOR THE JANUARY 21, 1998 CPSB MEETING

The president polled the Executive Committee, board members and staff for additions/deletions to the proposed agenda. He said "*Election of Officers*" will be added to the agenda and will follow the roll call. The superintendent added "*Litigation - Update on Roger Merritt, et al v CPSB CV No. 962701, USDC (W. D. La)*" to the agenda. Other items added to the agenda were: "*Resolution -Renaming of West Shreveport Elementary School*" (Adams) and "*Superintendent's Report -Transportation and Safety Update,*" (Adams and Walker).

Arthur Andersen Study. Mr. Adams asked the superintendent when will staff be prepared to bring a recommendation to the board to resolve the inequities in the Arthur Andersen Study. The superintendent said an item could be put on the agenda; however, he did not feel that he could bring a recommendation that would satisfy everybody's concerns. He emphasized that the study was not a salary study; rather, it was a position equity study. Further, when the study was approved and implemented, no employee lost any salary. The superintendent said staff will make a report on identified problems and see if a recommendation could be made to resolve the problems. Also, staff will attempt to make a report in 60 days with every effort to include a written report in the mailout.

Bus Accidents. The president suggested that the board wait until after the election of school board officers before scheduling a meeting to receive an update on bus transportation and safety. The superintendent expressed the desire to have the item listed on the agenda, then staff will present a report at a regular school board meeting. The president said the item will be added under the superintendent's report for the January 21, 1998 meeting. Mr. Adams asked staff to respond to previous issues he raised about equipping school buses with video cameras. Mrs. Walker expressed like interest in equipping school buses with video cameras and said she distributed some information about video cameras on school buses to staff and board members earlier tonight.

Renaming of West Shreveport Elementary School. Mr. Adams said he was contacted by citizens to introduce a resolution to rename West Shreveport Elementary School after Dr. Eddie Jones, a living community activist. He said he was informed that if the CPSB passes a resolution, then the matter will be taken up with the Legislature seeking a waiver. Mr. Adams said he will be asking the board to waive its policy and pass a resolution. Mrs. Pugh said the CPSB has a policy that should be reviewed. She informed the board that this issue has already surfaced in the district and is being handled well; but, apparently someone has jumped bounds to bring it to the CPSB. She cautioned the board about how it addresses issues of this sort and said the board needs to decide why schools are named after certain citizens, noting that there are other long standing educators and distinguished citizens in the community. Mrs. Pugh urged the school board to follow its policy. The president said the policy will be followed, and Mr. Adams said he is asking for an exception to the policy so that the resolution can be presented to the Legislature. Mrs. Pugh expressed concern that the item is being placed on the agenda by an Executive Committee member and suggested that the Executive Committee has to be sensitive to the total parish.

Discipline Procedures for Employees. Before adding an item to the agenda, Mrs. Boykin inquired about the school board's process for addressing complaints against employees that are indicative of a pattern and through the process there is no definitive action taken that brings a solution, and the complaints continue. Not being aware of the situation, the superintendent said the resolution of the problem might not have been to the satisfaction of the individual, but is to the person handling the complaint. Mrs. Boykin asked if there is a statute that addresses this concern. Legal counsel said the statute does specifically provide that when a complaint and referral are made, the principal must respond to the person initiating the complaint within a specific timeframe. When a complaint is made by an outside individual, the normal procedure is to bring the complaint through channels -the superintendent and the personnel department. If this fails, the complaint comes to the CPSB and there is precedence for bringing action to the board level. Mrs. Boykin asked if she could add an item to the agenda at a later date after further discussion with the superintendent and legal

counsel on this matter. The agenda item would be related to possibly developing a policy for addressing complaints. The president said that in light of the discussion, and upon legal advice, the president said the item could be added as long as it is on the agenda 24 hours before the meeting. Dr. Hitchcock requested clarification of the dialogue that was exchanged between the president and legal counsel that an item could be added to the agenda by a board member as long as it is done before the mailout or 24 hours in advance of the meeting. The president said he requested clarification of the request to add to the agenda, and it would apply to all board members.

Authorization for Feasibility Study to Analyze Current Operational Systems and Costs. The

superintendent said this item is requesting authorization to proceed with the feasibility study to analyze some of the current operational costs including utilities. The president asked if staff is considering looking at privatization for energy programs. The superintendent said it will deal with energy. S L Slack, assistant superintendent for support services, said it will involve energy - the utility usage and cost, maintenance of equipment, preventive maintenance program, etc. It will provide staff with valuable data to determine if there are feasible ways to reduce costs, and the study is at no cost to the CPSB. The company offering the study is *Enershop*, a large utility company of which SWEPCO comes under the umbrella.

Professional Staff Assignments and Transfers and Classified Employee Hiring and Transfer Procedures.

The superintendent reported that due to the holidays, staff has not held any meetings and it is on the agenda because it was held over from the December school board meeting. Willie Henderson, assistant superintendent for human resource services, said staff will comply with the board's request. Mrs. Pugh commented that the board asked staff to have a meeting with the employees and the fact that the public was made aware and the media was closed out of the meeting, then it was suggested that the board should not act until input is received. Mrs. Walker said it was the Attorney General's opinion that the previous meeting was not an open one, therefore, it is null and void. Mrs. Boykin asked if these items are being removed from the agenda. The superintendent said it would be difficult for staff to have something of an open nature, gather information, contact people and prepare material for the mailout in four days. Mrs. Boykin said staff's response is the same as was in December, 1997; the discussion about these items has gone on for a long time; and, the board has been very specific about its request. The superintendent said the board has requested information and a recommendation; however, action was not taken at two previous meetings and it was a considerable consensus of opinion regarding the information brought to the board for action. He emphasized that it is difficult for the committees to continue to meet and review the same information and present similar recommendations, but staff will schedule additional meetings. The president asked if staff will be prepared to make a recommendation at the January meeting. Mr. Henderson said there are two large committees, but staff will do their best to present information in the mailout and at the January, 1998 school board meeting. Mrs. Boykin said she will meet with the superintendent next week to discuss the assignment to develop applicable policies. Mr. Adams expressed concern about involving the public in staff's actions and in the process of developing policies. Mr. Henderson capsulized the composition of the committees emphasizing the fact that an attempt will be made to get public input. The president commented that the intention is to allow interested individuals to attend the meetings, and that board members be specifically notified of scheduled meetings. Mrs. Pugh said the board needs to have the assurance that people on the committee have an opportunity to voice their opinions. Mrs. Walker said an opportunity needs to be provided for others to attend the meetings. Mr. Milam asked staff to give board members more advance notice of scheduled meeting dates and times. Mr. Brooks said he believes that the hiring of applicants should be left with the personnel department.

New Elective for Caddo Career and Technology Center. The superintendent said staff is scrutinizing this course very carefully to make sure that there is not significant overlapping of courses being offered in other schools. He said staff will present a recommendation at the January, 1998 school board meeting. Mr. Adams noted that he is aware of staff's efforts to review the proposed elective since there is some concern about the affect it will have on the computer science program at another high school. Ollie Tyler, deputy superintendent, said there has been some concern expressed about the affect the new elective will have on an existing computer science program, and staff is addressing the concerns. Mrs. Walker said she would like to hear from the principal at the other referenced school. The president commented that the principal at Booker T Washington is not present but one of the assistant principals is in the audience. Mrs. Pugh said the board is allowing school staffs to compete and she did not believe that the board should become involved with the

school staffs at this level. She noted that such dialogue should take place with the superintendent and his staff. Mrs. Walker asked the superintendent to consider if the new elective will hurt the program at Booker T Washington High School. The superintendent said staff met this morning and received additional information and will be making a recommendation as fairly as possible based upon the information received.

Report on Staff Reductions at Schools for 1997-98 School Year (Burton). The superintendent said staff has an understanding of what Mr. Burton is requesting and it will be presented at the January meeting. Mr. Henderson said material will be in the mailout.

Second Supervisor of Music. Mr. Brooks asked the superintendent to present the pros and cons of the request for a second supervisor of music at the January school board meeting and to bring a recommendation. The superintendent said he has made a recommendation on several occasions and will capsulize the pros and cons of the request.

Report - Transportation and Safety Update. The president said the superintendent has been asked to bring a report to the board including information on the school bus accidents. He asked the superintendent to notify him prior to the mailout if he feels that an executive session will be needed because of sensitive material. The superintendent will also present his recommendations on policy and program changes, and motions relative to video cameras, decals, additional inservice, maintenance, etc. Mr. Brooks asked staff to inquire of the sheriff department about their procedure for arresting one of the school bus drivers. The president commented that the request of Mr. Brooks is a personnel matter and is the reason he is asking the superintendent to notify him if an executive session will be needed at the January meeting.

Resolution - Renaming of West Shreveport Elementary School (Adams). Mr. Adams informed board members that he was asked by a member of the community to request a proclamation renaming the school after Dr. Eddie Jones. He said if the CPSB passes a proclamation, then it will go to the Legislature. Mr. Adams said he is aware of the board's policy, and he will be asking the board to waive its policy if it is staff's recommendation for the board's pleasure. The president asked legal counsel or staff to enlighten him on the request. Mr. Henderson summarized the provisions of the CPSB's policy. The president asked staff if they recall whether the policy requires board action to initiate the process or if this is something someone in the community petitions for and then goes through the procedures. Mr. Henderson said it is the latter, but there are a couple of time limits stated in the policy. Legal counsel said in the past, the board has not presented something to the Legislature unless the procedures in the policy were followed. Mrs. Pugh said the request comes to the board after it has passed through the policy procedures and then to the Legislature asking for the waiver because the person is alive. The president asked the superintendent if he and staff would go ahead and process the request even though the person is alive, with the understanding that if they meet the other criteria, and if the board at that time agrees, that there might be a request of the Legislature. The superintendent said staff will comply with the board's request in concert with state law and school board policy. Mr. Mims cautioned board members to give courtesy to the board member representing a specific district before bringing requests to the superintendent and board. The president asked Mr. Adams if his proclamation will seek exception from the procedural steps, and Mr. Adams said it will request exception of the CPSB policy if recommended by the superintendent, and seek approval by the CPSB to be forwarded to the Legislature. The president asked if a public hearing is required, and Mr. Henderson said he believes it is a procedure in the policy.

Mr. Brooks moved, seconded by Mr. Adams, approval of the proposed agenda. Vote on the motion carried unanimously.

The Executive Committee recommended that items 10, 11, 12, 15 and 16 be categorized as consent agenda. Vote on the motion carried unanimously. The president polled the audience for input on the proposed agenda and consent agenda, but no one came forward to speak.

Adjournment. There being no further business, Mr. Adams moved for adjournment. Mr. Brooks seconded the motion which carried unanimously. The meeting adjourned at approximately 7:25 p.m.