

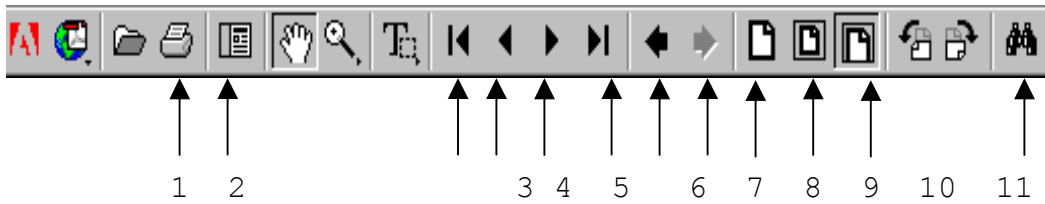


**CADDO PARISH SCHOOL BOARD**  
**Meeting Minutes**  
**VOLUME XXXVIII**

January 7, 2003 to June 27, 2006


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**January 7, 2003**

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 Tuesday, January 7, 2003, with President Phillip Guin presiding and the following school board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Willie D. Burton, Pam Byrd, Charlotte Crawley, Eursla Hardy, Willie Henderson, Lola May, Alvin Mims, Mike Powell and Larry Ramsey. Also present were Interim Secretary James R. Festavan, and Reginald Abrams, legal counsel. Mr. Ramsey gave the invocation and led in the Pledge of Allegiance.

Mr. Guin announced the purpose of the *special session* is to administer the oath of office to the new Caddo Parish School Board, elect officers for 2003 and authorize the use of the president's facsimile signature.

#### **ADMINISTER OATH OF OFFICE TO CADDO PARISH SCHOOL BOARD**

Mr. Guin invited guests or family members that wished to join the board on the podium for the administering of the oath of office to come forward. Legal Counsel Reginald Abrams administered the oath of office to all CPSB members. Board members recognized family members and guests present.

#### **ELECTION OF OFFICERS FOR 2003**

Mr. Henderson inquired as to the method to be used to conduct the election, would it be by slate or individual position? President Guin advised the board there is nothing in the board's policies or by-laws regarding the method by which officers are to be elected, thus the need to go by Roberts Rules of Order and establish a method for the election process. *Mr. Henderson moved that the Caddo Parish School Board elect the Executive Committee for the year 2003-2004 by first nominating a slate of individuals, one for each of the three positions; and once all slates have been nominated, the Board will vote on each slate of nominees. The motion was seconded by Mrs. Armstrong and carried with Board members May, Mims, Byrd, Ramsey, Armstrong and Henderson supporting the motion. Board members Guin, Burton, Crawley, Brooks and Powell were opposed. Board member Hardy abstained.*

The president declared the floor open for nominations. Mr. Henderson nominated Alvin Mims, President; Ginger Armstrong, First Vice President; and Larry Ramsey, Second Vice President. Mrs. Hardy nominated Willie Burton, President; Jerry Tim Brooks, First Vice President; Charlotte Crawley, Second Vice President. There being no further nominations, the president declared the nominations closed. Mr. Powell asked the president to ask board counsel to clarify for the board how the voting will take place. Mr. Abrams explained the procedure is there only will be one vote for each slate; therefore, board members wanting to vote for slate 1 will vote yes, then those voting for slate 2 will vote yes. Voting for Mr. Mims, Mrs. Armstrong and Mr. Ramsey were Board members May, Mims, Byrd, Ramsey, Armstrong and Henderson. Voting for Mr. Burton, Mr. Brooks and Mrs. Crawley were Board members Guin, Hardy, Burton, Crawley, Brooks and Powell. Neither slate received the required seven votes.

Mr. Guin stated that in anticipation of a possible tie vote, he met with board counsel and reminded the board that the two slates the board just voted on could not be put back on the board at this time by themselves as you can't put the same motion on the floor twice. Mrs. Hardy nominated Mr. Burton as president. Mr. Burton explained the method of election had been established and for that to change, a motion would have to be made to reconsider by a board member on the prevailing side of the vote on the motion approving the method of election.

**Recess.** At the request of Mrs. May, the president called for a 10-minute recess at approximately 4:50 p.m. The board reconvened at approximately 5:00 p.m.

The president announced the motion that passed was for the method of election to be by slate. The two slates offered failed, so the floor is once again open for slates. Mrs. Hardy nominated Willie Burton, President; Charlotte Crawley, First Vice President; and Jerry Tim Brooks, Second Vice President. Mrs. Byrd nominated Willie Burton, President; Ginger Armstrong, First Vice President; and Larry Ramsey, Second Vice President. Mr. Henderson asked for clarification from the board counsel as to the ruling whereby the board could not have the same slate of

officers back on the floor. Mr. Guin explained the board cannot have the same 2 slates, by themselves, on the floor again. The president declared the floor closed for nominations. Voting for Mr. Burton, Mrs. Crawley and Mr. Brooks were Board members Guin, Hardy, Burton, Crawley, Brooks and Powell. Voting for Mr. Burton, Mrs. Armstrong and Mr. Ramsey were Board members May, Mims, Byrd, Ramsey, Armstrong and Henderson. Neither slate received the required seven votes.

Mr. Burton asked for a point of personal privilege and stated his desire to be president. He asked the board to reconsider the methodology and allow him to run for president on his own accord.

Mr. Guin announced the floor once again open for nominations. Mrs. Hardy nominated Mr. Burton for president. Mr. Guin explained an individual cannot be nominated as the board-approved method for election is by slate.

**Recess.** At Mr. Henderson's request, the president called for a 10-minute recess at approximately 5:08 p.m. The board reconvened at approximately 5:15 p.m.

The president stated for clarification, the board can do one of two things: (1) continue to put up slates; or (2) a member of the prevailing side of Mr. Henderson's motion that established the method could make a motion to reconsider. The motion must pass by a majority vote.

Mr. Ramsey nominated Willie Burton, President; Ginger Armstrong, First Vice President; and Lola May, Second Vice President. Mrs. Hardy nominated Willie Burton, President; Jerry Tim Brooks, First Vice President, and Charlotte Crawley, Second Vice President. With no further nominations, the president announced the nominations closed. Voting for Mr. Burton, Mrs. Armstrong and Mrs. May were Board members May, Mims, Byrd, Ramsey, Armstrong and Henderson. Voting for Mr. Burton, Mr. Brooks and Mrs. Crawley were Board members Guin, Hardy, Burton, Crawley, Brooks and Powell. Neither slate received the required seven votes.

Mr. Brooks inquired if in case of a tie, can a motion be made that the previous board members continue to serve. Mr. Guin stated any board member can place any slate of three - president, first vice president and second vice president - on the table.

**Recess.** At Mr. Ramsey's request, the president called for a 10-minute recess at approximately 5:22 p.m. The board reconvened at approximately 5:30 p.m.

The president announced the floor open for the nomination of slates. Mr. Ramsey nominated Willie Burton, President; Ginger Armstrong, First Vice President; and Alvin Mims as Second Vice President. Mrs. Hardy asked if a different procedure could be followed to vote on each office individually? Mr. Guin answered *yes if* a motion is made to reconsider by a member of the prevailing side of the motion that established the method for election. At this time, there is not a motion on the floor to reconsider. Mr. Brooks nominated Willie Burton, President; Charlotte Crawley, First Vice President; and Jerry Tim Brooks, Second Vice President. Voting for Mr. Burton, Mrs. Armstrong and Mr. Mims were Board members May, Mims, Byrd, Ramsey, Armstrong and Henderson. Voting for Mr. Burton, Mrs. Crawley and Mr. Brooks were Board members Guin, Hardy, Burton, Crawley, Brooks and Powell. Neither slate received the required seven votes.

**Recess.** At the request of Mr. Henderson, the president called a 10-minute recess at approximately 5:35 and the meeting reconvened at approximately 5:45 p.m.

The president declared the floor open for nomination of slates. Mr. Brooks nominated Willie Burton, President; Eursla Hardy, First Vice President; and Charlotte Crawley, Second Vice President. Mr. Henderson nominated Alvin Mims, President, Ginger Armstrong, First Vice President; and Larry Ramsey, Second Vice President. There being no further nominations, the president declared the nominations closed. Voting for Mr. Burton, Mrs. Hardy and Mrs. Crawley were Board members Guin, Hardy, Burton, Crawley, Brooks and Powell. Voting for Mr. Mims, Mrs. Armstrong and Mr. Ramsey were Board members May, Mims, Byrd, Ramsey, Armstrong and Henderson. Neither slate received the required seven votes. The president declared the floor again open for nomination of slates.

Mrs. Hardy stated the board needs to change the procedure for electing the executive committee; and since she was not on the prevailing side, she cannot make a motion to reconsider the procedure and encouraged someone on the prevailing side to do so.

Mr. Powell asked the record to reflect, as someone that did not want to vote by slate, but wanted to vote by individual, he is not in a position to change the process because of Roberts Rules of Order. Mr. Henderson stated he believes there is a way for the board to move from this position and maintain the slate method, and that is if one board member will change his/her vote. Mr. Brooks asked the president if the board could get an opinion from the Attorney General and come back next week? Mr. Guin said *no*, as there is an executive committee meeting following this board meeting and an executive committee needs to be elected.

**Recess.** As a personal point of privilege, Mr. Guin called for a 10-minute recess and encouraged the board during the recess to come together in a possible solution so the board can move forward. The board recessed at approximately 5:52 p.m. and reconvened at approximately 6:07 p.m.

Mr. Guin announced the floor open for nomination of slates. Mrs. Crawley nominated Willie Burton, President; Ginger Armstrong, First Vice President; and Jerry Tim Brooks, Second Vice President. Mr. Henderson nominated Alvin Mims, President; Ginger Armstrong, First Vice President; and Larry Ramsey, Second Vice President. There being no further nominations, the president declared the nominations closed. Voting for Mr. Burton, Mrs. Armstrong and Mr. Brooks were Board members Guin, Hardy, Burton, Crawley, Brooks and Powell. Voting for Mr. Mims, Mrs. Armstrong and Mr. Ramsey were Board members May, Mims, Byrd, Ramsey, Armstrong, Henderson. Neither slate received the necessary seven votes.

The president declared the floor open again for nomination of slates. Mr. Ramsey nominated Willie Burton, President, Ginger Armstrong, First Vice President; Alvin Mims, Second Vice President. Mrs. Hardy nominated Willie Burton, President; Ginger Armstrong, First Vice President; and Charlotte Crawley, Second Vice President. There being no further nominations, the president declared nominations closed. Voting for Mr. Burton, Mrs. Armstrong and Mr. Mims were Board members May, Mims, Byrd, Ramsey, Armstrong and Henderson. Voting for Willie Burton, Ginger Armstrong and Charlotte Crawley were Board members Guin, Hardy, Burton, Crawley, Brooks and Powell. Neither slate received the necessary seven votes.

**Recess.** At the request of Mr. Powell, the president called for a five-minute recess at approximately 6:13 p.m and the meeting reconvened at approximately 6:25 p.m.

The president declared the floor open again for nomination of slates. Mr. Ramsey nominated Willie Burton, President; Ginger Armstrong, First Vice President; and Alvin Mims, Second Vice President. Mr. Powell requested clarification on the process and if the board has three slates, none of them having seven (7) votes, but one has 5 or 6, does the winning slate still have to have seven votes? Legal counsel answered *yes*, the winning slate needs seven votes. Mrs. Hardy nominated Willie Burton, President; Jerry Tim Brooks, First Vice President; and Charlotte Crawley, Second Vice President. There being no further nominations, the nominations were closed. Voting for Mr. Burton, Mrs. Armstrong, and Mr. Mims were Board members May, Mims, Byrd, Ramsey, Armstrong and Henderson. Voting for Mr. Burton, Mr. Brooks, and Mrs. Crawley were Board members Guin, Hardy, Burton, Crawley, Brooks and Powell. Neither slate received the required seven votes.

The president declared the floor open for nomination of slates. Mr. Burton nominated Willie Burton, President; Lola May, First Vice President; and Charlotte Crawley, Second Vice President. Mr. Ramsey nominated Willie Burton, President; Ginger Armstrong, First Vice President; and Alvin Mims, Second Vice President. There being no further nominations, the nominations were closed. Voting for Mr. Burton, Mrs. May and Mrs. Crawley were Board members Guin, Burton, Crawley, Hardy, Brooks and Powell. Voting for Mr. Burton, Mrs. Armstrong and Mr. Mims were Board members May, Mims, Byrd, Ramsey, Armstrong and Henderson. Neither slate received the required seven votes.

**Recess.** At the request of Mr. Powell, the president called for a 5-minute recess at approximately 6:35 p.m. and the meeting reconvened at approximately 6:45 p.m.

Mr. Powell nominated Willie Burton, President; Larry Ramsey, First Vice President; and Phillip Guin, Second Vice President. There being no further nominations, the nominations were closed. The slate of Mr. Burton for President, Mr. Ramsey, First Vice President, and Mr. Guin as Second Vice President was approved with Board members, Guin, Hardy, Burton, Crawley, Brooks, Powell and Byrd voting in favor of this slate.

**AUTHORIZATION FOR PRESIDENT TO USE FACIMILE SIGNATURE**

*Mr. Powell moved, seconded by Mr. Brooks, authorization be granted for the president to use his facsimile signature for the year 2003 and until a successor is elected. Vote on the motion carried unanimously.*

**Adjournment.** *Mr. Burton moved, seconded by Mr. Powell and Ms. May, for adjournment and the meeting adjourned at approximately 6:47 p.m.*

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James R. Festavan, Interim Secretary

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Phillip R. Guin, President

**January 7, 2003**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 7:08 p.m. on Tuesday, January 7, 2003, with President Willie Burton presiding and Larry Ramsey and Phillip Guin present being a quorum. Other school board members present were Eursla Hardy, Charlotte Crawley, Lola May, Alvin Mims, Jerry Tim Brooks, Mike Powell, Pamela Byrd, Ginger Armstrong and Willie Henderson. Also present were Interim Secretary James R. Festavan, and Reginald Abrams, legal counsel.

Mr. Burton extended his appreciation to everyone for their patience through the process of electing the Executive Committee for 2003.

## **PRESENTATIONS**

**Status Report on Caddo's Technology Plan.** Mr. Festavan introduced Joe Brown and Alex Xifos who shared with the board a presentation on where Caddo's Technology Plan is at this time and plans for the next phase in its implementation. Mr. Brown emphasized the importance of technology in the classroom and the positive impact technology has on student learning. He said the public provided the funds for this important tool through the 1997 Bond Issue, Proposition 5. Mr. Brown provided an update on Phases I and II of the Plan to provide classroom technology district wide and identified Phase III deliverables with an accelerated timeline and a tangible cost savings. Phase I included the awarding of the telephone and wiring RFPs in December 2000 and Phase II (which is the current focus) involves the ongoing wiring and installation of telephone systems. There are currently 11 sites using the Meridian phone system and the remaining schools are scheduled at a rate of 8 per month with complete installation projected for August 2003. Phase III of the plan profiles the future of the initiatives through the accelerated implementation of a comprehensive voice video and data network. At the current rate of funding through Proposition 5's annual allocation, Phase III will not be fully implemented before 2007. The accelerated acquisition of hardware components and wireless equipment will provide the video component (which will provide the foundation for future capabilities including distance learning and teleconferencing), the voice component (which will include teacher voice mail accounts via the system currently being installed and the foundation for future implementation of wireless telephones in every classroom), and the data component (which will provide access district wide to mainframe applications, email, school library resources and Internet access in every classroom). Mr. Brown stated there is a need to still provide wiring in 20 schools to support the voice video and data deployment and capital funds are available to deploy this work which is scheduled for completion in late Spring 2003. An itemized list of the costs involved based on the required hardware components and contracted services was shared with the board. Mr. Brown added that with current state contract prices, the current plan to acquire hardware using \$500,000 of Proposition 5 funds each year will cost \$2.5 million over a 5-year period. The BellSouth network maintenance component is a 5-year service contract signed in December of 2000 providing monitoring services in support of network stability. Mr. Brown said the contract is designed to activate on completion of the phone system installation. The proposal being presented to the board at the January 21 meeting for approval is an accelerated approach to purchase and install the equipment and provide the identified services to all schools now. It will provide a complete district-wide network before the end of the fall semester in SY2003-04. This accelerated plan will also provide a cost savings of \$640,400. In addition, Bellsouth has offered to forgive the 5-year network management services contract and provide network management software and training valued at \$35,000 at no cost to Caddo, which will allow us to monitor network stability and performance. Mr. Brown added that other cost savings can be anticipated as the cost of equipment increases over the 5-year plan and additional installation charges will be avoided if implementation is done in conjunction with the phone system implementation. Mr. Brown said staff will be asking the board to approve the use of current reserve Proposition 5 money and future Proposition 5 allocations in a 3-year finance plan to purchase the necessary hardware components and coordinate the installation with the phone system. He stated Mr. Grant Schleuter, bond attorney, and Ben Wreyford, director of finance, are currently developing a finance package in the form of an RFP to be completed and available for the board prior to the January 21<sup>st</sup> meeting. Mr. Brown said this is important now as Caddo has several projects in various stages of deployment and the Mac Truck implementation in 17 schools is a \$1 million Title I project whose full potential cannot be realized without this network infrastructure. The accelerated plan will also support district-wide network for 8(g) competitive

grants, the Math, Science & Technology program in place at Southwood and Keithville, as well as future sites as the program expands, and will extend library services to the classroom and Internet access to every classroom. He further stated additional components and benefits would include school-to-school campus-wide networks, full utilization of the Mac Truck, extended network services to classrooms, and the ability to deploy future applications for videoconferencing and distance learning. This accelerated plan will provide the framework necessary to implement Federal, State and Parish instructional technology guidelines, will afford the ability to deliver telephones to every classroom, and is the foundation for deployment of future applications in technology. Staff shared a brief video presentation on the "Mac Truck" concept, which is a wireless technology approach implemented at Midway Professional Development School as a result of a grant written by Beth Glenn, assisted by Ginger Williams and Priscilla Pullen. Mac Truck (Mobile Access Computers) is computers on a table that can be *trucked* around from classroom to classroom, and will save a considerable amount of money while being able to have computers in all schools. Mr. Brown stated the money is available, it is not new money, and detailed information will be provided in the mailout prior to the board meeting on January 21<sup>st</sup>. Mr. Brown invited board members to attend a demonstration of this technology at 2 p.m. on January 16<sup>th</sup> at the Caddo Middle Career and Technology School to experience a hands on of the equipment to be used and see the capabilities of this phase of the technology program when implemented.

Mr. Powell referenced the savings of approximately \$640,400, and asked what the immediate impact will be on the current and next year's budget? Mr. Brown said there will be zero impact on the budget as this money is available and staff will implement the plan over either a 5-year period or a 1-year period dependent upon the board's approval of the access of future Proposition 5 money over the next 3 years. Mr. Powell asked if he understands the savings will be realized if the one-year accelerated plan is approved? Mr. Brown answered that it would be gained if the accelerated plan is done. Mr. Powell asked if it would be gained in the Proposition 5 money and not the General Fund budget? Mr. Brown answered that is correct.

Mr. Festavan expressed his appreciation for the work done by staff in preparing this proposal that will not only save the system \$640,000, but will allow us to implement the technology four years sooner. Mr. Festavan introduced Ms. Glenn, the teacher responsible for inventing the Mac Truck.

## **ESTABLISH THE AGENDA FOR THE JANUARY 21, 2003 MEETING**

The superintendent reviewed the proposed agenda for the January 21, 2003 school board meeting and discussion followed as summarized.

**Approval of Budget Authority for Caddo to Receive Funding....** Mr. Festavan explained there were numerous items on the agenda requesting approval of budget authority for Caddo to receive funding from grants Caddo applied for and received approval. Board action authorizes Caddo to receive the funds.

**Approval of Name Change for Hollywood Middle School to Caddo Middle Career and Technology School.** Mrs. Ritter explained this request comes as a result of the board-approved program change at Hollywood. She said board minutes did not reflect the name as the school understood it would be with the change and the state department has yet a third name. This request is to clean up the confusion.

**Administrative Procedures for Filling Full-Time Vacancies with Qualified Part-Time Employees.** Mr. Festavan stated this item is currently under review by legal counsel and something will be included in the mailout.

**Approval of Special Education Job Descriptions.** The superintendent stated these job descriptions are IDEA funded. Mr. Powell stated he understands a special ed matter before the board last year is scheduled to come back to the board in January or February after receiving input from employees. He asked when this is scheduled to come back to the board? Mr. Festavan answered currently there is a committee in place developing an employee survey and the survey will be brought to the board in February for approval. Mr. Henderson inquired of the superintendent if in seeking board approval of this job description does staff anticipate having a recommendation to fill the position? Mr. Festavan explained staff will follow the procedure of



obtaining board approval of the position before the position is posted for filling. Mr. Henderson referred to the study of the Special Education Department and asked if the superintendent plans to move forward with filling the position once approved prior to the board looking at the report? The superintendent stated staff is very cautious of actions in the Special Ed Department because of board concerns and staff will not move forward to fill the positions until the board is fully aware, whether it's before the board addresses the report or after. He understands these positions are very much needed in order for the department to reach the mission approved for them.

**Approval of 2003-2004 Capital Projects Plan.** Mr. Ramsey asked staff for an explanation of the numerous *To Be Determined* notations on line items in the Capital Projects proposal. Mr. Festavan explained that in the capital projects plan there are several items listed as *To Be Determined*. In the planning of capital projects, money is set aside based on past use and projected needs for all schools for certain projects, i.e. flooring, roofing, etc. At the time of capital projects planning, he said it is difficult for staff to determine how many schools need flooring and what type of flooring is needed. The successful way of addressing this in the past has been to work with the area and cluster directors and obtain a prioritized list from them to determine which schools need to be addressed first. Another example would be roofing in that today a list of priority schools for roofs might be submitted, but between now and school starting next year a storm might create the need for a roof on a school not on that list and that adjustment would need to be made. This method allows staff and principals to work together in the process of determining the needs. Mr. Ramsey also asked if the board is being asked to approve a contingency fund or does staff come back to the board for approval. Mr. White explained each project is approved on an individual basis or a group of projects (i.e. flooring for various schools) might be submitted for board approval when a specific job and amount is determined for the project.

**Approval of After School Snack Program at Caddo Middle Career & Technology School.** The superintendent stated back up information on this item is at board members' stations and this is associated with the Eddie Robinson Foundation providing snacks for an after-school remediation program.

**Superintendent Search.** Mr. Burton asked this item be added to start the movement toward the superintendent search. He announced he will be bringing to the next board meeting a request to allow Burnadine Anderson to proceed with the process and to request Ms. Anderson to bring to the board details according to possible plans for beginning the process and a possible time frame, including the community in the process. Mr. Henderson inquired if the board is asking Mrs. Anderson and Mr. Festavan to prepare a suggested plan for the process for board action. Mr. Burton said this is his suggestion to begin the process. Board members can request/suggest additions/deletions to the process to be considered/followed.

**Executive Sessions.** Mr. Festavan announced there will be an executive session on a personnel matter as well as a student appeal hearing.

#### **ADDITIONS TO THE AGENDA**

**Approval of Payment to Sheriff for Collection of Taxes.** The superintendent requested that approval of payment to the Sheriff for the parish's portion for collection of taxes be added to the agenda.

**Policy GCBB.** Mr. Powell asked about board action in June 2002 to change Policy GCBB recognizing Caddo's teachers who receive National Certification and approving an annual stipend for this designation as long as they maintained certification and continued as a teacher in Caddo Parish. He said recently some additional teachers received this honor and some still have the understanding this is a one-time recognition rather than an annual stipend as approved by the board. Mr. Powell asked if there is a need to revisit this policy? The superintendent stated he is fully aware of the board's action and is not aware of it not being carried through. He will follow up and report back to the board his findings.

**Fair Share Committee.** Mr. Powell inquired as to the president filling the vacancy left on the Fair Share Committee with the change in the board. He said originally this committee was comprised of the executive committee plus two additional board members and is seeking direction from the president as to the continuance of this committee. Mr. Burton stated that one

of the reasons the work of this committee was postponed is because of the change in the board and the desire to have the new board members' input. Mr. Burton also added he will be making committee appointments in the near future. Mr. Burton encouraged board members to contact him if they are interested in serving in any of these capacities.

**Committee Appointments.** Mr. Burton requested the superintendent to add an item titled *Committee Appointments*.

**Approval of Upgrade of Position at Hosston Alternative School from Administrative Assistant to Assistant Principal.** Mr. Guin requested that an upgrade of the administrative assistant position at Hosston Alternative to assistant principal be added to the agenda.

**Report on Assistant Baseball Coaches Pay.** Mr. Guin stated he desires a report on how this situation was resolved, including in the report if it was only addressed for the assistant coaches in the system last year, and has it put Caddo in an uncompetitive situation to attract coaches from outside Caddo.

Mr. Burton stated his concern over misinformation and perception in the community when citizens are not aware of CPSB policies and things going on in the school system. He feels the need for some type of PR concerning information that will correct some of the misinformation. He hopes to work with the media in getting this information to the public and believes maybe a group such as *Citizens Empowerment for Better Education*, as an example, might get more citizens involved.

Mrs. Crawley requested a report relative to a board request last month for a policy that will protect employees from interrogations and from moving forward without working with the local law enforcement. Mr. Abrams indicated no one has responded to his contacts for this information. Mr. Brooks and Mrs. Hardy agreed with Mrs. Crawley in the need for a policy that addresses this concern.

Mr. Festavan shared with board members a notice of a LSBA Resolutions Committee meeting on January 9<sup>th</sup> as well as copies of proposed resolutions from other parishes to be considered at the meeting and at the LSBA Annual Conference in March.

**Consent Agenda.** The president recommended items 9-19, 22-25, and 27 as the consent agenda. *Mr. Guin moved, seconded by Mr. Ramsey, approval of the proposed agenda and consent agenda for the January 21<sup>st</sup> meeting. Vote on the motion carried unanimously.*

### **CPSB WORK SESSION (PRESENTATION OF THE PROPOSED AGENDA AND CONSENT AGENDA)**

The president polled the audience for input on the proposed agenda for the January 21<sup>st</sup> school board meeting.

Jackie Lansdale, Caddo Federation of Teachers/Support Personnel, inquired about agenda item 20 addressing administrative procedures for filling full-time vacancies with qualified part-time employees and if employee organizations would have an opportunity to review this, after legal counsel has done so, prior to the board acting on it? Mr. Barr indicated it is his plan to share with the employee organizations a copy of what is reviewed by the attorney prior to anything coming to the board for action. He further stated it is his intent to first insure the document is legally sound before involving the employee groups. Mr. Festavan assured Ms. Lansdale nothing would be brought to the board in this regard that the employee groups have not had an opportunity to review, voice concerns and make any recommendations.

**Adjournment.** There being no further business, *Mr. Guin moved for adjournment. Mr. Ramsey seconded the motion, which carried unanimously,* and the meeting adjourned at approximately 8:00 p.m.

**January 21, 2003**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, January 21, 2003, with President Willie Burton presiding and the following school board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Pamela Byrd, Charlotte Crawley (Mrs. Crawley arrived at approximately 4:38 p.m.), Phillip Guin, Eursla Hardy, Willie Henderson (Mr. Henderson arrived at approximately 4:35 p.m.), Lola May, Alvin Mims, Mike Powell and Larry Ramsey. Also present were James R. Festavan, interim secretary, and Reginald Abrams, legal counsel. Mr. Guin gave the invocation and led in the Pledge of Allegiance.

### **CONSIDERATION OF MINUTES OF THE DECEMBER 17, 2002 AND JANUARY 7, 2003 CPSB MEETINGS**

*Mr. Powell moved, seconded by Mr. Guin, approval of the minutes of the December 17, 2002 and January 7, 2003 CPSB meetings as presented in the mailout. Motion carried with board members Guin, Hardy, Burton, May, Mims, Brooks, Powell, Byrd, Ramsey and Armstrong supporting the motion.*

### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

Interim Superintendent Festavan announced a revised document for agenda item 9(E.) was at board members' stations and staff is requesting to postpone agenda item #20 "*Administrative Procedures for Filling Full-Time Vacancies with Qualified Part-Time Employees*". Agenda items 14, 22, 23 and 24 were removed from consent and item 29 was added to the consent agenda. President Burton proposed Items 9-13, 15-19, 25, 27, and 29 as the consent agenda.

### **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, administrative assistant to the superintendent for communications and information, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators and other guests also were recognized.

**National 4-H Month.** Mrs. Lola Boone, 4-H Association, announced the week of January 27<sup>th</sup> is National 4-H week and extended appreciation for the support received from the Caddo Parish School Board in the 4-H program. Students Lashundra Owens, Amanda Merritt, and Hilary Gardner expressed appreciation to the board for the programs offered students through 4-H and its support of Character Counts and presented the board a tray of cookies. Troy Menard, Assistant County Agent, and John Labasser, County Agent and Parish Chair, were also introduced, and Mr. Labasser expressed appreciation for opportunities to be involved in the schools through the 4-H program.

**Promising Practices in After School Programs Award.** Dr. Kerry Laster, principal at Shreve Island Elementary, was presented the Promising Practice in After School Programs Award for its after school program. The program has been in operation for three years with funding from the Alliance for Education and will be featured in an article in publications of the National Association of Elementary School Principals as well as on their website for use as a model for after school programs.

**Leaders of the New Century Awards.** Mrs. Gayle Flowers, principal at Caddo Career and Technology Center, and Monica Jenkins-Moore, staff development specialist, were recognized as recipients of *The Times* Leaders of the New Century awards. Ms. Anderson highlighted accomplishments and areas of service for the two educators and recognized family and staff members present.

**National Award for Outstanding GED Achievement.** Lee Stridsberg was recognized as the recipient of the 2001 National Award for Outstanding Achievement on the GED Test. Ms. Anderson announced that Mr. Stridsberg is the first person from Louisiana to receive this honor from the American Council on Education and the General Education Development Testing

Service, with over 980,000 individuals completing the tests in 2001. Mr. Stridsberg is one of only 75 people honored this year for outstanding achievement.

**Freedom is Drug-Free and No Child Left Behind Poster and Poetry Winners.** Bryan Payne, a student at Youree Drive Middle School, was recognized for his poem “Freedom is Drug-Free. Ms. Jan Holliday is the principal at Youree Drive Middle School. Justin Foreman, a student at Fair Park High School, was recognized for his poster “Freedom is Drug-Free”. Mr. Eddie Cooper is the principal at Fair Park. Seema Kumar, a student at Caddo Middle Magnet, was recognized for her poem on “No Child Left Behind”. Mrs. Kay Robinson is the principal at Caddo Middle Magnet. Katherine Sexton, a student at Youree Drive, was recognized for her poster “No Child Left Behind”. Ms. Jan Holliday is the principal at Youree Drive Middle School. Each student was presented a \$100 check. Linda Frickie is the coordinator for this program.

**Grand Champion JamFest National Cheerleading Award.** The Walnut Hill Middle School cheerleaders were recognized for accomplishments in the JamFest Open Nationals held in Gatlinburg, Tennessee January 4<sup>th</sup> and 5<sup>th</sup>. Their awards included first place in the middle school elite division, overall spirit award and Grand Champions of the event. Mr. Albert Hardison is the principal at Walnut Hill Middle School and Kristie King and Karen Owens are the sponsors.

**Legion of Valor Bronze Cross for Achievement.** LTC Richard Miller, Director of Army Instruction for Caddo Parish Schools, announced that C E Byrd sent their orienteering team to the interscholastic national championship in Atlanta and Tasia Tindle placed first. Col. Roberts is the Army Instructor at C E Byrd. The following cadets were recognized as recipients of the Legion of Valor Bronze Cross for Achievement: Cadet COL Courtney J. Powell (C E Byrd High School), Cadet COL Brittany A. Davis (Captain Shreve High School), Cadet MAJ Myosha Jackson (Huntington High School), Cadet LTC Joshua Mora (Southwood High School), and Cadet LTC Kerneatha Chambers (Woodlawn High School). COL Robert E. Johnson, Commander of the 5<sup>th</sup> Brigade, 2 ROTC Region, US Army Cadet Command, presented medals to the cadets and commended the CPSB for its outstanding JROTC Program, quality leaders, and the support of the program by the board, administrators and parents.

**Recess.** The board recessed at 5:05 p.m. and reconvened at approximately 5:10 p.m.

## **VISITORS**

Dr. Phillip Rozeman, Alliance for Education, presented a synopsis of the work of the Citizens Education Task Force to introduce to the newly elected board members some of the work of the task force, to update the board on the committee’s work, and to invite board members to attend community forums being scheduled in February. He also shared a copy of an essay by John Gardner that he feels captures the essence of the committee and the community. Dr. Rozeman stated the beliefs of the group include (1) Caddo Parish is the community and the committee is looking at Caddo Parish as a whole, (2) the learning environment of the children is important to the learning of all children and the community must be the one to create the learning environment, and (3) the school buildings are a reflection of the community. The task force’s purpose is to listen and learn what the infrastructure needs are and they are doing this by establishing a dialogue with those who work in the school system as well as those in the community through the forums. So far the group has looked at the history of previous bond issues and citizen committees, school construction, demographics, visited each school in the parish to see what is going on in the schools, and analyzed over 3500 surveys from employees and parents as to the most important global needs of the system. He said a detailed analysis will be provided to the board on the results. Dates for the community forums will be provided to the board members and Dr. Rozeman encouraged board members to attend.

Cynthia Henderson, Caddo Association of Educators, expressed to the board its support of the implementation of the next phase of Caddo’s technology plan. Also of interest to the CAE is CPSB Policy DBK which addresses line item transfer authority-budget control, and as school systems across the country are preparing for the implementation of ESEA, it will become more and more important to utilize all available funding sources. Ms. Henderson, in referring to Policy DBK adopted in 1993, stated that board approval is required to revisions on only four budgets (General Fund, Capital Projects, Debt Service and Child Nutrition Program) and there are numerous other budgets with millions of dollars worth of programs and services for students

requiring board approval, but according to policy, board approval on revisions is not required. Thus, if additional allocations are received, the board does not approve how those additional funds will be used. Ms. Henderson, on behalf of the CAE, asked the board to revisit this 10-year old policy and ask staff and legal counsel to review the language and report to the board any recommended changes. Ms. Henderson stated CAE believes there should be more board control of funds that are not currently named in the policy.

Jackie Lansdale, Caddo Federation of Teachers/Support Personnel, addressed the board about concerns of the Federation. She stated that studies indicate the most important ingredient in raising student achievement is the quality of the instructor, having teachers with certification in the subjects they teach; and a critical segment of the *No Child Left Behind* legislation is the requirement of highly qualified instructors in the classroom. Recognizing that Caddo faces an additional challenge of a higher percentage of at-risk students, there has been a lot of hard work locally to keep salaries competitive with neighboring districts. Ms. Lansdale said it's important that the district never let up in its efforts to attract qualified personnel. She referred to all available resources this budget year that have been used for programs in reducing student teacher numbers. Ms. Lansdale stated there has been no report on these student-teacher numbers, nor has there been a report on the many implemented programs across the parish as to their success. She encouraged the board to assess the effectiveness of newly implemented programs before continuing to fund them. Ms. Lansdale referred to the fall 2002 report on accountability in that 39.6% of the elementary and middle schools in Caddo showed no progress toward meeting their growth targets in the 2003 year. Ms. Lansdale, on behalf of the CFT, urged the board to establish a task force to look at each of the programs implemented, thoroughly evaluate and report back to the board their effectiveness in raising student achievement, and that the board call for an immediate report on the financial status of the district, and if necessary, look beyond the scope of the budget for funding sources allowing the district to remain competitive in attracting quality educators.

#### **CONFIRM THE CONSENT AGENDA**

*Mr. Powell moved, seconded by Mrs. May, approval of the consent agenda. Motion carried with board members Guin, Hardy, Burton, Crawley, May, Mims, Powell, Byrd, Ramsey, Armstrong and Henderson supporting the motion. Mr. Brooks was absent for the vote. The superintendent summarized the board's action and the following items categorized as the consent agenda.*

#### **Agenda Item No. 9**

**Personnel Recommendations.** Per the superintendent's request, John Dilworth, chief operating officer, introduced the following personnel appointments approved by the board: Mr. Alan Carter was appointed Interim Supervisor of Health and Physical Education; Ms. Betty Herndon was appointed counselor at Ridgewood Middle School; and Ms. Betty Johnson was appointed Assistant Principal at University Elementary School. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the positions to which they were appointed.

**Requests for Leaves.** The following requests for leaves were approved by the board as recommended by the superintendent and submitted in the mailout.

##### Sabbatical/Medical Leaves, Spring Semester, 2002-2003 school year (Certified)

Desiree Brown, Teacher, Caddo Middle Magnet  
Katherine Gilliam, Teacher, Southern Hills Elementary

##### Leaves Without Pay (Classified)

Kaylen Bennett, Cashier-Food Service, Woodlawn (Dec. 16, 2002-Mar. 3, 2003)  
Stephanie B. Willis, Teacher Aide, Queensborough (Jan. 6, 2003-May 13, 2003)  
Marlene A. Wadley, Custodian 2, Southwood (Sept. 1, 2002-Sept. 1, 2003)  
Gail Westmoreland, Teacher Aide, Lakeshore (Jan. 13, 2003-May 2, 2003)

##### Catastrophic Leave (Classified)

Marilyn J. Doggett, Bus Driver (30 days)  
Toni Giles, Bus Driver (Jan. 13-21, 2003)

**Other (Hiring, Assignment Changes, Separations & Resignations).** The other personnel transactions report listing hires, assignment changes, separations and resignations for the period of November 16 – December 15, 2002 was approved as submitted in the mailout.

**Renewal of Administrative Contracts.** Renewal of administrative contracts for Lila Finney and Kevin Guerrero were approved as submitted.

#### **Agenda Item No. 10**

**Approval of Bids.** The board approved the following bids as recommended by staff and submitted in the mailout: (1) Monroe Spring & Brake Company for vehicle brake lining totaling \$200.75; (2) Unit price bids of Area Wholesale Tire totaling \$155.80; Gateway Tire totaling \$106.65; Tire Distribution system totaling \$332.00 for Truck Tires, Tubes and Wheels; (3) D & H Distributing for calculators totaling \$69,735.23; and (4) Alack Refrigeration totaling \$67,896.05; Buckelew's Inc. totaling \$66,380.99; Cayard's Inc. totaling \$1,512; Virco, Inc. totaling \$118,851.20 for Large Kitchen Equipment. *A copy of the bid tabulation sheets marked "Exhibit A, four pages, January 21, 2003" is filed in the official papers of the board.*

**Approval of Bids (Construction and Capital Projects).** The board approved the following bid as recommended by staff and submitted in the mailout: McNeer Electric for the sum total of \$113,500 for Project 2003-318D "Emergency Preparedness". *A copy of the bid tabulation sheet marked "Exhibit B, one page, January 21, 2003" is filed in the official papers of the board.*

#### **Agenda Item No. 11**

**Approval of Budget Authority for Caddo to Receive Funding Through the Temporary Assistance to Needy Families Program for Pre-GED Skills Option Program.** The board approved granting budget authority for the district to receive the funding through the Temporary Assistance to Needy Families Program for implementation of the Options Program, an academic program with a skills component for at-risk students, as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 12**

**Approval of Budget Authority for Caddo to Receive Funding Through the Temporary Assistance to Needy Families Program for More in the Middle Program.** The board approved granting budget authority for the district to receive the funding through the Temporary Assistance to Needy Families Program for extended learning for middle school students in the areas of math and reading as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 13**

**Approval of Name Change for Hollywood Middle School to Caddo Middle Career and Technology School.** The board approved officially changing the name of Hollywood Middle School to Caddo Middle Career and Technology School as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 15**

**Approval of Budget Authority for Caddo to Receive Summer Remediation Program Funding.** The board approved granting budget authority for the district to receive the Summer Remediation Program funding from the State Board of Elementary and Secondary Education for summer remediation programs in grades four and eight as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 16**

**Approval of Budget Authority for Caddo to Receive School Improvement Funds.** The board approved granting budget authority for the district to receive the School Improvement funds for carrying out Corrective Actions and School Improvement responsibilities under the Louisiana School and District Accountability System as recommended by staff and submitted in the mailout.

### **Agenda Item No. 17**

**Approval of Budget Authority for Caddo to Receive Comprehensive School Reform Program Funds.**

The board approved granting budget authority for the district to receive the Comprehensive School Reform Program funds as recommended by staff and submitted in the mailout.

### **Agenda Item No. 18**

**Approval of Budgets for FY2002-2003.** The board approved budgets for the areas of Adult Education State/Federal; Adult Education One Stop Center/Federal; Perkins II Vocational Tech Prep Grant/Federal; Perkins II Vocational Basic Grant/Federal and 8(g) High Schools That Work/State for FY2002-2003 as recommended by staff and submitted in the mailout.

### **Agenda Item No. 19**

**Approval of Revisions to Job Description for the Budgeted Position of Professional Development Specialist (Direct Instruction).**

The board approved revisions to the budgeted job description of Professional Development Specialist (Direct Instruction) as recommended by staff and submitted in the mailout.

### **Agenda Item No. 25**

**Approval of After School Snack Program at Caddo Middle Career & Technology School.**

The board approved a request to provide snacks for an after school program at Caddo Middle Career and Technology School as recommended by staff and submitted in the mailout.

### **Agenda Item No. 27**

**Approval of Payment to Sheriff for Collection of Taxes.** The board approved payment of sheriff's tax collection fees of \$8,899 and that the superintendent be authorized to pay tax collection expenses specified in RS33:4713 as they are billed in the future.

### **Agenda Item No. 29**

**Request for Bus Transportation by the Eddie Robinson Foundation.** The board approved a request for bus transportation by the Eddie Robinson Foundation as recommended by staff and submitted in the mailout.

## **APPROVAL OF USE OF CALCULATORS ON IOWA AND ITED TESTS**

Mrs. Armstrong asked if the thousands of dollars for calculators just approved by the board is a result of state action? Mrs. Ritter, director of general education, answered *yes*, and explained that the Riverside Publishing Company who publishes the IOWA tests has chosen a different form of the test and the state has purchased it. This is a form that will no longer norm the tests whether students use calculators or not. Mrs. Armstrong also inquired about the idea of parents furnishing calculators? Mrs. Ritter said if done in that manner, students would not all be using the same calculators and it is important that students practice and use the same type of calculator and that we insure that all are in working condition. Mrs. Armstrong asked staff who would be responsible for making certain all are in working condition? Mrs. Ritter responded all would be new and it would be the responsibility of the principal. If the board approves this item, training would be scheduled immediately for teachers on using this particular calculator.

*Mr. Brooks moved, seconded by Mrs. Byrd, approval of the use of calculators on all of the Iowa Tests of Basic Skills administered to students in grades 3, 5, 7 and 9 in the district as recommended by staff and submitted in the mailout.* Mrs. Byrd referred to an article in the paper stating that some students already have calculators and asked staff why it is important to buy these calculators if some schools have them? Mrs. Ritter said the number of calculators is an estimate. Some schools may not need all of them; and in those cases, hopefully those schools will release them for needed use in other schools. Mr. Powell stated three years ago the board was encouraged by the state to begin putting calculators in the hands of second and third graders.

At that time, school board members voiced concern over young students not becoming dependent on calculators before mastering the ability to do those calculations without calculators. At that time, the state also afforded the district the luxury of having a separate norming so students in Caddo were not penalized for not using calculators when other parishes were using them. Mr. Powell stated it is his understanding that Caddo's intention is not to allow students to become early dependent upon calculators and not acquire the skills. Mrs. Ritter responded that is absolutely correct in that staff does not intend to let students use calculators when doing computational skills, but when they are doing the higher order thinking/problem solving skills. Mr. Powell said he wishes the public to be aware that because of this use of calculators on IOWA tests, it doesn't mean Caddo will be issuing calculators for students to use and not teaching them the abilities to do math. He further stated he appreciates the superintendent bringing this to the board and assuring that all children in the parish are treated equally, and he supports the motion on the floor. Mrs. Crawley asked for clarification in that there is a section on the test in which the children will perform math skills without the use of calculators? Mrs. Ritter answered that is correct. Mr. Henderson asked for clarification in that does he understand the board has approved the purchase of these calculators and the item being discussed is whether or not the board will approve the use of the calculators? Mr. Burton responded that is correct. Mr. Henderson inquired of Mrs. Ritter if the \$100,000 approved for the calculators was an approximate cost? Mrs. Ritter answered it is not \$100,000 for the calculators, but the bid went out for more than just the calculators, and the actual cost for 7,000 calculators totals approximately \$70,000. Mr. Henderson asked for clarification on item #3 in the bids. Mrs. Ritter explained she believes the cost for the calculators is approximately \$70,000, but the \$100,000 is there in the event staff needs to make additional purchases at a later date, it could be done at the bid price. Mr. Ramsey shared with those present that he is aware of numerous instructional programs classroom teachers can take advantage of along with these calculators where they could be used to further enhance the math program; and he does not believe the purchase and use of these calculators will be wasted. Mrs. Armstrong stated she believes it would be an indictment on the system if we rely on calculators rather than reinforcing the skills of math, since we are in the business of educating students and she only wants to make certain this is monitored and teachers are not putting calculators in the hands of students before they learn the computation skills. She also asked staff to look at calculators only being used on certain portions of the test, and if a break is given so students will not have the opportunity to go back to the computation part and use the calculators. Mrs. Ritter explained calculators will be distributed when students prepare to take that portion of the test, and they will be picked up as soon as that portion of the test is completed. *Vote on the motion carried unanimously.*

**Recess.** The board recessed at approximately 5:40 p.m. and reconvened at approximately 5:55 p.m.

## **APPROVAL OF SPECIAL EDUCATION JOB DESCRIPTIONS**

*Mr. Brooks moved, seconded by Mr. Henderson, approval of the IDEA funded special education job descriptions (Alternative Education Specialist and Records/Placement Specialist) as recommended by staff and submitted in the mailout.*

Since the board discussed at the work session the in-depth analysis and possible restructuring of the Special Education Department and that staff anticipates bringing a survey to the board for approval in February, Mr. Powell asked if in looking at everything holistically, would it not be more prudent to postpone acting on these job descriptions until the board has the opportunity to view all information coming to them relative to the Special Education Department? Also, is it correct that if the board approves these job descriptions, staff will not fill the positions until the board is further in the process of looking at the concerns in the Special Education Department? The superintendent answered that is correct and this step is one the director of special education is addressing in the department that she believes will strengthen some of the concerns brought forth. The job descriptions presented are an attempt to do that. The item today is not the approval of the appointment to fill the positions, but only to approve a job description. In February, staff plans on bringing to the board for approval a survey to be sent out. This survey and its results will become the tool by which staff closely monitors the Special Education Department. The survey will be for employees in Special Education, principals, those in regular education, to obtain as much as input as possible. Mr. Festavan stated if it is the board's desire to not address these job descriptions at this time, but to wait and address all of Special Education at one time, staff will do that. Mr. Powell stated if Special Ed feels they have a solution to



address some of the concerns in the department, he would like to see all the information available to back up why and how the approval of these job descriptions will be able to impact Special Ed in a measurable way. Also, if staff is going to get as much input as possible to address Special Ed, he would hope to get as much input and information as possible before any decisions are made. Mr. Powell also stated the board previously postponed action on some changes until input was received.

Mrs. Armstrong noted that in the position of records placement specialist, it does not indicate under education requirements that any type of supervision certification is required; however, on the second page of the job description, it indicates that the person “supervises” and “shares responsibility of supervision of teachers and other assigned special education employees”. She stated this is an area in which concerns have come up and asked if staff could readdress this portion of that job description.

Mrs. Byrd pointed out that the terms of employment are 10 months, and asked if her understanding is correct in the number of months Special Education employees work is part of the controversy in the department? The superintendent answered *terms of employment* is an area that will be addressed both from a financial and an efficiency standpoint; however 10 months is not unusual, because by nature the type of jobs in Special Education require an additional two weeks before school begins and two weeks after the school year ends.

Mr. Brooks asked Dr. Taylor, director of special education, to explain to the board what is before them. Dr. Taylor expressed her appreciation for the comments and concerns on Special Education. She stated she is asking the board to address these two job descriptions as one of the major areas of concern has been with staff utilization and the work tasks they are expected to accomplish. These two positions were presented as part of LEA’s application for the Special Education program for the current year and approved, because they were able to justify to the state department the need to provide a coordinated focus with regard to placement of students within Special Education programs and services. The placement specialist would be responsible for working with other Special Ed staff and school staffs to the extent of identifying viable placement options for students. The position may share in the responsibility of evaluating personnel but only to the extent of personnel issues, no direct line of supervision with employees. Dr. Taylor stated that with regard to the alternative education specialist, Caddo has a number of Special Education students enrolled in alternative programs (expulsion placements at Hamilton Terrace and Oak Terrace; IEA placements at Hamilton Terrace and Oak Terrace, as well as students in adjudicated placements). Presently, a number of staff are responsible for assisting in the service of programs and services to these students, but a coordinated approach is needed because there are too many students falling through the cracks. There is no coordination between the schools and the interagency agreements and there is a need for someone to provide a coordinated focus to insure these students’ needs are addressed. She, too, agrees that the problems/concerns need to be addressed holistically and brings these job descriptions to the board because she doesn’t feel these impact the major issues at hand regarding supervision and other areas in the report. She said the money is there through the IDEA project and if the funds are not used as proposed, they will be put into another category. She said whether the board approves these positions or not, the need still remains; and presently there is a drain on staff who are supervising and providing oversight to programs in schools, because these individuals are the ones having to provide the focus. Mr. Brooks, after hearing from the director, stated this is not going to cost the board any money from the General Fund and asked the board to support this motion.

Mr. Burton asked Dr. Taylor if this request is part of her attempt to enhance her area? Dr. Taylor said *yes*, and this is not a panacea, but an opportunity to bring some focus with the *No Child Left Behind*; and with Special Education students required to participate in the testing and those test scores counting, there is a need to work with general education and the other departments to insure a level playing field for the children.

Mr. Henderson stated as Dr. Taylor has pointed out, this is a difficult situation. The board needs to address the controversy surrounding Special Education and also needs to move forward. She has indicated the positions she is asking for will not impact the overall problem in Special Education; however he has heard the superintendent’s response that staff will deal with these requests in relation to the overall problem in Special Ed. He believes that even if the board approves these two job descriptions, the board will still have to discuss again how this fits in

with the overall concerns in Special Education. He said he supports approving the job descriptions and allowing the staff to move forward with the process, but realizes the board is still going to have to address the overall concerns and hopes it will not complicate matters by filling the positions prior to addressing those concerns.

Mr. Powell asked for clarification from the superintendent on his comments that this was an attempt to address some of the problems in Special Education and Dr. Taylor indicated this is not a part of the focus. He believes clarity is needed in making decisions about jobs and job descriptions, and because some of the problems being addressed are large, he still cannot support what's before him at this time, and encouraged the board to not support this motion at this time.

Mr. Guin said staff indicated these positions were approved in the IDEA budget and if these two positions are not approved, asked what happens to the funds for them? Dr. Taylor said she would have to submit a budget revision for consideration for a different use of those funds. Dr. Taylor said the money will not go back to the state, that she will spend the money; the funds would just have to be redirected. Mr. Brooks said the board just needs to vote down all directors. Mr. Burton ruled the board is not addressing directors, but there is a motion on the floor dealing with a specific program, and questions should be relative to the motion. Mr. Brooks said Dr. Taylor has indicated this will not affect the General Fund and encouraged the board to support the motion.

Mrs. Armstrong asked Dr. Taylor what is the IDEA budget timeline on using the funds? Dr. Taylor reported the application is for the current school year and she has three months beyond the end of the school year. Mrs. Armstrong asked if August would be the deadline? Dr. Taylor clarified she doesn't believe she contradicted the superintendent in her comments and she believes staff is on the same page with regard to the needs in Special Ed. She said if these positions are approved, the department would employ through Caddo Parish Schools individuals on a 10-month contract, which would end prior to June 30<sup>th</sup>. Mrs. Armstrong asked for clarification in that she understands the board is being asked today to approve job descriptions and not positions? The superintendent said that is correct. Mrs. Armstrong asked if that means the board has until August to act on this item? Dr. Taylor responded budget revisions would have to be submitted before May.

Mrs. Hardy expressed her support of the request made by Dr. Taylor and encouraged the board to support these efforts to help children. Mrs. Byrd asked the superintendent if these two positions are new positions? The superintendent answered *yes*. Mrs. Byrd asked if the board approves these positions, isn't the board also authorizing staff to fill them prior to receiving information the board is waiting for regarding Special Education. The superintendent said *no*, these are only job descriptions for new positions and all job descriptions must be approved by the Caddo Parish School Board. Once the job description is approved, it goes in a job description file; the job description does not equate to people. When the board approves the position, then it would have to be posted, interviews conducted and a recommendation brought to the board.

Mr. Henderson inquired as to the time staff has to spend these allotted funds, and if they are not spent by the end of the school year, doesn't staff then go into a new budget for the next fiscal year? Dr. Taylor answered staff is working on that now, and the funds for these positions are in the 02-03 budget and if not used for these positions, she will submit a budget revision to redirect the funds allotted for these two positions. She also addressed the need at Oak Terrace where an IEAS is located. IEAS is a temporary placement for Special Ed children who for reasons of alcohol, drugs or weapons must be immediately removed from the regular school placement. They are in IEAS for up to 45 days during which time they are evaluated and then placed. Dr. Taylor said the department also serves children at Oak Terrace who are expelled from school, who are in the School Away program, and these two positions will serve these students as well as students at Hamilton Terrace and Caddo Exceptional who need this special attention. Mr. Ramsey asked Dr. Taylor if the funding for these two positions is indefinite and would there ever be a need to dip into Caddo's General Fund? Dr. Taylor said the funding will be there as long as the need is there and staff will only have to demonstrate to the state department that we are servicing the needs of the students in these areas and present justification to them. Mr. Ramsey asked if individuals are performing these functions at this time or are they not being done? Dr. Taylor said they are being done, but a more coordinated approach is needed to more adequately address the students' needs, i.e. preparing them for the testing. Mrs. Crawley asked for clarification on what the board is voting on today? Are they voting on the positions and the next

time it is brought back to the board, the board would be voting on individuals to fill the positions or to actually instruct staff to find a candidate to fill the position? The superintendent answered *no* the board would not be voting in the manner described.

*Mrs. May moved, seconded by Mr. Henderson, to call for the question to end debate on this item. Vote on the motion carried with Mr. Brooks opposed and Board members Guin, Hardy, Burton, Crawley, May, Mims, Powell, Byrd, Ramsey, Armstrong and Henderson supporting the motion.*

*Vote on the motion carried with Board members Guin, Crawley, Powell, Byrd and Armstrong opposed and Board members Hardy, Burton, May, Mims, Brooks, Ramsey and Henderson supporting the motion.*

### **APPROVAL OF PHASE III OF THE DISTRICT TECHNOLOGY PLAN**

*Mrs. Armstrong moved, seconded by Mr. Mims, approval of Phase III of the District Technology Plan as recommended by staff and submitted in the mailout to include (1) approval of the transfer of \$500,000 from the Technology Reserve Fund to the General Fund for acquisition of equipment for the implementation of Phase III of the District Technology Plan and (2) approval of the resolution giving preliminary approval to borrow up to \$1.4 million for acquisition of equipment for the implementation of Phase III of the District Technology Plan.*

Mrs. Armstrong challenged the board to support this item in the best interest of Caddo. Mr. Ramsey stated for the record that as an employee of BellSouth, and in accordance with a ruling by the Board of Ethics, he will abstain from the vote on this item.

*Vote on the motion carried with Board member Ramsey abstaining and Board members Guin, Hardy, Burton, Crawley, May, Mims, Brooks, Powell, Byrd, Armstrong and Henderson supporting the motion.*

The following resolution is copy of the resolution approved by the board.

### **RESOLUTION**

A resolution giving preliminary approval to the issuance of not exceeding One Million Four Hundred Thousand Dollars (\$1,400,000) of Limited Tax Certificates of Indebtedness, Series 2003, of Parishwide School District of Caddo Parish, Louisiana; providing Certain terms of said certificates; making application to the State Bond Commission for approval of said Certificates; and providing for Other matters in connection therewith.

WHEREAS, Section 742.2 of Title 39 of the Louisiana Revised Statutes of 1950, as amended (the "Act"), and other constitutional and statutory authority, authorizes political subdivisions to borrow money in anticipation of revenues to be realized from special taxes to be used only for the purposes for which the tax was voted; and

WHEREAS, Parishwide School District of Caddo Parish, Louisiana (the "Issuer") desires to incur debt and issue not exceeding One Million Four Hundred Thousand Dollars (\$1,400,000) of its Limited Tax Certificates of Indebtedness, Series 2003 (the "Certificates"), for the purpose of constructing, acquiring, renovating and/or improving computers, software and peripheral equipment, facilities and technological programs at public schools in Caddo Parish, as authorized in Proposition No. 5 approved by the voters on October 18, 1997, and paying the costs of issuance thereof, said Certificates to be payable from the irrevocable pledge and dedication of the funds to be derived from the levy and collection of a 1.5 mills tax (such rate being subject to adjustment from time to time due to reassessment) authorized to be levied each year through the year 2006 (the "Tax") within the boundaries of the Issuer, to mature over a period no later than March 1, 2007, and to bear interest at a rate or rates not to exceed five per centum (5%) per annum; and

WHEREAS, the Issuer is not now a party to any contract pledging or dedicating the Tax; and

WHEREAS, the Issuer desires to make formal application to the State Bond Commission for approval of the Certificates, and further to employ special bond counsel in connection therewith;

NOW, THEREFORE, 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, that:

SECTION 1. Preliminary approval is given to the issuance of not exceeding \$1,400,000, aggregate principal amount of Limited Tax Certificates of Indebtedness of the Issuer (the "Certificates"), to be issued for the purpose of constructing, acquiring, renovating and/or improving computers, software and peripheral equipment, facilities and technological programs at public schools in Caddo Parish, as authorized in Proposition No. 5 approved by the voters on October 18, 1997, and paying the costs of issuance thereof, said Certificates to be payable from the irrevocable pledge and dedication of the funds to be derived from the levy and collection of a 1.5 mills tax (such rate being subject to adjustment from time to time due to reassessment) authorized to be levied each year through the year 2006 (the "Tax") within the corporate boundaries of the Issuer. The Certificates shall bear interest at a rate or rates not to exceed five per centum (5%) per annum, to be determined by subsequent resolution of this Governing Authority at the time of the sale of the Certificates, and shall mature over a period no later than March 1, 2007. The Certificates shall be issued in fully registered form, shall be sold to the purchasers thereof at a price of not less than par, plus accrued interest, and shall have such additional terms and provisions as may be determined by this Governing Authority.

SECTION 2. This Governing Authority finds and determines that a real necessity exists for the employment of special bond counsel in connection with the negotiation, sale, issuance and delivery of the Certificates, and accordingly the law firm of Foley & Judell, L.L.P., of New Orleans, Louisiana, is hereby employed as special bond counsel to the Issuer to do and perform comprehensive legal and co-ordinate professional work with respect to the issuance and sale of the Certificates. The fees to be paid said attorneys shall not exceed 70% of the maximum fee allowed by the Attorney General's Guidelines for Fees and Services of Bond Attorneys for comprehensive legal and coordinate professional work in the issuance of revenue bonds, plus out-of-pocket expenses incurred in connection with the issuance of the Certificates. A certified copy of this Resolution shall be forwarded to the Attorney General of the State of Louisiana for his approval of the employment and of the fees herein designated.

SECTION 3. Application is hereby made to the State Bond Commission, Baton Rouge, Louisiana, for authority to issue, sell and deliver the Certificates.

SECTION 4. Prior to the delivery of the Certificates, the Issuer anticipates that it may pay a portion of the costs of the project from the General Fund. The project includes specifically constructing, acquiring, renovating and/or improving computers, software and peripheral equipment, facilities and technological programs at public schools in Caddo Parish, as authorized in Proposition No. 5 approved by the voters on October 18, 1997, and paying the costs of issuance thereof. Upon the issuance of the Certificates, the Issuer reasonably expects to reimburse any such expenditures of other available funds from a portion of the proceeds of the Certificates. Any such allocation of proceeds of the Certificates for reimbursement will be with respect to capital expenditures (as defined in Reg. 1.150-1(b)) and will be made upon the delivery of the Certificates and not later than one year after the later of (i) the date such expenditure was paid or (ii) the date on which the project was placed in service. This Section is intended to be a declaration of official intent within the meaning of Reg. 1.150-2.

And the resolution was declared adopted on this, the 21<sup>st</sup> day of January, 2003.

/s/ James R. Festavan  
Secretary

/s/ Willie Burton  
President

## APPROVAL OF 2003-2004 CAPITAL PROJECTS PLAN

Mr. Ramsey expressed his concerns of those line items listed in the Capital Projects as “TBD”. He noted there is some additional information on the professional services list, i.e. roofing, but asked if there might be any items listed in the proposed 2003-2004 capital projects plan that do not have a direct impact on children in Caddo Parish and could possibly be eliminated or deferred at this time.

*Mr. Powell moved, seconded by Mr. Henderson, approval of the 2003-2004 Capital Projects Plan as recommended by staff and submitted in the mailout.*

*Mr. Ramsey moved to refer this item back to staff asking them to reduce the capital projects budget by 10%, eliminating items that do not directly impact the needs of the students in Caddo Parish and bringing it back to the Board in February. Mrs. Armstrong seconded the motion.*

Mr. Festavan asked Mr. White to respond to such a delay and how it might affect contracts, and/or planning and scheduling summer work. Mr. White responded that major air conditioning equipment projects, i.e. cooling tower at Eden Gardens and chiller and boiler work would not be able to be completed over the summer and explained that air conditioning equipment is specifically manufactured. Mr. Festavan stated he appreciates the concerns expressed by Mr. Ramsey; however, he asked the board to consider the possible delays that could happen in delaying action on this item. He further added staff is agreeable to going back and looking again at the capital projects budget; however, he believes everything in this budget positively impacts children and a delay of 30 days could create some problems in the opening of school in August. Mr. Brooks asked Mr. Ramsey what possible areas did he believe could be questionable? Mr. Ramsey responded that for example in the item equipment and furniture, he believes some of the furniture purchases for classrooms are necessary; however, he would ask that furniture purchases for offices not be made at this time. Another item would be T-Building relocation and with the cost for the relocation of these buildings, questions if this is money wisely spent when we are adding wings, etc. at this time. Mr. Ramsey further stated he feels there are too many “TBDs” on the list presented and his concern is to make certain we know where these dollars are being spent. Putting these items on hold sends a good message to the taxpayers in Caddo Parish, because if the need arises to go back to the voters for a bond issue in the future, he wants the record to reflect that every dollar spent was to impact the children’s education. Mr. Brooks stated that in visiting the schools in Caddo Parish, some of the schools have furniture that is old and worn out, broken and some of the things in the budget are very much needed.

Mr. Powell stated he understands Mr. Ramsey’s concerns, but also understands staff’s concerns. In trying to accommodate both, instead of postponing, asked what if the board approved all the items designated, but asked staff to hold off on the expenditure of “to be designated” items until possibly the first week in February at a called meeting following the executive committee meeting, would that resolve the concerns? Mr. Festavan responded this would help some, but suggested the board consider passing the budget and he will bring back to the board an amendment to the budget. This would allow staff to move forward on the critical projects. Mr. Powell also noted that money for capital projects does not come from the General Fund, but is millage money approved by the public to be spent in certain ways, and doesn’t believe the request is to cut the budget, but that more definition of the individual projects is needed. Mr. White explained that TBD projects, such as flooring and carpeting, are better prioritized by the area directors. He stated these are traditional annual amounts for these projects, and before any jobs are awarded, they are brought back to the board for approval. At the present time, there may be 25-30 schools requesting flooring, but funds are not available to replace this many floors in a year, so a determination has to be made as to which schools have the greatest need. Mr. Powell stated he understands staff’s position; however, in past years he does not recall millions of dollars listed as TBD, but that there was more specificity in projects presented to the board and a process was followed with the principals in the schools, including maintenance, and asked if we are deviating from that process? Mr. White explained that when the jobs are advertised, the board would receive a description of the job and upon receipt of the bid, the board would see where the actual dollars in lieu of estimated dollars will fall. Mr. Powell asked if there are projects needing addressed that are not listed as TBD? Mr. White answered he has a list of projects totaling approximately \$102 million for which funds are not available. He noted that if in the course of the year a roof leaks or a mechanical piece of equipment goes out and needs to

be fixed/replaced, these are how contingency funds are used. At the present time, the same process is being followed in that a request is sent to each principal, and to maintenance, in an effort to compile the information to present to the Capital Projects Committee who determines which projects are addressed. Mr. Powell said his concern is that he doesn't want the board to get into a process of approving all the money and figuring out after where the money will be spent. Mr. Festavan stated he wants the board to have the benefit of all information and some years ago, there was more specificity in that a certain amount was assigned to certain schools; however as emergencies and needs came up that needed addressing, there was no funding to address them as all the money had been designated. Mr. Festavan told the board there is no way to determine by February 1 that all the allotted money is going to certain projects. It is necessary to have the input from Mr. Dilworth and his staff as to the priority needs. Staff began to use this process in order to receive more input from directors and principals than in the past. As a principal, it's more valuable to have the input and assistance of the directors in addressing schools' individual needs. Mr. Festavan said he understands this is a process where staff is asking for the board's trust in allotting these monies; however it is necessary so that money is not locked into projects where staff doesn't need to spend money. He said he has attempted, because of the number of complaints, to address these by giving the schools and staff more input in the process, and the inherent nature of repair and construction and prioritizing jobs requires some flexibility to make certain emergencies and unplanned problems that come up can be addressed.

Mr. Powell said the board acknowledges the need for some contingency, but to the extent possible, we need specificity. Mr. Powell asked staff if it is known how much money was spent on maintenance and repairs last year, on projects that just came up? Mr. White said he does not know, but could provide that information to the board. Mr. Powell said he feels it would be important to share with the board past experience in this area and a specific dollar amount set for the contingency fund. Mrs. Armstrong inquired about the project at Building 6 to replace the split systems, phase I, and is this air conditioning? Mr. White answered *it is*. Mrs. Armstrong inquired how much longer would Caddo be spending money on Building 6? Mr. Festavan said at the present time, maintenance is going to Building 6 on a weekly basis making repairs and replacing parts and soon will have replaced enough parts on the air conditioning unit to have bought a new one. Mrs. Armstrong asked how many more phases will there be? Mr. White responded that at this time and with the condition of the units, approximately three phases. Mrs. Armstrong asked how much of the building is being occupied? The superintendent said 100%. Mr. Burton announced that the motion on the floor is to postpone and discussion needs to be directed toward the merits of postponement. At this point, Mr. Ramsey withdrew his motion and Mrs. Armstrong withdrew her second. Mrs. Armstrong questioned what the TBD line item Title IX contingency addresses? Mr. Festavan said Caddo is under a court order regarding Title IX and this supports the court order. Mrs. Armstrong inquired if one of the air conditioning projects is the Caddo Career and Technology Center? The superintendent said that is one of the priority items under air conditioning.

Mr. Guin stated his appreciation for Mr. Ramsey wanting to be financially prudent and the need for checks and balances in this process; but as he understands it, this budget is not one that can be cut. In referring to the change in the process, he believes it was a positive move to put the determination in the hands of those staff who work in the schools everyday. Mrs. Crawley expressed her thoughts in that if the board is going to be proactive, the board needs a list of the priorities because there is too much TBD dollars out there for reaction and not enough to be proactive.

Mr. Ramsey restated his concerns that all needs in the schools will be taken care of before items such as office furnishings, i.e. \$300,000 for the Transportation Department.

*Vote on the main motion to approve the 2003-2004 capital projects as submitted carried with Mrs. Crawley opposed and Board members Guin, Hardy, Burton, May, Mims, Brooks, Powell, Byrd, Ramsey, Armstrong and Henderson supporting the motion.*

#### **APPROVAL OF PROFESSIONAL SERVICES FOR 2003-2004 CAPITAL PROJECTS**

*Mr. Powell moved, seconded by Mr. Brooks, approval of design professionals for 2003-2004 Capital Projects as recommended by staff and submitted in the mailout. Vote on the motion carried unanimously.*

## SUPERINTENDENT'S SEARCH

Burnadine Moss Anderson, administrative assistant to the superintendent for communications and information, made a visual presentation on past superintendent selection processes, reviewing the search processes she had been a part of in 1989, 1995 and 1999. She reviewed the 1995 and 1999 search processes sharing examples and documents and reviewing a proposed tentative timeline for the 2003 process. Mrs. Anderson highlighted Caddo's size, key educational issues facing the board in coming months, and the importance of CPSB conducting a thorough and careful district self-study addressing uniqueness, strengths, weaknesses, vision, school and community expectations, identification of desired superintendent characteristics, advertisement of the vacancy, preparation of a comprehensive application and intense study of the top candidates. The proposed timeline (aligned with the timeline followed in the 1999 search) was presented listing everything from the board selecting the process, the need to appoint an advisory committee, advertising, letters to schools, departments and community groups and organizations, public forums, defining the characteristics of a superintendent from input received, printing the brochure, receiving applications, interviewing process, to the naming of a new superintendent. Mrs. Anderson also discussed how the process is handled if the board chooses to hire a headhunter. She stated the process requires a high level of coordination whether by a liaison or a headhunter. Mrs. Anderson shared with board members a motion made by the board in the 1999 search, the need for the board to determine if it will operate as a committee as the whole or appoint a superintendent search committee from the board, the need to determine the scope of the search (within the system, local, regional, national), appointing a staff liaison, establishing a time line, securing information on hiring a head hunter, determining the length of contract, approving a budget, providing names for citizens committee, etc.

Mrs. Hardy inquired about the use of a headhunter in past superintendent searches. Mrs. Anderson stated in 1988, Carol Webb & Associates was hired as the headhunter.

*Mr. Powell moved, seconded by Mrs. Armstrong, that the CPSB utilize the superintendent search and selection procedures and policies developed and utilized by the CPSB in the 1995 and 1999 superintendent search and selection processes. Further, that Burnadine Anderson be designated board liaison for the search in the same role she served in 1995 and 1999; and, further, that the CPSB have a special called meeting after the Executive Committee meeting the first Tuesday in February 2003 for the purpose of hearing a report from the board's liaison and to take steps to initiate the superintendent search and selection process to select a new superintendent for the CPSB. Mr. Powell said this process was a very open process, allowing the public to be involved in each step of the process, and assured the entire board will be making the fundamental decisions of the process. Mr. Guin also requested that, if the motion passes, the board request the superintendent provide Mrs. Anderson the assistance needed to be able to fulfill her responsibilities as the board's liaison in this process. Mr. Powell reminded the board that his motion intends that the board will operate as a committee as a whole, all 12 members will operate as the search committee. Vote on the motion carried unanimously.*

*Mrs. Crawley moved, seconded by Mr. Henderson, that the scope of the superintendent search include local, regional and national. Mr. Henderson stated in realizing that the hiring of a superintendent is one of the most important responsibilities of the board, the board needs to look wherever the search may take it to assure that we find the best possible person for Caddo. Mrs. Byrd asked if the process used in the past was somewhat limiting. Mrs. Anderson said in all of the searches there have been local, as well as out of town, applicants.*

Mr. Powell inquired as to the added benefit Caddo received when advertising in the *Wall Street Journal*, and that the advertisement was also in the *National Employment Weekly*, and if staff would try to work a similar arrangement in this search process? Mrs. Anderson answered yes, and that we have learned many publications will place it on their web sites.

*Vote on the motion carried unanimously.*

Mrs. Byrd asked if the timeline could be adjusted so as to complete the process by the end of school so all employees will be able to participate in the process. Mrs. Anderson responded that is one reason for reporting regularly to the board, and because she takes her direction from the board, and if the board would like for the timeline to be shortened, she will bring a proposed timeline to the board with that adjustment. Mrs. Anderson also stated she will be providing a

notebook on the search that will include a calendar marking dates of meetings, functions, etc. the board will be involved in between now and the end of May. Mrs. Byrd also inquired of staff what an estimated cost might be to hire a headhunter? Mrs. Anderson responded probably an additional \$50,000. Mrs. Anderson said she and Mr. Wreyford met and discussed approximate costs and most should be approximately the same as in the 1999 search.

#### **UPGRADE OF POSITION AT HOSSTON ALTERNATIVE SCHOOL FROM ADMINISTRATIVE ASSISTANT TO ASSISTANT PRINCIPAL**

*Mr. Burton moved, seconded by Mr. Brooks, approval of the upgrade of the position of administrative assistant at Hosston Alternative School to the position of middle school principal as recommended by staff and submitted in the mailout.* Mr. Guin stated he had asked that the board consider upgrading the administrative assistant at Hosston Alternative School to an assistant principal. He said staff's recommendation is to upgrade that position to principal (middle school). He added the J B Harville Alternative School at Hosston served 100 regular and special education students in 2001-02 and 959 students from six feeder schools attending short term and in school suspension in 2001-02. Adult education served 21 students in that year as well as 24 students during the first semester of this school year. For the first semester of this year, 486 students have been served in in-school and short term suspension. Presently, there are 51 students on roll at the regular alternative school. There are plans to add the CAPT Program to service those students in the northern end of the parish. Based on these statistics and responsibilities of the administrative assistant to observe teachers and the staff on a daily basis, yet her position does not allow her to evaluate the staff so the principal from Oak Terrace, Margaret Brown, has to assist in the evaluation process, he supports staff's recommendation. The position is required to deal with parole officers, social services and the person in the administrative assistant position is asked to make decisions for which she has no authority to do so. Mr. Guin stated he realizes if the motion passes, it is creating a new position for which the position will have to be applied. Mr. Fritz reviewed how the committee arrived at the recommendation to place a principal at Hosston stating that the person in the administrative assistant position carries on the day-to-day operation of the school with middle school students, high school students, in-school suspension program, short-term suspension program where already this year 400 + students have come through the program. The original thought was to make it an assistant principal, but in comparing the cost factor, and that this person will be doing everything, it is recommended the position be upgraded to principal. Mr. Dilworth indicated the committee debated the best way to upgrade the position and determined that the position of principal at a middle school level was the most appropriate grade for the position. Mr. Guin added the school was put into place because of the need to address the limited number of slots at Hamilton Terrace and Oak Terrace, as well as the transportation nightmare to get students from the northern part of the parish to an alternative school. He said the program has been successful and he would be anxious to see educational data for the school. Mr. Brooks said this is a school and it needs a principal. Mrs. Byrd stated she is for this program; however, asked if she is correct in understanding there are 51 children at this site on a daily basis. Mr. Fritz responded there are 51 students at the site today; the number is continually changing. Mrs. Byrd inquired about the numbers she heard regarding the number of students at Hosston for in-school suspension since she understands there is in-school suspension at each Caddo school. Mr. Guin said the reason for the number of students assigned to in-school suspension at Hosston is because the changes in the northern part of the parish in moving the middle school from Oil City to Vivian, etc., there was no room in the building to house an in-school suspension. Additionally, Mr. Guin reported that all the t-buildings are presently being utilized and what was thought opened up a smaller school at Oil City, the enrollment is now 100+ students above what it was before the adjustments were made. Mrs. Byrd asked if she is correct in understanding all schools in Caddo Parish have an in-school suspension program, and is it correct, if they do not have the space to house the students in in-school suspension at their school, they can send them somewhere else? Mr. Guin said that is the case in District 1 because there is no room available at Oil City and Vivian as a result of the consolidations. Mrs. Byrd asked if upgrading the position from administrative assistant to principal is an increase cost of \$12,000? The superintendent answered in the affirmative. Mrs. Byrd asked how many teachers/employees is the person supervising on a daily basis? Staff responded there were five teachers located at Hosston. Mrs. Byrd asked if there was a full school staff at Hosston for the 51 students and what the staff included? Mr. Fritz responded the total staff at Hosston is 15. Mrs. Byrd asked if it is correct there is one principal at Hamilton Terrace serving 410 children, one principal at Oak Terrace serving 360 children, and one principal at CAPT serving 252 children? Mrs. Byrd asked



if staff could look at the possibility of moving the program at Hosston to a facility north of town (i.e. North Caddo) that already has a principal, an assistant principal, and someone to address discipline problems? Mr. Dilworth responded that these concerns were raised when the decisions were made relative to Hosston and the use of North Caddo as the in-school suspension site was discussed. However, placing an alternative school on a regular school campus has not been successful in the past, i.e. Ingersoll as the elementary expulsion center. Mr. Burton echoed the problems that were encountered by having the expulsion site at Ingersoll. Mr. Powell referred to staffing at schools and the fact that it is done by board policy (GCA) which designates how many staff for each school, and noted that one thing each school has in common is each school has a principal. While there is a concern as to how many students will be served, other things will be addressed at the site and from experience in the Homeless and other alternative programs, there is a huge fluctuation which creates an added administrative burden at the school. In addition to the 50 students on an average day, one must also take into account the 900 plus students that came through the in-school suspension program last year and also the fact that these students are the students that will be the most difficult students to deal with, the ones with discipline problems. Mr. Powell applauded the idea of investigating putting a CAPT program at Hosston, because the limitation on this program has been space. Mr. Powell said the board discussed at length what was needed in the northern part of the parish at this site and there is a reason for having alternative schools at different sites as there is a certain stigma attached to neighborhood schools that house an alternative school program. Mr. Powell stated not only does CPSB policy place a principal at each school, but Louisiana Revised Statute State Law 17:100.5 (Alternative Schools) states school boards may establish and maintain one or more alternative schools for children whose behavior is disruptive, and that they shall be maintained and funded at the same level of support as other schools for students in the district. Mr. Powell reminded the board that in the spring, someone is going to be responsible for evaluating these teachers and state law specifies that evaluators must be principal, assistant principal or equivalent supervisor. Mr. Powell also said the children placed in an alternative site are periodically evaluated and the principal and the evaluator discuss these children and their specific needs, and this is very much needed. Mr. Powell stated his support of the motion and encouraged staff to expeditiously move forward in getting a CAPT program there, because the children in the northern part of the parish deserve a CAPT program. Accountability at the school site means you must have someone at the site that is accountable, and we know that the person is the principal.

Mr. Mims stated he has some concerns in the way this was brought to the board by a board member. He said it was his understanding in discussions at the Executive Committee meeting that there would be no additional cost and the mailout indicates different. He asked how can the board justify an increased cost with the adjustments being made to the budget? Mr. Mims stated the question was asked, and the recorded meeting tapes will reflect, if there would be any additional cost and the superintendent responded there would be no additional cost.

Mr. Guin called for a point of order and requested a 5-minute recess to review the tapes.

**Recess.** The board recessed at approximately 8:20 p.m. for the purpose of reviewing the January 7<sup>th</sup> meeting tapes and the meeting reconvened at approximately 8:30 p.m.

Mr. Festavan reported that review of the tapes of the January 7, 2003 CPSB meeting did not indicate any discussion relative to a no-cost factor and he and Mr. Mims had talked and he believes answered Mr. Mims' question.

Mr. Henderson stated he understands the program at Hosston is a satellite of the J B Harville Program at Oak Terrace, serving the same student population and asked staff for clarification on the average daily numbers in the program at Hosston? Mr. Fritz referred to Nancy Caldwell and Ms. Caldwell stated it is difficult to project this number, because the number changes daily and by the end of the year 70-80 could be attending everyday. The site also housed the Adult Ed Program in the northern part of the parish, the in-school suspension program which fluctuates, and has an approximate daily attendance of 80%. Mrs. Caldwell said there were 100 students that came through the program last year, and not all of them were present at the school at one time. Also, as students show progress, a committee is convened and discipline, academics and other relative areas show improvement, a decision is made to return the student to their home school. Mr. Henderson inquired about the length of in-school suspensions? Ms. Caldwell answered from 2-3 days and probably 98% of those are in-school suspension vs. short-term suspension and these students are transported by Caddo. Mr. Henderson stated the program is a

satellite of the J B Harville Program which tells him that Caddo has not had the State designate it as an alternative school site. Mr. Henderson questioned if the board was getting ahead of itself by having two principals at one school site (Mrs. Brown at J B Harville/Oak Terrace and if we establish a principal position at Hosston and fill it). Mr. Dilworth stated if the board approves the recommendation before them, the position would be advertised, and staff would obtain a different site code for the school. Mrs. Crawley asked Mr. Guin if the CAPT and other programs are moved to Hosston along with the other programs there, and Hosston is established as a school, can the board put some language in the motion that with this program, an evaluation will be done as to its success at the end of the school year and report submitted to the board. Mr. Guin said he has no problem with that and has stated the need to evaluate programs we have in place, and that once Hosston is set up as a different site, staff will be able to track and report the success of the program. He added it is difficult to do that now because this is an extension of the Oak Terrace Alternative program. Mrs. Armstrong asked Mrs. Caldwell if she has had state training for evaluating personnel, to which Mrs. Caldwell answered in the affirmative. Mr. Brooks stated he doesn't believe everyone is understanding of the type students attending our alternative schools and the fact that overseeing 50 students at an alternative equates to about 200 regular students.

Mrs. Byrd stated she doesn't believe spending money in a way that impacts a few children at the expense of what impacts a large number of students when we have schools in the system with over 500 students and only one principal to address their needs is the best decision for children. She stated her concern is a principal position is being asked for Hosston for the purpose of evaluating those teachers and possibly disciplinary referrals and action. Mrs. Byrd also asked about Mr. Powell's referral to Caddo being in violation?. Mr. Powell stated that under the board's rules a board member is not to question another board member. President Burton stated that is correct, a board member can not question another board member's motive. Mrs. Byrd apologized and asked about a comment made about Caddo being in violation for not having a principal at Hosston and asked if Caddo was cited for this? She also said Mrs. Brown is very capable and qualified and there may be a need to wear two hats and do the necessary evaluations and believes these are workable problems. She doesn't believe it necessary to approve the additional expenses at this time. Also, to move or expand the CAPT program to Hosston before we have even evaluated the program is premature, and encouraged the board to stay within the approved budget. Mr. Festavan clarified comments regarding moving the CAPT program to Hosston and the fact that it is not moving the CAPT program, but the proposal is to possibly establish an outgrowth of the program in the northern part of the parish, so the students in that area have that advantage. Mr. Powell asked Mrs. Ritter to address some of the initial progress in the CAPT program and what the evaluation has shown to date? Mrs. Ritter responded that the evaluation at the end of last year indicated growth at all grade levels of the CAPT program, test scores moved up, and students moved up more than one grade level in a year, with some students becoming full freshman in high school. She said staff also recently completed interviews with groups of students from every high school to get their input on what they think could be done to improve the program to make it better for students. Mr. Powell also asked if he understands the program is accepting children who have not performed well in the regular school setting and the program was also tailored to the overage population that had been retained numerous times? Mrs. Ritter said that is correct. Mr. Powell encouraged staff to duplicate the information previously provided to the board and send it to all board members. Mr. Powell clarified that his comments were not that the system was in violation, but only to point out there are certain provisions in state law and policy that have intent behind them, and in trying to accomplish certain things, it is important that the board not get in a position that we don't call a program an alternative program and we won't put a principal there so we don't have to treat it the same level as other schools. He asked Mrs. Ritter how long it would take to get the new coding once the principal is in place? Mrs. Ritter said not long and it would depend on when BESE is meeting as to how soon it could happen. Mr. Powell encouraged the board to approve staff's recommendation.

*Vote on the motion carried with Board members Mims, Byrd, Armstrong and Henderson opposed and Board members Guin, Hardy, Burton, Crawley, May, Brooks, Powell and Ramsey supporting the motion.*

Mr. Dilworth announced Mrs. Ritter brought to his attention that it will be important that Hosston be named a separate school site. Mrs. Ritter explained official board action is needed to designate the site a school and this takes approximately one month to get the request through

BESE's process and get approval. *Mr. Brooks moved, seconded by Mrs. Hardy, to suspend the rules for the purpose of considering naming Hosston a separate school site. Vote on the motion carried with Board members Byrd and Henderson opposed and Board members Guin, Hardy, Burton, Crawley, May, Mims, Brooks, Powell, Ramsey and Armstrong supporting the motion. Mr. Brooks moved, seconded by Mrs. Hardy, that the CPSB approve the renaming of the Hosston site to the North Caddo Alternative School at Hosston.* Mr. Henderson asked the superintendent if he would consult board policy relative to renaming a school. Mr. Festavan said he believes it is correct that there is a board policy and a process to follow. Mr. Brooks withdrew his motion and Mrs. Hardy her second to allow the superintendent to bring back to the board the proper procedure to be followed in this action. Mr. Powell inquired if there is a way staff can proceed with implementing the change while awaiting the site approval by BESE. Mrs. Ritter answered that before BESE can officially approve it as a school site, the local school board has to take action to say it is a school site. In appointing someone as a principal, for a short period of time there will actually be two principals of Oak Terrace, however nothing prohibits that from happening while the paper work is being completed. Mr. Powell also asked staff to check into the status of Hosston as the board never took action to close Hosston School but only to convert the school, and there may be an existing legal name for the school. Mrs. Ritter said she believes the state list has it deleted.

### **COMMITTEE APPOINTMENTS**

President Burton presented the following committee appointments: Legislative Liaison – Willie Henderson and Larry Ramsey; Special Education Advisory Council – Lola May and Pam Byrd; Budget Committee – Ginger Armstrong; Capital Projects – Mike Powell (Alvin Mims); General Fund – Charlotte Crawley and Jerry Tim Brooks; Shreveport Chamber of Commerce Liaison – Eursla Hardy; Caddo Parish Commission Liaison – Alvin Mims; Shreveport City Council Liaison – Phillip Guin; and Caddo PTA Liaison – Eursla Hardy.

### **SUPERINTENDENT'S REPORT**

Mr. Festavan announced that the update on the CPSB Construction Projects was included in the mailout and noted some added language to the report indicating what phase each is in. Also, as a result of Mr. Guin's request on the baseball coaches salaries, a report was provided in the mailout.

Mr. Guin stated that after talking to staff, there are obviously some areas that need to be revisited and requested that this matter be taken to a committee to address some of the deficiencies in the policy, i.e. there is no attraction to recruit someone. He would also like for the committee to address equity between sports (baseball, basketball, etc.), and come back to the board with a modification or upgrade. He also encouraged that coaches be a part of the committee in addition to including the various organizations. Mr. Festavan stated he has visited with staff about some of the concerns and this committee will be convened in the spring and anticipates bringing something back to the board for its consideration before the start of the 2003-04 school year.

### **ANNOUNCEMENTS AND REQUESTS**

Mr. Mims asked about the status of a planned board retreat. Mr. Burton responded that in dealing with the superintendent search and other matters at this time, he did not feel the need to schedule one at this time; however, if the board wishes, consideration of a board retreat can be added to the agenda. Mr. Mims requested consideration of a board retreat be added to the agenda.

Mrs. Crawley inquired about her request for an update on the development of a policy addressing the investigating of teachers? Mr. Abrams reported a meeting is scheduled for Wednesday and he anticipates having something for the board's consideration at its next meeting.

Mr. Ramsey expressed his appreciation to Joe Brown and his staff for the thorough and professional presentation on the technology plan for Caddo.

Mr. Burton inquired about and asked the superintendent to investigate a request by CAE concerning the policy on the expenditure of funds that are not line items and provide the board with a report on his findings.

Mr. Henderson requested the superintendent look at the EAP policy and the last revision to that policy as he understands the Personnel Department was taken out of the process. The superintendent stated he would send Mr. Henderson a copy of the current policy as it was revised to include the Personnel Department as the gatekeeper in the EAP process.

Mr. Ramsey indicated he faxed to the superintendent's office a list of school board members that attended the training session January 8, 2003 in Bossier City. He said according to LSBA, in order to receive credit, the attendance must be recorded in the minutes of a CPSB meeting and requested this be done. Those CPSB members attending the School Board Training Academy were Charlotte Crawley, Lola May, Alvin Mims, Pam Byrd, Ginger Armstrong, Larry Ramsey and Willie Henderson.

Mr. Powell stated that in November he requested information on the budget and he would like to receive a preliminary report on areas in which staff has found where cuts can be made. Additionally, he would like to add to the staff's report the recent retirement system factor which will mean an additional \$2.4 million cost.

Mr. Powell also inquired as to how much money has been spent at Building 6 and how issues are dealt with at Building 6, are expenses paid out of special education funds or capital projects?

### STUDENT HEARINGS

*Mrs. May moved, seconded by Mr. Powell, that the CPSB approve staff's recommendations to approve readmission appeals of Nolan Wilkins, Christopher Armer, and Vashiloh Willis. Motion carried unanimously.*

### EXECUTIVE SESSION

*Mr. Powell moved, seconded by Mrs. Crawley, to go into executive session for five minutes to hear an update on the litigation regarding Pine Grove Elementary – CPSB vs. Design Build Development Services et al – 461,657 1<sup>st</sup> JDC. Vote on the motion carried unanimously and the board went into executive session at approximately 9:05 p.m. The board went back into open session at approximately 9:15 p.m.*

*Mrs. Hardy moved, seconded by Mrs. Armstrong, that Attorney Reginald Abrams be authorized to take the necessary steps to hire the attorney Jay Kern in New Orleans at the same rate of \$125.00 an hour and following the same billing guidelines as other attorneys under contract with the Caddo Parish School Board to protect the School Board's interest under the bond issued by Patterson Insurance Company. Vote on the motion carried unanimously.*

**Adjourn.** *Mr. Powell moved, seconded by Mrs. Armstrong, for adjournment and the meeting adjourned at approximately 9:20 p.m.*

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James R. Festavan, Interim Secretary

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Willie D. Burton, President

**February 4, 2003**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, February 4, 2003, with President Willie Burton presiding and Phillip Guin present being a quorum. Other school board members present were Eursla Hardy, Charlotte Crawley, Lola May, Alvin Mims, Jerry Tim Brooks, Mike Powell, Pamela Byrd, Ginger Armstrong and Willie Henderson. Also present were Interim Secretary James R. Festavan, and Reginald Abrams, legal counsel. President Burton announced that Larry Ramsey was absent today due to a death in the family. Mrs. Hardy led the Invocation and the Pledge of Allegiance.

## **PRESENTATIONS**

**2001-2002 Financial Audit Report.** Ben Wreyford, director of finance, reported that the school system's financial affairs and record keeping are in good order. He said the CPSB has a contract with KPMG LLP to perform the annual audit; and beginning in June of each year for approximately six months, the external auditors come in and review the CPSB's accounts, records and procedures to render their opinion. He announced board members previously were provided documents related to the audit. He introduced Steve Gullat, auditor, who highlighted the reports presented to the board as follows: (1) the General Fund fund balance decreased by \$9 million, leaving \$21 million in the fund balance, which includes the restricted reserve funds which are not a part of the general operating budget and this is an area that should be monitored; (2) the single audit reports relating to the test of compliance and internal control over laws and regulations and over Federal funds (three findings related to the Title I program were identified and were assessed as documentation issues which can be easily corrected and also budgets for special revenue funds need to be published in the official journal); (3) management letters where internal control issues are identified (fixed assets making sure additions and deletions are recorded correctly, review of audits of school activity funds and improved payroll controls); (4) new report on agreed upon procedures required by Legislative Auditor (data schedules confirmed as valid numbers); (5) report on the CEEF fund identifying how the school board is receiving money from the river boats and items as to their actually being educational enhancements; and (6) the SAS 61 letter to the board about any problems auditors may encounter in connection with the audit, which there were none, and the auditors did identify the adoption of the new accounting policies which changes the format from the past.

**No Child Left Behind/Accountability.** Mrs. Marlene Ritter, director of general education, and Mrs. Janis Parker, director of Title I, shared with the board a presentation on No Child Left Behind, the challenge chosen by President Bush and Congress for education in our country until the next reauthorization in 2007. Mrs. Parker highlighted NCLB which expands the Federal role in education by requiring annual testing, specifying a method for judging school effectiveness and safety, setting a timeline for progress, specifying qualifications for those that teach children (teachers and aides), and establishing a sequence of specific consequences in case of failure. She said these changes will have a tremendous impact on Louisiana's public schools and schools across the country. She reported the changes grew out of the reauthorization of the Title I law, but include much more than one program. This legislation changes the Federal role in education by asking schools to describe their success in terms of what each student accomplishes. Mrs. Parker stated these changes focus on President Bush's four basic education reform principles: (1) Accountability. States will be responsible for having strong academic standards for what every child should know and learn in reading, math and science at all grade levels; schools will be responsible for improving the academic performance of all students; and there will be consequences for districts and schools that fail to make progress. (2) Focus on What Works. NCLB will target education dollars to research based programs that have proven successful in helping children learn. (3) Flexibility. The new law gives all 50 states and every local school district a greater voice in using Federal legislation dollars they receive every year. (4) Empower Parents. The new law will give parents options for helping their children if they are enrolled in chronically failing or unsafe schools.

Mrs. Parker highlighted the government's six performance goals which include (1) all students will reach high standards at a minimum attaining proficient or better in reading and math by 2013-14; (2) by 2013-14 all students will be proficient in reading by the end of the 3<sup>rd</sup> grade; (3) all LEP (Limited English Proficient) students will be proficient in English; (4) by 2005-06, all students will be taught by highly qualified teachers; (5) all students will be educated in

environments that are safe, drug-free and conducive to learning; and (6) all students will graduate from high school. Mrs. Parker added that everything Caddo does under NCLB must be tied to these six goals.

Mrs. Parker added that at the state level, waivers have been requested; however the status of the waivers is not known at this time; but staff is moving ahead doing what they can to fully comply with the law.

Mrs. Ritter stated the theme of the new law is “The Big Four” and includes (1) Standards-grade level expectations (curricula guides) which will set the expectations for students at each grade level and content area. Mrs. Ritter stated Caddo does have representation on each of the committees so we will have input in what’s expected at the grade levels. (2) Assessments – includes NRT/CRT (Norm-referenced and Criterion-referenced tests). There is a problem with NRT/CRT in NCLB in that Caddo gives norm-referenced tests at certain grades and criterion-referenced tests the other grades and NCLB wants criterion-referenced tests at every grade. Louisiana does not have this and has requested a waiver. NCLB is also proposing a 5% cap of students tested in alternate assessment and if you go beyond the 5%, all these students get zeroes. The NAEP test is nothing new to Louisiana. (3) Accountability will include (a) AYP-Adequate Yearly Progress (b) school choice and (c) supplemental services. Mrs. Ritter said there is a big difference in how the state defines AYP and NCLB’s definition. Louisiana’s is based on 2 years of data (offering SPS every other year), is the distance from the state’s 10-year goal or 5 points (whichever is greater) and rewards or corrective actions are applied every 2 years. Louisiana also has a problem with NCLB in that we do not report School Performance Scores separately in English, Language Arts and Math and NCLB wants them separate. A waiver has been requested. NCLB states in AYP that if you don’t meet the AYP the first year, a school will go in corrective action; and the second year a school can stay in corrective action, but the third year, a school will go into the school choice plan.

Mrs. Parker addressed School Choice and explained when a school is identified in Corrective Action II, parents will be given the option to transfer their child to another school in the district that is not in Corrective Action. The choice can be based on ethnicity, performance or on safety. Parents will not only have the choice to change schools based on academics, but if a school is designated as a persistently dangerous school, parents will have the option to move. The district must pay for costs associated with transportation or provide the transportation. Supplemental costs can be paid through Title I. When a school is no longer identified to be in Corrective Action, then the district will no longer be required to provide the transportation if the parent chooses to stay at the school. Mrs. Parker reported Caddo will offer choice in the fall of 2004. With a 120-day notice to parents, choice could be made by mid term, depending on the receipt of test scores. Also, when a school is designated in Corrective Action II, parents have the option of supplemental services which includes extra academic assistance for low-income students attending Title I schools or those in Corrective Action II. The services available to those students who choose to remain in the Corrective Action school will include tutoring, remediation, and academic intervention with instruction taking place outside the regular school day. Providers for these services are approved by the state and must provide a record of proven effectiveness.

Mrs. Ritter listed changes the state has made to address NCLB, including: (1) The change from “Proficient” to “Mastery” on tests. (2) Beginning in SY 2004, all students will be required to pass approaching basic to be successful on LEAP exams. (3) Previously, if schools scored 30, they went into Corrective Action I; however next year, those schools scoring below 45 will go into Corrective Action II, which is very serious. If schools do not make their growth target the next year, it is raised to 60. (4) School Performance Scores will be addressed in subgroups and Mrs. Ritter highlighted how this can affect our schools and a timeline for implementing Corrective Action schools for fall of 2004. Mrs. Ritter also reported rewards will be made in 2005 based on growth of the subgroups, not on School Performance Scores as before. Targets for these subgroups are not known at this time. (5) SPS Data Validation Audits will be conducted to make certain policies, regulations, security, etc. are followed and if audits are done, it doesn’t mean something is wrong. (6) School Watch Lists are all schools that are less than 45 and Caddo has seven on this list; and (7) action taken in the last few months to include District Assistance Teams assigned to schools that need assistance, not just the schools in Corrective Action, changes in school improvement planning to include more data gathering, a more focused standards based professional development program, general access guide and sharing effective

practices for teaching and learning to assist teachers throughout the school year to help student achievement.

Mrs. Parker summarized that basically the message of NCLB is the academic achievement gap must be closed, all children in America must have the opportunity to learn and succeed, we must have high expectations for all the children and those who teach the children will be qualified to do so; and provided board members with available web sites for accessing additional information on NCLB.

Mr. Burton echoed the seriousness of NCLB, public education in America, and the lack of funding for implementation.

Mr. Guin asked staff if there are those who have anticipated a possible collision of two Federal mandates, i.e. Consent Decree and NCLB. With regard to school choice, has Caddo staff talked to legal counsel, has there been any work on which program will take precedence, how each will be affected? Mrs. Ritter said in school choice, if there is a problem with a school, then that school is not offered for whatever reason.

Mr. Guin expressed concern over schools that have academic magnets and requirements that students must meet a certain academic requirement and if a student chooses an academic magnet school, what kind of problems will be created? Mrs. Parker explained this cannot be offered as an excuse. If this is the case, other arrangements will have to be made to accommodate the students. Mr. Guin said as he understand it, Caddo is still under three provisions in which we have not been declared unitary and asked if we will be exploring possibly eliminating at least one of those?

Mr. Brooks inquired of staff where will the room be? Mrs. Ritter said the law says we have to offer school choice in the district. She further stated we don't have all the answers at this time and it will be necessary to convene a committee to look at options of higher performing schools. Mr. Brooks also inquired about the lack of funding for implementing NCLB?

Mr. Burton responded to comments on available funds and an article where Congress had requested \$3-4 billion and Kennedy asked for \$7-8 billion to help fund the program and it is still being debated in committee. He further added he doesn't believe the 100% figure is realistic nor feasible in all children being able to read. Also if a student from a low-performing school is sent to a school with high scores, what is going to happen when those students are tested – how will the higher performing schools be affected? He also commented on movements at the National level to address these concerns.

Mr. Henderson asked if staff had any idea on the state's time line on requests for waivers? Mrs. Ritter responded the requests were sent in January and in April a Peer Review group will come to closely audit the State's plan and determine if waivers will be approved. Mr. Henderson inquired if local districts can request waivers? Mrs. Ritter explained since it is Federal, waivers must be requested through the state. Mr. Henderson asked staff to explain the term *highly qualified* teachers? Mrs. Ritter answered *highly qualified* means the teacher has certification from the state in whatever area they are teaching. Regarding professional development, Mr. Henderson asked staff what has been done to specifically impact this situation? Mrs. Ritter responded that a few of the professional development offerings have been on data analysis, how to use rubrics for scoring student work, reading content, DEEP in Math and all have been offered to all schools. Mr. Henderson inquired about the level of participation from the schools in these professional development offerings? Mrs. Ritter responded participation is very good and the participation has improved as the schools have learned of the programs' quality.

Mr. Burton reported that legislation is anticipated in the March session by Rep. Hainkel regarding "vouchers" and the Governor has indicated his support. Mr. Burton announced he will be asking staff to update the board from time to time on this matter, and Mr. Henderson and Mr. Ramsey as the board's legislative liaisons will be monitoring and keeping the board apprised.

Mr. Festavan announced he recently attended a superintendents' meeting in Baton Rouge where a very informative workshop was conducted on NCLB. He added the superintendents in attendance requested the same workshop be conducted at the LSBA annual convention in March; so when board members attend the annual school board convention in March, this workshop will

be offered. He further added that in every meeting he has attended regarding NCLB, he has heard the same questions as were asked in today's dialogue, questions to which no one at this point has answers. NCLB is a very complex issue but assured the board that Mrs. Ritter and Mrs. Parker are staying abreast of this matter and know as much as anyone else on it. He expressed his appreciation to staff for staying on top of this, and staff will communicate as much as possible to keep the board up to date.

Mrs. Byrd expressed the importance that Caddo is prepared by having a committee in place to address the concerns we have.

**Walnut Hill Classroom Wing Addition.** Steve White, director of capital projects/new construction, introduced Ken Babin of the firm Morgan, Hill, Sutton and Mitchell, architect for the new wing addition at Walnut Hill. Mr. Babin highlighted details of the wing addition at Walnut Hill including square footage of the building, layout of the building, number, size and types of classrooms, site of the building, individual classroom temperature controls, roof, character of the outside of the building, handicap accessibility, restrooms, building entrance and exit doors, etc. Mr. Babin stated he had worked with the principal and the building committee to get input on needs and details for the wing addition. Budgeted cost of the project is \$1,200,000 and the projected cost is \$1,140,000. Mr. Babin stated we are in a good bid economy now and he anticipates getting bids out mid-March.

Mr. Powell asked if the addition will be in keeping with the character of the school? Mr. Babin said that is correct. Mr. Powell also asked about the difference in size of the science lab and the traditional classrooms? Mr. Babin answered the science labs are approximately 1,024 square feet and the size of a regular classroom is 752 square feet. Mr. Powell also inquired as to the size of the planned book storage area? Mr. Babin responded the book storage area takes about ½ of a regular size classroom in size. Mr. Powell asked Mr. White if it is typical to provide these type accommodations in classrooms? Mr. White noted that on several occasions the size of a lab classroom has been enlarged to allow more room since experiments are done. Also, regarding the book room, the plans originally reflected an alternate exit out of the building. When checking, staff learned that code did not require this alternate exit and the principal said his need was greater to have some book storage rather than another exit. Mr. Powell stated Shreve Island's new addition has a teacher workroom; University has some labs that are larger than the regular classroom, and this is the second wing addition for Walnut Hill and he only desires that all schools are treated equally. Mrs. Armstrong inquired about the entrance/exit of the rest rooms and if there was only an exterior door? Mr. Babin responded that originally the restrooms were designed where the doors were in the hallway of the building. The principal said the main use of student restrooms is from the exterior, thus the reason for the outside entrance/exit. Mrs. Armstrong also inquired about the location of cabinets, chalkboards, and bulletin boards for the individual classrooms, and width of the hallways.

Mr. Mims inquired as to the extra cost factor in using tile on the interior? Mr. Babin said ceramic tile cost could possibly be an additional \$5-7,000, or upwards to \$10,000 more. Mr. White stated the tile walls in the restrooms will be going in as an alternate bid and the board will be able to evaluate whether or not they want that at the time of bids.

#### **ESTABLISH THE AGENDA FOR THE FEBRUARY 18, 2003 MEETING**

The superintendent reviewed the proposed agenda for the February 18, 2003 school board meeting and discussion followed as summarized.

**Public Hearing – Renaming of Hosston Elementary School.** Mr. Festavan announced that as part of the process for renaming a school, a public hearing will be held at the February 18 CPSB meeting to meet the legal laws and guidelines of holding a public hearing one month prior to any board action.

**Approval of 2003-2004 School Calendar.** Mr. Festavan announced the calendar committee is scheduled to meet on Wednesday, February 5<sup>th</sup> to finalize calendar options. The options will be forwarded to the schools for input and option selection by the staffs. He stated Mr. Hearron believes the committee may have a recommendation by February 18<sup>th</sup> for the board's consideration. Mr. Guin asked if it is imperative that a school calendar be approved during February. Mr. Hearron explained that according to board policy, the proposed calendar is to be



presented to the board in February. He added it is possible, at this time, the committee will be asking for an extension until March, explaining the committee has six options and at the meeting on the 5<sup>th</sup> will be considering these options to be shared with the schools for input. He said the committee looked at starting school later in August and the input from the schools is important. Mr. Guin stated board practice has been that items of this nature are provided by the work session to allow time for discussion, as well as allow the public to see it and share their opinions/concerns and if the board does not get it until February 18<sup>th</sup>, time will not allow for the needed review and input. Mr. Festavan stated that staff has noted concerns voiced and will work toward that. Mr. Burton suggested that maybe the best thing would be to pull it from this proposed agenda and ask the superintendent to place it on the March agenda. Mr. Powell commented that since board policy dictates action in February, if it goes beyond February, the board will need to act to postpone. Mrs. Crawley inquired if there actually is a CPSB policy addressing this timeline? Mr. Burton answered yes, and that is the reason for it having been placed on the February agenda.

Mr. Powell also stated he has requested staff and the calendar committee to look at options of adding a few minutes to each school day that would delay the start of the school year to later in August and asked if the committee has considered such options? Mr. Powell stated his reason for this request has to do with the testing, which is criterion based, and if the calendar is moved, is there less classroom time before tests are administered? Also, if the start is delayed, what kind of savings may result in the areas of utilities, etc.? Mr. Hearn answered that three of the options add 15 minutes to the day, which will start the school year on August 18 and end on approximately May 19, shortening the year by approximately 2 weeks. Mr. Powell asked staff to provide him with how many instructional minutes students will have prior to testing in the proposed options, as well as any savings the system might benefit from with a later starting date. Mr. Hearn stated the calendar has to include 63,720 instructional minutes.

**Approval of Hosston Alternative School as a Separate Alternative School.** As a result of last month's board action, Mr. Festavan stated this item is on the agenda as part of the process for Hosston being recognized as a separate alternative school site and receiving its own site code.

**Approval of Special Education Department Survey.** Mr. Festavan stated this item is being brought to the board as a result of a request from the board to survey the Special Education employees in the evaluation of the Special Education Department.

**Administrative Procedures for Filling Full-Time Vacancies with Qualified Part-Time Employees.** Mr. Festavan said information will be in the mailout for the board's consideration.

**Approval of Proposed Policy JGA-R (Impermissible Corporal Punishment-Investigations).** Mr. Festavan noted that a copy of this proposed policy was placed at board members' stations by Legal Counsel Reginald Abrams.

## **ADDITIONS**

Mr. Powell requested the wing project at Arthur Circle be added to the agenda. Mr. Powell explained that in the 1997 bond issue, the public was told that schools having more than seven classrooms in temporary buildings would receive a new wing. He said Arthur Circle now has 10 classrooms in temporary buildings. Mr. Powell said he has talked with the principal and staff regarding the need and the design and he would like to have this on the agenda to determine the actual size of the project before any decisions are finalized.

Mr. Powell also requested an item addressing policy change regarding board approval of revisions to the Special Education budget and as a part of that same item, he would like information on financial accountability on expenditures for door and window décor and furniture acquired over the past two years at Building 6.

Mr. Brooks inquired about agenda item #20, Policy JGA-R and if the proposed policy addresses only the employees being cited and does not address others who make false accusations against our employees. Mr. Abrams stated the policy being presented for the board's consideration is basically an *investigation* policy so the facts can be gathered and the information available. It puts the school system in a better position to be able to defend whatever action may come because of someone bringing a false statement. He said he does not know of any law that will

keep an individual from making a false statement, that is between us and the courts or between the individual and the one who brought slander against them. Mr. Brooks said there needs to be some type of recourse in place to help teachers who are lied against; there is a need for a checks and balances in this area. Mr. Abrams said this policy will allow the system to gather all the information relative to the incident and insure all incidents are handled uniformly by all schools. Mr. Abrams further stated there is nothing that can be put into a policy that will keep an individual from making a false statement. He said in dealing with the sheriff and police departments, having such a policy in place will be to the school system's benefit. We cannot tell the police or sheriff to not make an arrest, but at least we can gather and provide them with information on what happened. Mr. Brooks inquired as to what the individual's rights are against someone who slanders them? Mr. Abrams responded the individual who has been slandered can bring a claim against the person who slanders them.

Mr. Guin asked that two items be added under Superintendent's report: (1) a report on the number of students that live in the North Caddo School District that are attending schools outside that school district, i.e. how many are attending Northwood, Magnet, Green Oaks etc. but live in the North Caddo High School attendance area, to include also an estimated number of students that may be crossing the state line and attending school in another state. (2) a report on Special Education and Gateway and the qualifying test for the Gateway Program. He understands there are 3 tests and it is to our discretion as to which one we use. He also said it is his understanding that in the last 2 years, the selection has changed and he would like to know (a) is this true?, and (b) if this has occurred, what was the affect on the number of students we were qualifying before the change vs. after, both parishwide and as it applies to Vivian and North Caddo?

Mr. Powell asked if ECE Gateway could be included on the testing? Mr. Powell also requested that items be listed under the superintendent's report addressing (1) a current listing for each school in Caddo Parish showing current amounts in each school's M & S account and CEEF account, and (2) a report on the status of updating the web site, along with the time line for placing mailout information for board meetings on the web site, as well as the updated CPSB Policy Manual.

Mr. Brooks asked Steve White to visit North Caddo to determine capital projects needs at the school.

Mrs. Crawley asked the superintendent if the 1998-99 Emergency Preparedness manual is the most current in the schools? Roy Murry, director of security, responded there is a more current manual in the schools and the manual is also currently being reviewed and will be presented to the board for approval of recommended revisions. Mrs. Crawley inquired specifically about the procedure for handling spills inside the school, to which Mr. Murry responded there has been a procedure added since the 1998-99 manual to address spills inside the schools.

Mr. Festavan asked that an item be added to the agenda for February 18<sup>th</sup> requesting approval of a resolution providing for the incurring of debt and issuance of One Million, Four Hundred Thousand Dollars of Limited Tax Certificates. Mr. Festavan also requested an additional item under bids requesting board approval on a right of way easement with SWEPCO for the new wing at Shreve Island.

Mr. Henderson inquired about the survey for the Special Education Department and clarification that there are two questionnaires. Mr. Festavan explained that it was broken down in order to survey regular education teachers and certain employees at school sites, and a second survey is to get input from the Special Education Department employees in hopes of measuring perceptions within the department and outside the department. Dr. Lila Finney, director of professional development, explained that in order to get the in-depth study throughout the parish, the school site version was developed based on a study conducted by the Gallup Organization who has worked with corporations nationwide, and not just education, to determine the most important needs demanded by the most productive employees. Dr. Finney said the survey for employees within the department was developed to determine perceptions of the employees within that particular facet of the system. Mr. Henderson asked staff for further information on questions 1, 7 and 10 and the order of supervision? Questions 7 and 10 identify the director, but none of the additional positions listed in question 1 are referenced. Dr. Finney stated question 10 is basically referring to the mission or purpose of the department as articulated by the director. Mr. Festavan responded this is an excellent point and noted that one question asks employees how their

immediate supervisor influences their ability and it will be more consistent if that terminology is used throughout. However, he added that even though the director is the person setting the tone for the department, question #7 might be better if reworded to say immediate supervisor. Staff will make these revisions and bring a revised survey back to the board.

Mr. Brooks expressed his desire to wait until the new superintendent is in place to address this issue, and he will be bringing a motion to delay until the new superintendent is hired.

Mrs. Byrd stated she understands this item was delayed until the new board was seated, and feels that if it is postponed again, this difficult issue needs to be addressed and that is what the board is here to do. She asked about the use of the word director in questions 7 and 10 and the need to designate immediate supervisor when that is the person directly above the employee and not the director.

Mrs. Crawley stated her concern in the structure of question number one, and that anonymity will be difficult when completing the form. She wants employees to feel more freely in completing it.

Mrs. Hardy stated she agrees with Mr. Henderson and Mr. Brooks and the board should not take any action until a new superintendent is in place. Mrs. Hardy said she understands the problems have been in Special Ed for years, but believes a truer picture can be attained if the board waits and does not get in a hurry.

Mr. Brooks stated if the board is to consider this survey at its next meeting, he desires the entire Special Education staff be at the meeting to present it to the board. Mr. Burton stated such presentations are to be done at the Executive Committee meeting/work sessions and not at board meetings. Mr. Brooks stated if staff cannot make the presentation today, the survey needs to be postponed.

Mr. Powell expressed his appreciation for the apparent hard work staff put into the survey presented and for the simplicity in the questions. Mr. Powell expressed his concern over the first question and that anonymity might best be reserved if this question is eliminated. The board voted in November to conduct this survey and the board should not be afraid to get input from the employees for consideration in this matter. Mr. Powell asked if staff could broaden the last question on the employee survey so staff does not feel restricted in providing input to include any concerns the employee may have beyond the scope of the reference to immediate supervisor. Mr. Powell encouraged the board to not postpone action on this item.

Mrs. Armstrong also addressed the first question and asked if this can be reworded to distinguish supervisory or clerical. Mr. Festavan responded that the majority of Caddo's employees are categorized as certified or classified, and with the board's agreement, question #1 could be revised to offer those two categories. Mr. Burton asked the superintendent to note on the mailout document the changes being made as a result of today's dialogue.

Mr. Brooks said a lot of these problems were in the Special Education Department before he came on the Board 22 years ago and asked how this survey will identify the problems that have evolved in Special Education over the past 25 years? Also, what part will the director play in this survey? Mr. Festavan responded the director will be allowed to complete a survey just as the other employees. He added a survey to determine the level of information being sought cannot come from an individual, so the director will be on equal "playing ground" with everyone else. It is felt that this has been used by others and will give an idea of all the problems that exist within the department, past and present. It will be a tool used to determine the nature of the problems and at this point, no one knows what the survey may reveal.

Mrs. Hardy asked who will be receiving the completed surveys and analyzing the results? Mr. Festavan explained the surveys will be gathered confidentially and turned over to Dwight Collier in the Auditing Department for scoring and evaluating since Mr. Collier reports directly to the School Board. Mrs. Hardy asked if a survey of any type has been used over the past 25 years to determine satisfaction with Special Education leadership? Mr. Festavan responded he is not aware of a survey of this identity in the past 10 years. He said he is aware that surveys have been used in the system at different times to evaluate principals, principals' performance and other employees. A survey is a tool that is used nationwide in all types of business/educational

communities. Mrs. Hardy asked why are we using a survey now? Mr. Festavan responded that this question would need to be posed to the full board, as this is being done in response to a mandate from the board. Mrs. Hardy asked if the Special Education staff has been satisfied with their job for the last 25 years, what item on the survey will identify and specifically make them dissatisfied now? If all of this has been going on all these years, what will satisfy them now? Mr. Festavan referred to board dialogue on concerns from years back and concerns shared more recently that raised the board's level of concern. He said he believes the board felt an obligation to address those concerns; they did not make any allegations, but only a decision to investigate and find out as much information as possible. The board made a decision to conduct a survey as the most fair, impartial way to measure those concerns. Staff was asked to put together a survey, bring the survey to the board, and this draft survey is what staff has done as a result of the board's request. Mr. Festavan further commented staff has put many hours into this survey, staff believes this is fair and impartial, staff tried to build in safeguards for the employees, and an evaluation tool that moves it from any impropriety by placing it in the auditor's hands. The results will be brought to the board and what happens with the survey will be up to the board.

Mr. Henderson stated many times in doing surveys, it can be difficult to draw the correct conclusion. He hopes this will be a tool that can be used to help deal with the issues brought forth through the study done by Dr. Cody. In final analysis, Mr. Henderson stated it is his feeling the board should act on a recommendation from the superintendent. He does not believe it should be the board investigating the Special Education Department and believes the superintendent needs to feel comfortable in the survey modifications since he will be looking to the superintendent for a recommendation in this matter. He believes if the document is structured in a way that it will not allow the superintendent to do his job, it will be a disservice all the way around. This survey is a tool to help address these issues, but the superintendent should be telling the board what is needed and making a recommendation.

Mr. Burton stated the reason the document is before the board is because last fall the board asked that an investigation be done in the Special Education Department and asked staff for the survey which was postponed until the new board was seated. The board can decide for or against it.

Mrs. Byrd stated as a new board member she has never been in the position to look into this type thing; and since she has received some concerns, she desires to know more about it. She said with leadership there is responsibility and whether justified or not, leadership must accept that responsibility. The survey is only a tool used to gather information and she hopes the board is not afraid to hear input from the employees.

Mr. Brooks reminded board members that this matter began under the former superintendent, he is no longer here and he only wants to make certain this is addressed appropriately.

Mr. Guin stated he agrees with a number of things said, and he has confidence in the current superintendent and his abilities to assess the concerns and problems in Special Ed. He further added if board members are going to be involved in the process, he prefers the involvement to be in the open meetings so everyone knows what each one has to say; but if the board will be looking to the superintendent for a recommendation, he believes the board needs to stay out of it until that happens.

Mrs. May stated that she looks to the superintendent to guide the board and extended her appreciation for the work he does.

**Consent Agenda.** The president recommended items 10-13, 15, and 18 as the consent agenda. *Mr. Guin moved, seconded by Mr. Burton, approval of the proposed agenda and consent agenda for the February 18<sup>th</sup> meeting. Vote on the motion carried unanimously.*

### **CPSB WORK SESSION (PRESENTATION OF THE PROPOSED AGENDA AND CONSENT AGENDA)**

The president polled the audience for input on the proposed agenda for the February 18<sup>th</sup> school board meeting.

**Adjournment.** *Mr. Guin moved, seconded by Mr. Burton, for adjournment and the meeting adjourned at approximately 6:44 p.m.*

**February 4, 2003**

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 7:10 p.m. with President Willie Burton presiding and the following school board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Pam Byrd, Charlotte Crawley, Phillip Guin, Eursla Hardy, Willie Henderson, Lola May, Alvin Mims, and Mike Powell. Larry Ramsey was absent due to a death in the family. Also present were Interim Secretary James R. Festavan, and Reginald Abrams, legal counsel.

Mr. Burton announced the purpose for the special session is to address a personnel recommendation and hear a report on the Superintendent Search.

**Personnel Recommendation.** *Mrs. Armstrong moved, seconded by Mr. Mims, approval of Mr. Clarence Calvin as the Interim Director of Classified Personnel as recommended by the superintendent and submitted in the mailout.* Motion carried unanimously. Mr. Festavan announced that David Barr, director of classified personnel, was recently called to active military duty and introduced Mr. Clarence Calvin as the new Interim Director. Mr. Festavan stated Mr. Calvin served in this position in Mr. Barr's previous absence due to military duty, he did an excellent job and believes he will do so again.

**Superintendent Search.** Mrs. Burnadine Moss Anderson provided each board member with a notebook for the superintendent search and highlighted the search process and proposed timeline. Mrs. Anderson stated that in order for staff to begin necessary work on advertising, etc., board action is needed on adopting a timeline, determining basic qualifications, salary and length of contract, and the appointment of the Advisory Committee. She explained some of the external components that drive and/or dictate the timeline for the search, i.e. the deadline for the April issue of a national publication whose audience is 28,000 school administrators, is next week. Mrs. Anderson highlighted the following dates in the **proposed calendar**: (1) February – develop ads and engage the community. (2) On March 17, hold a public forum to determine input on qualifications and at the March 18<sup>th</sup> CPSB meeting, hear results of that input to refine and finalize the qualifications. (3) In April, as publications will have been distributed, staff will begin to receive inquiries for information on the position and on April 9<sup>th</sup>, brochures will be mailed in response to these requests. Also, in April the board will need to place an RFP for a firm to conduct background checks. April 30<sup>th</sup> is proposed as the deadline for receiving applications. (4) On May 1<sup>st</sup>, applications would be opened, logged and a list made available to the public. Between May 2<sup>nd</sup> and 6<sup>th</sup>, board members would screen individual applications. On May 7<sup>th</sup>, the board would announce, at a special called meeting, six to 10 candidates for interviews. (5) Recommended dates for interviews would be May 12-16, 19, 21 and 22. Mrs. Anderson pointed out school will be in session through May 21 and also, six high school graduations are scheduled. May 23-26 allows for board travel to communities to get references and input from the candidates' communities. On May 27<sup>th</sup>, the board could call a special meeting to hear travel and background reports, and possibly select three finalists for negotiations. On May 30<sup>th</sup> a special called meeting could be scheduled to hear negotiation reports and select and announce a superintendent. (6) In June, a reception could be scheduled to introduce the new superintendent. (7) Mrs. Anderson highlighted the makeup of past Citizens Advisory Committees to include one appointee by each CPSB member and a representative from each of the following organizations: APEL, CAE, PTA, CFT/SP and the Caddo Retired Teachers Association. (8) Mrs. Anderson also shared with the board information on eligibility and that certification has not changed since 1989, a comparison of salaries for Louisiana superintendents, sample ads, etc.

**Timeline.** *Mrs. Armstrong moved, seconded by Mrs. Hardy, to accept the timeline presented and later in the process, that the board will be sensitive to graduation dates as they fit into the schedule.* Mr. Powell inquired as to the proposed interview schedule and the number of school days during that allotted time? Mrs. Anderson said interviews are tentatively scheduled on the dates of May 12, 13, 14, 15, 16, 19, (Board meets on the 20<sup>th</sup>), the 21<sup>st</sup> (which is the last day of school), and 22. So that all applicants are treated equally, Mrs. Anderson said one possibility might be the board changing its meeting from the 20<sup>th</sup> (Tuesday) to the 22<sup>nd</sup> (Thursday) to allow an interview to be scheduled on the 20<sup>th</sup> while school is still in session. *Vote on the motion carried unanimously.*

**Length of Contract.** Mrs. Byrd inquired as to what is normal for the length of a contract? Mr. Abrams said that statute dictates the length of the contract can be no longer than four years, and no longer than two years into a newly elected board's term; however since the current board has just taken office, there will be no problem in the four-year limitation. *Mr. Brooks moved, seconded by Mrs. Crawley, to accept three years as the length of the contract. Motion carried unanimously.*

**Salary.** *Mr. Henderson moved, seconded by Mrs. Hardy, that the salary and benefits for the superintendent be nationally competitive and negotiable. Motion carried unanimously.*

**Advisory Committee.** The following names were submitted as recommendations to the Citizens Advisory Committee: District 1 – Ken Cochran; District 2 – Lloyd Parker; District 3 – Gail Griffin; District 4 – Bessie Smith; District 5 – Joyce Bowman; District 6 – Ernestine Lester; District 7 – Lois B. Wilson; District 8 – Ken Krefft; District 9 – Karen Cowley; District 11 – Dan Foster. Mr. Burton asked board members to confirm these appointments and those appointments remaining with Mrs. Anderson prior to the next meeting so a complete slate can be presented for board approval at its meeting.

**Adjournment.** *Mrs. Armstrong moved, seconded by Mr. Powell, for adjournment and the meeting adjourned at approximately 7:36 p.m.*

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James R. Festavan, Interim Secretary

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Willie D. Burton, President

**February 18, 2003**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, February 18, 2003, with President Willie Burton presiding and the following school board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Pamela Byrd, Charlotte Crawley, Phillip Guin, Eursla Hardy, Willie Henderson, Lola May, Alvin Mims, Mike Powell and Larry Ramsey. Also present were James R. Festavan, interim secretary, and Reginald Abrams, legal counsel. Mrs. Hardy gave the invocation and led in the Pledge of Allegiance.

**CONSIDERATION OF MINUTES OF THE JANUARY 21, 2003 AND FEBRUARY 4, 2003 CPSB MEETINGS**

*Mr. Guin moved, seconded by Mr. Powell, approval of the minutes of the January 21, 2003 and February 4, 2003 CPSB meetings as prepared by staff and submitted in the mailout. Motion carried unanimously.*

**PUBLIC HEARING – RENAMING OF HOSSTON ELEMENTARY SCHOOL**

President Burton declared the floor open for public input on the renaming of Hosston Elementary School. No one came forward to speak and the president declared the floor closed.

**ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

President Burton proposed items 10-13, 15, 17-19, and 24 as the consent agenda. Item 10A (Personnel Recommendations) was removed from the consent agenda and items 14 (Approval of 2003-2004 School Calendar), 20 (Approval of Proposed Policy JGA-R Impermissible Corporal Punishment-Investigations), 22 (New Wing Project at Arthur Circle), and 23 (Special Education) were postponed until the March meeting. Mr. Powell requested a presentation on the new wing at Arthur Circle at the March 4<sup>th</sup> Executive Committee/Board work session.

**SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, administrative assistant to the superintendent for communications and information, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators and other guests also were recognized.

**Louisiana Arbor Day Poster Contest Winner.** Miss Julie Pope, 5<sup>th</sup> grade student at South Highlands, was recognized as Louisiana's 2<sup>nd</sup> place winner in the Louisiana Arbor Day Poster Contest. She will receive a \$50 savings bond. Mr. Keith Burton is the principal at South Highlands.

**Puff's National Back-to-School Design Winner.** Carmen Ortiz, 6<sup>th</sup> grade student at Caddo Middle Magnet, was recognized as the 1<sup>st</sup> place winner in the design the box contest in Puff's National Back-to-School Design. Mrs. Anderson announced that Miss Ortiz' winnings to date total \$40,000. Ms. Kay Robinson is the principal at Caddo Middle Magnet.

**CPSB Training.** Mrs. Anderson announced that on January 8, 2003, seven CPSB members successfully completed training (six hours) required by Louisiana Revised Statute. Mr. Burton presented certificates to Board members Ginger Armstrong, Pam Byrd, Charlotte Crawley, Willie Henderson, Lola May, Alvin Mims, and Larry Ramsey recognizing this achievement.

**CPSB President 2002.** On behalf of the CPSB, President Burton presented Mr. Guin with a plaque in appreciation for his service as president of the CPSB during 2002. Mr. Guin thanked school board members for the recognition and for the opportunity to serve as board president.

**VISITORS**

Dr. Phillip Rozeman, Alliance for Education and Education Task Force, addressed the board on activities of the Education Task Force in looking to provide each student and school with a

learning environment that has the basic minimum standards, being able to see, hear, access to technology, etc. Dr. Rozeman said the committee has visited with school principals, school staffs, toured each school, analyzed over 3500 surveys, and outlined in question/answer format what the committee has done to this point. At the school site visits, the committee learned how amazing is human capital in the schools; that the building capacity is not the same as the program capacity, the need for maintenance in the older buildings and that the community has not funded this need to the extent it should, and the importance of the parent/teacher groups and the difference between the schools that have them and those that do not. Dr. Rozeman also stated that multi purpose rooms are a very much-needed addition at many schools. He said the last area the group will address is community forums. Dr. Rozeman provided a list of dates for the community forums which are scheduled to be held in each one of Caddo's high schools and encouraged board members to attend to hear what the communities feel are the important issues in our schools.

Cynthia Henderson, Caddo Association of Educators, addressed the board on action to be taken by the Board of Elementary and Secondary Education relative to the 2002-03 budget which will include MFP adjustments, and the distribution of those funds which will be determined based on the data reported by school districts in their 2001-02 annual report and the October 1, 2002 MFP student membership count. She stated that 50% of the MFP funds is donated to certified pay raises and Senate Concurrent Resolution 139 will provide fiscal funding in 02-03, 03-04, 04-05 if the MFP funding remains in effect. She added that not less than 50% of each school district's increase in funding from implementation of level 1 and level 2 of the formula is to be used to supplement and enhance full time certified staff and retirement benefits. The Caddo Association of Educators encouraged the board to request staff to present a recommendation for dissemination of the increase in full time certified salaries. Ms. Henderson stated that any additional funding for salaries will be an important part of Caddo's desire to offer one of the highest starting salaries for teachers in the state. She also commented on the CAE's support of the language revision in Policy DBK which requires the local school board to approve revisions in the special education budget, support of the proposed revisions to CPSB Policy JO which makes the policy consistent with the language found in Louisiana Children Code Article 601, 603, 609 and 610, support of the proposed revisions to Policy GDD (Classified Employee Hiring and Transferring Procedures) which will give part-time employees presently working at a school site or in a department to complete the application process for primary consideration in a full time vacancy, and support of the revised Special Education survey, encouraging the board to move forward in the determination to make changes.

Grant Schleuter, Foley Judell (bond counsel), commented on the sale of the \$1.4 million tax certificates and the low rate of 2.18%, which is the lowest he has seen in many years. Mr. Schleuter stated that Caddo continues to have the highest credit rating (AA) of any school district in the state and this also attributes to such a low rate.

Jackie Lansdale, Caddo Federation of Teachers/Support Personnel, addressed the board on items of interest to the Federation, including the allocation of MFP growth money (by legislation) for teacher salaries. She said with BESE meeting this week and the MFP growth money being verified, Caddo is slated to receive approximately \$3.4 million. One-half of these funds is designated to certificated employees, and the Federation asked that the increase be given in one lump sum since we are so far into the present calendar year and then incorporated in the salary schedule next year. If it is incorporated this year, the CFT requested that it be retroactive to the beginning of the school year. The Federation asked the board to consider if it should be across the board to all certificated employees or if the monies should be used to establish a greater differential so tenured teachers with higher degrees and more experience can be awarded accordingly. Mrs. Lansdale requested the board consider input from employees by establishing a committee with staff and employee representation to discuss the best method of allocation. Mrs. Lansdale also addressed the remaining 50% growth monies and the fact that these funds can also be used for employees as well and that a large portion should be directed to support personnel increases to help offset the 9.9% increase in insurance, teacher supply money, etc. Mrs. Lansdale referenced an article in the Sunday paper reporting that \$57.5 million had been spent on trial programs with only one of the programs showing any improvement in academic achievement. Ms. Lansdale announced that quality employees, certificated teachers with advanced degrees in the classrooms, good leadership, lower classroom sizes, supplies and facilities that communicate we care about our children are what work. The board was encouraged to seek input making these decisions.



## CONFIRM THE CONSENT AGENDA

*Mr. Powell moved, seconded by Mrs. May, approval of the consent agenda. Motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

### Agenda Items 10 B-E.

**Requests for Leaves:** The following requests for leaves were approved by the board as recommended by the superintendent and submitted in the mailout.

Sabbatical Medical (Spring Semester 2002-2003 school year)

Rachel Byrd, Teacher, Lakeshore Elementary, 6 years

Sheila Davidson, Occupational Therapist, Special Programs Center, 4.5 years

Catastrophic Leave

Rachel Byrd, Teacher, Lakeshore Elementary (1/23/03-2/4/03)

Pamela B. Ray, Teacher, Donnie Bickham, 4 years (30 days beginning 2/12/03)

Leaves Without Pay

Carolyn Howard, Food Service Cashier at Turner E/M, 17 years (1/24/03 through first day of school next school year)

Marie Pogue, Custodian 1 at Oil City, 8 years (2/19/03 – 5/9/03)

**Other (Hiring, Assignment Changes, Separations & Resignations).** The other personnel transactions report listing hires, assignment changes, separations and resignations for the period of December 16, 2002 – January 15, 2003 was approved as submitted in the mailout.

**Renewal of Administrative Contracts.** The renewal of administrative contracts was approved as submitted in the mailout.

### Agenda Item No. 11

**Approval of Bids.** The board approved the following bid as recommended by staff and submitted in the mailout: The bid of Twin State Trucks for Medium Duty Truck totaling \$44,467.06 as indicated on the attached bid tabulation sheet. A copy of the bid tabulation sheet marked "*Exhibit A, 1 page, February 18, 2003*" is filed in the official papers of the board.

**Approval of Bids (Construction and Capital Projects).** The board approved the following bids as recommended by staff and submitted in the mailout: (1) That Project 2003-318D, Emergency Preparedness, be awarded to McNeer Electric for the sum total of \$113,500 out of the Data Processing Reserve Budget. (2) That J D Electric be awarded the bid for Project 2003-409 "Energy Conservation/Lighting Retrofit at Caddo Career & Technology and Hillsdale" for the sum total of \$210,520. (3) That McNeer Electric be awarded the bid for Project 2003-410 "Energy Conservation/Lighting Retrofit at Arthur Circle and Judson" for the sum total of \$127,500. A copy of the bid tabulation sheet marked "*Exhibit B, 2 pages, February 18, 2003*" is filed in the official papers of the board.

**Approval of Right of Way Easement with AEP SWEPCO for Classroom Wing Addition at Shreve Island, Project 2001-106.** The board approved the right of way and easement with AEP SWEPCO for the classroom wing addition at Shreve Island, Project 2001-106, as recommended by staff and submitted in the mailout.

### Agenda Item No. 12

**Acceptance of 2001-02 Financial Audit Report.** The board accepted the 2001-02 Financial Audit Report as prepared and presented by KPMG LLL.

**Agenda Item No. 13**

**Approval of Authority for Superintendent to Sign Teacher Contracts for the 2003-2004 School Year.** The board approved granting authority for the superintendent to sign teacher contracts for the 2003-2004 school year.

**Agenda Item No. 15**

**Approval of Elective Courses for Fair Park High School, Third-Year Implementation of Uniformed Services Academy.** The board approved elective courses for the Third-Year Implementation of the Uniformed Services Academy at Fair Park High School as recommended by staff and submitted in the mailout.

**Agenda Item No. 17**

**Approval of Special Education Department Survey.** The board approved the Special Education Department surveys for receiving input on district-wide and school site services as recommended by staff and submitted in the mailout.

**Agenda Item No. 18**

**Approval of Proposed Revisions to CPSB Policies JO & JO-R.** The board approved the proposed revisions to CPSB Policies JO & JO-R as recommended by staff and submitted in the mailout.

**Agenda Item No. 19**

**Administrative Procedures for Filling Full-Time Vacancies with Qualified Part-Time Employees.** The board approved revisions to CPSB Policy GDD-R administrative procedures for filling full-time vacancies with qualified part-time employees as submitted in the mailout and recommended by staff.

**Agenda Item No. 24**

**Approval of Resolution Providing for the Incurring of Debt and Issuance of One Million Four Hundred Thousand Dollars (\$1,400,000) of Limited Tax Certificates of Indebtedness.** The board approved the following resolution providing for the incurring of debt and issuance of One Million Four Hundred Thousand Dollars of Limited Tax Certificates of Indebtedness, specifying Sabine State Bank & Trust Company as purchaser of certificates:

The following resolution was offered by Mike Powell and seconded by Lola May:

**CERTIFICATE RESOLUTION**

A resolution providing for the incurring of debt and issuance of One Million Four Hundred Thousand Dollars (\$1,400,000) of Limited Tax Certificates of Indebtedness, Series 2003, of the Parishwide School District of Caddo Parish, Louisiana; prescribing the form, terms and conditions thereof and providing for the payment thereof; awarding such Certificates to the purchasers thereof; and providing for other matters in connection therewith.

WHEREAS, pursuant to Proposition No. 5 approved by the voters of the Parishwide School District of Caddo Parish, Louisiana (the "District" or the "Issuer"), at an election held on October 18, 1997, the Issuer was authorized to levy a special tax of one and one-half (1.5) mills (such rate being subject to adjustment from time to time due to reassessment) through the year 2006 (the "Tax"), 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, Louisiana (the "Parish"); and

WHEREAS, Section 742.2 of Title 39 of the Louisiana Revised Statutes of 1950, as amended, authorizes the Issuer to borrow money in anticipation of revenues to be realized from special taxes to be used only for the purposes for which the tax was voted; and

WHEREAS, pursuant to and in accordance with the foregoing statutory authority, the Issuer now desires to incur debt and issue its Limited Tax Certificates of Indebtedness, Series 2003, in the principal amount of One Million Four Hundred Thousand Dollars (\$1,400,000) (the "Certificates") for the purpose of constructing, acquiring, renovating and/or improving computers, software and peripheral equipment, facilities and technological programs at public schools in the Parish, and paying the costs of issuance of the Certificates; and

WHEREAS, other than the Certificates herein authorized, the Issuer will have no outstanding obligations as of the date of delivery of the Certificates of any kind or nature payable from or enjoying a lien on the Tax herein pledged; and

WHEREAS, the maturities of the Certificates have been arranged so that the principal and interest requirements for any calendar year on the Certificates does not exceed 75% of the revenues estimated to be received by the Issuer in the year 2003 (which is hereby estimated to be at least \$1,255,990); and

WHEREAS, it is the desire of the Issuer to fix the details necessary with respect to the issuance of the Certificates and to provide for the authorization and issuance thereof; and

WHEREAS, it is the further desire of the Issuer to provide for the sale of the Certificates to the Purchaser (hereinafter defined) at the price and in the manner hereinafter provided;

NOW, THEREFORE, 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, that:

SECTION 1. Definitions. As used herein, the following terms shall have the following meanings, unless the context otherwise requires:

"Act" means Section 742.2 of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority.

"Agreement" means the agreement to be entered into between the Issuer and the Paying Agent pursuant to this Resolution.

"Certificate" means any certificate of indebtedness of the Issuer authorized to be issued by this Resolution, whether initially delivered or issued in exchange for, upon transfer of, or in lieu of any certificate previously issued.

"Certificates" means the Issuer's Limited Tax Certificates of Indebtedness, Series 2003, authorized by this Resolution, in the total aggregate principal amount of One Million Four Hundred Thousand Dollars (\$1,400,000).

"Certificate Register" means the records kept by the Paying Agent at its principal corporate office in which registration of the Certificates and transfers of the Certificates shall be made as provided herein.

"Code" means the Internal Revenue Code of 1986, as amended.

"Executive Officers" means the President and Secretary of the Governing Authority.

"Fiscal Year" means the one-year accounting period ending June 30th of each year, or such other accounting period as may be designated by the Governing Authority as the fiscal year of the Issuer.

"Governing Authority" means the Parish School Board of the Parish of Caddo, State of Louisiana.

"Government Securities" means direct obligations of, or obligations the principal of and interest on which are unconditionally guaranteed by the United States of America, which are non-callable prior to their maturity, may be United States Treasury obligations such as the State and Local Government Series and may be in book-entry form.

"Interest Payment Dates" means March 1 and September 1 of each year, commencing September 1, 2003.

"Issuer" or "District" means the Parishwide School District of Caddo Parish, Louisiana.

"Outstanding" when used with respect to the Certificates means, as of the date of determination, any Certificate theretofore issued and delivered under this Resolution, except:

1. Any Certificate theretofore canceled by the Paying Agent or delivered to the Paying Agent for cancellation;
2. Certificates for which payment or redemption sufficient funds or government securities, or both, have been theretofore deposited in trust for the owners of such Certificates with the effect specified in this Resolution or by law;
3. Any Certificate in exchange for or in lieu of which another Certificate has been registered and delivered pursuant to this Resolution and
4. Any Certificate alleged to have been mutilated, destroyed, lost or stolen which may have been paid as provided in this Resolution or by law.

"Owner" when used with respect to any Certificate means the Person in whose name such Certificate is registered in the Certificate Register.

"Parish" means the Parish of Caddo, State of Louisiana.

"Paying Agent" means Sabine State Bank and Trust Company, of Many, Louisiana, until a successor Paying Agent shall have been appointed pursuant to the applicable provisions of this Resolution and thereafter "Paying Agent" shall mean such successor Paying Agent.

"Person" means any individual, corporation, partnership, joint venture, association, joint-stock company, trust, unincorporated organization or government or any agency or political subdivision thereof.

"Purchaser" means Sabine State Bank and Trust Company, of Many, Louisiana, the original purchaser of the Certificates.

"Resolution" means this Resolution authorizing the issuance of the Certificates, as it may be supplemented and amended.

"Tax" means the special ad valorem tax of one and one-half (1.5) mills (such rate being subject to adjustment from time to time due to reassessment) 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 the Parish, which was authorized at an election held therein on October 18, 1997, to be levied and collected annually through the year 2006.

SECTION 2. Authorization of Certificates; Maturities. Subject to the approval of the State Bond Commission, and in compliance with the terms and provisions of the Act and other constitutional and statutory authority, there is hereby authorized the incurring of an indebtedness of One Million Four Hundred Thousand Dollars (\$1,400,000) for, on behalf of, and in the name of the Issuer, for the purpose of constructing, acquiring, renovating and/or improving computers, software and peripheral equipment, facilities and technological programs at public schools in the Parish, and paying the costs incurred in connection with the issuance of the Certificates; and to represent said indebtedness this Governing Authority does hereby authorize the issuance of its Limited Tax Certificates of Indebtedness, Series 2003, in the principal amount of One Million Four Hundred Thousand Dollars (\$1,400,000). The Certificates shall be in fully registered form,

shall be dated the date of delivery thereof, shall be issued in denominations corresponding to the principal amount of each maturity (one Certificate per maturity), and shall be numbered from R-1 upward. The Certificates shall bear interest from the date thereof or from the most recent Interest Payment Date to which interest has been paid or duly provided for, payable on each Interest Payment Date, commencing September 1, 2003, at the following rates of interest per annum and shall become due and payable and mature serially on March 1 of the years and in the amounts, as follows:

<u>Certificate Number</u>	<u>Year (March 1)</u>	<u>Principal Amount</u>	<u>Interest Rate Per Annum</u>
R-1	2004	\$455,000	.10%
R-2	2005	465,000	.40%
R-3	2006	480,000	4.00%

The principal of the Certificates upon maturity, shall be payable at the principal office of the Paying Agent, upon presentation and surrender thereof, and interest on the Certificates shall be payable by check of the Paying Agent mailed by the Paying Agent to the Owner (determined as of the close of business on the Record Date) at the address shown on the Certificate Register. Each Certificate delivered under this Resolution upon transfer of, in exchange for or in lieu of any other Certificate shall carry all the rights to interest accrued and unpaid, and to accrue, which were carried by such other Certificate, and each such Certificate shall bear interest (as herein set forth) so neither gain nor loss in interest shall result from such transfer, exchange or substitution.

No Certificate shall be entitled to any right or benefit under this Resolution, or be valid or obligatory for any purpose, unless there appears on such Certificate a certificate of registration, substantially in the form provided in this Resolution, executed by the Paying Agent by manual signature.

SECTION 3. Redemption Provisions. The Certificates will not be callable for redemption prior to their stated maturity dates.

SECTION 4. Registration and Transfer. The Issuer shall cause the Certificate Register to be kept by the Paying Agent. The Certificates may be transferred, registered and assigned only on the Certificate Register, and such registration shall be at the expense of the Issuer. A Certificate may be assigned by the execution of an assignment form on the Certificate or by other instruments of transfer and assignment acceptable to the Paying Agent. A new Certificate or Certificates will be delivered by the Paying Agent to the last assignee (the new Owner) in exchange for such transferred and assigned Certificates after receipt of the Certificates to be transferred in proper form. Such new Certificate or Certificates shall be in an authorized denomination of the same maturity and like principal.

SECTION 5. Form of Certificates. The Certificates and the endorsements to appear thereon shall be in substantially the following forms, to-wit:

[FORM OF CERTIFICATE]

No. R-\_\_\_\_\_ Principal Amount \$\_\_\_\_\_

UNITED STATES OF AMERICA  
STATE OF LOUISIANA  
PARISH OF CADDO

LIMITED TAX CERTIFICATE OF INDEBTEDNESS, SERIES 2003  
OF PARISHWIDE SCHOOL DISTRICT OF  
CADDO PARISH, LOUISIANA

Certificate Date	Maturity Date	Interest Rate
_____, 2003	March 1, _____	_____%

Parishwide School District of Caddo Parish, Louisiana (the "Issuer"), promises to pay, but solely from the source and as hereinafter provided, to:

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or registered assigns, on the Maturity Date set forth above, the Principal Amount set forth above, together with interest thereon from the Certificate Date set forth above or the most recent interest payment date to which interest has been paid or duly provided for, payable on March 1 and September 1 of each year, commencing September 1, 2003 (each an "Interest Payment Date"), at the Interest Rate per annum set forth above until said Principal Amount is paid. The principal of this Certificate, upon maturity, is payable in lawful money of the United States of America at the principal office of Sabine State Bank and Trust Company, in Many, Louisiana, or successor thereto (the "Paying Agent"), upon presentation and surrender hereof. Interest on this Certificate is payable by check mailed by the Paying Agent to the registered owner (determined as of the close of business on the 15th calendar day of the month next preceding each Interest Payment Date) at the address as shown on the registration books of the Paying Agent.

This Certificate is one of an authorized issue aggregating in principal the sum of One Million Four Hundred Thousand Dollars (\$1,400,000) of Limited Tax Certificates of Indebtedness, Series 2003, of the Issuer (the "Certificates") all of like tenor and effect except as to number, denomination, interest rate and maturity, said Certificates having been issued by the Issuer pursuant to a resolution adopted by its governing authority on February 18, 2003 (the "Resolution"), for the purpose of constructing, acquiring, renovating and/or improving computers, software and peripheral equipment, facilities and technological programs at public schools in Caddo Parish, Louisiana, and paying the costs incurred in connection with the issuance of the Certificates, under the authority conferred by Section 742.2 of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority.

The Certificates will not be callable for redemption prior to their stated maturity dates.

The Issuer shall cause to be kept at the principal office of the Paying Agent a register (the "Certificate Register") in which registration of the Certificates and of transfers of the Certificates shall be made as provided in the Resolution. This Certificate may be transferred, registered and assigned only on the Certificate Register, and such registration shall be at the expense of the Issuer. This Certificate may be assigned by the execution of the assignment form hereon or by other instrument of transfer and assignment acceptable to the Paying Agent.

This Certificate is secured by an irrevocable pledge and dedication of the funds to be derived by the Issuer from the levy and collection of a special one and one-half (1.5) mills tax (such rate being subject to adjustment from time to time due to reassessment) authorized to be levied through the year 2006 (the "Tax") on all the property subject to taxation within the corporate boundaries of the Issuer pursuant to an election held therein on October 18, 1997. For a more complete statement of the Tax revenues from which and conditions under which this Certificate is issued, reference is hereby made to the Resolution. The Issuer, in the Resolution, has also entered into certain other covenants and agreements with the registered owner of this Certificate, for the terms of which reference is made to the Resolution.

This Certificate shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the Resolution until the certificate of registration hereon shall have been signed by the Paying Agent.

It is certified that this Certificate is authorized by and issued in conformity with the requirements of the Constitution and statutes of this State. It is further certified, recited and declared that all acts, conditions and things required to exist, to happen and to be performed precedent to and in the issuance of this Certificate and the issue of which it forms a part to constitute the same legal, binding and valid obligations of the Issuer have existed, have happened and have been performed in due time, form and manner as required by law, and that the indebtedness of the Issuer, including this Certificate and the issue of which it forms a part, does not exceed the limitations prescribed by the Constitution and statutes of the State of Louisiana.

IN WITNESS WHEREOF, the Parish School Board of the Parish of Caddo, State of Louisiana, acting as the governing authority of the Issuer, has caused this Certificate to be executed on behalf of the Issuer by the manual signatures of its President and Secretary and its corporate seal to be impressed hereon.

PARISHWIDE SCHOOL DISTRICT OF CADDO PARISH, LOUISIANA

/s/ Ron Festavan  
Secretary,  
Caddo Parish School Board

/s/ Willie D. Burton  
President,  
Caddo Parish School Board

(SEAL)

\* \* \* \* \*

(FORM OF PAYING AGENT'S CERTIFICATE OF REGISTRATION)

This Certificate is one of the Certificates referred to in the within mentioned Resolution.  
Sabine State Bank and Trust Company  
Many, Louisiana

Date of Registration:

By:  
Authorized Officer

\* \* \* \* \*

(FORM OF ASSIGNMENT)

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto

Please Insert Social Security  
or other Identifying Number of Assignee

the within Certificate and all rights thereunder, and hereby irrevocably constitutes and appoints attorney or agent to transfer the within Certificate on the books kept for registration thereof, with full power of substitution in the premises.

Dated:

NOTICE: The signature to this assignment must correspond with the name as it appears upon the face of the within Certificate in every particular, without alteration or enlargement or any change whatever.

\* \* \* \* \*

SECTION 6. Execution of Certificates. The Certificates shall be signed by the Executive Officers for, on behalf of, in the name of and under the corporate seal of the Issuer, which signatures and corporate seal may be either manual or facsimile.

SECTION 7. Pledge and Dedication of Revenues. Pursuant to the Act, the Certificates shall be secured by and payable from an irrevocable pledge and dedication of the avails or proceeds of the Tax. This Governing Authority does hereby obligate itself and its successors in office to impose and collect the Tax annually through the year 2006, so long as the Certificates are outstanding, as provided in the proposition authorizing the Tax, and does hereby irrevocably and irrepealably dedicate, appropriate and pledge the annual income to be derived from the assessment, levy and collection of the Tax in each of the years through 2006, inclusive, to the payment of the Certificates.

SECTION 8. Sinking Fund. For the payment of the principal of and the interest on the Certificates and any additional parity certificates of indebtedness, there is hereby created a special fund to be known as "Parishwide School District of Caddo Parish, Louisiana, Limited Tax Certificates of Indebtedness, Series 2003, Sinking Fund", said Sinking Fund to be established and maintained with the regularly designated fiscal agent bank of the Issuer. The Issuer shall deposit in the Sinking Fund at least one (1) day in advance of the date on which each

payment of principal and/or interest on the Certificates fall due, funds fully sufficient to promptly pay principal of and/or interest so falling due on such date. Said fiscal agent bank shall make available from the Sinking Fund to the Paying Agent funds fully sufficient to pay promptly principal and interest falling due on such date.

It shall be specifically understood and agreed, however, and this provision shall be a part of this contract, that after the funds have actually been set aside out of the revenues of the Tax for any year sufficient to pay the principal and interest on the Certificates for that year, and all required amounts have been deposited in the aforesaid Sinking Fund established for the Certificates then any annual revenues of the Tax remaining in that year shall be free for expenditure by the Issuer for the purposes for which the Tax was authorized by the voters.

All moneys deposited with the regularly designated fiscal agent bank or banks of the Issuer or the Paying Agent under the terms of this Resolution shall constitute sacred funds for the benefit of the Owners of the Certificates, and shall be secured by said fiduciaries at all times to the full extent thereof in the manner required by law for the securing of deposits of public funds.

All or any part of the moneys in the Sinking Fund shall, at the written request of the Issuer, be invested in accordance with the provisions of the laws of the State of Louisiana.

SECTION 9. No Parity Certificates. The Issuer shall issue no other certificates or obligations of any kind or nature payable from or enjoying a lien on the revenues of the Tax having priority over or parity with the Certificates.

SECTION 10. Budget and Financial Statements. As long as any of the Certificates are outstanding and unpaid in principal or interest, the Issuer shall prepare and adopt a budget prior to the beginning of each Fiscal Year and shall furnish a copy of such budget within thirty (30) days after its adoption to the Purchaser.

SECTION 11. Application of Proceeds. The Executive Officers are hereby empowered, authorized and directed to do any and all things necessary and incidental to carry out all of the provisions of this Resolution, to cause the Certificates to be prepared or printed, to issue, execute and seal the Certificates, and to effect delivery thereof as hereinafter provided. The proceeds derived from the sale of the Certificates shall be deposited by the Issuer with its fiscal agent bank or banks to be used only for the purpose for which the Certificates are issued.

SECTION 12. Certificates Legal Obligations. The Certificates shall constitute legal, binding and valid obligations of the Issuer, and its successors in office, and shall be the only representation of the indebtedness as herein authorized and created.

SECTION 13. Resolution a Contract. The provisions of this Resolution shall constitute a contract between the Issuer, or its successor, and the Owners from time to time of the Certificates and any such Owner may at law or in equity, by suit, action, mandamus or other proceedings, enforce and compel the performance of all duties required to be performed by the Governing Authority or the Issuer as a result of issuing the Certificates.

SECTION 14. Amendment to Resolution. No material modification or amendment of this Resolution, or of any Resolution amendatory hereof or supplemental hereto, may be made without the consent in writing of the Owners of two-thirds (2/3) of the aggregate principal amount of the Certificates then outstanding; provided, however, that no modification or amendment shall permit a change in the maturity or redemption provisions of the Certificates, or a reduction in the rate of interest thereon, or in the amount of the principal obligation thereof, or affecting the obligation of the Issuer to pay the principal of and the interest on the Certificates as the same shall come due from the revenues appropriated, pledged and dedicated to the payment thereof by this Resolution, or reduce the percentage of the Owners required to consent to any material modification or amendment of this Resolution, without the consent of the Owners of the Certificates.

SECTION 15. Recital of Regularity. This Governing Authority having investigated the regularity of the proceedings had in connection with the Certificates herein authorized and having determined the same to be regular, the Certificates shall contain the following recital, to-wit:



"It is certified that this Certificate is authorized by and is issued in conformity with the requirements of the Constitution and statutes of this State."

SECTION 16. Effect of Registration. The Issuer, the Paying Agent, and any agent of either of them may treat the Owner in whose name any Certificate is registered as the Owner of such Certificate for the purpose of receiving payment of the principal (and redemption price) of and interest on such Certificate and for all other purposes whatsoever, and to the extent permitted by law, neither the Issuer, the Paying Agent, nor any agent of either of them shall be affected by notice to the contrary.

SECTION 17. Notices to Owners. Wherever this Resolution provides for notice to the Owners of any event, such notice shall be sufficiently given (unless otherwise herein expressly provided) if in writing and mailed, first-class postage prepaid, to each Owner at the address of such Owner as it appears in the Certificate Register. Where this Resolution provides for notice in any manner, such notice may be waived in writing by the Owner entitled to receive such notice, either before or after the event, and such waiver shall be the equivalent of such notice. Waivers of notice by Owners shall be filed with the Paying Agent and the Issuer, but such filing shall not be a condition precedent to the validity of any action taken in reliance upon such waiver.

SECTION 18. Cancellation of Certificates. All Certificates surrendered for payment shall be promptly canceled by either the Paying Agent or the Issuer. All canceled Certificates held by the Paying Agent shall be disposed of as directed in writing by the Issuer.

SECTION 19. Mutilated, Destroyed, Lost or Stolen Certificates. If (1) any mutilated Certificate is surrendered to the Paying Agent, or the Issuer and the Paying Agent receive evidence to their satisfaction of the destruction, loss or theft of any Certificate, and (2) there is delivered to the Issuer and the Paying Agent such security or indemnity as may be required by them to save each of them harmless, then, in the absence of notice to the Issuer or the Paying Agent that such Certificate has been acquired by a bona fide purchaser, the Issuer shall execute, and upon its request the Paying Agent shall register and deliver, in exchange for or in lieu of any such mutilated, destroyed, lost, or stolen Certificate, a new Certificate of the same maturity and of like tenor, interest rate and principal amount, bearing a number not contemporaneously outstanding. In case any such mutilated, destroyed, lost or stolen Certificate has become or is about to become due and payable, the Issuer in its discretion may, instead of issuing a new Certificate, pay such Certificate. Upon the issuance of any new Certificate under this Section, the Issuer may require the payment by the Owner of a sum sufficient to cover any tax or other governmental charge that may be imposed in relation thereto and any other expenses (including the fees and expenses of the Paying Agent) connected therewith. Every new Certificate issued pursuant to this Section in lieu of any mutilated, destroyed, lost or stolen certificate shall constitute a replacement of the prior obligation of the Issuer, whether or not the mutilated, destroyed, lost or stolen Certificate shall be at any time enforceable by anyone and shall be entitled to all the benefits of this Resolution equally and ratably with any other Outstanding Certificates. Any additional procedures set forth in the Agreement, authorized in this Resolution, shall also be available with respect to any mutilated, destroyed, lost or stolen Certificate. The provisions of this Section are exclusive and shall preclude (to the extent lawful) all other rights and remedies with respect to the replacement and payment of any mutilated, destroyed, lost or stolen Certificate.

SECTION 20. Discharge of Resolution; Defeasance. If the Issuer shall pay or cause to be paid, or there shall otherwise be paid to the Owner, the principal of and interest on the Certificates, at the times and in the manner stipulated in this Resolution, then the pledge of the money, securities, and funds pledged under this Resolution and all covenants, agreements, and other obligations of the Issuer to the Owner shall thereupon cease, terminate, and become void and be discharged and satisfied, and the Paying Agent shall pay over or deliver all money held by it under this Resolution to the Issuer.

Certificates or interest installments for the payment or redemption of which money shall have been set aside and shall be held in trust (through deposit by the Issuer of funds for such payment or otherwise) at the maturity date thereof shall be deemed to have been paid within the meaning and with the effect expressed above in this Section if they are defeased in the manner provided by Chapter 14 of Title 39 of the Louisiana Revised Statutes of 1950, as amended.

SECTION 21. Successor Paying Agent; Paying Agent Agreement. The Issuer will at all times maintain a Paying Agent meeting the qualifications hereinafter described for the performance of the duties hereunder for the Certificates. The designation of the initial Paying Agent in this Resolution is hereby confirmed and approved. The Issuer reserves the right to appoint a successor Paying Agent by (a) filing with the Person then performing such function a certified copy of a resolution or resolutions giving notice of the termination of the Agreement and appointing a successor and (b) causing notice to be given to the Owner. Every Paying Agent appointed hereunder shall at all times be a bank or trust company organized and doing business under the laws of the United States of America or of any state, authorized under such laws to exercise trust powers, and subject to supervision or examination by Federal or State authority. The Executive Officers are hereby authorized and directed to execute an appropriate Agreement with the Paying Agent for and on behalf of the Issuer in such form as may be satisfactory to said officers, the signatures of said officers on such Agreement to be conclusive evidence of the due exercise of the authority granted hereunder.

SECTION 22. Disclosure Under SEC Rule 15c2-12. It is recognized that the Issuer will not be required to comply with the continuing disclosure requirements described in the Rule 15c2-12(b) of the Securities and Exchange Commission [17 CFR 240.15c2-12(b)], because the Certificates are not being purchased by a broker, dealer or municipal securities dealer acting as an underwriter in a primary offering of municipal securities.

SECTION 23. Arbitrage. The Issuer covenants and agrees that, to the extent permitted by the laws of the State of Louisiana, it will comply with the requirements of the Internal Revenue Code of 1986 and any amendment thereto (the "Code") in order to establish, maintain and preserve the exclusion from "gross income" of interest on the Certificates under the Code. The Issuer further covenants and agrees that it will not take any action, fail to take any action, or permit any action within its control to be taken, or permit at any time or times any of the proceeds of the Certificates or any other funds of the Issuer to be used directly or indirectly in any manner, the effect of which would be to cause the Certificates to be an "arbitrage bond" or would result in the inclusion of the interest on the Certificates in gross income under the Code, including, without limitation, (i) the failure to comply with the limitation on investment of Certificate proceeds or (ii) the failure to pay any required rebate of arbitrage earnings to the United States of America or (iii) the use of the proceeds of the Certificates in a manner which would cause the Certificate to be a "private activity bond".

SECTION 24. Designation as "Qualified Tax-Exempt Obligations". The Certificates are designated as "qualified tax-exempt obligations" within the meaning of Section 265(b)(3) of the Code. In making this designation, the Issuer finds and determines that:

- (a) the Certificates are not "private activity bonds" within the meaning of the Code; and
- (b) the reasonably anticipated amount of qualified tax-exempt obligations which will be issued by the Issuer and all subordinate entities in calendar year 2003 does not exceed \$10,000,000.

The Executive Officers are hereby empowered, authorized and directed to take any and all action and to execute and deliver any instrument, document or certificate necessary to effectuate the purposes of this Section.

SECTION 25. Publication. A copy of this Resolution shall be published immediately in one (1) issue of the official journal of the Issuer.

SECTION 26. Award of Certificates. The Issuer hereby accepts the offer of the Purchaser to purchase the Certificates, attached as Exhibit "A" hereto. The Certificates shall be delivered to the Purchaser upon the payment of the principal amount thereof.

SECTION 27. Severability; Application of Subsequently Enacted Laws. In case any one or more of the provisions of this Resolution or of the Certificates shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions of this Resolution or of the Certificates, but this Resolution and the Certificates shall be construed and enforced as if such illegal or invalid provisions had not been contained therein. Any constitutional or statutory provisions enacted after the date of this Resolution which validate or

make legal any provision of the Resolution and/or the Certificates which would not otherwise be valid or legal, shall be deemed to apply to this Resolution and to the Certificates.

SECTION 28. Section Headings. The headings of the various sections hereof are inserted for convenience of reference only and shall not control or affect the meaning or construction of any of the provisions hereof.

SECTION 29. Effective Date: This Resolution shall become effective immediately.

This resolution having been submitted to a vote, the vote thereon was as follows:

Member	Yea	Nay	Absent	Abstaining
Phillip R. Guin	X	_____	_____	_____
Eursla Hardy	X	_____	_____	_____
Willie D. Burton	X	_____	_____	_____
Charlotte Crawley	X	_____	_____	_____
Lola May	X	_____	_____	_____
Alvin Mims	X	_____	_____	_____
Jerry Tim Brooks	X	_____	_____	_____
Mike Powell	X	_____	_____	_____
Pam Byrd	X	_____	_____	_____
Larry Ramsey	X	_____	_____	_____
Ginger Armstrong	X	_____	_____	_____
Willie Henderson	X	_____	_____	_____

And the resolution was declared adopted on this, the 18th day of February, 2003.

/s/ Ron Festavan  
Secretary

/s/ Willie D. Burton  
President

**Personnel Recommendations.** Mr. Willie Henderson stated he asked for this item to be removed from consent in order to consider the recommendation for Hosston School. *Mr. Guin moved, seconded by Mrs. Hardy, to approve the personnel recommendations as recommended by the superintendent and submitted in the mailout.*

Mr. Henderson stated that included in the motion on the floor is a recommendation for the principal at Hosston School and at the last board meeting, discussion was held relative to the wisdom of the board moving forward with this proposal at Hosston. Mr. Guin called for a point of order in that at the January CPSB meeting, the board created by a vote of 8-4 the principal position at Hosston. President Burton ruled in favor of the point of order. Mr. Powell asked the superintendent if this is his recommendation? The superintendent answered in the affirmative.

Mr. Henderson asked the superintendent what school was the board being asked to appoint a principal? Mr. Festavan said the appointment, at this time, would be at the Hosston Alternative site. Mr. Henderson asked if there is such a school? The superintendent stated currently we do not have that site. Mr. Henderson asked how can the board appoint a principal to a school that does not exist? Mr. Guin called for a point of order since at the January board meeting that same question was asked and staff responded there could be two principals at one location. Mr. Henderson inquired about item #16 and Mr. Powell raised a point of order in that the board is not on item 16 and there is a motion on the floor. Mr. Burton stated that is correct and the discussion must be directed to the item on the floor.

*Vote on the motion failed with board members Guin, Hardy, Burton, Crawley, Brooks and Powell supporting the motion and board members May, Mims, Byrd, Ramsey, Armstrong and Henderson opposed.*

*Mrs. Byrd moved, seconded by Mr. Mims, to reconsider the motion. Vote on the motion carried with board members Guin and Hardy opposed and board members Burton, Crawley, May, Mims, Brooks, Powell, Byrd, Ramsey, Armstrong and Henderson supporting the motion.*

*Mrs. Byrd moved, seconded by Mr. Mims, to sever the motion and remove the Hosston recommendation, and vote on all the other recommendations. Vote on the motion carried with board members Guin, Hardy, Burton, Brooks and Powell opposed. Board members supporting the motion were Crawley, May, Mims, Byrd, Ramsey, Armstrong and Henderson.*

*Mrs. Bryd moved to approve all personnel recommendation, other than Hosston, as recommended by the superintendent and submitted in the mailout. Vote on the motion carried with Mr. Brooks opposed and board members Guin, Hardy, Burton, Crawley, May, Mims, Powell, Byrd, Ramsey, Armstrong and Henderson supporting the motion.*

*Mr. Mims moved, seconded by Mr. Henderson, that the Hosston recommendation go back to the superintendent and that the superintendent bring the recommendation back next month (March). Mr. Mims stated he believes referring this recommendation back to the superintendent to bring back to the board next month will allow for all other actions relative to Hosston to be taken care of before placing a principal at Hosston. Mr. Guin asked if it is necessary to do this since the board has voted to create the position and if the recommendation is defeated will it keep coming back until the position is filled? Mr. Burton does not believe the same motion can keep coming back to the board. Mr. Guin asked for a legal opinion from board counsel? Mr. Abrams said if the recommendation for the principal position is defeated at this meeting and is brought back for the board's consideration, the board would have to rescind action on that particular action in order to bring back the same recommendation. Mr. Powell stated as a point of order that legal counsel should be given the opportunity to look at Title XVII which makes provision for superintendents making recommendations for personnel appointments and that the board cannot put a name in that recommendation, only the superintendent can do so. Mr. Burton said the board could request the superintendent bring this back to the board without making a motion. Mr. Mims withdrew his motion, and Mr. Henderson withdrew his second, and asked that the superintendent bring this back to the board next month.*

Per the superintendent's request, John Dilworth, chief operating officer, introduced the following personnel appointments approved by the board: (1) Jeff Roberts was appointed the Math, Science & Technology Coordinator at Keithville Elementary/Middle and Southwood High School. (2) Dorothy Benard was appointed as the Instructional Coordinator at University Elementary School. (3) Dwan Daria Jacobs was appointed counselor at Eighty-First Street ECE Center. (4) Gerald Badgley was appointed interim assistant principal of discipline at C E Byrd High School, and (5) Tracey Harris was appointed interim principal at Newton Smith Elementary School. Family members, guests, and administrators were introduced and each appointment will receive the appropriate salary as reflected by the Caddo Parish School Board salary schedule applicable to the position to which each was appointed.

## **APPROVAL OF HOSSTON ALTERNATIVE SCHOOL AS A SEPARATE ALTERNATIVE SCHOOL**

*Mr. Guin moved, seconded by Mr. Powell, approval of Hosston Alternative School as a separate alternative school. Mr. Henderson asked the superintendent if in the proposal under Section 2 Philosophy and Purpose will the school be offering a setting for regular and special education students in grades 6-12 (ages 12-22) and does staff have any projected number of students that will be served in each area? Mrs. Ritter stated at the current time there are 60 plus students at the Hosston site, 15 of which are special education; and it is projected that an additional 30 students will be added within the next month with a possibility of it expanding even more because of needs in the northern part of the parish. Mr. Henderson stated that in section B (needs assessment), the information provided relative to the number of students having difficulty in various areas of testing is very helpful and asked why this same information is not provided for Hosston? Mr. Henderson referenced that when Caddo's School Away From School program was implemented, it had approximately 5 sites and approximately 900 students with only one principal responsible for the program. While it may not have been the best situation, it was a successful program. Mr. Henderson made reference to the current budget information and the need to be saving as much as possible, and expressed his concern over a calendar option of a shortened school year and how this could affect salaries and some personnel. He said it is*

difficult for him to deal with the possibility of reducing employees pay and adding an expenditure such as this without the justification needed to make such a decision. Mr. Henderson stated the decision has nothing to do with an individual, but he does not feel this is the time to make this decision and encouraged the board to defeat the motion. Mrs. Byrd asked if Hosston is made a separate school, will there be a number of waivers requested to insure we are in compliance? The superintendent stated that is correct. Mrs. Ritter highlighted some of the waivers that would be requested for an alternative school such as Hosston, i.e. when working on a performance based program, teachers won't be certified in each area, i.e. science certified teacher, but not certified in biology or chemistry, etc.; the time requirements because the alternative schools are not done by seat time, but by performance so a student does not have to sit in a classroom "x" number of days in each particular subject, but can take a proficiency exam and be moved out of a class; grouping more than 2 grade levels at one time because the students will be performing at different levels, length of each class, fulltime librarian, guidance counselors, etc. Mrs. Byrd asked if the school remains under the umbrella with its parent school, would these waivers have to be requested? Mrs. Ritter said that is not entirely correct, because the other school does not have the CAPT program nor the Options program and these are two programs that staff wishes to bring to Hosston since there is no place in the northern part of the parish to offer these programs to students wishing to take advantage of them. Mrs. Byrd asked if the two programs are being offered at Hosston at this time? Mrs. Ritter answered they are not. Mrs. Byrd asked if the board would have to approve expanding the programs at the Hosston site? Mr. Festavan said that is correct. Mrs. Byrd asked if it is not necessary to approve the waivers until the program is in place at the site? Mrs. Ritter responded that is correct and that is what is in the proposal. Mr. Festavan stated that moving the programs to Hosston has been the intent from the beginning and what is before the board today is putting procedures in place and if the board does not approve moving the program to Hosston, the waivers are harmless. Mrs. Armstrong asked if the board could still move the CAPT program to Hosston? Mr. Festavan said it can. Mrs. Crawley asked if the money to be saved would be the difference in the current administrative position and what a principal will make? Mr. Festavan said the only money the board would spend at this time is the difference in the salary currently being paid a person to be there on site and the cost to have a principal on that site. As personnel and programs are added and the programs grow, there will be a cost attached to that. Mr. Burton asked Mr. Festavan if any community input has been received regarding Hosston? The superintendent stated he had not received any calls regarding Hosston and that is the reason for the public hearing on today's agenda.

Mr. Guin asked if the finances outside the position change will be funded outside the general fund? Mrs. Ritter said funding through federal funds had been allocated for two additional teachers and funds presently being used for transporting students to Laurel Street will be saved as the students in the northern part of the parish will not have to be transported as far. Mr. Guin inquired how many students are presently being transported from the northern part of the parish to Laurel Street. Mrs. Ritter responded seven or eight. She added these students are also riding the bus 45 minutes to 1 hour. Mr. Guin stated he realizes some board members were not on the board when the discussions were held regarding the establishment of the program at Hosston and are unaware of the suspension and expulsion programs and the problems encountered because of the distance for the students to attend Oak Terrace and Hamilton Terrace. He encouraged the board to support the motion. Mrs. Armstrong asked about the point addressed in the difference in the money as it states in the proposal we should provide guidance counselors and librarians if it is made a separate school and would this be an additional expense? Mr. Festavan said that is correct, but if a program is added that requires counselors, etc., a package would come to the board with outlined expenditures and the board will at that time make the decision as to what positions might be added. Mrs. Armstrong inquired about the four programs referred to and if there are numbers of students enrolled in each? Mrs. Ritter said the program for suspension/expulsion is in place and the number of students in the program fluctuates up to as many as 60, the CAPT program has funding and a teacher for 15, the Options Program an additional 15. A librarian will not have to be placed at Hosston, but the services could come from somewhere else. Mr. Festavan said the programs could be placed at Hosston now, and application can be made for funding for the teachers. Mrs. Byrd asked if these things can be done without Hosston being changed? Mr. Festavan said that is his understanding, that we are not prohibited from putting the programs there under the current umbrella. Mrs. Byrd asked if the vote would be abolishing or changing anything at the site or would it continue to function as it is now meeting the needs of the students in the northern part of the parish and programs can be added? Mr. Festavan said it could if the board approved adding the CAPT and Options program to the

program at Hosston. Mr. Powell stated the staff has been asked to bring to the board their best advice for the children and the motion on the floor addresses the needs of the children in the northern part of the parish. He further stated that over the past several years, the board has supported neighborhood schools and getting the children closer to their homes and this motion is for helping the children that are at risk of falling through the cracks by offering this alternative education in the northern part of the parish is needed. He believes the superintendent is conscientious of the spending and some of the waivers actually will save money and asked the board to support the motion. Mr. Guin requested a five-minute recess so all board members can be present for the vote.

**Recess.** The president called for a recess at approximately 5:50 p.m. and the meeting reconvened at approximately 5:55 p.m.

*Vote on the motion failed with board members May, Mims, Byrd, Ramsey, Armstrong and Henderson opposed and board members Guin, Hardy, Burton, Crawley, Brooks and Powell supporting the motion.*

### **CONSIDERATION OF BOARD RETREAT**

Mr. Mims stated his desire to have a board retreat. Mr. Burton announced a board retreat can be scheduled when items are presented as reason for scheduling a retreat. Mr. Mims said his feeling for having a retreat is because there are a number of new board members and it would be an opportunity to have dialogue with one another. He stated retreats have been scheduled in the past and the chair and superintendent worked out an agenda. Mr. Mims asked Mr. Burton as the chair to determine the direction for holding a retreat. Mr. Burton said since there is no motion on the floor, discussion cannot continue until the work session; however, he would be amenable to receiving suggestions from board members for consideration in scheduling a retreat.

### **UPDATE ON SUPERINTENDENT SEARCH**

Mrs. Burnadine Moss Anderson gave an update on the superintendent search process providing the board with copies of materials to be added to the superintendent search notebooks. Mrs. Anderson shared a proposed advertisement to be placed in the *School Administrator* magazine, a publication of the American Association of School Administrators, a premier publication for school administrators, with a circulation of 23,000 which includes superintendents, deputies, principals and individuals. Caddo's ad will appear in the April issue to be distributed in March. Mrs. Anderson announced that letters have been mailed to the presidents of the organizations approved by the board, presented a copy of the letter and from the response the Advisory Committee recommendations as follows:

District 1	Ken Cochran	District 10	David Cox
District 2	Lloyd Parker	District 11	Dan Foster
District 3	Gail Griffin	District 12	Dottie Bell
District 4	Bessie Smith	APEL	Kim Brun
District 5	Joyce Bowman	CAE	Dr. Michael McCoy
District 6	Ernestine Lester	PTA	Rosemary Day
District 7	Lois B. Wilson	CFT/SP	Jackie Lansdale
District 8	Ken Krefft	Retired Teachers	Dr. Lonnie Dunn
District 9	Karen Cowley		

Mrs. Anderson announced that approximately 300 letters have been mailed to community leaders and groups asking them to provide the board input on the qualities the board should consider in seeking a new superintendent. Mrs. Anderson reported she, along with staff, has met with a consultant so we will have visibility on the world wide web via Caddo's web site. This will allow persons a means to provide input in the search process. As the board makes recommendations throughout the process, the web site will be updated. A public forum is scheduled for March 17 at C E Byrd High School. A proposed budget was presented showing comparisons of costs since the search four years ago.

*Mr. Henderson moved, seconded by Mrs. Hardy, approval of the appointees to the Advisory Committee and the proposed budget presented for the 2003 search. Mr. Henderson asked if staff*

had an idea as to the cost for a headhunter. Mrs. Anderson responded that last time an estimated figure was \$80,000. *Vote on the motion carried unanimously.*

**Recess.** The president called for a 15-minute recess at approximately 6:05 p.m. and the meeting reconvened at approximately 6:25 p.m.

## **SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** Mr. Festavan presented an update on construction projects, noting that more information will be provided on the Arthur Circle project at the next meeting.

**Report on Number of Students Living in North Caddo District that are Not Attending North Caddo.** The superintendent stated that in response to Mr. Guin's request, staff has researched students residing in the North Caddo area, but attending school outside the North Caddo attendance zone. He said at this time it appears this number is approximately 121 students. Mr. Festavan further responded that the high school numbers indicate 9 students attend C E Byrd High School, 3 students attend Hamilton Terrace, 10 students attend Caddo Magnet High School, 21 students attend Northwood High School and there are 7 students at Oak Terrace.

**Report on Special Education, Gateway, ECE Testing Procedures.** Mr. Festavan reported that staff sent the board a report on testing procedures for special education, gateway and ECE and staff is present to answer any questions. Mr. Guin asked if staff determines which tests (IQ and achievement) will be administered in Caddo Parish? Mike Welch, school psychologist, answered there are two achievement tests, one of which must be selected for each gifted evaluation. These are the two premier tests used throughout the nation. There is a third test that is considered comprehensive, however, Caddo does not possess or use it. He stated there are as many as five IQ tests, which are premier tests and as the qualified examiner, staff does make the determination as to which test will be used. Mr. Guin stated for clarity there is a sense that we have made a change that has negatively affected the number of students, especially in north Caddo Parish that are qualifying and he requested this information so he can say changes have been made, but they were made by the testing company. Is this correct? Mr. Welch answered that is correct in that the tests from publisher Woodcock-Johnson were republished with new norms and test samples in SY2000-2001 and the Wyatt-Wexler scale was released in SY2001-2002. Mr. Guin referred to the magnet programs in the parish, and that the North Caddo community has approached the board numerous times with their concerns of students being identified (at the middle school level), and once they get out of middle school, North Caddo is no longer an option if they wish to continue in the Gifted and Talented Program. He questioned why there are three high schools in close proximity to one another (Captain Shreve, Byrd and Caddo Magnet) that are offering the Gifted and Talented Program.

Mr. Festavan said the data provided shows an interesting trend in that in 1999 there were zero identified Gifted and Talented students at Vivian in grades 1-8. In 2002, 19 students were identified and it is projected there will be 22 next year. When looking at a school for a Gifted and Talented program, it is important to assess what the system can pay for. When there are as few as 1-3 students in a high school who qualify for the Gifted and Talented Program, it is important that the board determine if it can afford to put the program there for that few students. Staff is addressing these issues and possible alternative solutions to this and has discussed in the past the need to grow North Caddo to where the board can justify the expenditure for a G&T program, as it is a budgetary matter. Mr. Guin stated he realizes the board will make some key budgetary decisions in the not too distant future and if the board continues to build incentives in the programs to the point where you move the top students out of the neighborhood schools, the other schools will be labeled according to No Child Left Behind. Mr. Guin stated he realizes the G & T Program is federally funded and there is a minimum number of identifiable students in order for the federal funds to apply. He asked when was the decision made to set up the Gifted and Talented Programs at the sites where they are located? Mr. Festavan said the programs are number driven as to where they are located.

Mr. Mims asked if staff had the number of parents that work in Texas but live in Louisiana and obtained an option for their children to attend school in Texas? Mr. Festavan said he does not and to his knowledge no request has been made to Caddo to approve a transfer.

Mr. Powell expressed his appreciation to the staff for the report and asked how many children have qualified for pre-school Gateway since January 1? Staff responded one student. Mr. Powell asked how many qualified in the fall? Staff responded none. Mr. Powell asked staff at what point did the trend change? Rose Worrell responded that initially staff was using a 20-year-old screening instrument and this has been changed. Mr. Powell inquired as to the numbers for 2000-2001 and 2001-2002? Ms. Worrell answered 16 students were identified in 00-01 and 13 in 01-02. Mr. Powell referenced the fact that since the bar was raised this year there has only been one student identified. Ms. Worrell reported years ago there were only 1-3 students per year identified for the program and then it jumped, but staff does not have an explanation for the increase. Mr. Powell questioned if there wasn't a need to evaluate the system as to where we are setting the standard and what instrument would be most appropriate to use. Mr. Festavan asked staff if we changed the test? Heidi Evans stated staff was required to respond to the standardization screening instrument change, and the new screening instrument with new norm standards in effect changed the test, not staff. Mr. Festavan asked if we have options to use other tests or is there a standard that we use? Ms. Evans said the standard has never changed, the state guidelines clearly indicate the criteria for IQ and achievement tests, and there are different tests. The pre-school test is different than the test for school age children. Ms. Worrell explained the tests currently used by staff. Mr. Festavan asked staff if the change of the test caused the drop in qualifying students or did other variables cause the change? Mrs. Evans said there are other factors to consider, but when a test is normed, it is a little different, so yes the renorming of the test did raise the bar of the test a little higher, but the standard did not change. Staff said the screening instrument was old, based on norms 20-25 years ago, and the children had mastered that information. In looking at the high IQ required to participate in the pre-school program, the number of children screened has reduced.

Mrs. Armstrong left the meeting at approximately 6:45 p.m.

Mr. Henderson stated he also is concerned by the concerns expressed. He asked how the sites for the Gifted and Talented programs were determined? Carol Goodman, facilitator of the Gifted Program, stated the sites were in place when she came on staff; however, staff monitors programs regularly to determine if they can be offered at additional/other schools. He asked if some consideration should be given to the northern area so that children can be afforded the opportunity to participate? Mr. Henderson asked staff how it plans on addressing this matter? Staff responded they are required by law to place a student who has been identified as Gifted, and depending on where they live and their IEP, they will be placed at the closest school, not necessarily a magnet school. Dr. Taylor indicated staff cannot speak to why there is no pool of identifiable students, or why referrals are not being made from the pre-school population. She said the board approved an evaluator position for the purpose of searching out those students who may be eligible for the G & T programs and a concerted effort is being made to identify candidates for the G & T program. Mr. Henderson asked what is being proposed in addition to the Child Find person? Dr. Taylor said all the staff is attempting to talk to and encourage principals to refer students who have a potential of qualifying.

Mr. Burton stated this is only a report and without a motion on the floor, discussion cannot continue.

Mrs. Byrd asked if there is any alternative testing that can be done for the students within the guidelines in place, or any combination or change that can be made that might make a difference in the results? Staff responded there are many tests on the market to test IQs and achievement. Staff does research on the normative sample and looks at real liability and validity and selects the most valid test for Caddo Parish. The ones currently being used are very valid measures and choices are being used. When staff tests children, procedures set forth for the test must be followed. Staff indicated they are given a choice by looking at different factors when assigned a case and every child is not given the same test, but there is a battery of tests to choose from, and the staff looks at the tests that are placed on the market to see what best fits the population. Staff has chosen what needs to be measured in the pre-school children and the question has been raised if we are getting the referrals. Mrs. Byrd asked as to the number of referrals received? Mr. Burton indicated that with the number of questions regarding this matter, possibly this item could be put on the agenda for a work session in order to address it, since if the discussion continues, a motion would need to be made.



**Report on Current Amount in M&S and CEEF Accounts for Each School.** Mr. Powell asked that the report on the M&S funds and CEEF accounts be made a part of the official files on record and that they be attached to the minutes sent to principals and PTA presidents.

**Report on Updating the Web Site-CPSB Policy Manual and CPSB Mailout Documents.** Mr. Festavan reported that information on this request had been forwarded to the board and Joe Brown is available to answer any questions.

**Report on Status of Library Book and Band Situations at Booker T. Washington High School.** Mr. Festavan stated the air conditioning and mold problem in the library at BTW has been resolved with a new humidity modifier in the library and an alarm system if it fails. He has met with Dr. Ducote and presently \$5,000 has been expended in the replacement of books. Mr. Wreyford noted there is an ongoing expenditure in the budget for the complete replacement of the books. Regarding the band situation, staff director Roy Thomas stated he talked with the principal and applicants are being interviewed. Mr. Thomas said staff is working daily to fill this position despite the difficulty of trying to do so in the middle of a school year.

**Staff resignation.** Mr. Festavan announced that today was Liz Duran-Swinford's last day with Caddo as she has accepted an Assistant Superintendent position with the East Baton Rouge Parish School Board.

## **UNFINISHED BUSINESS**

Mr. Powell stated that he had requested information on the 2003-2004 general fund budget and appreciates the information provided. He referenced the amount of over \$3 million that would go to teacher salaries which is over \$5 million that was budgeted, and staff is awaiting BESE approval of these funds, one-half of which is mandated for the teacher salaries. Mr. Powell asked for clarification on the \$3 and \$5 million amounts and the required amount to be allotted to certified salaries, and if staff will be bringing a recommendation to the board in March for increasing the salaries? Ben Wreyford, finance director, stated the numbers he received in January were preliminary and each year when the state board approves the letter, staff brings it to the board the following month (March). Mr. Wreyford said the \$5 million number is the amount he received and is awaiting the final numbers from the state this week. Mr. Festavan stated staff is presently working on the method of dissemination. Mr. Powell asked if employee organizations were being included in the process to determine distribution? Mr. Festavan stated the staff is very competent in addressing this each year and will bring a recommendation to the board.

Mrs. Byrd asked if it made a difference if the increase is in one lump sum or distributed otherwise? Mr. Festavan said it does make a difference and asked Mr. Wreyford to further explain this matter. Mr. Wreyford noted there are several ways the increase could be distributed, i.e., (1) lump sum, (2) retroactive, (3) retroactive to this point and incorporate in the salary schedule from this point on. He said BESE is leaving the actual disbursement method up to individual districts and it is being done in different ways. Mrs. Byrd asked what is the determining factor? Mr. Burton said this is not an agenda item and a request can be made under *Announcements and Requests*, but in accordance with Open Meetings Law, it cannot be discussed since it is not on the agenda.

## **ANNOUNCEMENTS AND REQUESTS**

Charlotte Crawley asked that a committee of the different employee groups be asked to address the options for receiving the salary increase.

Mrs. Crawley also asked the superintendent to provide her with an explanation of the Performance Evaluation Committee, who is on the committee and its charge.

Mr. Guin asked the superintendent if he would have a recommendation on the March agenda for this disbursement and asked for adequate time for discussion at the work session.

Larry Ramsey asked for numbers of students we may be losing to competition, in the arena of testing measurements, included in the special education report and what can be done to improve upon Caddo's programs. He asked if some of the needs discussed can be addressed through the

technology program the board recently approved moving ahead with and if this is a way to provide what the students in northern Caddo need? Mr. Ramsey also referenced a letter he received from the Ark-La-Tex Antique and Classic Car Museum and Firefighters Museum that he would like shared with schools as possible field trip opportunities.

Mr. Powell asked for a further report on the ECE Gateway testing, requesting that staff, including curriculum staff, address solutions and possibly add an agenda item if needed.

Mr. Powell announced he requested the item on the special education building décor be delayed until additional information on the furniture purchases in this department is received. He asked that the entire board be provided copies of this information.

Mr. Mims requested that the superintendent on behalf of the board extend to Ben Wreyford the board's appreciation for his efforts in obtaining the low interest rate on the bonds.

Mr. Henderson asked the superintendent about the status on the search for a principal at North Caddo. The superintendent stated this situation is ongoing. Staff is interviewing for this vacancy and in staff's recognition for a strong leader at North Caddo and in staff's attempt to not move hastily in making a decision, staff wishes to make certain the recommendation that comes to the board is someone who can move the school forward.

Mrs. Crawley asked the superintendent if Caddo is in compliance with the Louisiana Nurse Practice Law, i.e. on field trips, who administers medications and also when clerks administer meds at the school, are they provided unencumbered time to do so? Also, in staff's work on the safety procedures, Mrs. Crawley asked if Caddo is in compliance with Homeland Security?

Mr. Brooks requested a report from the finance department on expenditures for the past five to six years in the special education department that are not related to children's education.

#### **EXECUTIVE SESSIONS**

*Mrs. May moved, seconded by Mr. Mims, to opt the executive session for the student readmission appeals and accept the recommendation of staff to permit Jeffery Galloway, Jr. to enroll in the Option 3 Program at Hamilton Terrace Learning Center for SY2002-03 and that Brandon Sauseda be permitted to enroll in the Option 3 Program at Hamilton Terrace Learning Center for SY2002-03. Motion carried with board member Brooks opposed and board members Guin, Hardy, Burton, Crawley, May, Mims, Powell, Byrd, Ramsey and Henderson supporting the motion.*

#### **FAIR SHARE**

Mr. Henderson inquired as to the status of the Fair Share Committee. Mr. Burton announced the committee will bring something to the board in March.

**Adjourn.** *Mr. Ramsey moved, seconded by Mr. Mims, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 7:25 p.m.*

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James R. Festavan, Interim Superintendent

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Willie D. Burton, President

**March 4, 2003**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, March 4, 2003, with President Willie Burton presiding and Larry Ramsey and Phillip Guin present being a quorum. Other school board members present were Eursla Hardy, Charlotte Crawley, Lola May, Alvin Mims, Jerry Tim Brooks, Mike Powell, Pamela Byrd, Ginger Armstrong and Willie Henderson. Also present were Interim Secretary James R. Festavan, and Reginald Abrams, legal counsel. Mrs. Crawley led the Invocation and the Pledge of Allegiance.

## **PRESENTATIONS**

**Design of Arthur Circle Classroom Wing Addition.** Steve White, director of capital projects and construction, introduced Brian Yates with Bledsoe Architects, architect for the new wing design at Arthur Circle Elementary School. Mr. White announced that Bledsoe Architects also designed the new wing addition at Hillsdale Elementary. Mr. Yates shared with the board the proposal for the classroom wing addition at Arthur Circle Elementary School highlighting logistics of the proposed new wing including (1) an eight classroom structure vs. the original six room addition; (2) one of the classrooms will be an art room which is larger than the average classroom, (3) a teachers' workroom, (4) computer server closet, (5) boys and girls restrooms, (6) staff restroom, (7) changing area for special needs students, (8) mechanical room, (9) electrical room, and (10) janitor's closet. Mr. Yates stated the design is structured as requested so it will tie in with the existing buildings on the campus. He said he met with the principal Sally Cox and noted this building will be used for the younger students (k-2) and the importance of placement of the wing to be near the drop off area, to be accessible to the playground and covered walkway, and designed to let in a lot of outside light. Mr. Yates shared with the board drawings and pictures of the campus, the site location of the proposed new wing, size of the building (70' x 150') and the classrooms, floor plan, elevation, exterior construction of the building and roof, and cost estimates. The cost estimate, which is a guesstimate, is \$941,000 or \$90.50 per square foot. This figure was derived from contractors who have or are currently working on CPSB projects with similar construction techniques that were willing to share cost numbers for certain aspects of the project, talking to subcontractors, in addition to the means data. If the price were to drop 5-10%, the price could be between \$81 and \$86 a square foot for an estimated total project cost of between \$850,000 and \$900,000.

Mr. Powell expressed his appreciation for the thorough presentation by Mr. Yates and inquired about a budget for playground equipment alternate of \$15,000. Mr. Yates said there was a question if the existing playground would stay or if it would be changed out because of age and safety factors, thus the reason for including the cost. This would be a decision made by the board. Mr. Yates responded the amount is included in the \$941,000. Mr. Powell stated that Proposition 1 money is being used from the 1997 bond issue for this project and other projects, like playground equipment, have been paid from capital projects and asked if that would be the appropriate fund for this project? Mr. White stated that normally if the equipment is in the way of the building and has to be relocated, the relocation cost is paid out of Proposition 1 funds; however, if new equipment is needed, generally it is paid for out of other sources. Mr. Powell said this school is unique in the glass overhead and he understands staff had some concerns. Mr. White said yes and initially they were looking at a plate type glass as opposed to glass block, which is a more durable product. He added the concern was if there is a tornado drill, students are normally taken to the corridor and the idea of putting glass over the children in this area was a safety concern. Mr. Powell asked if from a design aspect, would we be more comfortable with using the other glass approach? Mr. Yates responded that from a design aspect, it fits well, as you will not see a lot of it and it is there to allow light into the building. Mr. Powell asked about the estimated costs and that the numbers are figured high and if the architect felt comfortable with them? Mr. Powell asked the architect if the numbers are higher because of the 10% factor or is something else adding to the cost of the project? Mr. Yates said approximately 1100 square feet have been added to this project because of the additional space in the art room and the additional teachers' workroom. The additional cost for the additional square footage is approximately \$90,000. Mr. Powell also inquired about the \$16,000 for the vestibules. Mr. Yates said this is an increase in the amount of the area. Mr. Powell inquired if this is something the administration desired? Mr. Powell asked the principal, Sally Cox, with whom she had shared this information? Mrs. Cox indicated that after the architect had shared it with her, she

took it to a faculty meeting, and posted it on the walls in the library and in her office to offer all employees and parents an opportunity to provide input. She added everyone had been very pleased and impressed with the proposed plans. Mr. Powell asked if the pick up on the design was important to the administration? Mrs. Cox said this is very important as the traffic flows easily and the safety for the students is of utmost importance. Mr. Powell asked Mrs. Cox if she is comfortable with the design of the hallways? Mrs. Cox said she was, because even when it is one continuous hallway, more than one teacher is required to be on duty, actually more teachers are assigned, at least one teacher for every four rooms, so extra duty is a must.

Mr. Ramsey asked was there not an eight classroom wing under construction at Southern Hills and the cost? Mr. White said it is an alternate to the base bid of 12 rooms. Mr. White said the 8 classroom alternate is approximately \$660,000 and a portion of the bid would have been picked up in general conditions in the base bid of 12 rooms. Thus, he anticipates it being a little more than the projected \$660,000; the typical cost will possibly be \$750,000-\$800,000. Mr. Ramsey asked the superintendent to elaborate on the staff's recommendation? Mr. Festavan stated the staff's initial recommendation is to move from the original six classrooms to an eight classroom wing. He said the typical cost assignment is approximately \$100,000 per classroom. Mr. Ramsey asked if this project (floor plan) could be built within an \$800,000 budget? The architect answered it could be built for approximately \$800,000; however the size is not equivalent to 8 classrooms, but actually 9. The present budget is approximately \$941,000 which would be in line with 9 rooms, and added once it is competitively bid, the price could come down on the 8 classrooms. Mr. Yates did not believe the cost could be lowered to the approximate \$800,000 while leaving in the work room. Mr. White agreed in that the other buildings being built around the \$800,000 amount are square buildings. Mr. Ramsey asked if the staff recommendation is for just an eight classroom building? Mr. Festavan indicated that the architect has laid out some concerns relative to the split-box design and he doesn't believe that an 8 classroom box design can be considered adequate for every school. He further added that the staff recommendation is to address the needs at the school, but also maintain integrity of the budget. Mr. Ramsey asked if a closer estimate for the proposed new wing could be \$850,000? Mr. White said that is correct.

Mr. Mims asked Mr. White if the building at Southern Hills cost \$660,000. Mr. White said originally Southern Hills was scheduled as a 20-room addition. The former superintendent recommended it be reduced to 12 rooms based on last summer's bond issue. When the bond issue failed, it was recommended that we bid an alternate to bring it back to the original 20 rooms. Mr. Mims said the wing at Southern Hills is not a straight wing but an L shaped wing (for the 20 additional rooms). Mr. Henderson stated he supports the principal and the things the staff and community have worked on, and he is very sensitive to the concerns shared by board member from District 10. Mr. Henderson asked when this item first appeared on the agenda? Mr. Festavan said it was listed on the last round of schools listed for wings. Mr. Henderson asked if the original request was for 6 classrooms? Mr. Festavan said the original request approved in the bond proposal was to reduce 10% of the t buildings. The former superintendent reduced that to six because of his concerns. Staff is recommending going back to the original number of 8, which will be in line with what the voters approved. Mr. Henderson asked if anything went out to the presently seated board from the superintendent's office recommending six? Mr. Festavan said it did not. Mr. Powell indicated he requested the presentation today and on the economy scale in making comparisons and looking at Captain Shreve as an example, once you get up to 10 to 12 classrooms and up, the price will drop. Mr. Powell once again expressed his appreciation for the information and the presentation made today.

**North Caddo High School Needs Assessment.** Mr. Festavan introduced Mr. Rich Arnold, chair of the North Caddo High School Needs Assessment Committee. Mr. Arnold stated this committee was formed as a result of a directive from the CPSB in September 2002. He explained the structure of the committee, the committee's report and the methodology used. Mr. Arnold stated the committee primarily used qualitative research methods, following the school board's list as to what areas they felt were most important. Reports from the sub committees were presented and included reports on (1) Abstract (2) Academic Needs, (3) Organization, Buildings and Grounds, (4) Sports & Extra Curricular Activities and (5) Community/PTSA. Mr. Arnold recognized sub committee leaders present at the meeting. Mr. Arnold highlighted key issues in the academic area in that those interviewed saw a need to enhance the career program, enhance existing programs or make others available. Some of the program highlights Mr. Arnold commented on included Advanced Placement, Gateway, and/or Dual Enrollment

Courses; the need for adequate facilities and supplies for the Math Science Magnet, the need for a clearly defined homework policy, and board attendance at open forums. Dr. Steve Taylor addressed the board on the sub committee's work addressing grounds and organizational structure as it relates to the school and central office. Dr. Taylor stated the number one concern is effective leadership for North Caddo. He said the school has had an interim principal for approximately six months and prior to that, principals stayed for a relatively short term. The enrollment has steadily declined indicating that students are crossing the state line as well as attending magnet programs in Shreveport. Dr. Taylor said there is a concern that the basic things that usually hold a rural community together are falling apart, and it is affecting the economy, the ability to recruit businesses and the ability to keep residents. He added that many of the things in his report will fall into place when an effective leader is in place at North Caddo and it is crucial that the leader, as he/she affects change, has the support of the central office as an effort is made to bring the community back together. He commented on the magnet program in place at North Caddo and the lack of being able to attract students from other areas, the age and condition of the buildings, the need to offer a Gateway Program at North Caddo to serve Gateway students at the middle school level, the percentage of special education students at North Caddo, scores of the special education students and how the school's test scores are affected, limitations of onsite career training and the need for career training, the 4 x 4 scheduling and the pros and cons it has seen since implementation. Dr. Taylor shared the committee does not intend to make a recommendation regarding 4 x 4, but desires that if the program is going to remain in place, it must be allowed to function in a different way; and if it is to be changed, it should be done in a timely manner so students are not penalized and teachers and staff have ample time to prepare for the change. Dr. Taylor also encouraged the board to recognize and support the alternative school at Hosston and the administrations at Hosston and North Caddo to work closely together. Mr. Arnold commented most of the items being discussed can be addressed through management and leadership; however, the air conditioning of the auditorium at North Caddo is a priority item and the community and businesses are committed to supporting this. In the area of sports and extra curricular activities, Mr. Arnold voiced concerns over fundraisers, the lack of them, the need to streamline them, as well as the need to improve communications and suggestions as to how this may be accomplished. He also said the committee is asking the board to support the idea of a Future Teachers organization which would assist a rural community to grow their own teachers. All schools in the northern part of the parish have indicated a concern/problem in being able to attract teachers. In the area of community and PTSA, the committee suggested the community be encouraged to participate in campus beautification projects, etc. He also said several committee members voiced concern over the needs assessment, but also noted an overwhelming amount of positives, i.e. teacher support of students, administrative support of career development as well as others. Again, Mr. Arnold said the majority of the issues and concerns expressed can be addressed by the principal/administration.

Ginger Armstrong expressed her appreciation for the thorough report presented and asked how many auditoriums are not air conditioned in the parish? Mr. White was not certain as to the exact number but said there were many parishwide, and they are beginning the program this year under Proposition 4 to address this need.

Mr. Arnold added there has been in excess of 600 volunteer hours in this study; and in the event another needs assessment would be served, recommended the board contact LSUS, as an example, and take advantage of graduate students who are future teachers and administrators to conduct an unbiased needs assessment.

Mr. Guin expressed his thanks to the committee for the many hours of work and asked (1) if there was any member on the Needs Assessment Committee that does not feel the presentation today was an adequate presentation of the work done by the committee, and (2) in referencing Mr. Ramsey's previous comments on a project approved by the board to implement Caddo's Technology Plan and utilizing opportunities it would bring in the rural areas, asked Joe Brown if we were beginning installation of this technology in the rural schools or in the inner city schools? Mr. Brown said the first schools prepared to receive the technology are the inner city schools, as they have been wired for the new telephone system and will be the first to receive the data gear. Mr. Guin stated this is what the northern part of the parish has indicated in that they feel they have been looked over and Mr. Ramsey's point was a very good point when he said we have an opportunity with this technology to take programs into the rural areas without moving the entire program, but we are not starting there. Another program Mr. Guin referenced was the 4 x 4 program, and the staffing situation. He said he realizes North Caddo has some additional

staffing for the career programs offered, but additional staffing is offered at the 4 x 4 program at Southwood; however, North Caddo is not offered additional staffing for the 4 x 4 program. He stated these are areas that need addressing and we need to listen to what the community is saying through the report presented. He encouraged the board that before any decision is made relative to the amount of money spent in different areas to drive to some of these schools and see what they are operating with.

Mr. Powell stated this study began last summer when the board received a request to discontinue 4 x 4 at North Caddo. Mr. Powell said he appreciated the work done by the committee and inquired of the superintendent where we are in the process of evaluating the 4 x 4 program at North Caddo, is staff working on a modified 4 x 4? Mr. Festavan responded that with the leadership status at North Caddo, the staff has prepared and has been working on this. He believes it is time to make a decision regarding this issue and staff will be looking at this to determine if it should continue or not. If it is not recommended to continue the program, staff is looking into what needs to be done. Mr. Powell encouraged the superintendent and staff to keep the dialogue going that has been established with the citizen committee. Mr. Arnold stated that in the committee's address of 4 x 4, a position was not taken as the committee, the parents and teachers were all divided on this issue. He said the committee took an objective view of the issue and believes it can work; but because of some changes, and a decline in enrollment, the problems need to be addressed, which he, and the committee, hopes the next principal will take the input provided in addressing these various issues. Mr. Powell stated a uniform study was mentioned at the forum and asked staff if we are now proceeding in that direction? Mr. Hearron answered not until a new principal is in place.

Mrs. Hardy congratulated the committee on their efforts and indicated her support of the committee and their suggestions. Mr. Ramsey asked Steve White if in the TBDs listed in the Capital Projects budget if air conditioning is included for the North Caddo auditorium? Mr. White answered the final plan came back to staff with air conditioning recommendations for Woodlawn and Caddo Career & Technology Center which took the entire budget for air conditioning auditoriums for the year.

#### **Special Education Report on Gifted and Talented Testing Procedures and Plan of Action.**

Dr. Jeanette Taylor, director of special education, stated that in response to a request for clarification of information of a February 27<sup>th</sup> report to the board addressing gifted identification, the report answers the questions posed by the board at its previous meeting. Dr. Taylor introduced the following members of the special education staff present to answer board questions: (1) Mike Welch, school psychologist and expert in the area of testing and testing research; (2) Gail Gucker, who will address questions relative to the OCR citation and mandate; (3) Heidi Evans, who will speak to questions relative to the school age program, the SBLC process and the referral process for gifted identification; (4) Mary Jo Palumbo, facilitator and pupil appraisal, who will speak to pre-school evaluations, and (5) Carol Goodman, facilitator for gifted instructional programming. Dr. Taylor stated there are two components for the program for gifted learners. The program is called Gateway and there is a pre-school component (which currently has 19 students enrolled and is located at A C Steere), and the school-age component currently has 1656 students enrolled in schools throughout the parish. The pre-school program serves children ages 3-5 and the school-age program serves students in grades K-12. The screening, testing and evaluation standards for participation in each program are totally separate. Dr. Taylor said she believes the board's previous questions were targeted at qualifying information for the pre-school program. She said that pre-school students that demonstrate advanced abilities are given an aptitude screening to determine if they should be referred for further testing. If students pass this screening, they are then given a pre-academic achievement test in the areas of pre-reading and pre-math and an intelligence test to determine if they meet the state criteria for eligibility. Dr. Taylor reported there is one test used for screening, one test given for intelligence screening and one test for academic skills, which answers the board's question of there being three tests used to qualify gifted students for the pre-school program.

Dr. Taylor then addressed the board's question "Have the tests changed in the last two years and do we choose which test to use when testing children?" Dr. Taylor said that until the beginning of the current school year, a test of cognitive ability called the KABC test was used as a primary test for identifying gifted children. Because the KABC was published in 1983, a different test was selected at the beginning of the current school year. The new test, the DAS, was chosen because it was a newer test, developed in 1990, and more pre-schoolers were used in the sample

to develop the test which makes the test more appropriate for testing for eligibility of the pre-school children. The test used to measure academic ability of pre-schoolers has not changed. Dr. Taylor referred to the document presented to the board and asked if the board had any specific questions relative to the pre-school program?

Mr. Powell expressed his appreciation for the information provided and asked staff about the current plan of action? He also asked that in light of the large change in number of children that qualified this year since making the changes in screening and testing, will staff fall back to the KABC until the issue is resolved? Dr. Taylor answered that is correct and stated the difference in the numbers is possibly due to the 124 students that were referred for screening were as of February 10<sup>th</sup>. Since that time, 51 additional students have been referred for screening; and screening and evaluating clinics are still scheduled for the summer. She anticipates by the end of the current school year, the number referred for screening will approximate the numbers referred in previous years. Mr. Powell said he understands that, but students could be referred for screening, and never make it past the screening; and since we have changed the screening instrument, asked if staff will (according to the plan of action) be making an attempt to judge the children who were in the gap by the KABC? Staff answered that is correct. Mr. Powell encouraged the staff to do so quickly as there are parents considering other options for their children. Mr. Powell asked staff to provide him with the gross numbers for the years 2000-2001, 2001-2002 and 2002-2003 of the children presented for screening, and the percentage that made it past the screening process. The superintendent provided the requested information to Mr. Powell.

Mr. Brooks requested Dr. Taylor introduce again the staff members present at the meeting. Mr. Henderson asked Dr. Taylor if he understood correctly that a decision was made to go back to the KABC as the testing for eligibility instrument, and when was that decision made? Dr. Taylor said that is correct and it was changed when staff met to go over the board's questions. Mr. Guin asked Dr. Taylor if he understood correctly that since the last meeting, there has been discussion around adding a gifted and talented program at additional high schools? Dr. Taylor responded that Carol Goodman has spoken with the interim principal at North Caddo to discuss possibilities of what special education can do to help build the program there.

**Recess.** The president called for a 15-minute recess at approximately 6:10 p.m. and the meeting reconvened at approximately 6:30 p.m.

## **ESTABLISH THE AGENDA FOR THE MARCH 18, 2003 CPSB MEETING**

The superintendent reviewed the proposed agenda for the March 18, 2003 school board meeting and discussion followed as summarized.

**Approval of Resolution for Oil City Fitness Trail for Oil City Environmental Magnet School.** Mr. Guin inquired if the resolution submitted for board approval is to allow Oil City to receive grant funds they have applied for. Mr. Festavan said that is correct.

**Approval of 2003-2004 School Calendar.** Mr. Guin asked the superintendent to explain why, after surveying teachers and staff on the calendars, staff is recommending the calendar option that received the fewest number of votes? He asked why do we survey teachers if we don't listen to what they say? Also, he said that besides the fact that two of the options were overwhelmingly favored above the calendar option being recommended by staff, he has received emails from teachers informing board members they were encouraged to vote on a particular calendar. Mr. Festavan stated there must be some integrity to the process of the system, and that integrity is that the board has a paid staff to make decisions to bring to the board. He said if we begin to make decisions and recommendations based on the popular vote, staff needs to be directed that way. He said staff is often asked to get input, but he does not interpret input as being bound by what the input might be; because input is a lot of people's opinion about what should be done, and everyone will have an opinion based on where they stand in the situation. He further reported that he surveyed his staff, the Superintendent's Cabinet, and not one of the members of the educational cabinet supported either of the two popular calendars. He believes he should make decisions and recommendations to the board based on his professional staff and based on his experiences in education. Thus, that is why he and his staff support Calendar B, which is a decision to support what's best for children, for achievement, and for test scores. He understands it will be a tough decision for the board to make and expressed his appreciation for

the opportunity to express the staff's position in this matter. Mr. Guin asked about the alternate calendars and the fact that from a budgetary standpoint the indication is that it would be a tremendous cost savings because of working fewer days; however another issue has been brought out that making a decision in favor of fewer days would affect numerous employees whose work could be cut. He asked if anyone has figured what Calendar A and C would be from a budget standpoint if we retain the employees affected. Mr. Festavan requested Jackie Solomon, director of the child nutrition programs, to share with the board the affect on the child nutrition program and its employees if the school calendar is reduced by the proposed 7 days. Ms. Solomon reported that managers work 185 days a year, technicians work 183 days a year, and clerks and cashiers 182 days a year; and if the board goes to 178 student days, the work days would be reduced by 7 or 8 for these employees. Mrs. Solomon explained if students are not at school, revenue is not generated, which would be approximately \$550,000 not coming to the system. If salaries of the employees remain the same and we pay them for the days they do not work, this would be a recurring cost to the system of approximately \$329,000 each year. Employees would have a higher hourly rate, but those funds would not be coming in as revenue for meal sales. Mr. Guin asked if any one had looked at the gross savings, what it cost to keep the buildings open, transportation, etc. Mr. Festavan stated there is a daily cost for running buses and if you don't run buses, there will be an obvious savings; however if you can't adjust the bus drivers' pay for those days, there is no savings. Teachers' salaries will not be affected as they will still have the same number of minutes. He further stated there are some logistical concerns if we lengthen the middle school day as that's 15 minutes later getting to the elementary school campus which leaves the elementary students waiting on a campus an additional 15-20 minutes, and they will require supervision. Mr. Festavan announced he is preparing a letter to the board for Friday explaining several concerns and providing some net savings/loss figures.

Mrs. Hardy indicated she has been contacted by many teachers that they like Calendar C and she would love for teachers to have the one they want if at all possible, and stated it will be difficult for her to support the staff's recommendation when so many of our teachers choose Calendar C. Mrs. Crawley asked the superintendent if he would be sharing with the board reasons and research on the calendar being recommended by staff? Mr. Festavan stated he would be sending this information to the board on Friday. Mr. Burton stated the reason for the work session is to field questions on agenda items and encouraged the board to seek answers to their questions at this time or call staff prior to the March 18<sup>th</sup> meeting. Mr. Festavan said the reason for more information not being available at this meeting is the time it is taking staff to pull figures together on the affects a change in the calendar could create. Mr. Ramsey stated his greatest number of calls has come from parents at the elementary level and in trying to do what is best for the children, he asked which of the calendars provides more classroom time or is the classroom time impacted by the change? Mr. Hearn stated Calendar B provides the most instructional time prior to testing. Mr. Brooks inquired of staff if any of the calendars will take away from Caddo employees and which calendar most closely reflects the calendar we currently have? Mr. Hearn said Calendar B is the option most like the current school calendar. Mr. Festavan shared with the board that if you add 15 minutes to a school day, you are adding less than 3 minutes to a class which is the time for students to get their books together and get ready for class to begin and the important thing is if a change of this type is made, the question needs to be asked if the change will be positively impacting children, their learning and achievement. Mr. Brooks asked Ben Wreyford, director of finance, which of the proposed calendars will take away from the employees? Mr. Wreyford responded that research into the law revealed that no employee salaries can be reduced, and if the days are reduced, the annual salary will remain the same and daily and hourly rates will increase.

Mr. Powell stated he had requested information on savings in utility and gasoline costs and asked the status of that request? Mr. Wreyford responded the information would be available on Friday. Mr. Powell asked if he understood correctly that employees under Calendar C would receive an hourly increase in their pay? Mr. Wreyford explained that is correct as they would maintain the same annual salary over fewer days, thus their daily/hourly rate would go up. Mr. Powell asked what the rate would increase to? Mr. Wreyford indicated there are 10 classified grades, in addition to a multitude of certified categories, all of which are tied to the teacher work year and until a calendar is determined, it would be difficult to say how those individual work weeks would be affected. In referring to instructional minutes, Mr. Powell indicated the information he received on the number of minutes prior to testing is different and asked Mr. Hearn to recheck these numbers for accuracy. Mr. Powell also shared that one of the big selling points in the 4 x 4 program was that minutes in the day at less sessions was beneficial



because of the number of start and stop times that take up instructional time. He did not necessarily agree with that reasoning and if three minutes are added to each class, it should be time added to the core subject. He believes employee input is important, but stated the final decision lies with the board. Mr. Henderson asked about the food service department and if this program is self supporting? Mr. Festavan said that is correct for the most part; but the loss of funds could create a situation where the general fund may have to pick up some of the child nutrition costs. Ms. Solomon explained the Child Nutrition Program generates money from meals, snacks and extra sales provided to the customers. If the service is not provided, then the program does not make any money. Mr. Henderson asked how much would the program lose? Ms. Solomon responded that for seven days students are not in school, the program will be affected negatively by about \$550,000. Part of the money is for food and we would not have to pay for food for the seven days, but we would have to pay the salaries, which is approximately \$329,000 and this would be a recurring cost. Ms. Solomon said the Child Nutrition Program reserve account has over the years been reduced significantly as a result of this fund paying for air conditioning of the cafeterias. Ms. Solomon stated that Child Nutrition also pays for a part of the utility cost, so the general fund would not be receiving this amount if schools are not in session. Mr. Henderson indicated it has been shared with him that Calendar C would offer the option of having test scores back in a timely fashion and not having a situation of students not knowing if they will be promoted to the next grade or held back. Mrs. Ritter responded this has been a problem in the past, but staff has put some procedures in place to address this issue. Staff only has to determine that the procedures are followed. Mr. Henderson asked if we would not give the tests at the same time regardless of which calendar is used? Mrs. Ritter said that is correct and we are referring to summer testing prior to the beginning of school.

Mr. Hearron corrected the instructional minutes reflected on Calendar C in that the minutes on Calendar C should reflect an additional 2 hrs. and 30 minutes of instruction time prior to testing.

Mrs. Crawley stated one reason Calendar C did not get parental support is the starting time with high schools, and asked if staff has evaluated moving the start time for high schools to 8:30 and if the change has proven to be beneficial (less tardies, less absences, has it affected DECA and other educational programs)? Mr. Festavan said the only concern about pushing high school 15 minutes later is that this pushes after school activities back by 15 minutes, and some of these are logistical concerns. Mr. Fritz said he was not aware of any problem or adverse affect the calendar has caused the DECA program. Mr. Guin asked about the extension of the day and the fact that the actual school times are not shown on the calendar. Mr. Hearron stated that the schools operate on the following times: 7:30 – start time for middle schools, 8:00 – start time for elementary schools, and 8:30 - start time for high schools (with the exception of North Caddo). Mr. Guin said this is the type information board members are being asked and could the time not be 8:15 for high schools. Mr. Hearron indicated that Mr. Toppett has explained that a minimum of 30 minutes is needed between the start time of each group of grades so that the buses have enough time to make their runs. Mr. Guin said this is the type of information the board needs to be able to address questions and to make the best decision. Mr. Hearron shared with the board that he was asked why elementary would vote since their time may not change and was everyone allowed to vote on the calendar? Mr. Brooks asked Jackie Solomon if she had ever needed to go to the general fund for money. Ms. Solomon answered no she had not. Mr. Brooks asked Ms. Solomon where money comes from that are on free lunch, reduced lunch, etc. Ms. Solomon indicated the funds come from federal reimbursement for meals served. For free students, more funds are received than for each one on reduced. Federal funds are also received for those students who pay for their meals. Mr. Brooks inquired about the surplus in the Child Nutrition budget. Ms. Solomon answered approximately \$2 million. She said it was much more, but the amount has decreased since funding for air conditioning the school cafeterias has come from this budget, as well as funding pay raises approved in the 1997 bond election.

Mrs. Armstrong asked for clarification on the statement that the elementary school time would not be affected by adding 15 minutes. Because the elementary school day has 390 minutes above the required instructional minutes, staff said there is no need to add 15 minutes to the elementary day, and this is where the problem with transportation comes in. Mrs. Armstrong requested that the superintendent provide the board with some of the transportation scenarios in the proposed change and share these with the board.

Mr. Henderson stated he believes if the board is going to adopt a calendar where people are getting a pay increase, the board needs to think seriously what it will receive in return. He

believes this is more than just considering a pay increase for employees and if the board approves a calendar reducing the number of days, consideration needs to be given to numerous other factors.

Legal counsel explained to the board the issue concerning employees and not being able to reduce salaries. He said statute states you cannot reduce the salary from the previous year. Raises or other changes voted on after apply differently.

Mrs. Byrd asked of staff the process followed in coming up with the proposed plans? Mr. Hearn confirmed a calendar committee is appointed, calendar options are determined by the committee, the calendar options were discussed and the committee came up with six calendars, the committee then narrowed the options to 3 and these were sent to all schools with a survey and tally sheet for input, input was received back in his office and the results tallied by his office. He stated that once tallied, the committee did not come back together to make a recommendation to the superintendent. The report of the committee was presented to the superintendent and the superintendent presented it to his Cabinet. Mr. Festavan confirmed that the recommendation from the superintendent is from the Superintendent's Cabinet.

Mr. Powell asked Mr. Hearn the number of instructional minutes completed before testing on Calendar C? Mr. Hearn answered 48,750 on Calendar C and Calendar B is correct. Mr. Powell stated in correlation with this, and the importance of accuracy, asked if we are not adding minutes to the elementary days, but reducing the calendar by 7 days, how will the elementary instructional minutes be affected? Mr. Hearn stated the elementary grades are already in excess of the required instructional minutes, exclusive of recess and lunch time. Mr. Powell said if that is correct, won't you have fewer instructional minutes for 4<sup>th</sup> graders before they take the LEAP? Is it correct that if we did add the 15 minutes to the elementary grades, there would no longer be the problem in transportation, because there would be 30 minutes between the start times? Mr. Powell stated he only questions as he wishes to have complete numbers.

**Approval of Caddo Parish Schools Crisis Response Plan.** Mrs. Byrd asked Roy Murry, director of security, who worked on the Crisis Response Plan, who provided input? Mr. Murry stated several years ago the Safe Schools Committee worked on the original Crisis Response Plan and the committee included principals, PTA representatives, staff, etc. He said the latest revision being submitted was primarily written by Jennie Jenkins with input from the Safe Schools Committee as well as representatives from the Fire Department, Police Department and the Sheriff's Department. Mr. Murry pointed out within the document is a list of persons who provided input on the latest revision. Mr. Mims asked Mr. Murry about the information shared on the news and how he was able to give the Police Department plans for all the schools? Mr. Murry answered that the Police Department requested them and we provided the fire evacuation plans for each school. Mr. Mims stated he was curious because since 1942 the school system is behind in providing plans to the Metropolitan Planning Commission.

**Approval of Distribution of 2002-03 Minimum Foundation Program Pay Raises.** Mrs. Byrd asked the superintendent if we are ready to move ahead on this or based on information in today's newspaper, what is staff's position? Mr. Festavan stated staff's position is to wait as he does not like to spend money that we do not have in hand. He said he has talked to some state legislators and he is hesitant to move forward at this time. Mrs. Byrd inquired if there is any idea as to when we might receive this check? Mr. Festavan said it usually arrives next month but they are saying it will be delayed. He said staff would like to postpone this item and when the check is received, present options, which will include employee organization input, to the board for action.

**Special Education.** Mr. Powell requested A and B under this item be reversed so the Accountability for Expenditures is considered prior to the policy revision. He also requested that copies of pictures he has be provided to other board members.

**Fair Share.** Mr. Burton stated the committee has concluded its meetings, having met with several business organization representatives who reviewed our proposed plan prepared by staff and determined that some additional work needs to be done. The committee has made a decision to bring to the board a recommendation that the board authorize an RFP to get assistance in developing a workable program. Committee members included Ginger Armstrong, Mike Powell, Phillip Guin, Lola May and himself. Mr. Burton added if the board approves issuing an

RFP, the board would ask the superintendent to bring back to the board a draft RFP for its consideration.

## **ADDITIONS**

Mr. Ramsey requested the superintendent and his staff bring back a report on implementing a Distance Learning Model utilizing the Teaching Magnet Program at the Caddo Career & Technology Center. He believes this program is one that could serve the needs of a lot of students in various locations.

Mr. Brooks requested the superintendent provide him with a report on the number of overage students in our middle schools.

Mrs. Crawley requested an item be added to the agenda regarding a revision to the policy on Professional Staff Salaries. Mrs. Crawley also asked the superintendent to respond to concerns shared from teachers that they have just this week received calculators to be used for testing next week asking if these are the ones that must be used for the testing or can the ones the students have been working with be acceptable to use in testing. The superintendent asked if the teachers have discussed this concern with the principals and encouraged Mrs. Crawley to encourage the teachers to talk to their principals. Mrs. Ritter was asked if she had been made aware of any concerns regarding the calculators and Mrs. Ritter said she had not received one call. Mrs. Ritter said there was a meeting of teachers and the only concern shared was teachers wished there had been two inservice times, one for elementary and one for middle school teachers. Mrs. Ritter said there were some calls initially in that they didn't like the calculators purchased. She explained the calculators were purchased for lower level students and each school was informed they could use whatever calculator they wished, but to only make certain the students were prepared to use the calculators.

Mr. Festavan requested that a sewer servitude agreement be added to the agenda for March 18<sup>th</sup>.

Mr. Guin asked that staff revisit the corporal punishment policy and student discipline policy and bring back to the board how we might address (1) a way to protect teachers and administrators that might touch a child while protecting another child, breaking up a fight, etc. and (2) mandatory punishment for a child who falsely accuses a teacher or staff member, a punishment that can not be appealed or overturned and a student put back in the classroom. Mr. Guin said he wishes this to be under the Superintendent's Report and brought to the board in April.

Mrs. Byrd said she believes the problem with the calculators is the timing in which they were received and she knows the dissent in the workshop and basically the teachers were told this is the calculator. She also stated there are schools who brought their own calculators for fifth grade and are stuck with calculators they do not need. She cautioned staff about doing things in an untimely manner. Mr. Festavan responded for the record that when staff heard concerns, staff immediately addressed those concerns for 3<sup>rd</sup> grade. Mrs. Byrd asked where the money would come from for Distance Learning project proposed by Mr. Ramsey? Mr. Burton responded that Mr. Ramsey has requested information which will address all aspects of such a project.

Mr. Powell asked Mrs. Crawley if her proposed agenda item was looking at revising the way in which we pay our employees? Mrs. Crawley indicated that she was looking at the process followed and the committee that determines pay increases.

Mrs. Armstrong requested that the superintendent check into preventive maintenance on t building roofs and asked that the roofs on the t buildings at 81<sup>st</sup> Street ECE School be addressed. Mrs. Armstrong also encouraged staff, when possible, to fax revised agendas to board members that have fax machines in order to save time and money.

**Consent Agenda.** The president recommended items 9-17, 21, 23, 25-28 as the consent agenda. *Mr. Guin moved, seconded by Mr. Ramsey, approval of the proposed agenda and consent agenda for the March 18<sup>th</sup> meeting. Vote on the motion carried unanimously.*

## VISITORS

Jackie Lansdale, president of the Caddo Federation of Teachers and Support Personnel, stated she would like to have an opportunity to view the Crisis Response Plan. Mr. Burton responded it will be in the mailout. Under item 18, Mrs. Lansdale stressed to the board that the committee did what the board instructed them to do in looking at possible calendars for the next school year and expressed appreciation for the admirable job Mr. Hearnon did in leading this committee.

Tracy Ward, teacher at J B Harville Alternative School at Hosston, addressed agenda item #11, CAPT Program, sharing with the board the type students served at this school and the importance of the CAPT and GED programs to some of these students' future. Ms. Ward encouraged the board to support the placement of the CAPT and Options programs at Hosston.

Missy McCathran expressed appreciation for the board's recognition of the needs in north Caddo Parish and the area that Hosston serves. Ms. McCathran encouraged the board to move forward with what has been planned to address the needs of these students.

Bob Guth, former CPSB member, addressed the board relative to alternative education and the programs being offered at the Hosston Alternative School. Mr. Guth shared with the board his concern relative to alternative education in the parish and in particular the proposal being made by the superintendent. Mr. Guth shared his experience as a young man when alternative education was extremely important in his being able to complete and earn his high school diploma. He encouraged the board to give these students an opportunity to succeed and become productive members of society by offering these programs.

**Adjourn.** There being no additional business, *Mr. Ramsey moved, seconded by Mr. Guin, for adjournment and the meeting adjourned at approximately 8:12 p.m.*

**March 4, 2003**

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 8:13 p.m. immediately following the Executive Committee meeting with President Willie Burton presiding and the following school board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Pam Byrd, Charlotte Crawley, Phillip Guin, Eursla Hardy, Willie Henderson, Lola May, Alvin Mims, Mike Powell and Larry Ramsey. Also present were Interim Secretary James R. Festavan, and Reginald Abrams, legal counsel.

Mr. Burton stated the reason for the special session was to consider personnel recommendations and to hear a report on the legal status of Avallone Architectural Specialties, LLC vs. DBCS Corporation, CPSB, et. al.

**Personnel Recommendations.** *Mr. Guin moved, seconded by Mr. Powell, that the item addressing personnel recommendations be severed and the board vote on the recommendation for principal at North Caddo High School first and then vote separately on the recommendation for Hosston. Motion carried unanimously.*

*Mr. Guin moved, seconded by Mr. Brooks, approval of staff's recommendation for the principal at North Caddo High School.* Mr. Mims shared his concerns in not filling this position with someone presently employed within the system, but stated staff addressed his concerns and he will support the superintendent's recommendation. Mrs. May echoed Mr. Mims' comments. Mr. Henderson indicated his support of the superintendent's recommendation but referred to Mr. Arnold's report on needs assessment for North Caddo and the reference to this position being a swinging door, with a number of people having served in the position over the past 10 years. He stated he is concerned over employees in our system that do a good job being passed over for positions and as a board member, he supports personnel and would like to see those who work hard be rewarded for the good job they do. Mr. Henderson stated he will support the recommendation as he knows the individual being recommended, having worked with him for a number of years, and believes he will do a good job. *Vote on the motion carried unanimously.*

Mr. Dilworth, Chief Operating Officer, introduced Ken Cochran, new principal at North Caddo High School. Mr. Cochran will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the position to which he was appointed.

*Mr. Guin moved, seconded by Mrs. Hardy, approval of staff's recommendation for principal of JB Harville Alternative School at Hosston.* Mr. Henderson asked if we were recommending a principal for the JB Harville site at Hosston and asked legal counsel if that is correct? Mr. Abrams stated in his review of the minutes from the CPSB meeting of February 20, 2001, it appears the recommendation to close the school site at Hosston, which was an elementary school, failed. A substitute motion passed converting the Hosston site to an alternative school site and relocating the ISS at North Caddo to Hosston, relocating the Harville Center housed at North Caddo to Hosston, establishing a literacy and parent center and designating classroom space to house Caddo Head Start programs at that site. The site was never closed so the school site still exists independent unless there was board action following that date to close the school. He further stated if the state board of education did not continue the site number for the school, contact should be made with the state board to make that correction. Mr. Henderson inquired, based on the board action February 20, 2001, if the school is Hosston Elementary since the board voted not to close the school, or is it JB Harville Alternative School? Mr. Festavan referred to the board's action on January 21, 2003 to approve an upgrade of the position of administrative assistant at Hosston Alternative School to the position of middle school principal. Mr. Henderson stated the students who were attending Hosston Elementary School were sent to other schools and the prevailing understanding in the community is that it now is an arm of the Harville/Oak Terrace School. Mr. Guin called for a point of order in that the board member is speculating as to what the community's understanding is and legal counsel has confirmed the action of the board. Mr. Henderson said that what is before the board is a recommendation for a principal at the JB Harville site and the board approved a motion for Hosston Alternative School, and asked for clarification as to which one the board is voting on? He suggested the board postpone action until the name is straight. *Mr. Henderson moved, seconded by Mr. Mims, to postpone action on this recommendation for the JB Harville site until the next board meeting.* Mr. Mims stated there was a similar situation regarding a school in his district and it has just this

year been straightened out having completed appropriate paperwork to change the name of Hollywood. He believes maybe the necessary work can be done prior to the board meeting and action taken at the board meeting. Mrs. Byrd stated she had not seen the information shared by Mr. Abrams and feels some were working under a misconception as to the status of the school at Hosston and would like some clarification as to what the name of the school will be, what kind of school is it if it wasn't closed, some information and clear understanding of what the board is doing. Mrs. Crawley said there is an urgency not to postpone action in there is a school without a principal and encouraged the board to support the superintendent's recommendation and the staff to proceed with the necessary steps to change the name. Mr. Guin asked legal counsel if we do or do not have a stand alone school at Hosston at the present time? Mr. Abrams indicated that based upon the minutes reviewed and action passed, the site did not close but was converted to an alternative school site with the above mentioned programs being relocated, therefore he believes there is a school site there. Mr. Burton reminded board members that their comments should address the rationale for postponement. Mr. Guin stated his point is the rationale given is more information is needed and he believes the information being requested is already there. Mr. Powell stated he is concerned about postponing this item as it appears we have been in violation of our own policy and state law by not having a principal at the Hosston site; and since the board upgraded the position at Hosston, we not only do not have a principal at the site, there is no longer an administrative position at the site. Mr. Powell stated that given the fact this is the only school site in Hosston, and there are students and a staff at the school everyday, and regardless of what the name of the school site might be, there is a need for an administrator at that site. Mr. Mims indicated he hears board members' comments and asked if the program there is a satellite program and asked if the board is going to make it an individual program, shouldn't the board look at this? Mrs. Armstrong commented this is not the first time in the history of Caddo Parish a school site did not have a principal as there was one in operation for a number of years under the leadership of an administrative coordinator that did a great job. Mrs. Hardy said the school is there, students are there, and a leader is needed to provide leadership. *Vote on the motion to postpone failed with board members May, Mims, Byrd, Ramsey, Armstrong and Henderson supporting the motion and board members Guin, Hardy, Burton, Crawley, Brooks and Powell opposed. Vote on the main motion to approve staff's recommendation for the principal at the JB Harville Alternative site at Hosston failed with board members May, Mims, Byrd, Ramsey, Armstrong and Henderson opposed and board members Guin, Hardy, Burton, Crawley, Brooks and Powell supporting the motion.*

Mr. Guin asked the superintendent if it has been the practice to appoint an interim to serve in open positions until the board permanently fills the position? Mr. Festavan answered that has been a practice. Mr. Guin asked if since the board upgraded a position at Hosston in January and the individual presently there is serving in a capacity not approved by the board, does he as the superintendent plan on appointing an interim principal at Hosston? Mr. Festavan said he would like to review this, and he does have a concern that we have a school site operating and he is unclear as to the title of the leadership position at that site and there is a need for leadership there. Mr. Guin asked if he understood correctly a comment by the superintendent that there is no administrative assistant at the site and we do not have a principal? Mr. Festavan said that is his understanding of the situation there. Mr. Guin asked if the individual serving at the site is currently in a capacity not approved by the board? Mr. Festavan stated that will be part of his review as the individual has been there since the board's action and the director over the school has been on site and he would like to consult with staff before making a final decision.

Mr. Henderson stated he believes the action taken by the board was to upgrade a position and has nothing to do with an individual. He added that his experience has been many situations where positions have been upgraded but individuals have not. He believes we do have leadership at the school and the issue can be resolved if done in the right way. He asked why are we in the position we are in, and that is the board that preceded the current board took action that was not clear and feels we should take the time to do this right. He believes the individual presently at the site is a quality individual and would do a good job.

## **SUPERINTENDENT SEARCH**

Mrs. Burnadine Moss Anderson, administrative assistant to the superintendent and board liaison for the superintendent search, provided a verbal update on activities of the superintendent search since the last update and shared numerous documents with the board as follows: (1) two articles relative to superintendent searches, (2) advertising for public input which appeared in the Sunday

paper and will also appear in the weekly papers, (3) input via the Internet, and US Mail, and (4) the public forum scheduled for Monday, March 17<sup>th</sup>, 6:30 p.m. at C E Byrd High School. Mrs. Anderson announced the Citizens Advisory Committee held its first meeting on February 27<sup>th</sup> and shared a copy of the minutes with board members. Additional committee meetings have been scheduled for Thursday, March 6<sup>th</sup> at 5 p.m., Friday, March 14<sup>th</sup> at 5 p.m. and Tuesday, March 18<sup>th</sup> at 7:30 a.m. Mrs. Anderson announced that the meeting on March 18<sup>th</sup> will be to finalize the proposed qualifications for the next superintendent. Mrs. Anderson encouraged the board that at its next meeting on March 18<sup>th</sup> to conduct a work session during the superintendent search agenda item in order to take the input from the community and the citizens advisory committee and determine the qualifications for the next superintendent. Mrs. Anderson shared with the board a 10-page document including the board approved priority goals for the 2002-03 school year that can be used in the board's determination of the major goals and challenges to present to the candidates for superintendent, i.e. implementation of the No Child Left Behind Act. Mrs. Anderson stated she has asked Central Office staff to submit ideas on possible goals for the board's use in determining this information. She reminded the board that in order to meet the specified deadlines previously presented and discussed, staff must begin work to publish the brochure on March 19<sup>th</sup>.

Mr. Guin inquired about the new principal appointment at North Caddo High School and if it would be necessary that he appoint another committee member from District 1. Mr. Festavan indicated that he believes it will be necessary to free up this principal as much as possible to address the many issues at North Caddo.

#### **EXECUTIVE SESSION**

*Mrs. Armstrong moved, seconded by Mr. Henderson, to go into Executive Session for the purpose of hearing a report from legal counsel on the litigation Avallone Architectural Specialties, LLC vs. DBCS Corporation, CPSB, et.al., 450,096 First JDC, Caddo Parish, Louisiana. Motion carried unanimously.*

**Adjournment.** *Mr. Powell moved, seconded by Mrs. Crawley, for adjournment and the meeting adjourned at approximately 9:30 p.m.*

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James R. Festavan, Interim Secretary

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Willie D. Burton, President

**March 18, 2003**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, March 18, 2003, with President Willie Burton presiding and the following school board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Pamela Byrd, Charlotte Crawley, Phillip Guin, Eursla Hardy, Willie Henderson, Lola May, Alvin Mims, Mike Powell and Larry Ramsey. Also present were James R. Festavan, interim secretary, and Julie Lafargue, legal counsel. Mrs. Crawley gave the invocation and led in the Pledge of Allegiance.

#### **CONSIDERATION OF MINUTES OF THE FEBRUARY 18, 2003 AND MARCH 4, 2003 CPSB MEETINGS**

*Mr. Guin moved, seconded by Mrs. May, approval of the minutes of the February 18, 2003 and March 4, 2003 CPSB meetings as prepared by staff and submitted in the mailout. Vote on the motion carried unanimously.*

#### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

Mr. Burton proposed items 9-10, 13-19, 23-24, 26-30 as the consent agenda. Item 10.B.1. was removed from the consent agenda. Items 20 (Approval of 2003-2004 School Calendar); 25 (Approval of Signing Incentive Opportunities/Certified Teachers); and 31 (Revision to Policy on Professional Staff Salaries) were postponed until the April meeting.

#### **RESOLUTION FOR RETIRED TEACHERS**

*Mr. Powell moved, seconded by Mr. Ramsey, to suspend the rules to add an item to the agenda for the board to approve a proclamation of appreciation for Caddo's retired teachers and to recognize May 20, 2003 as Retired Teachers Day in Caddo. Motion to suspend the rules to add an agenda item carried unanimously. Mr. Powell read the proposed proclamation and moved, seconded by Mr. Brooks, that this be added to the consent agenda for the March 18, 2003 meeting. Vote on the motion carried unanimously.*

#### **UPDATE ON SUPERINTENDENT SEARCH**

*Mr. Ramsey moved, seconded by Mr. Powell, to suspend the rules to move agenda item 34. Update on Superintendent Search to item 8.B. on the agenda. Vote on the motion carried unanimously. Mr. Ramsey moved that the Update on Superintendent Search become item 8.B. on the March 18, 2003 agenda. The motion was seconded by Mrs. May and carried unanimously.*

#### **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, administrative assistant to the superintendent for communications and information, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators and other guests also were recognized.

**President, Louisiana School Boards Association.** CPSB President Willie Burton was recognized as the newly elected president of the Louisiana School Boards Association. Mrs. Anderson announced that Mr. Burton was recently elected president at the Louisiana School Boards Association Annual Conference and will be honored and recognized at a reception at the National School Boards Association annual meeting next month in San Francisco. Mrs. Anderson announced that Mr. Burton is the fourth person from Caddo Parish to be elected President of the Louisiana School Boards Association.

**LSBA 2003 Artwork Contest.** Dixie Ball, student at Youree Drive Middle School, was recognized as the 1<sup>st</sup> place winner in the Louisiana School Boards Association artwork contest, in the grade 5-8 category. Miss Ball's artwork was on display at the annual convention in Monroe, Louisiana and will be on display at the LSBA office in Baton Rouge for one year. The art teacher is Pat Mason and the assistant principal of instruction, Kathleen Cobb, was present to represent the Youree Drive administration.



**GIS:GPS (Global Position System) Project Award.** Mrs. Anderson announced that Green Oaks High School is the regional winner of the GIS:GPS (Global Position System) Project Award, a grant sponsored by the Louisiana Department of Education and Louisiana Center for Educational Technology. This project was prepared in alignment with the state curriculum standards titled QUEST with GIS, a Louisiana K-12 classroom experience where students were able to supply information of an aerial photo of their school and neighborhood and how to find their school in case of an emergency to the GIS website. This information is to be used by disaster relief workers in case there is a need for a shelter in the community. Green Oaks will receive \$400 for the purchase of GPS devices for use in the school. Mary Nash Robinson is the principal at Green Oaks and Sonja Webb is the Technology Specialist.

**LA 5A Championship Girls Basketball Team.** Mrs. Anderson announced that since 1995, the Southwood Lady Cowboys have captured the District 1-5A state championship title in 1995, 1997, 1998, 1999, 2000, 2002 and 2003. Southwood Lady Cowboys introduced and recognized for winning the state championship in 2003, with a record of 32-2, included DeShayne Hall, Lacanjala Latin, Morenike Atunrase, Monique Reece, Janica Arterberry, Anitria Mosley, Parrish Forest, Sabrina O'Neil, Jo Maxine White, Cindee Wright, Zevyt Ivory, Shawnette Jenkins. The manager is Brook Wood, the coach is Steve McDowell, and the assistant is James Cummings. The principal is Dr. Leon Hays.

## **VISITORS**

Cynthia Henderson, Caddo Association of Educators, expressed to the board their support of the proposed CPSB Policy JGA-R, the proposed Crisis Response Plan and the revision to CPSB Policy DBK. She said in preparation for the 2003-04 budget work session, the CAE requests that the board receive reports on the effectiveness of programs funded through the general fund and implemented since July 1, 1999, and inquired as to what mechanism the board has in place to address program accountability?

Linda Clements, Caddo Magnet High School and messenger for petitions from Byrd, Caddo Magnet, Captain Shreve, Southwood and Woodlawn High Schools, asked the board to reconsider the start and ending time of the high school day. Ms. Clements shared with the board a comparison of test scores in Math and English Language Arts in 1999-2000 with the 7:30 start time and also in 2001-2002 with the 8:30 start time. She also shared input on the hardship the later starting time creates in the areas of after school extracurricular activities, doctor and dental appointments, parental need for older children to keep younger siblings, etc. Ms. Clements also shared input from a doctor specializing in sleep and sleep management.

Sue Cooksey, COE Coordinator at C E Byrd High School, shared with the board some additional information on concern in adding minutes to the school day and the effect it has on the students in the COE program who work after-school office jobs. Ms. Cooksey stated the later starting time prohibits the students from getting in time on the job since most businesses close at 4:30 or 5:00. Ms. Cooksey encouraged the board, when addressing the school calendar for next year, to consider the programs that will be adversely affected.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on concerns and issues of the Federation. Mrs. Lansdale expressed her appreciation to Mr. Dilworth for the opportunity to meet with staff on the development of the proposed policy on investigation of impermissible corporal punishment. She stated the Federation believes the policy provides a protocol on how accusations made against teachers and school employees should be investigated. The policy insures complaints are heard while also insuring the rights of the accused. It is hoped this procedure will be a catalyst for a better working relationship with law enforcement and will communicate with the public that there is an established process for their concerns, lessening our liability. She asked that the board continue in this arena by addressing the related issues in the discipline policy by giving attention to false charges made against employees as defined in state law and to the discipline policy in terms of student appeal. At present, Ms. Lansdale stated when a student appeals to central office the decision of the school site, the teacher or the school employee is ignored and told they have no recourse if they disagree from the outcome, based on policy or law, and requested a dialogue with the administration on this matter. Ms. Lansdale announced the results of their salary survey for the MFP growth funds have been given to the administration with the overwhelming response for

distribution indicating teachers prefer one lump sum for this year and incorporated in the salary schedule next year. With regard to the money being across the board to all teachers or divided into salary lines establishing differentials for degrees and/or tenure, the response was 51% for across the board and 49% for distribution according to degrees. Ms. Landsdale stated that built in salary and benefit enhancements will greatly assist in the efforts to retain our teachers. She further stated that while the money is in Baton Rouge and the Department of Education is reluctant to distribute the monies until released by the state, it is known that the money must be distributed by June 30<sup>th</sup>. With one half of the money coming to the district for teacher salaries, employees believe and encourage the board to designate the second half to support employee salaries. The board was encouraged to contact the state school board organization and the legislative delegation and encourage their support in these issues.

Pat Haynie, member of the Calendar Committee and teacher at Caddo Middle Magnet, addressed the board on the development of Calendar C. She stated this was a very difficult job with so many different people with a lot of input and attempting to meet the needs of everyone involved. She said she believes Calendar C addresses getting back the test results in a timely fashion to determine the promotion status of students, addresses the desire of the community high school principals about ending the semester before the Christmas holidays, and meets the BESE requirement of having an equal number of days in each semester. She said her number one concern is the number of instructional minutes prior to testing and she believes this calendar gives more instructional minutes prior to testing than any of the other calendar options.

Kim Brun, representative of APEL, expressed support of starting the school year later (August 18). She said as a middle school counselor, it causes a great deal of confusion for students if they are promoted and when test scores are learned, they are sent back a grade. Because of this, many students do not come to school the first week until they learn the scores, and as a result, they start the school year with five unexcused absences. She urged the board to find solutions to the problems presented and support a calendar that starts later.

#### **CONFIRM THE CONSENT AGENDA**

*Mr. Ramsey moved, seconded by Mr. Mims, approval of the consent agenda. Motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

**Resolution for Retired Teachers.** The following proclamation recognizing Caddo's retired teachers and proclaiming March 20, 2003 as Retired Teachers Day in Caddo Parish was approved.

#### *Caddo Parish School Board Proclamation*

*WHEREAS, Caddo's retired teachers have devoted their careers to the education and training of literally thousands of Caddo's youth; and*

*WHEREAS, Caddo's retired teachers have provided additional job and social skill training for adults throughout the state; and*

*WHEREAS, Caddo's retired teachers have rendered valuable service in diverse leadership roles to their communities and institutions throughout their careers and continue to render such services as retirees; and*

*WHEREAS, Caddo's retired teachers represent the profession, which is given the basic responsibility for launching the careers of state and national leaders, and for laying the foundation for the welfare of all members of our society; and*

*WHEREAS, Caddo's retired teachers have toiled ceaselessly to improve the quality of life in the state and nation, too often in less than adequate circumstances and for less than adequate pay; and*

*WHEREAS, Caddo's retired teachers represent a tremendous pool of experience and training which remains dedicated to the betterment of society everywhere; and*

*WHEREAS, Caddo's retired teachers represent a loyal, patriotic, and concerned citizenry, which provides a dedicated and dependable support to the leaders in our communities, state, and nation;*

*NOW, THEREFORE, the Caddo Parish School Board hereby proclaims March 20, 2003 as **Retired Teachers Day in Caddo.***

## Agenda Item No. 9

**Personnel Recommendations.** Per the superintendent's request, John Dilworth, chief operating officer, introduced the following personnel appointments approved by the board: Yolanda Saunders was approved as the instructional coordinator at Ingersoll Elementary School; Mikki Grant was approved as Attendance Facilitator; Cynthia Blake was appointed Interim Medical Careers Program Coordinator at Fair Park High School; Samoine Terrell was appointed Interim Assistant Principal at Broadmoor Middle Laboratory School. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the positions to which they were appointed.

**Requests for Leaves.** The following requests for leaves were approved by the board as recommended by the superintendent and submitted in the mailout.

### Certified Positions

Sabbatical Medical Leave (March 3 through remainder of 2002-03 school year)

LoAndrew Washington, Teacher, Linear Middle School, 7 years

Catastrophic Leave (February 19-28, 2003)

Yolanda Coleman-Smith, Teacher, Lakeshore Elem., 4 years

Catastrophic Leave (30 days beginning March 11)

Veronica Mosley, Teacher, Caddo Exceptional, 21 years

### Classified Positions

Leave without Pay (2002-2003 School Year)

DiAnthony Hayes, Teacher Aide, Ingersoll Elem., 1 year

Leave without Pay (March 10-August 7, 2003)

Hattie Mae Nelson, Custodian, North Caddo High School, 15 years

Leave without Pay (March 10 – February 6, 2004)

Tangela McCall, Teacher Aide, Ingersoll Elementary, 2 years

**Other (Hiring, Assignment Changes, Separations & Resignations).** The other personnel transactions report listing hires, assignment changes, separations and resignations for the period of February 16-March 11, 2003 was approved as submitted in the mailout.

## Agenda Item No. 10

**Bids.** The board approved the following bids as recommended by staff and submitted in the mailout on the bid tabulation sheets. (1) The bid of Perma Bound Books for Accelerated Reading Program and Test Disks for the tiered discount totaling 30%; (2) The bid of Phonak, Inc. for Hearing Systems for Special Education totaling \$18,176; (3) The bid of School Aids, Inc. for Book Sets for Title I totaling \$33,168.53; (4) the Bids of Riddell/All American totaling \$84.90; Green Sports totaling \$4,378.55; Grundmann's Athletic totaling \$149.90 and Moore-Sigler Sports World totaling \$11,298.36 for Middle School Athletics; the bids of Brodart Supplies totaling \$12,355 and Ensemble Office Essentials totaling \$8,732.50 for Library Furniture; and the bids of Alack Refrigeration totaling \$81.00; Buckelew Hardware totaling \$38,724; Cayard's Inc. totaling \$3,822 and Supreme Fixtures totaling \$29.60 for small kitchen equipment.

**Bids (Construction and Capital Projects).** The board approved the following as recommended by staff and submitted in the mailout: (1) The bid of Milco Utilities for the sum total of \$28,927 for Project 2003-310 "Sanitary Sewer Replacement at Walnut Hill Elem/Middle School; (2) Project 2003-307 "Cooling Tower at Eden Gardens" was postponed until April; (3) the bid of Berg, Inc. for the sum total of \$221,414 for Project 2004-304 "Replace HVAC Pipe at Summerfield and University"; and (4) the bid of Bossier Electric for the sum total of \$146,520 for Project 2004-401 "Lighting Retrofit at Laurel Street and Forest Hill".

## Agenda Item No. 13

**Approval of CAPT Program at Oak Terrace/J.B. Harville Alternative School.** The board approved the CAPT Program at Oak Terrace/J.B. Harville Alternative School as recommended by staff and submitted in the mailout.

**Agenda Item No. 14**

**Approval of Resolution of Continued Employment.** The board approved the Resolution for Continued Employment as recommended by staff and submitted in the mailout.

**Agenda Item No. 15**

**Approval of Resolution for Oil City Fitness Trail for Oil City Environmental Magnet School.** The board approved a resolution authorizing receipt of grant funds for the Oil City Fitness Trail for the Oil City Environmental Magnet School as recommended by staff and submitted in the mailout.

**Agenda Item No. 16**

**Approval of Caddo Parish Schools Crisis Response Plan.** The board approved the revised Caddo Parish Schools Crisis Response Plan recommended by staff and submitted in the mailout.

**Agenda Item No. 17**

**Approval of FY2002-2003 Budget for Perkins II Vocational Basic Grant Funds.** The board approved a FY2002-2003 budget for Perkins II Vocational Basic Grant Funds which includes a supplemental award to the original award approved by the board on January 21, 2003 as recommended by staff and submitted in the mailout.

**Agenda Item No. 18**

**Approval of Special Education Contract and Interagency Agreement.** The board approved a contract between the Caddo Parish School Board and Gentiva Health Services that will make it possible for the Special Education Department to offer required services to students with disabilities residing in the parish as recommended by staff and submitted in the mailout.

**Agenda Item No. 19**

**Approval of Request for School Bus Transportation by Shreveport Green/ShrevCORPS.** The board approved a request by Shreveport Green/ShrevCORPS for school bus transportation for the period of June 9-August 1, 2003 as submitted in the mailout and recommended by staff.

**Agenda Item No. 23**

**Approval of Revision of 2002-03 General Fund Budget.** The board approved the revised 2002-03 General Fund Budget as submitted in the mailout and recommended by staff.

**Agenda Item No. 24**

**Approval of Allocation of Caddo Educational Excellence Fund Interest to Schools.** The board approved the recommendation of the Caddo Educational Excellence Fund Committee for distributing to the schools the \$126,331.89 in interest earned as submitted in the mailout.

**Agenda Item No. 26**

**Adoption of Science Textbooks.** The board approved adoption of science textbooks for grades K-12 as recommended by the Science Textbook Review Committee and submitted in the mailout.

**Agenda Item No. 27**

**Adoption of Health Education Textbooks.** The board approved the adoption of the Health Education textbooks for grades K-12 as recommended by the Health Education Textbook Review Committee and submitted in the mailout.

### **Agenda Item No. 28**

**Adoption of Computer Education Textbooks.** The board approved the adoption of the Computer Education textbooks for Computer Science I, Computer Science II and Computer Literacy as recommended by the Computer Education Textbook Review Committee and submitted in the mailout.

### **Agenda Item No. 29**

**Approval of Elective Course for Caddo Parish Magnet High School.** The board approved *Philosophy* as an elective course for Caddo Parish Magnet High School as recommended by staff and submitted in the mailout.

### **Agenda Item No. 30**

**Approval of Sewer Servitude Agreement Between the CPSB and Double Eagle Land Company.** The board approved a sewer servitude agreement between the CPSB and Double Eagle Land Company as recommended by staff and submitted in the mailout.

### **SUPERINTENDENT SEARCH UPDATE**

Mrs. Burnadine Moss Anderson, board liaison for the superintendent search, reported that according to the timeline established by the board for the superintendent search, the process is on schedule. Mrs. Anderson stated there are several items needing board action today. She reported much of the work has been accomplished by the board-appointed Advisory Committee and introduced the members of the Superintendent Search Advisory Committee. Following Mrs. Anderson's introductions of the committee, Mrs. Dottie Bell, chair of the Advisory Committee, shared comments with the board on each committee member and how this committee became a family and a team through their assignment in the superintendent search process. Mrs. Bell also expressed the committee's appreciation for Mrs. Burnadine Anderson and the outstanding assistance and guidance she offered to the committee.

Mrs. Anderson reviewed the draft list of qualifications proposed by the Advisory Committee. She stated this list of qualifications was derived after receiving input from the community via mail, email, newspaper form, and the community forum held on Monday, March 17, 2003. Mrs. Anderson stated board approval is being requested today not only on the qualifications and criteria for the next superintendent, but also goals and challenges for the district, and the brochure to be used in the search process.

In sharing the proposed qualifications and criteria, Mrs. Anderson reported that nearly 200 individuals contributed input in the qualifications and criteria for the next superintendent, and this information has been shared with the board and the advisory committee.

*Mr. Ramsey moved, seconded by Mr. Mims, acceptance of the list of qualifications as proposed by the Advisory Committee.*

Mr. Powell expressed his appreciation to the committee for the work they have done and asked for clarification from staff on the list titled "Staff Input" and asked if the committee has that information? Mrs. Anderson said they did not as the committee was not challenged to establish the goals and challenges for the district, only the qualifications and criteria for the superintendent. Mr. Powell said the staff input references No Child Left Behind numerous times and this is also noted in the qualifications. Mrs. Anderson explained there are two separate entities being referenced. Mr. Burton reminded the board and staff a motion is on the floor addressing qualifications and criteria and not the goals and asked if these are related? Mrs. Anderson referenced the section of the brochure that lists the *qualifications and criteria*, and this is the charge given to the Advisory Committee. She also referenced the section of the brochure that lists the *goals and challenges* and this is the red sheet before the board today. She explained this information was not given to the committee as this direction comes from the school board. The board has established these before; however, as a starting point in the development of the goals and challenges, she had asked staff to provide her with this input. Mr. Powell supports what the committee has presented and encouraged the board to support the motion. Mrs. Armstrong asked if the form before the board is the same as was shared at the community forum

on March 17<sup>th</sup> and was input from the dialogue at the forum incorporated into the list of qualifications? Mrs. Anderson responded that following the public forum, the Advisory Committee reconvened and reviewed the materials shared at the forum and made some revisions to the list of qualifications. Mrs. Anderson further explained the list before the board for approval includes those revisions and noted some of the changes made. Mrs. Armstrong expressed her appreciation for the work they have done. *Vote on the motion carried unanimously and the following qualifications were approved.*

- A demonstrated ability to be sensitive to and knowledgeable of the requirements and methodology of increasing academic assessment of the Elementary and Secondary Education Act (No Child Left Behind) by implementing and providing educators and paraprofessionals with professional development, insight and required tools.
- The ability to evidence eligibility for a Louisiana superintendent's certificate.
- Strong moral character, integrity and professional work ethic.
- The ability to withstand a thorough and extensive background check throughout his/her professional life.
- A commitment to high level visibility within the district and to the development of strong ongoing positive relationships among students, staff and community, and the proven ability to solicit parental involvement.
- A visionary manager who stays abreast of and makes decisions based on population trends and project enrollments; projected finances and economic conditions; teacher supply and demand; and student diversification.
- The ability to relate to and have open lines of communication with teachers, parents, students and citizens of the community; a leader who values and works with the business community as a vital partner.
- The ability to work with the community and employees; a "people person" with an exhibited track record of human relations, morale-building and organizational/managerial skills.
- A sensitivity to the ethnic and cultural diversity of the Caddo Parish schools and a commitment to providing an equally effective education for children of all abilities, in every school.
- A graduate degree from an accredited university is required. A doctorate in education is preferred.
- The demonstrated ability and commitment to implement and maintain a safe and disciplined school environment.
- A proven ability to work with professional/educational organizations
- Broad knowledge of curriculum development, implementation and evaluation.
- The ability to motivate central office and school administrators and significantly involve them in the decision-making process.

Mrs. Anderson stated that in prior discussions on the superintendent search process, one of the first things mentioned was the need for the board to determine the goals and objectives. She said the board already has approved priority goals and if the board desires, these can be listed instead of the challenges. She added the Advisory Committee received this information in their first orientation session. Mrs. Byrd asked if the board-approved priority goals are the ones approved under Superintendent Schiller and if the board chooses to use these, will this lock the board into what has been done in the past? Mrs. Anderson stated the goals are very, very broad and general, and read the current goals. *Mr. Guin moved, seconded by Mrs. Hardy, approval of the CPSB goals under the "Challenges" section of the superintendent search brochure.* Mr. Guin commented these are broad and general and he appreciates not only the work of the committee, but the work of the staff shared with the board today. He believes when the board gets to the interview process, all the information shared with the board will be beneficial. Mrs. Hardy indicated her similar feelings for the work done by the committee and the staff. Mr. Henderson stated his agreement with the motion and asked for clarification on the question before the board in addressing the suggested challenges and the goals, as he feels the board can have both? He asked if the motion could be adjusted to include both the challenges included in the motion as well as the four goals or if that was the intent of the motion? Mr. Guin answered in the affirmative. *Vote on the motion carried unanimously.*

Mrs. Anderson presented a proposed brochure announcing the superintendent vacancy and information about the school system and community, the application and selection procedure,

details as to what someone would need to do to apply for the position. *Mrs. Armstrong moved, seconded by Mrs. Hardy, that the CPSB accept the presentation and move forward.* Mrs. Armstrong stated she believes Mrs. Anderson has the expertise to present this information to the audience that will receive it. *Vote on the motion carried unanimously.*

Mr. Burton thanked Mrs. Anderson and the committee for their professional work.

**Recess.** The president called for a 15-minute recess at approximately 5:45 p.m. and the meeting reconvened at approximately 6:05 p.m.

#### **VIVIAN CLASSROOM WING ADDITION, PROJECT 2003-106**

Mr. Guin asked Steve White, director of capital projects and new construction, about the recommendation from staff to accept the bid of Construction Plus with a base bid of \$671,200 for the wing addition at Vivian Elementary Middle Magnet and if the base bid was for six classrooms? Mr. White said that is correct. Mr. Guin also asked if there are eight t buildings presently being used at Vivian? Mr. White answered that is correct. Mr. Guin asked if the alternate bid of \$103,000 is to build the additional two classrooms? Mr. White said that is correct. Mr. Guin stated the reason he asked for this item to be pulled from consent for questions is he understands that in the \$671,000 base bid there is approximately \$30,000 to build a canopy walk around that will extend to accommodate the two remaining t buildings if only a six classroom wing is built. He asked if all eight t buildings are eliminated by building an eight classroom wing, can the approximately \$30,000 be removed from the alternate which would bring that amount down to approximately \$73,000 and approximately \$36,000 a classroom? Mr. White responded he would need to confirm the numbers (\$30,000 figure) with the general contractor that is the apparent low bidder, if the job is awarded. He said there is a line item for all canopies, not a breakout of what would extend to the remaining two t buildings. Mr. White said this is a ballpark number and is a reasonable number (\$30,000). Mr. Guin asked if it would be better to postpone board action on this item until such time staff can bring back information? Mr. White said the only thing he has a concern about is if he is asking for a reduction in cost prior to a contract being awarded, does it now become a negotiating contract? He stated he is not certain that this would not infringe on public bid law and would need to seek legal counsel's advise. Legal counsel (Julie Lafargue) said this is an issue that needs to be looked at under the public bid law to make certain the board is in compliance; and if there is no urgency to act on this item today, an answer can be provided by the April 1<sup>st</sup> meeting. Mr. Guin asked if there was an urgency in this project being approved at tonight's meeting? Mr. Festavan responded he believes postponing action will allow staff time to look at the details of issues brought up. He asked Mr. White if delaying this project will create any problems in completion of this project? Mr. White stated it will not slow down the process and recommends the project not begin until school lets out for the summer due to relocation of water, sewer and electrical power. Mr. Festavan asked if staff can ascertain answers to the questions by asking those questions of a contractor outside the bid law structure? Mr. White said he desires to get legal counsel's advice as to the latitude under public bid law which will still keep us in conformance with the law but allow some negotiation to do away with a portion of the project that may no longer be needed. Mr. Festavan again stated his agreement in delaying action to take time to look into the issues and better inform the board on issues raised, bringing something to the board at the April 1<sup>st</sup> special called meeting. *Mr. Guin moved, seconded by Mrs. Armstrong, that the CPSB postpone agenda 10.B.1. "Vivian Classroom Wing Addition Project 2003-106" until the April 1<sup>st</sup> special called meeting. The motion carried unanimously.*

#### **DISPENSE WITH 90-DAY REQUIREMENT UNDER POLICY FF FOR RENAMING OF HOSSTON ELEMENTARY SCHOOL/RENAMING HOSSTON ELEMENTARY SCHOOL TO J B HARVILLE AT HOSSTON/APPROVAL OF PROGRAMS INCLUDED IN THE APPLICATION**

*Mr. Guin moved, seconded by Mrs. Hardy, to dispense with the 90-day requirement under Policy FF for renaming of Hosston Elementary School, to rename the Hosston Elementary School to Hosston Alternative School, and to approve the programs for Hosston Alternative School as included in the application and submitted by staff. Vote on the motion carried unanimously.*

## **APPROVAL OF PRINCIPAL AT J B HARVILLE AT HOSSTON**

*Mr. Guin moved, seconded by Mrs. Hardy, the postponement of this item and that the superintendent immediately appoint the recommended person as an interim principal at the new Hosston Alternative School until such time as staff can post the position with the correct name and bring a permanent recommendation back to the board. Mr. Powell stated he wishes to vote for the motion, however believes it is one thing if the superintendent appoints an interim, but has a concern with the board appointing an interim when the position was not posted as interim. Mr. Powell said he can support the motion wholeheartedly if it just requests that the superintendent appoints an interim until it is readvertised and brought back.*

*Mr. Powell moved, seconded by Mr. Brooks, to amend the motion to delete the reference to the board approving an interim being the person named and replace it with the board expecting the superintendent to take appropriate steps to insure the school has an appropriate administrative person until such time as the position is filled. Vote on the motion carried unanimously.*

*Vote on the main motion as amended carried unanimously.*

## **APPROVAL OF POLICY JGA-R (IMPERMISSIBLE CORPORAL PUNISHMENT- INVESTIGATIONS)**

Mr. Ramsey stated some concerns he has regarding this proposed policy relative to the involvement of the CPSB Risk Management Department in issues of settling cases and hopefully keeping us out of trouble, and that he believes they should be involved early on in the investigation. He asked the superintendent his opinion and comments regarding this matter. Mr. Festavan said an addition can be made to include the risk management personnel. He said he has visited with Mr. Collier and believes there is an appropriate place under the second section “The school director shall... (2) Confer with the appropriate personnel ... and add risk management following “the security department should continue the investigation and *notify the Risk Management personnel if appropriate.*” Mr. Ramsey said he believes this department needs to be involved as they are the ones employed by the school board for this purpose and he would like their view on all such items, even potential lawsuit settlements. *Mr. Mims moved, seconded by Mr. Guin, approval of proposed Policy JGA-R (Impermissible Corporal Punishment- Investigations) as recommended by staff and submitted in the mailout. Mr. Ramsey moved, seconded by Mr. Mims, to amend the motion to include language that the Risk Management Department be involved at the level where the school director makes the contact.*

Mr. Henderson asked if including this language “to be involved” is sufficient for addressing this issue. Mr. Festavan further explained at what point in the policy he is suggesting adding the language. Mrs. May asked if this means we will be sending the complaint directly to security or will it first go to risk management? She believes that anything of this magnitude would first go to risk management and then security for the investigation. Mr. Festavan stated risk management personnel are not investigators, and the investigation needs to begin and a determination made if risk management should be notified and involved. Mr. Ramsey said he believes risk management should solve each opportunity whether in the initial stage or later as proposed to hopefully avoid exposing the board in these cases. Again, Mr. Ramsey stated his thought is the appropriate personnel director should be contacted to review the findings and determine if the security department should continue the investigation, and notify risk management of the process. Mrs. Byrd asked who makes the decision when the matter goes to security whether or not risk management is involved? Mr. Festavan stated that as the director is notified, it will be the director’s responsibility to bring risk management in the process.

*Mr. Brooks moved, seconded by Mr. Powell, that the board postpone action on this item and ask the superintendent and his staff to bring back to the board at the next board meeting a revised JGA-R policy that reflects the discussion on this item. Mr. Powell stated he believes it would be wise to take a further look at this policy, asking the legal counsel to look at the policy for revision based on board discussion. Vote on the motion carried unanimously.*

## **NEW WING PROJECT AT ARTHUR CIRCLE**

*Mr. Powell moved, seconded by Mr. Brooks, that the proposed design for an eight-classroom wing at Arthur Circle Elementary School be preliminarily approved as presented by Brian Yates*



*of Bledsoe Architects at the March 4, 2003 CPSB Executive Committee meeting with the understanding that the board reserves the right of final design approval where modification in the event the project bids grossly exceed the estimates. Mr. Powell encouraged the board to support the motion on the floor. He said he met with the superintendent and learned that an \$800,000 project actually has a 10% contingency built in the bid. Mr. Powell referenced Mr. Yates' presentation on this project and believes it is important to move this project forward, and encouraged the board to support the motion. *Vote on the motion carried unanimously.**

## **SPECIAL EDUCATION**

*Mr. Powell moved approval of the revision to CPSB Policy DBK as submitted in the mailout. Mr. Powell stated his concern over the \$2,200 expenditure for shutters on windows that had mini blinds, for the purchase of new furniture for Building 6, and the justification for such purchases when there are schools in need. He added that even though approved by the state, he feels a little uncomfortable when he looks at budget revisions and there is no mention of shutters and the money came from materials and supplies. He referenced a memo sent to employees asking for their help in supplying needs in the schools, and he does not understand why we are taking money out to purchase shutters if there is a need for supplies in the schools. He encouraged the board to support the motion to revise Policy DBK as there is a need for accountability; this budget needs accountability and the board is the public accountability for the school system. Mr. Powell also encouraged the staff to have accountability at all levels, and he hopes board action sends the message that these budgets will be scrutinized more closely in the future. Mr. Brooks shared his concern over this item, as he has asked Ben Wreyford for seven years of this department's expenditures that do not relate to children. Mr. Brooks said he believes a view of this information will indicate the problem. Mr. Henderson said he supports the motion on the floor as he believes the board has the responsibility of the final say on budget revisions. He further stated a real important point is generally language in budget revisions allows for a lot of flexibility and the board needs to be careful and ask staff for specific information so it is well apprised of what it is voting on. *Vote on the motion carried unanimously.**

## **FAIR SHARE COMMITTEE REPORT**

*Mrs. May moved, seconded by Mrs. Armstrong, that the CPSB approve conducting an RFP in seeking assistance in the development of a Fair Share Plan for Caddo Public Schools and request that staff bring back to the board for consideration and final approval a draft RFP addressing the above. *Vote on the motion carried unanimously.**

## **APPROVAL OF SETTLEMENT WITH AVALLONE ARCHITECTURAL SPECIALTIES, LLC VS. DBCS CORPORATION, CADDO PARISH SCHOOL BOARD, ET.AL., 450,096 FIRST JDC, CADDO PARISH, LOUISIANA**

*Mr. Powell moved, seconded by Mrs. Armstrong, approval of the settlement with Avallone Architectural, LLC vs. DBCS Corporation, Caddo Parish School Board, et.al., 450,096 First JDC, Caddo Parish, Louisiana in the amount of \$55,000. *Vote on the motion carried unanimously.**

## **SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** The superintendent presented an update on the Caddo Parish construction projects. He encouraged board members to visit sites where construction is taking place.

**Report on Number of Overage Middle School Students.** Mr. Festavan reported he has received some preliminary numbers and will present a formal report when finalized.

**Report on Development of Distance Learning Model Utilizing the Teaching Magnet Program at Caddo Career & Technology Center.** Mr. Festavan asked Joe Brown, director of technology, to share with the board a preliminary report on the development of this project. Mr. Brown shared a cost benefits document and stated as staff got into this project, discovered the need for an indepth instructional development program, not just implementing technology, but implementing and deploying instruction. Mr. Brown shared with the board a mission statement as to what Distance Learning is about and introduced Gayle Flowers, principal of the Caddo

Career and Technology Center. Ms. Flowers shared her work for implementing the teaching magnet program at CCTC in the fall semester. Ms. Flowers reported she has visited with the new principal at North Caddo to discuss plans for the school and specifics about the teaching magnet program at the Caddo Career & Technology Center. Ms. Flowers said Mr. Cochran is very much interested in connecting the two schools via Distance Learning; however at this point, he has not determined what he will be doing with the daily bell schedule in the fall. She stated both are committed to doing whatever it takes to make this work for the students and feels confident that as Mr. Cochran finalizes plans for the fall, it will work. She said they have talked about ideas of communication between the two classrooms so students receive the full benefit of the learning experience, as well as coordinating the instruction and grading of course content. Mrs. Hardy asked if students at Northwood will leave and go to the Career Center? Ms. Flowers responded that is her understanding. Mr. Festavan said it is staff's intent to support the teaching magnet program and staff is working on the details regarding options for students interested in taking advantage of the program once the program is filled. Mrs. Hardy said it is her understanding that all students at all high schools will have the same option of participating in this program (teaching magnet) at the Career Center. Mr. Henderson asked if, in looking at the agenda item, those schools where there are not enough students to offer a course will be offered the course through the Distance Learning Program or is the plan to make the teaching magnet the point from which the program is delivered? Mr. Festavan explained there are two programs, the Distance Learning program and the plan being looked into by Mrs. Ritter's department where Distance Learning of other subject matters can be utilized in schools with lower enrollment. This would be a pilot program that may be offered at other schools by broadcasting into those schools, especially the courses required in the TOPS program. Mr. Festavan stated the next step is to bring together the principals of these smaller schools that have had problems offering certain courses, i.e. Calculus. He said it is important to identify the schools that have needs and then determine what options are available to deliver those needs. Mr. Henderson said he appreciates the need for the two concepts; he believes the teaching magnet program is vitally needed and encouraged the superintendent and his staff to move forward with implementing this program in the fall. Mr. Ramsey stated he understands what it takes to put together a project such as this and he believes this is an appropriate place to begin with this new program being piloted at the Caddo Career Center. He believes it will give us an idea of the actual cost and believes this is a program that can be easily modeled. His ambition is to see how productive Distance Learning can be, to see the dollars it can save in the instruction program and most important, to see the TOPS subjects available in all schools. He expressed his appreciation for the work staff has done and asked Mr. Brown if the dollars calculated will impact the general fund? Mr. Brown answered the data circuits, the T1 lines, are paid for from the phone account and it is paid from the general fund. He added in looking at the balances in the Proposition 5 account, he believes the hardware can be paid from these funds, and then a cost projection determined as to cost of going into the high schools, middle schools or whatever direction the school board chooses. He said all are E-rate eligible, which means we qualify for 69% on E-rate acquisitions (paying 31 cents on the dollar). Mr. Ramsey asked if these are basically one-time charges, minus some maintenance charges? Mr. Brown said that is correct.

## **UNFINISHED BUSINESS**

## **NEW BUSINESS**

## **ANNOUNCEMENTS AND REQUESTS**

Mr. Burton announced the Louisiana Legislature will convene on March 31<sup>st</sup> and LSBA and other organizations are asking school boards, teacher organizations, and parent organizations to contact their legislators and liaisons because of some crucial issues, i.e. vouchers, money for raises, coming up in this legislative session. Mr. Burton said there is also an amendment that the state may be taking over some of the schools in Orleans Parish. He encouraged board members to contact their legislator in Baton Rouge and share with them our sentiments on these issues. Mr. Burton also expressed his appreciation for those board members who attended the Louisiana School Boards Association annual convention in Monroe, and announced that Mr. Mims and Mrs. May brought back to the CPSB a check for \$1,037.67 from the Treasury Department.

Mrs. Armstrong expressed her appreciation to the superintendent and the maintenance department for being proactive in addressing the roof situation at 81<sup>st</sup> Street. Mrs. Armstrong also requested that the superintendent provide her rationale for a driver and the purchase of a van

for the special education department, since we do have a gray box for making deliveries between the school sites.

Mrs. Byrd extended her appreciation to Mrs. Anderson for her assistance in making the search process user friendly to date, especially for new board members. Mrs. Byrd asked that in the future the board receive only new and revised material between the executive committee and the regular board meeting.

Mr. Powell asked that the superintendent provide him with a report on the number of grievances filed by employees by department for each of the three past calendar years. He would also like the total number of grievance appeals filed under the CPSB nonretribution policy and the average length of time it has taken to successfully resolve them.

Mr. Powell requested that the superintendent provide him with information on the rationale for including March Gras as a two-day school holiday in the calendar and the justification for the loss of approximately 750 instructional minutes prior to testing.

Mr. Powell asked that the superintendent provide him with a timeline on the further evaluation of the needs assessment for North Caddo High School.

Mr. Powell commended Mr. Burton on his election as president of the Louisiana School Boards Association and knows he will do an outstanding job.

Mr. Ramsey asked the superintendent for a clarification on the teaching magnet model at the Caddo Career and Technology Center and when the board might expect a report, will a proposal be coming to the board in April? Mr. Festavan, after questioning staff on the timeframe, announced that he will bring to the board in May a progress report on implementing this program for the fall. Mr. Ramsey also congratulated Mr. Burton on election as president of LSBA and asked if the LSBA in the past has taken steps to implement similar matters, receiving the monies for teacher pay raises? Mr. Burton responded that is part of what LSBA does, tracking these matters and become involved legally if necessary. Mr. Ramsey said he would like to request that staff bring to the board a proposed resolution regarding these crucial matters.

Mrs. Hardy asked if students who have passed all required tests will be able to march in the summer? The superintendent answered yes.

Mrs. Hardy asked that staff provide her with the number of schools with T buildings that do not have covered walkways.

Mr. Mims expressed concern over a rodent problem at Atkins Elementary and asked the superintendent if he is aware of this problem. Tommy Smith, director of maintenance, responded he was made of the problem and he sent a professional exterminator to the school. He has received a report that the school has seen no additional evidence of the mice and he will monitor this situation.

Mr. Mims asked the superintendent for a timeline on the permanent wing at Linwood Middle School. Mr. Festavan stated the new wing for Linwood is on the list and knowing the needs at Linwood, it will be his recommendation that it is a priority for receiving a new wing.

Mr. Mims asked Steve White about the air conditioning at the Career Center and where it is on the list since the accident of the heating coil falling through the roof, and is there enough money when addressing the air conditioning to address this also? Mr. White stated all these are being addressed in the air conditioning projects for this summer and they are being replaced with a packaged roof top unit that both heats and cools.

Mrs. Crawley asked the superintendent to follow up on issues brought to the board's attention during the visitors section, i.e. (1) provide a list of programs started since 1999, which ones are effective and which ones are not, and where the programs are located, and (2) new calendars – the number of students who took the LEAP test and were in limbo at the start of school and had to be sent back. The superintendent stated that staff has begun working on this information relative to the budget process and will provide the board with the requested information.

Mrs. Crawley also requested a report on the number of absences from schools from 1999-2000 and if the change in the high school starting time has been effective (re: the petition submitted by Linda Clements and the decline in the exit exam). Mr. Festavan commented there was a very generic statement made that there was a decline in test scores and it was implied to be a result of the change in starting time. He further added a change in test scores has many variables and he did not hear any support for these additional variables. Mr. Festavan expressed his concern over receiving a document that says it is a petition from these high schools and he talked to a high school principal that was not aware of the petition. He believes the petitions presented are only representative of people that happen to be employed at these high schools. He stated he has attendance data that indicates attendance has improved across the board for high schools since the implementation of the later starting time for high schools and will furnish that information to the board. He said staff also has evidence that programs in at least one high school has shown a growth, COE and DE programs, since the implementation of the later starting time.

Referencing the petition submitted by Ms. Clements, Mr. Henderson asked the superintendent to provide him with the total number of faculty at each of the schools listed v. the number of faculty who signed the petition from each school. Mr. Henderson also expressed his congratulations to Mr. Burton and appreciation to Mrs. Anderson and the Advisory Committee for the outstanding job.

Mr. Brooks, and Mr. Powell, inquired of the superintendent how employee complaints are being handled, is the grievance procedure being followed and if not, why? He also asked the superintendent what has he found to be the issues employees are complaining about? Also, when will the board hear from the special education survey and recommendations made by the consultant, Dr. Cody?

Mr. Powell also requested that the superintendent provide him with employee attrition numbers over the past two years in special education (no names, just categories).

## **EXECUTIVE SESSIONS**

*Mrs. May moved, seconded by Mr. Henderson, that the board opt the Executive Session for the student readmittance hearings and approve the recommendation of staff for (1) Darnell Davis to be placed at Oak Terrace/J.B. Harville Alternative School, (2) Tremaine Brown to be placed at Oak Terrace/J.B. Harville Alternative School; (3) Samuel Eugene Griffith to be placed in the School Away From School Program at J.B. Harville Alternative School Hosston; (4) Patrick DeWayne Arkansas to be placed at Caddo Exceptional pending a re-evaluation for 45 days to determine the best placement per the IEP Committee, and (5) Grandville Williams to be placed at Oak Terrace/J.B. Harville Alternative School. Vote on the motion carried unanimously.*

*Mr. Guin moved, seconded by Mrs. Hardy, that the CPSB go into executive session for up to 15 minutes for the purpose of a student expulsion placement.*

**Recess.** The president called for a 10-minute recess at approximately 7:30 p.m. and reconvened at approximately 7:40 p.m.

*Mr. Brooks moved, seconded by Mrs. Hardy, that Cody Haynes Morgan be returned to Keithville Elementary/Middle School, and that prior to returning to Keithville that Cody Morgan takes a drug test. Vote on the motion carried with board members Guin, Crawley, Powell and Byrd opposed and board members Hardy, Burton, May, Mims, Brooks, Ramsey, Armstrong and Henderson supporting the motion.*

**Adjournment.** Mr. Ramsey moved, seconded by Mr. Guin, for adjournment and the meeting adjourned at approximately 8:00 p.m.

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James R. Festavan, Interim Secretary

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Willie D. Burton, President

**April 1, 2003**

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana on Tuesday April 1, 2003, at approximately 6:10 p.m. with President Willie D. Burton presiding. Board members present were Phillip Guin, Eursla D. Hardy, Charlotte Crawley, Lola B. May, Alvin Mims, Mike Powell, Pamela Byrd, Larry Ramsey, Ginger Armstrong and Willie Henderson. Also present were Interim Secretary James R. Festavan, Legal Counsel Reginald Abrams, staff and other visitors.

Mr. Burton stated the purpose for the special session is to act on a personnel recommendation, the Vivian Classroom Wing Addition, Project 2003-106; signing incentive opportunities for certified teachers and a calendar for the 2003-04 school year.

#### **PERSONNEL RECOMMENDATION**

*Mr. Powell moved, seconded by Mrs. Armstrong, approval of the recommendation of Joe Brown as Technology Manager as submitted in the mailout. Motion carried unanimously.*

Mr. Dilworth, chief operating officer, introduced Joe Brown as the Technology Manager for Caddo Parish Public Schools. Mr. Brown will receive the appropriate salary as reflected by the CPSB Salary Schedule applicable to the position to which he was appointed.

#### **VIVIAN CLASSROOM WING ADDITION**

*Mr. Guin moved, seconded by Mr. Powell, approval of staff's recommendation to take the alternate bid of \$774,200 to construct eight classrooms at Vivian Elementary-Middle/Magnet School. Vote on the motion carried unanimously.*

#### **SIGNING INCENTIVE OPPORTUNITIES/CERTIFIED TEACHERS**

*Mr. Henderson moved, seconded by Mr. Powell, approval of staff's recommendation to offer signing incentive opportunities for certified teachers as submitted in the mailout. Motion carried unanimously.*

#### **APPROVAL OF 2003-2004 SCHOOL CALENDAR**

*Mr. Ramsey moved, seconded by Mrs. Armstrong, approval of staff's recommendation for the 2003-2004 school calendar as submitted in the mailout. Mr. Powell stated while he realizes the need for a calendar, he is concerned about the loss of instructional minutes; therefore, he cannot support the motion on the floor.*

Jackie Lansdale, president of the Caddo Association of Teachers/Support Personnel, said the committee was charged to build a calendar based on the best way to educate children and the committee did that by moving back the starting time to allow for LEAP results to be received prior to the start of school, building in the maximum number of academic minutes, and balancing the semesters. She said the calendar before the board defeats all this, except for moving back the start time. It has fewer academic minutes than any of the options submitted, the semesters are unbalanced and the revised calendar was not sent back to employees or the committee. She believes this calendar is a step backward not only in the relationship with employees, but also in providing important academic time in high stakes accountability.

Mrs. Crawley expressed appreciation to those who worked on the calendar; and while the calendar presented does move back the starting time, she believes the problem is the instructional minutes and that the calendar process was begun too late. Mrs. Hardy stated she still supports Calendar C and cannot support the calendar presented today by staff.

*Vote on the motion carried with board members Guin, Hardy, Crawley and Powell opposed. Board members supporting the motion were Burton, May, Mims, Byrd, Ramsey, Armstrong and Henderson.*

**Adjournment.** *Mr. Powell moved, seconded by Mrs. Armstrong, for adjournment. Vote on the motion carried unanimously, and the meeting adjourned at approximately 6:20 p.m.*

**April 1, 2003**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, April 1, 2003, with President Willie Burton presiding and Phillip Guin and Larry Ramsey present being a quorum. Other school board members present were Eursla D. Hardy, Charlotte Crawley, Lola May, Alvin Mims, Mike Powell, Pamela Byrd, Ginger Armstrong and Willie Henderson. Also present were Interim Secretary James R. Festavan, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Larry Ramsey gave the invocation and led in the Pledge of Allegiance.

## **PRESENTATIONS**

**Design of Fairfield Classroom Wing Addition.** Mark Prevo and Duke Rauschenbach, Alliance Incorporated presented the design for the 8-room wing addition at Fairfield, highlighting location, architectural style and character of the building, floor design, interior finishes, etc.

**Design of Westwood Classroom Wing Addition.** Kittye Kiper-Rouse and Ron Cagle of Ralph Kiper Architects presented the design for the 12-classroom addition for Westwood Elementary highlighting the wing location, floor plan, interior finishes, roof design, etc.

Mr. Mims asked if the building design was originally L-shaped? Steve White stated this project is not, nor was it ever, L-shaped. He explained Westwood has several "finger projects" (wings) and the options were to add another finger wing on the north side or relocate the new wing. He said if the wing is added on the north side, it will require moving approximately 14 T buildings at a cost of approximately \$30,000 a piece, which will come out of the construction cost. After conferring with the principal, he believes this is the best location. Mr. Mims asked if the hole in the playground area had been filled in or would it be used as a retainer to draw water off the area? The staff said it will do whatever needs to be done to comply with the city ordinance.

Mrs. Armstrong asked for clarification on location of the wing addition? Mr. Cagle said on the west side. Mrs. Byrd inquired if the principal and faculty had been included in the planning and designing of this project? The superintendent responded staff does not design anything without principal involvement. Mr. White said several principals have been involved since this project began. After beginning with the initial principal, staff did go back and meet with the current principal at Westwood for input and changes were made as she requested. Mr. Festavan said including the principal is practiced with all new wing additions. Mr. Henderson asked for clarification on the playground location in relation to the new wing and his concern that there is ample space for the playground. He asked about the cost for moving temporary buildings; and Mr. White explained when a temporary building is moved, Fire Prevention and the State Fire Marshall require the building to be brought back up to current code. Mr. White stated he believes the plan presented is the best solution and still allows ample space for the playground.

**Governor's Program on Abstinence.** Mr. Casey introduced Dan Richey, state director of the Governor's Program on Abstinence. Mr. Richey reported that the Governor's Program on Abstinence is a 5-year Federal program approved in 1996 in which Louisiana annually receives \$1.4 million. The program is currently in its 4<sup>th</sup> year of the 5-year period and President Bush is proposing to continue the program another five years. He said the program is two-fold: it tries to reach teenagers about the abstinence program at the junior high level with an abstinence curriculum, and establishes clubs for high school students who believe in the abstinence message, training them to be leaders in this issue. The 12-week program has been approved in 35 parishes and includes a workbook and a video on each of the 12 lessons. Volunteer teachers are trained and used in presenting the abstinence message. He shared programs from a convention last week where students, teachers and sponsors statewide were afforded training and leadership development in this program. He said metro parishes are being contacted this spring about the possibility of participating in a pilot program at one, two or three schools and then the parish can evaluate the program. Mr. Richey added there is no cost to the school system because the workbook, teaching materials, as well as the volunteers to teach, are provided by the state.

Mr. Powell recognized Mr. Richey as the former state senator from south Monroe and welcomed him in his new capacity. Mr. Powell asked what is the largest student population represented in the 35 school systems participating in this program? Mr. Richey answered that Ouachita, Rapides and LaFourche are the largest three systems participating at this time; however he did

not have the exact numbers in front of him. He added principals have indicated their desire to have it taught to seventh *and* eighth graders. Mr. Powell asked how many of the 35 parishes participating had a sex education curriculum under the state statutes? Mr. Richey stated approximately one-third of the parishes had some type of program, the majority of them did not. Mr. Powell asked had there been an opportunity to compare this program to the program Caddo has in place? Mr. Richey stated they look at this program as a way to augment any program already being utilized, and cited programs in LaFourche and Lafayette Parishes. Mr. Powell inquired from where are volunteer teachers recruited? Mr. Richey responded they come from sponsors, home room volunteers, and volunteers in the churches and the community.

## **ESTABLISH AGENDA FOR THE APRIL 15, 2003 CPSB MEETING**

The superintendent reviewed the proposed agenda for the April 15, 2003 school board meeting and discussion followed as summarized.

**Approval of Distribution of 2002-03 MFP Pay Raise.** Mr. Guin asked if the Louisiana School Boards Association intends to file a suit in order to get the MFP funds distributed? Mr. Burton said LSBA is waiting on results of the BESE meeting April 15-16. He understands they will present a \$48 million formula to the legislature, half of which will go to certified teacher pay. He said the legislature can reject the proposal and if so, it would revert back to what it was last year, but the Governor has said he will provide a pay raise for teachers. Mr. Guin encouraged the board president to stay on top of this and make any appropriate agenda adjustments necessary for the school board to address this matter. Mr. Burton encouraged board members, teacher organizations and employees to stay in touch with their legislators, encouraging them to approve the amount allocated by BESE for the MFP. Mr. Powell stated this is money for 2002-2003 and the legislature is looking down the road and asked if we are receiving information that we will get relief for the money we were to get for 2002-2003? The superintendent answered that is correct. He asked if we knew if the Governor has a way for doing that without going through the legislature again since they are working on next year? The superintendent stated he attended meetings in Baton Rouge and has been unofficially told the Governor will do whatever it takes to fund the current year's shortfall of the MFP that will result in the raise. He said we anticipate this happening and the reason for this agenda item is in the event it takes place, the board will be able to act on it. Mr. Powell asked how long distribution of the monies will take if the board acts on this at the April 15<sup>th</sup> meeting? The superintendent said staff has a plan for distribution of the monies, which was shared with the board; and staff is ready to move forward, if the money is received in the next two weeks, for distribution the first part of May. Mr. Wreyford confirmed that is the goal. He added the work is extensive for payroll, data processing, programming, and staff is already doing preliminary work to expedite the distribution as soon as possible once funds are received. Mr. Festavan said staff is ready to proceed with the staff plan; however, if the board wishes to modify the plan and it has to come back to the board, there could be a delay in distribution. Mr. Powell emphasized he doesn't want any unnecessary delay in this and encouraged staff to take steps necessary to expedite this as quickly as possible.

Mrs. Hardy asked if the money promised includes support personnel or is it just for teachers? The superintendent answered it is for certified personnel only. Mrs. Armstrong asked if the wording of the agenda item should include discussion of the "plan for distribution"? Mr. Burton stated he feels the wording is inclusive of the plan. Mrs. Armstrong asked if the tentative plan is for a lump sum distribution? The superintendent answered in the affirmative.

**Approval of Elective Course for Hamilton Terrace Learning Center.** Mr. Burton inquired as to the kind of course this is for Hamilton Terrace? Mrs. Ritter explained the elective course would be a required course offering students classroom instruction and community service, and hopefully helping them make the transition back to their regular school.

**Approval of Revision to CPSB Policy FF.** Mr. Abrams stated in his review of this policy as a result of the last board meeting, he observed the policy states a facility can be named after a living or deceased person. This was based on Act 753 of 2001. Further review of the statute indicates it expired December 31, 2001, thus the CPSB policy needs to be revised to reflect that an entire facility can be named after a deceased person and portions of a facility can be named in honor of a living person. He stated the revision brings the CPSB policy in compliance with the current statute.

**Approval of Proposed Policy JGA-R (Impermissible Corporal Punishment-Investigations).**

Mr. Festavan stated this has been on the agenda for several months and at the request of a board member, a revision has been made and is being brought back for the board's consideration. Mr. Guin asked the superintendent if Risk Management would be responsible for reporting back and made reference to an incident in a high school in his district. He asked what is Risk Management's participation and who has the lead role – Security or Risk Management? The superintendent stated because of the request to include Risk Management, he visited with Risk Management and came up with the proposed revision as the appropriate place to include Risk Management, since Risk Management is not an investigative division for the Caddo Parish School Board. He understood the desire was that Risk Management is aware in the event of any possible exposure of anything taking place. He placed Risk Management at #3 because he feels it important that part of the policy unfold before the situation goes to Risk Management, and it is possible that it would never go to Risk Management. The lead would be Security; however, as it moves forward and it becomes clear that it may be a situation in which litigation may occur, that is when Risk Management is notified. The intent in this policy is to give them a heads up so they are not caught unaware in the event a suit is filed. Mr. Guin asked if it is correct that their participation, if so, would be in the report back to the superintendent. Mr. Festavan said that is correct. Mr. Powell asked about any additional costs by adding Risk Management? Mr. Festavan said there would be no additional cost. Mr. Powell said he believes part of the confusion is employees not knowing exactly what they can do, and they are afraid to take a step within the policy to protect themselves from being referred to the District Attorney. Mr. Powell stated with no additional cost, he is not opposed to having Risk Management involved at some level and added this was precipitated by some employees who did not know what their parameters and responsibilities were for them.

**Approval of Position - Personnel Administrator, Teacher Support, Assessment & Certification.**

Mrs. Byrd asked what the additional cost would be for this position? Mr. Walker said it would not be much as the position would be moving from a Level 10 secretary to an A-3 administrative position (\$1,500 to \$2,000). Mrs. Byrd asked who is doing this job now? Mr. Walker stated the additional duties have been given to the certification specialist, and the duties were performed by an administrator in certified personnel. Mr. Powell asked the superintendent why board approval is being asked for this position prior to approving a budget for next year? Mr. Festavan said there is a great need for this position and the need has existed for a long time as the person performing these administrative duties is on a pay scale that does not support this. Mr. Powell inquired when budget work sessions are to be held, as he would like to consider everything holistically, because even the small amounts add up? Mr. Wreyford stated that for the past several years, the first budget work session has been scheduled for the first Tuesday following the April board meeting, which is still a few weeks away. Mr. Powell indicated his concern in waiting to begin these work sessions less than a month prior to the board being asked to adopt a budget that will probably have numerous cuts. He asked that the board president and superintendent work out a concrete framework for budget meetings and provide this to the board as soon as possible.

**Approval of Position – Administrative Assistant to the District Test Coordinator.**

Mrs. Ritter explained the person in this position is not doing anything in the job description and it has been this way for four years. Mrs. Ritter explained there is little difference in the salary amount and monies are available in the General Fund budget since a one-half supervisor for kindergarten has not been filled, and one third of her salary has been put into Title II. Mrs. Byrd asked if this person is not doing what's in the job description and staff is requesting to change this person's job to the job description the board is being asked to approve, will someone be hired to do the other job? Mrs. Ritter answered no; the position will be released. Mr. Festavan clarified these are new positions, not the upgrading of jobs. The positions, if approved by the board, will be advertised, interviewed for, and the appropriate person selected to do the job. The other job will no longer exist. Mr. Henderson asked Mrs. Ritter if the person working under the current job description is not doing any of the duties in that job description? Mrs. Ritter said no one is. Mr. Henderson stated if people are hired to do a job and they are doing something else, this could be a problem and it is important that this situation be straightened out.

**Approval of Proposed Draft RFP for Assistance in Development of a Fair Share Plan for Caddo Parish Public Schools.** Mr. Burton stated staff will have a proposed RFP for seeking assistance in developing a fair share plan for Caddo Parish public schools for the board's consideration at the April 15<sup>th</sup> meeting.



## **ADDITIONS TO THE AGENDA**

Mr. Powell referenced a proposed Special Education IDEA application at board members' stations and asked for an item under Superintendent's Report in order to review and discuss this at the April 15<sup>th</sup> meeting. The president encouraged board members to contact the superintendent with specific questions so staff will be prepared to address them on the 15<sup>th</sup>.

Mrs. Armstrong stated the number of overage elementary students is also increasing, and asked the superintendent to include this information in the report on overage middle school students.

**Consent Agenda.** The president recommended items 9-10, 12-15, and 17-23 as the consent agenda. *Mr. Ramsey moved, seconded by Mr. Guin, approval of the proposed agenda and consent agenda for the April 15<sup>th</sup> meeting. Vote on the motion carried unanimously.*

## **CPSB WORK SESSION (PRESENTATION OF THE PROPOSED AGENDA AND CONSENT AGENDA)**

The president polled the audience for input on the proposed agenda for the April 15<sup>th</sup> meeting.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on proposed Policy JGA-R, stating this recommended policy came out of a committee comprised of administration, legal counsel and employee organizations and the committee was very comfortable with the recommendation submitted to the board last month. She shared concern over the addition of Risk Management to the policy and the revisions not coming back to the committee. She asked if there is a clearinghouse on the reporting policy for Risk Management to outside authorities? Is it the superintendent that gives permission for Risk Management to report to outside authorities, because the purpose of this policy is to minimize undue damage to an employee who acted within the scope and sequence of their job, as well as provide a vehicle to limit damage to the district while communicating to the public we have a process in place. Mr. Festavan responded the policy has been expanded since work began on it and he is not the one directly involved to tell the director of auditing and risk management whether or not he needs to seek outside intervention in a situation he has evaluated in his position as director. He said he does not see the need to do this, but staff will do whatever the board directs it to do. He added he sees this policy as a way to insure an employee's rights are protected when accused of something. Mr. Festavan stated if the question is who would contact the district attorney if it is determined there has been a violation of the law?, in the past, that person has been the director of auditing and risk management. He believes the policy before the board has the safeguards to protect an innocent person; and at certain points in time, others within the Caddo Parish system must make determinations. He asked for support of this policy to give it an opportunity to work. If it doesn't, it can be revisited and necessary revisions made.

Mrs. Lansdale asked about the pay increase with MFP monies and concern over the retention of teachers specifically in the urban schools and if the lump sum distribution would have built in to it a differential for degrees earned?

Mrs. Pat England, Caddo Association of Educators, asked about the discussion on items 18 and 19 and her concern in understanding the budget issue because she is aware of positions over the last 2-3 years, with restructuring in departments and moving employees to other positions, where employees have assumed other duties for long periods of time and were told their positions would be evaluated to determine if the duties and responsibilities needed to be adjusted. She asked the board to look at the whole package because there are positions other than the two positions listed on the agenda that need to be addressed.

Mr. Henderson shared that he is uncomfortable with Item #17 and asked if the superintendent would be available to discuss with any board member or any employee any concerns they may have and determine if any further revisions might be needed in this proposed policy? The superintendent stated he will be glad to visit with anyone at anytime to address any concerns.

**Adjournment.** *Mr. Ramsey moved, seconded by Mr. Guin, for adjournment at approximately 5:50 p.m. Vote on the motion carried unanimously.*

**April 15, 2003**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, April 15, 2003, with President Willie Burton presiding and the following school board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Pamela Byrd, Charlotte Crawley, Phillip Guin, Eursla Hardy, Willie Henderson, Lola May, Alvin Mims, Mike Powell and Larry Ramsey. Also present were James R. Festavan, interim secretary, and Reggie Abrams, legal counsel. Mrs. May gave the invocation and led in the Pledge of Allegiance.

### **CONSIDERATION OF MINUTES OF THE MARCH 18, 2003 AND APRIL 1, 2003 CPSB MEETINGS**

*Mr. Mims moved, seconded by Mrs. May, approval of the minutes of the March 18, 2003 and April 1, 2003 CPSB meetings. Motion carried unanimously.*

### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

Mr. Burton proposed items 9-10, 12-15, 17, 20-24 as the consent agenda. Item 16 *Approval of Revision to Policy on Professional Staff Salaries* was deleted from the agenda.

### **SPECIAL PRESENTATION(S)/RECOGNITION(S)**

On behalf of the CPSB and staff, Burnadine Moss Anderson, administrative assistant to the superintendent for communications and information, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment.

**Caddo Overall Social Studies Fair Winners.** Andrew Murphy, student at South Highlands Elementary Magnet School, was recognized as a sweepstakes winner in the 28<sup>th</sup> Annual Region 1 Social Studies Fair (grades 4-6). Mr. Keith Burton is the principal at South Highlands. Hunter Coleman and Tyler Wagnon, 5<sup>th</sup> grade students at Eden Gardens Elementary, were recognized as Division 1 runners up from the Grand Prize winners in the 28<sup>th</sup> Annual Social Studies Fair. Grand prize winners are chosen from the 1<sup>st</sup> place winners in each of the six disciplines students can enter, including anthropology, economics, geography, history, political science, and sociology. Mrs. Jan Hughes is the principal and Judy Butcher is the supervisor.

**National Merit Finalists.** The following students from C. E. Byrd High School were recognized as National Merit Finalists: Emery Carlisle (National Merit Commended Student); Adam Dreier (National Merit Commended Student); Alex Munroe (National Merit Semifinalist); John Belk (National Merit Finalist); Paul King (National Merit Finalist); Megan Lynch (National Merit Finalist); Marcus Edwards (National Merit Finalist and National Achievement Finalist); and Miles Sugar (National Merit Scholar). Mr. Richard Lavergne is the principal at C. E. Byrd High School. The following students from Caddo Parish Magnet High School were recognized: Maeghan Davis (National Achievement Scholars Program Finalist); Chanelle McCoy (National Achievement Scholars Program Finalist); Michelle Thomas (National Achievement Scholarship Program Finalist); Matthew Angle (National Merit Finalist); Iris Chandler (National Merit Finalist); Courtney Cummings (National Merit Finalist); Timothy Emge (National Merit Finalist); Richard Will Hailey (National Merit Finalist); Doug Mata (National Merit Finalist); Marco Ramos (National Merit Finalist); Jeffrey Planchard (National Merit Finalist); Yi Su (National Merit Finalist); Amy J. Wells (National Merit Finalist); Jonathan Zweig (National Merit Finalist). Mrs. Mary Rounds is the principal at Caddo Parish Magnet High School.

**School Nurse Day.** Mrs. Anderson shared with the board and audience the importance of school nurses to the educational success of Caddo's students. She stated there are eleven general nurses who carry a cluster of 5-8 schools each. Mrs. Anderson shared the responsibilities of these nurses on a daily basis in the schools. *Mrs. Armstrong moved, seconded by Mrs. Hardy, that the CPSB approve the following proclamation naming May 7, 2003 as School Nurse Day in Caddo Parish. Vote on the motion carried unanimously.*

## 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 acknowledge their vital role as professionals; and  
Whereas, May 7, 2003 has been designated by the National Education Association as a day of honor for our school nurses.  
Now, therefore be it resolved that the Caddo Parish School Board members do hereby proclaim May 7, 2003 as SCHOOL NURSE DAY in Caddo Parish, and we encourage all citizens to recognize and thank school nurses for their care and concern for the students of Louisiana.*

## VISITORS

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on the MFP allocations to local districts based on per pupil ratio. She referenced a constitutional amendment passed in the late 1980s that protected the MFP from cuts, requiring a 2/3 vote of the Legislature to do so. Last fall, an additional measure was passed allowing the Governor to have input in cutting the MFP, but only after general budgetary items were cut and only then a very small percentage in non-instructional needs could be cut. Mrs. Lansdale also stated the MFP has a built-in inflation factor (growth monies) and several years ago the Legislature passed legislation where 50% of those growth monies had to be given to teachers. She stated Caddo has already received 2/3 of those monies this year. The shortfall is scheduled to be addressed shortly in the Appropriations Committee this session and there is a willingness by the Legislature and the Governor to see that this shortage in funds is met and encouraged board members to contact the Governor in this regard. Mrs. Lansdale stated she did not see these growth monies in the proposed budget for next year and did not know if this item had been overlooked. Regarding teacher salary money, Caddo is in the process of receiving the approximate \$3.4 million, and with the 3700 certificated employees a little over 2000 are in the Bachelor Degree category. Mrs. Lansdale added data supports that the most important factor in raising student achievement is the quality of the instructor, i.e. bright articulate people in the classroom with advanced degrees in their subject area. Traditional funding mechanisms have led teachers away from the classroom, because it appears the further you move away from children in the classroom, the more it seems one is apt to make. Studies indicate that in urban school districts, new teachers leave within the first five years, thus a retention problem in addition to a recruiting problem. Through a recent survey of teachers, it appears there is an agreement for a move toward building differentials in salary lanes. Mrs. Lansdale said the board has indicated interest in the national board certification by giving those who have attained that recognition \$1,000 a year for 10 years to augment the \$5,000 given by the state, and the board even created differentials in the degree lanes in the salary schedule in the last pay raise. She encouraged the board to use this pool of money to continue to develop these differential lanes, to encourage teachers to achieve advanced degrees and reward them for these efforts, and to help keep good teachers in our classrooms. She announced that today she learned DeSoto Parish allocated their growth fund monies to their teachers and support employees. The No Child Left Behind legislation requires Title I teachers aides to have 60 hours, an associate degree or take a state test and locally this has been broadened to other categories, yet the salary schedules have not seen any adjustment for this requirement. These employees need to be compensated for these additional mandates. Mrs. Lansdale also thanked the board for allowing Cindy Hughes to participate with other nurses in a national conference to learn about strategies in other districts.

## CONFIRM THE CONSENT AGENDA

*Mr. Henderson moved, seconded by Mrs. Armstrong, approval of the consent agenda. Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

### **Agenda Item No. 9A.**

**Personnel Recommendations.** Mr. John Dilworth, chief operating officer, introduced Anita Darlene Simons, newly appointed Professional Development Specialist, and Rebecca Crook, Librarian at Atkins Elementary School. Both employees will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the position to which they were appointed. Administrators, family and other guests present were also recognized.

### **Agenda Item No. 9B.**

**Requests for Leaves.** The following requests for leaves were approved by the board as recommended by the superintendent and submitted in the mailout.

#### Certified Positions

Sabbatical Medical Leave (Feb. 3 through remainder of 2002-03 school year)

Charlotte Evans, Teacher, West Shreveport Elementary, 19 years

Catastrophic Illness (April 22 through remainder of 2002-03 school year)

George Cicala, Teacher, Caddo Magnet High School, 22 years

#### Classified Positions

Leave without Pay (2002-2003 School Year)

Letha Banks, Teacher Aide, Fairfield Elementary, 9 years

Catastrophic Illness (May 15 through the end of the 2002-03 school year)

Francis Wimberly, Bus Driver, 2 years

### **Agenda Item No. 9E.**

**Renewal of Administrative Contracts.** The board approved renewal of administrative contracts for Sharon Burford, Janice Edelen, Monica Jenkins-Moore, Roseta Johnson, Yvette Lavergne, Donnis Bozeman, Jerry Davis, Richard Lavergne, Mary Robinson, Cleveland White, Eddie Smithey, Brenda Wesley, Kathleen Cobb, Perry Daniel, Arleen Hague, Joannette Underhill, Shonnye Baldwin, Courtney LeBlanc, Pauline White, Anna Wilbanks, Tressie Charles, Margaret Johnson, Gloria Prelow, Stacey Russell, Penelope Sampson, Ruby Scroggins, Debra Walter, Stenson Baker, Donna Jones, Katherine Metcalf, Jennifer Stephens-Dickson, Ruthie Williams and Renee Zerangue as recommended by staff and submitted in the mailout.

### **Agenda Item No. 10**

**Bids.** The board approved the following bids as recommended by staff and submitted in the mailout on the bid tabulation sheets. (1) Farmers Seafood, Gerlach Meat Co., Lance, Inc., and Long's Preferred and Professional Food for Child Nutrition Programs Food and Supplies. (2) Long's Preferred totaling \$115,809.75 and PFS-Professional totaling \$43,537 for Child Nutrition Programs Paper and Supplies.

**Bids (Construction and Capital Projects).** The board approved the following bids as recommended by staff and submitted on the bid tabulation sheets. (1) RRAC Contractors for the sum total of \$83,000 for Project 2004-307, Cooling Tower at Eden Gardens. (2) Ed's Sheet Metal and A/C for the sum total of \$84,900 for Project 2004-219 "Central School Roof Building A & C." (3) Terry's Roofing for the sum total of \$51,950 for Project 2004-223 "Lakeshore Roof Bldgs., B, Kitchen & Cafeteria Low Roof." (4) Grosjean Contractors for the sum total of \$478,800 for Project 2004-214 "Huntington Roof Bldgs. A, B, C, H, I, K, L & N, Phase I." (5) Camus Electric for the sum total of \$256,700 for Fire Alarms and Fire Safety, Project 2004-312A. (6) Garrett's A/C for the sum total of \$138,000 for replacing split systems at Building 6, Phase I, Project 2004-301. (7) Walker Builders for the sum total of \$278,500 for Project 2004-213 "Renovations of Offices for Transportation Department." (8) Gentry & Holder for the sum total of \$47,700 for floor replacement at Caddo Middle Magnet, Project 2004-208. (9) Sumrall Construction for the sum of \$73,070 for Phase II of Caddo Middle Magnet Drainage Improvements, Project 2004-211. (10) Camus Electric for the sum total of \$217,500 for Project 2004-312B, Fire Alarms and Fire Safety. (11) Red River A/C for the sum total of \$547,300 for Project 2004-310, Gymnasium AC at Woodlawn, Phase I. (12) Jaco Construction Inc. for the sum total of \$41,695 for Project 2004-221, "Roofing Replacement Building H auditorium at Keithville Elem/Middle School." (13) J D Electric for the sum total of \$382,410 for Project

2004-313 “Tele-Data & Networking at Various Schools.” (14) J D Electric for the sum total of \$411,750 for Project 2004-314 “Tele-Data and Networking at Various Schools.”

#### **Agenda Item No. 12**

**Approval of Elective Course for Hamilton Terrace Learning Center.** The board approved the elective course *Service Learning* for Hamilton Terrace Learning Center as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 13**

**Approval of Elective Course for Southwood High School.** The board approved the elective course *Environmental and Spatial Technology (EAST) I and II* for Southwood High School as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 14**

**Approval of Mathematics Curricular Guides.** The board approved the High School Mathematics Curricular Guides for implementation in all schools in the 2003-2004 school year as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 15**

**Approval of Revision to CPSB Policy FF.** The board approved revisions to CPSB Policy FF as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 17**

**Approval of Proposed Policy JGA-R (Impermissible Corporal Punishment-Investigations).** The board approved the proposed Policy JGA-R (Impermissible Corporal Punishment-Investigations) as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 20**

**Approval of Request for Bus Transportation – Arc of Caddo-Bossier.** The board approved a request for bus transportation by Arc of Caddo-Bossier as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 21**

**Approval of Request for Bus Transportation – LSU-S LaPREP.** The board approved a request for bus transportation by LSU-S LaPREP as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 22**

**Approval of Youth Enrichment Program (YEP) Agreement for 2003-2004.** The board approved an agreement with the Youth Enrichment Program (YEP) for 2003-2004 as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 23**

**Approval of Facility Usage Agreement – YEP Summer Camp.** The board approved an agreement with YEP for the YEP Summer Camp program at Barret Elementary and Queensborough Elementary as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 24**

**Approval of Proposed Draft RFP for Assistance in the Development of a Fair Share Plan for Caddo Parish Public Schools.** The board approved a proposed draft RFP for assistance in the development of a Fair Share Plan for Caddo Parish Public Schools as recommended by staff and submitted in the mailout.

## **APPROVAL OF DISTRIBUTION OF 2002-03 MFP PAY RAISE**

*Mrs. Crawley moved, seconded by Mr. Brooks, that dependent upon the receipt of the MFP funds that the CPSB accept Plan 2 with the degree differentials and the adjustment made by staff so that the difference is \$0.* Superintendent Festavan referenced the mailout information sent to the board where Plan 2 was broken out beginning with \$830 for teachers with a B.A. degree and staff has further looked at and adjusted the distribution. The adjusted figures are (beginning with the \$830) adjusted to \$821.59 (\$822) for BA, \$1021.59 (\$1022) for Masters, \$1121.59 (\$1122) for Masters +30, \$1221.59 (\$1,222) for Specialist, and \$1,321.59 (\$1322) for Doctorate. The rounding off of the figures to whole dollars will cost the district approximately \$1,675. Mrs. Crawley said she believes it is important to recognize the difference in the degrees, and stated many teachers with a Bachelors Degree will recognize the value of the advanced degrees. Mr. Henderson stated he supports the motion on the floor because he believes the philosophy of the school board in recognizing the need for differentials based on degrees and years of experience is very clear in its salary schedule. He said he understands the proposal will next year reinstate the differential. The only difference is it is across the board this year, but next year the differential will reappear. The board just needs to pass this motion and put the differential in the first year and include it in the salary schedule. He stated the superintendent shared with him the rationale for staff's recommendation in that Plan 1 would make the beginning salary more attractive for new teachers. While this is important, it is also important to reward those presently employed with Caddo, and he believes this motion does that. Mr. Powell referenced Mr. Henderson's comment that automatically the differential will appear next year and asked how this mechanism will work. Mr. Wreyford responded the motion on the floor beginning with \$822, staff would take these amounts and overlay them onto the existing salary schedule before the board today, and then from that all ratios for every category of employee tied to the teacher pay scale would function as the current plan functions. Mr. Powell said Mr. Henderson stated it is his understanding that under Plan 1 there would be some automatic differential that will occur. Mr. Wreyford stated the current schedule includes the existing differentials. If the board votes for the \$943 across the board, then all the existing differentials would remain exactly constant. Plan 2, on the floor, takes those differentials and further increases them. Mr. Powell stated when talking about differentials, he appreciates that as the salaries go up, the percentage in between them goes down, and he believes what is attempting to be done is that as salaries go up we want to maintain an increasing spread so that there is a consistency in the difference. He said he is not aware of anything, absent the motion, that would do that and just wanted clarification, in that as salaries increase, the percentage of the total is smaller. Mr. Wreyford said that is correct. Mr. Powell said he is concerned, even though he is inclined to support the motion, that there are actually two factors that control it and degrees is but one factor, the other being time of service. He referenced a speaker talking about losing teachers after four years and part of the problem is the salary schedule, and he knows that adopting this motion does not fix that. What we are doing is increasing by the same amount someone with a Bachelors Degree with 0 experience in conversely with someone with a Bachelors Degree and 5 years experience. In looking at the schedule, he pointed out that someone with a Bachelors Degree and 0 years experience begins at a salary of \$30,380; and after 4 years, that salary increase is less than \$2,000. He believes the differential is important, but the spread needs to keep going in that we are not only recruiting the 0 years experience but we are rewarding those teachers that have been with us 5 years. *Vote on the motion carried unanimously.*

## **APPROVAL OF POSITION PERSONNEL ADMINISTRATOR, TEACHER SUPPORT, ASSESSMENT & CERTIFICATION**

*Mr. Mims moved, seconded by Mrs. Armstrong, to postpone this item for one month to look at other employees in the system that are in the same circumstance.*

*Mr. Henderson made a substitute motion, seconded by Mr. Powell, to delay action on items 18 and 19 until such time that the budget work has been completed.* Mr. Henderson said he believes staff has looked at this and there is justification for this request, but as a board, it is not a wise move at this time given the dire financial condition to move forward with this type of proposal. He said he believes the board will be in a better position once they have an opportunity to review the budget and see where we are financially. Mr. Powell concurred with the statements made by Mr. Henderson and that the board will be addressing many concerns over the next few months when working through the budget. He said while a lot of the things are worthy, a lot of things

may need to be reduced to stay within the district's means. Because of that, he said it will be much more prudent to consider in the budget considerations, and consider others that may be affected. *Vote on the substitute motion carried unanimously.*

## **UPDATE ON SUPERINTENDENT SEARCH**

Mrs. Burnadine Moss Anderson, board liaison for the superintendent search, updated the board on additional advertising that has occurred since the last report, which included the *School Administrator* April issue which was released in March, a tabloid *Regional Job Opportunities Quarterly Career Builder* published by *The Times* as a supplement and also appeared in *The Alexandria Town Talk*, *The Lafayette Daily Advertiser*, *The Opelousas Daily World* and *The Monroe News-Star*. Mrs. Anderson reminded the board that prior ads have appeared in the *Wall Street Journal*, *The Dallas Morning News*, *The Arkansas Democrat Gazette*, *The Baton Rouge Advocate*, *The Jackson Clarion-Ledger*, *The New Orleans Times Picayune*, *The Shreveport Sun*, *The Caddo Citizen* and *The Times*. Mrs. Anderson reported on the opportunity for Caddo to appear on some websites (between March 18 and April 18) and shared how to access them. The brochures have been mailed to all departments and schools in the Caddo public school system, to the state department of education, state education organizations (i.e., Louisiana Association of School Superintendents; Supervisors of Curriculum), all superintendents and personnel officers in the State of Louisiana, all councils of chief state school offices, the Superintendent Search Advisory Committee, national educational organizations and associations, the National School Boards Association annual convention in San Francisco, and to approximately 10 inquirers. Mrs. Anderson stated that board action/consideration is needed on setting a time for the opening of the applications on May 1<sup>st</sup> and setting the interview questions.

*Mr. Powell moved, seconded by Mrs. Armstrong, that 4:00 p.m., Thursday, May 1<sup>st</sup>, be set as the time for applications for superintendent to be opened. Vote on the motion carried unanimously.*

Regarding the interview questions, Mr. Burton requested Mrs. Anderson to share with board members questions from previous interviews and asked board members to submit additional questions to Mrs. Anderson between now and May 1<sup>st</sup>. Mrs. Anderson also requested permission to begin with the RFPs for conducting background checks. She stated proposals will be brought to the board for their decision as to who will perform background checks.

## **SUPERINTENDENT'S REPORT**

**Update on Construction Projects.** Mr. Festavan referred to the report on the update of CPSB construction projects.

**Report on Overage Elementary and Middle School Students.** Mr. Festavan provided board members with documents addressing overage students in the elementary and middle schools. Mr. Brooks asked Mr. Thomas what is staff going to do to address this situation? Mr. Thomas responded that staff is continuing to work with these students by offering an accelerated class at the middle school level for those who have failed to pass all parts of the LEAP, through after school tutoring programs, and making some recommendations to some of the other programs, i.e. CAPT, Job Corps, etc. At this point, it has not reduced the number to where staff would like it to be. Mr. Brooks asked about Bethune and the 132 overage students in the 6<sup>th</sup> grade as he has met with citizens about this problem in the middle schools. Mr. Thomas said some policies in place prevent staff from having free range, i.e. high stakes testing (those students that fail to pass the required number of parts of the test and are thus not promoted), the board's policy on no social promotion which prohibits students from moving forward. Mr. Brooks indicated he desires to find a program for students who are more than two years behind their grade level so they (16 year old students) are not in middle school with 11-year-old students. Mr. Burton also inquired about budget constraints and possible cuts that need to be considered when addressing these concerns. Mrs. Hardy shared her agreement with Mr. Brooks' comments and knowing we should do all we can for our students, it is not good for 16-year-olds to be in a school with 11-year-old students. Mr. Powell inquired about the numbers of overage students and did the number include special education? Mr. Thomas answered special education is included. Mr. Powell stated he is not saying special education is an excuse; however, we do have special education students with disabilities that limit them. To have an accurate representation, Mr. Powell asked staff to break out the numbers provided to show how many special education students are included in that number? Mr. Powell also asked if the CAPT Program students are

counted at their home school? Mrs. Ritter stated CAPT students are not counted at their home school; the CAPT program is separate.

Mr. Brooks asked Mrs. Ritter if the 132 overage students in the 6<sup>th</sup> grade at Bethune are allowed any type of break in the LEAP tests? Mrs. Ritter explained provision is made in the Pupil Progression Plan for students retained one year but they didn't fail LEAP and the next year they pass LEAP, but fail again. If these students make a certain scale score gain (8 points) on the LEAP test, they could possibly be promoted up to the 9<sup>th</sup> grade. Also, all students on that campus who are 16 years old are eligible to apply for the Options Program, which is a program that addresses skills, GED and counseling. There are options available, but Mrs. Ritter said she is not aware if all options have been exercised. Mr. Thomas reported that all the principals are counseling students who are 16 and making a recommendation to move to the Options III program and some students have opted to participate in the Options Program. However, he noted board policy states we cannot mandate the students go to the Options Program.

**Report on Revisions to Corporal Punishment Policy and Student Discipline Policy.** Mr. Festavan shared with the board recommendations for the board's consideration. Mr. Abrams reported he has submitted to staff the proposed revisions to the Corporal Punishment Policy which should be presented at the next board work session. Mr. Guin asked the board president to place these two items on the May agenda.

**Report and Review of Special Education IDEA Application.** Mrs. England, Caddo Association of Educators, addressed the board on the IDEA application. Items noted by Mrs. England included this year's application being much smaller (change in format); there is no report included on meeting the goals (this has been included in the past); most budgets, especially General Fund Budget, Food Service Budget, will show what is budgeted, what has been spent to date, and the projected budget for next year and those things are not apparent in the proposed budget; several positions listed in the budget (p. 52 – filling the SDE-approved positions); the placement specialist (is there not a current facilitator on staff who serves as a placement facilitator, and if so, why would the State Department be approving Caddo positions?); and the hiring of a vocational transitional specialist and data supporting this; on page 74, regarding furniture and supplies needed to set up for new positions and asked if the board had approved the new positions. Mr. Burton asked Mrs. England to submit her concerns to the superintendent for his review.

Mr. Brooks asked Mr. Burton if he could ask Jeanette Taylor, director of special education, some questions. Mr. Burton stated the item on the agenda is a report and in accordance with *Roberts Rules of Order* this is not part of the report; an item would need to be placed on the agenda to further discuss the report. Mr. Brooks asked if it could be on the agenda in May. Mr. Burton said that is correct, and it is possible there may be a need for an executive session.

Mr. Powell requested clarification since the board received the IDEA application/budget at last month's meeting with a letter asking board members to provide input prior to April 19<sup>th</sup>; and the reason for putting this item on the agenda as a report, was so the board could ask questions and provide the input. Also, board members have always had the ability to ask the superintendent questions about reports listed under Superintendents Report. Mr. Burton said he understands, but wants the board to be mindful of the limits of discussing this item.

Mr. Powell asked Mr. Wreyford about the budget being discussed and the point the speaker addressed regarding new positions. He had requested how much of the General Fund budget is special education and staff reported there is \$50 million for special education in the General Fund budget. He said it is important as discussions begin on the budget, this \$50 million block of funds is in the General Fund budget, and that everyone understands that when talking about reductions, the General Fund budget has a lot of additional items in it, despite the fact that most believe special education is federally funded and do not realize it is a non-funded mandate to a certain extent. Actually, the Federal funds do not keep up with what Caddo puts into this fund. Mr. Wreyford confirmed that is correct. Mr. Powell asked Mr. Wreyford about his involvement in the special education budget? Mr. Wreyford responded that to this point, he is not typically involved, but when the budget is prepared, his department reviews for mathematical correctness. Mr. Powell asked if it would be a problem for Mr. Wreyford to also consider those areas in this budget where reductions could be made within the law, as he is looking at other budget areas? Mr. Festavan stated that Mr. Wreyford and he have talked about this matter and plan to take last



year's budget and place it beside the proposed budget and determine what has been added and what has been taken away. He added that some very good points have been raised and encouraged that they be sent to him so that staff can use them in the budget review and in following the due diligence process. In the issue of new positions, Mr. Powell asked had the board already approved these or are they being proposed? The superintendent stated he had reviewed the document and there are positions in there and asked the director of special education to respond. Dr. Taylor stated there are two levels of approval for positions, (1) positions have to be approved through the state department (funding mechanism); and (2) before positions are filled in the district, they must be approved by the board. She stated the state-approved positions are 2 positions approved in last year's budget based upon the justification provided, but not approved by the Caddo Parish School Board and thus were not filled. Staff's recommendation is that these positions be filled so we can provide services to the students who need them. In reviewing last year's and this year's budget, staff will provide information from the state department that is required in this year's application and budget. Mr. Powell requested that the board not just have a budget placed before them for approval, but that the board understands it is being asked for the second approval. Considering the overall budget situation and possible reductions, Mr. Powell requested that clarification be provided. The superintendent answered in the affirmative. Regarding furniture, Mr. Powell referenced the comments made and asked who is approving this and if staff could present a breakdown of this line item in the budget? Mr. Powell indicated some of his concern is with the format, but understands that staff will follow due diligence and provide detail information and this will address most of the questions he had for today.

Mrs. Byrd asked that the superintendent provide board members a breakout of the \$50 million special education budget. Mr. Festavan explained board members have that information and added it is difficult to account for every penny in a \$350 million budget, so there are categories. If there is a category that any board member wishes to have more detail information on any subcategory in a budget item, staff can provide that information.

Mr. Henderson commented on the discussion in that he is concerned because he knows the superintendent has a responsibility for making a recommendation on all budgets, he has a staff to call on to assist him, and he is concerned because we have directors over a number of programs and they do not carry that title by accident. They are paid, the job description dictates that they perform certain responsibilities and duties, and it will be difficult if the board expects the finance director to go through every CPSB budget (and he recognizes the need for accountability) and expect him to justify everything in every external budget. This would be physically impossible for that person to do. He added we all want accountability and some very good questions have been raised that need answers. He does not want the board to send the wrong message to staff, because there are directors, coordinators, etc. to provide justification to the superintendent and if the superintendent needs additional information, he can use whatever means appropriate to get that information. There is no need to place a lot of emphasis on one department and the board needs to be fair across the board.

**Recess.** The board president called for a 15-minute recess at approximately 6:05 p.m. and the meeting reconvened at approximately 6:25 p.m.

## **UNFINISHED BUSINESS**

## **NEW BUSINESS**

## **ANNOUNCEMENTS AND REQUESTS**

Mr. Guin reported that a CPSB delegation made a presentation at the recently held National School Boards Association annual conference in San Francisco and expressed his appreciation to Mrs. Burnadine Anderson for the work she put into the presentation. Mrs. Armstrong added the Caddo Parish School Board is very fortunate to have the expertise of Mrs. Anderson and we cannot acknowledge that enough.

Mr. Mims echoed the comments made and stated that following the presentation, people at the convention from across the country were wanting to interview her.

## EXECUTIVE SESSION

**Student Readmission Appeal.** *Mr. Guin moved, seconded by Mrs. Crawley, to accept the recommendation of staff to enroll Trinidad Orozco at Oak Terrace/J B Harville Alternative School for the remainder of SY2002-2003 pending a mental health evaluation by the Special Education Department. Vote on the motion carried unanimously.*

**Employee Appeal Hearing Pursuant to CPSB Policy GBCB-R.** Mrs. Pat England, director of the Caddo Association of Educators and representing Mrs. Paula Leonard, school psychologist, requested the hearing to be open. Mrs. England commented that this is the first opportunity the board has had to determine how and if the current Policy GBCB is working. Mrs. England stated that in the past in representing employees in hearings, she has never had any question about the process for an appeal, as they are outlined in the policy; however, she said that is not the case with this appeal. Mrs. England referenced that Mrs. Leonard originally filed a report on May 21, 2002 under the then Policy GBCB, which was revised in September 2002. The revised policy was not available in print or on the Internet in the CPSB Policy Manual until January 2003. Mrs. England stated when Mrs. Leonard saw the need to report the charge of retaliation, Mr. Dilworth's office was contacted since this is where the original report was filed in May, and was advised to file the report with his office since he had investigated the original report. Mrs. England stated this appeal is difficult in that there are several things intertwined in the process. She said she pointed out to staff early in the school year the problem with the board's two versions of the grievance policy GBM, and this appeal will draw attention to staff's interpretation of how a grievance is to be handled. Mrs. England referenced documents that directed Mrs. Leonard to someone other than her immediate supervisor to hear a grievance prior to proceeding to Level II. Mrs. England said the reason for her filing the grievance is because it was connected to the retaliation charge filed last May. Mrs. England referenced the Personnel Evaluation Plan approved by the board on June 18, 2002, and the fact the language is different in the two documents. She said Mrs. Leonard was denied the right to appeal to Level II, as Mr. Dilworth indicated in writing to her, until the grievance had been heard by the director of special education, who is not Mrs. Leonard's immediate supervisor. So Mrs. Leonard has not been allowed to appeal beyond that point. Mrs. England states the policy is very clear as to whom grievances are appealed or heard. Mrs. England stated an employee grieves with their immediate supervisor at the informal level (Level 1); therefore, Mrs. Leonard is present to seek the protection of the board provided for in the revised GBCB, as she believes she is at a time where she is not able to do anything further. Mrs. England stated that as of Monday afternoon, she had a package prepared of necessary materials for today's hearing; however, she was made aware that there was a package of materials provided to the board of which Mrs. Leonard had not received a copy. Staff delivered that information to Mrs. England's office as she was meeting with Mrs. Leonard to prepare for the hearing today. Mrs. England noted the packet included documents written by other people to Mr. Dilworth that when Mrs. Leonard and Mrs. England appealed to Mr. Dilworth under the retaliation provision, Mrs. Leonard was never read the documents, questioned about them, received a copy of the documents, or had any knowledge of those documents provided in a packet to the board. Mrs. Leonard has not had an opportunity to respond to these documents presented as factual. Mrs. England stated Mrs. Leonard has documents to present and witnesses to testify that will show that some of what is in those documents is not fact. Mrs. England said the employee filed a legitimate complaint, and received notification in writing last July from Mr. Dilworth that an investigation had taken place and appropriate disciplinary action taken, and was optimistic that things would go fine. Mrs. England stated she has never questioned, until yesterday, if the board's policy was followed and if, in fact, there had been an investigation as dictated by board policy. However, when viewing the documents in the board's packet, she questions how an investigation could have taken place if Mrs. Leonard was never asked any questions about the content/allegations in the documents; shouldn't the person accused be asked about the allegations? Mrs. England states she does not believe there was an investigation, because she was in the meeting where Mrs. Leonard was repeatedly told there is no retaliation; that she just needed to do her job. Mrs. England believed the original report was investigated, but now has grave doubts as to the depth of the investigation. Mrs. England inquired if board members had seen the original report that was filed, as it included concerns that employees had been directed to perform duties that placed their license to work in jeopardy; i.e. go ahead and counsel students in psychological services even though you do not have parental consent, and made reference to the original report filed. Mr. Powell asked if the board has the report Mrs. England is referencing? Mr. Dilworth stated he did not provide a copy of the May 21, 2002 document because we are talking about a retaliation.

Mr. Dilworth pointed out that he received a report of unethical activities on May 21, 2002 and the first alleged activity occurred August 14, 2001 and went through November. He said he spent a lot of time investigating and wanting to fix the problem if there was one.

Mr. Guin inquired about the dates stated and asked if the incident occurred prior to the retribution policy being passed by the board? Staff answered no, that the policy was revised to where if the employee felt something unethical or illegal was taking place, it should be reported within five days. This May 21<sup>st</sup> report was filed six months after the alleged activity; however, he did investigate, and did respond on July 30<sup>th</sup>.

Mr. Guin again asked when the latest revision was made to the retribution policy? Mr. Dilworth responded that the latest revision was in September 2002 and agrees the latest revision was probably not on the Internet until January 2003. Mr. Guin stated he understands from the dates mentioned that the incidents occurred in 2001. Mr. Dilworth said that is correct; the allegations that supposedly happened in 2001 were brought to his attention on May 21, 2002. Mr. Guin again asked if the incidents occurred prior to the update to the retribution policy. Mr. Powell said he believes in looking at the cover page of the packet provided, it is mentioned that the report was filed in May 21, 2001 and the documentation refers to the May 21, 2002 letter. Mrs. England also stated there are two things that have been filed as it relates to GBCB, (1) report of illegal activity and (2) the retaliation because of the report. Mr. Dilworth said that is correct.

Mrs. England said in reviewing the documents provided the board, she asked if a thorough investigation had taken place as to whether or not there was retaliation, based on documents that Mrs. Leonard has never seen or questioned about. Mrs. Leonard was never told in writing that any part of her original claim was invalid, false, forget about it; thus, the conclusion was drawn that it was valid. She referred to page 6 of the complaint where it is noted that school psychologists and social workers were told to make changes in the way they filed for Medicaid. The providers felt uncomfortable in making those changes, and there never was a meeting where the employees were undirected to do what they were told as it related to increasing Caddo Parish School Board General Fund dollars in Medicaid reimbursements. She stated she is here to advise the board that because Mrs. Leonard is seeking the board's protection, the board must first decide if the policy has been followed and if an appropriate investigation was conducted based on the seriousness of this matter. Mrs. Leonard's appeal because she was being retaliated against didn't create the *investigation*.

Mr. Burton stated that legal counsel has a concern, and Mr. Abrams said Mrs. Leonard has appealed under the retaliation policy and this policy states an employee, or anyone, may not go in and retaliate against that employee for turning in someone for doing something illegal. Mr. Abrams further explained that the activities being brought forth are the ones that allegedly occurred in 2001 and reported in May, 2002. Those events have occurred and those are the complaints filed. However, the appeal today is an appeal concerning what has happened to Mrs. Leonard since she filed the complaint, information as to what was done to her to show that she was retaliated against as a result of filing the complaint. The appeal is not about an investigation of the original complaint. Mrs. England reminded the board of her earlier comments in that was what she was prepared to do until 4:00 yesterday when she received the documents that were provided to the board, and doesn't understand how the appeal on retaliation can continue if there is a question about how the original report was handled. Mr. Burton stated that if more time is needed to review all documents, it is possible to reschedule the hearing.

Mr. Powell agreed, because it seems there is a due process concern; and he is disturbed the board has been provided documents at the staff level that the employee never saw. Mr. Abrams recommended the board consider giving additional time since the employee only received the documents the day before the appeal hearing. Mr. Abrams also restated this appeal only deals with steps of retaliation against the employee as a result of the employee filing the complaint.

Mr. Powell expressed the board has made it clear employees should have documents relative to a hearing and provided to the board. He also stated in looking at the documents, it was confusing to him the reason for this hearing today and requested the board attorney assure the personnel file statute is being followed, i.e. what goes in a personnel file, what is a document relative to a personnel, what file it is kept in. Additionally, he asked that board members be provided with any documents the employee wishes the board to consider. *Mr. Powell moved, seconded by Mr. Brooks, that this appeal be postponed and reset with agreement of the party and the*

*superintendent, who is the secretary to the board, with the understanding that all documents will be available prior to that time, and that in the interim the board attorney review the process to make sure it is done appropriately at all levels.*

Mrs. England further commented that everything is linked to Mrs. Leonard seeking the protection of the board in her retaliation. If in fact she was denied in writing at Level II her attempts to resolve this retaliation, i.e. documents that were placed in her file by people who she alleged were retaliating against her, isn't this connected to the retaliation?

Mr. Abrams asked for clarification on the motion and Mr. Powell explained the motion is to postpone the appeal at this time in light of Mrs. Leonard's condition and allow it to be reset with she or her representative getting with the superintendent regarding an agreeable date so that Mrs. Leonard has adequate time to review all documents. Also, if Mrs. Leonard has documents that the board be provided these documents at the same time and that the board attorney look at the process from the respect of personnel record statute and the levels of appeal to make certain that due process was followed and it is proper before the board when it comes back. Mr. Abrams asked if he was asking him to make certain that all documents were turned over. Mr. Powell said reference was made to a new policy being in place and due process concerns raised.

Mr. Guin stated his support of the motion in that the board has had this document for approximately a week and it would be beneficial to have documentation from both sides because Mrs. England is referencing two documents and he does not have everything in front of him.

Mrs. Armstrong stated the documentation the board received should have been mailed to the employee at the same time and the board should never in the future come to a hearing without all the appropriate steps being followed.

Mr. Henderson stated his agreement with the motion but asked if this was agreeable with the employee? Mrs. England said she is in agreement as long as Mrs. Leonard is in agreement and a time is scheduled convenient to her, given her upcoming surgery. Mr. Powell stated that was the intent of the motion. Mr. Burton stated that in this motion to postpone, it is important that the confidentiality of the names listed in this appeal is maintained.

*Vote on the motion carried with Mrs. Hardy opposed and board members Guin, Burton, Crawley, May, Mims, Brooks, Powell, Byrd, Ramsey, Armstrong and Henderson supporting the motion.*

**Adjournment.** *Mrs. Armstrong moved, seconded by Mr. Guin, for adjournment. Vote on the motion carried unanimously, and the meeting adjourned at approximately 7:05 p.m.*

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James R. Festavan, Interim Secretary

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Willie D. Burton, President

**May 6, 2003**

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 6:00 p.m. on Tuesday, May 6, 2003, with President Willie Burton presiding and the following school board members present being a quorum: Ginger Armstrong, Pam Byrd, Charlotte Crawley, Phillip R. Guin, Eursla Hardy, Willie Henderson, Lola May, Alvin Mims, Michael E. Powell III and Larry Ramsey. Jerry Tim Brooks was absent. Also present were James R. Festavan, interim secretary, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were omitted.

**Superintendent Search Update.** Burnadine Moss Anderson, staff liaison to the board for the superintendent search, gave an update on the superintendent search process and progress in the areas of (1) timeline, (2) action needed at the meeting called for Wednesday, May 7<sup>th</sup> and (3) other action required by the board. Mrs. Anderson stated the Advisory Committee met on Monday, May 5<sup>th</sup>, with 16 of the 17 members present, for the purpose of getting assignments for the remainder of the search process. She stated board members screened applications on Friday, Saturday, Monday and today. The administrative staff met since they will be assuming responsibilities to assist in carrying out the requirements for the interviews. Mrs. Anderson highlighted the timeline that calls for a special meeting on May 7<sup>th</sup>, and the arrangement for interviews beginning on Monday, May 12<sup>th</sup>. She stated the special called meeting on Wednesday, May 7<sup>th</sup> is to determine the candidates to be interviewed. Also, the board should name a negotiating team consisting of members from the board, submit interview questions to Mr. Burton, return RSVP information for the dinners to Debbie Lohnes, and a voting grid listing the 15 individuals who have indicated their interest in the superintendent position was distributed to board members. Mrs. Anderson said the meeting today is to determine the number of semi-finalists the board will interview.

*Mr. Guin moved, seconded by Mrs. Armstrong, that the number of candidates to be interviewed be set at six and ties. Vote on the motion carried with Messrs. Mims and Henderson opposed. Board members supporting the motion were Guin, Hardy, Burton, Crawley, May, Powell, Byrd, Ramsey and Armstrong. Mr. Powell asked for clarification in that on Wednesday, each board member will have six votes. Mr. Burton stated that is correct.*

Mr. Burton asked board members interested in serving on the negotiating team to please contact him.

**Recess.** The president called for a 15-minute recess at approximately 6:05 p.m. and the meeting reconvened at approximately 6:25 p.m.

Mrs. Hardy announced that on Wednesday evening board member Jerry Tim Brooks will serve as Grand Marshall at the Southern University graduation.

**Adjournment.** *Mr. Powell moved, seconded by Mr. Ramsey, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:28 p.m.*

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James R. Festavan, Interim Secretary

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Willie D. Burton, President

**May 6, 2002**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, May 6, 2003, with President Willie D. Burton presiding and Larry Ramsey and Phillip Guin present being a quorum. Other school board members present were Eursla D. Hardy, Willie Henderson, Pam Byrd, Charlotte Crawley, Alvin Mims, Mike Powell, Lola May and Ginger Armstrong. Also present were Interim Secretary James R. Festavan, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Mims gave the invocation and led in the Pledge of Allegiance.

## **PRESENTATIONS**

**Distinguished Educator Annual Report (Woodlawn).** Sue Babers, distinguished educator assigned to Woodlawn High School, introduced to the board her supervisor from Baton Rouge, Janis Bernard, Dr. Kami Tarpin, the distinguished educator from Wossman High School in Monroe City (and from Caddo Parish), Carter Bedford, principal at Woodlawn High School, and Roy Thomas, director over Woodlawn. Mrs. Babers provided board members with a copy of her end-of-the-year report and highlighted demographics of the school, school performance scores (LEAP 21 and GEE 21, ITED [9<sup>th</sup> grade]), attendance and drop out rates, the FIE \$50,000 grant for improving student achievement, professional development, efforts made to address Woodlawn students' most critical needs, parental involvement and orientation, critical areas where additional support is needed to assist students, and her recommendations for helping to raise student achievement. Mrs. Babers' recommendations for improving student achievement included: (1) implement a fundamental school concept to meet the needs of the majority of Woodlawn's students, (2) support through funding and staffing a Ninth-Grade Academy to ease the transition for ninth graders from middle to high school, (3) house a Pre-GED Program (Option 3 program) on the Woodlawn campus, (4) provide funds for professional development, (5) provide an administrative assistant to deal with attendance, tardies and discipline, and (6) provide funding and support for Woodlawn to hire faculty and staff who strongly support and promote change to address the needs of the students.

Mr. Powell extended his appreciation for the thorough report and presentation. He noted the numerous times in the presentation more money, funding, and staffing were mentioned. He appreciates the mandates of No Child Left Behind; however, at this time, the system has not seen the funding that is to come with it. In working to try and provide as many dollars as possible to the classroom and working with a slow down in the economy, Mr. Powell asked Mrs. Babers to convey to the staff in Baton Rouge that while Caddo desires to do some of the things recommended to help increase the student achievement at Woodlawn, it is difficult to accomplish when the mandates are not funded, which is the missing factor with the accountability that is in place. Mr. Powell stated he wants everyone to realize we are working with the funds available for all children in the parish. Noting that some of the recommendations do not necessarily require funding, he encouraged the staff and principal to do what they can within the parameters available.

Mr. Henderson extended his congratulations on a very thorough report. He asked Mrs. Babers about the number of students (9<sup>th</sup> graders) that were scoring in the bottom quartile in reading and math, and how much do we know about these students performance at the middle school level? Mrs. Babers responded that in looking at these students' 7<sup>th</sup> grade scores, you can pretty well determine if the students will be able to pass LEAP in the 8<sup>th</sup> grade. Mr. Henderson said in some of the recommendations, he feels like there is concern if some of these students will ever earn a high school diploma. Mrs. Babers said that is correct and in looking at the number of drop outs and the number of repeaters and the fact that there are only four students repeating in the 11<sup>th</sup> and 12<sup>th</sup> grades, this is the indication that these students have dropped out.

Mrs. Crawley asked if the CAPT program addresses these students' needs? Mrs. Babers stated the CAPT program addresses these students' needs before Woodlawn gets them, and this is a limited number of students. Mrs. Crawley asked if it would benefit them to expand this program? Mrs. Babers indicated Woodlawn has some students who have been through the CAPT program and are now in the 9<sup>th</sup> grade. Mrs. Crawley asked how many and Mrs. Babers said she could provide that information to the board.

Mrs. Hardy inquired about the age students are dropping out and Mrs. Babers answered between the 10<sup>th</sup> and 11<sup>th</sup> grades. Mrs. Hardy asked if teachers are certified? Mrs. Babers responded there are many certified teachers and many highly qualified teachers, but Woodlawn has a large faculty. There were 18 new teachers this past year and about eight of those were hired after the beginning of school, up to the 8<sup>th</sup> week of the current school year. Mrs. Babers reported that Woodlawn was staffed on 852 students and there were 1,027 students.

### **ESTABLISH AGENDA FOR THE MAY 20, 2003 CPSB MEETING**

The superintendent reviewed the proposed agenda for the May 20, 2003 school board meeting and discussion followed as summarized.

**Additions.** Additions to the agenda included *Fire Alarms and Fire Safety at Various Schools (Project 2004-312B)* added to the Construction Bids; and *Revisions to Personnel Evaluation Plan.*

**Approval of 2004 IDEA Application and Budget.** In the IDEA Application, Mr. Powell noted on page 5A, the public comments received, and the answer given to the question regarding a purchased van and van use, was “discussed and clarified”. He said he would like to know more information as to what exactly was discussed and clarified. Dr. Taylor, director of special education, responded the question was raised and discussed as to the need for the van when there is the gray box. She explained that with more special education-related services and assessment employees spending more time in the schools and needing to access confidential records that cannot be transported via the gray box, this van is used to provide that service to staff, allowing them to be in the schools more and spending less time traveling back to the special education center to access these confidential records. She added the justification also includes use of the van for transporting computer equipment for installation and repair. Dr. Taylor said there is a provision in place for transporting those items; however, teachers were complaining about how long it was taking to get their equipment installed or repaired, so a case was made to the state for this van to include the use for transporting equipment items for instructional purposes. Mr. Festavan asked if these items were discussed at the public hearing? Dr. Taylor answered yes and that she provided this same information at that time. Mr. Powell asked if this process is something new? Mr. Festavan said it is. Mr. Powell asked the superintendent what thought went into this process logistically as to how one person is going to be able to cover all the schools and the numbers of people that we have working in the schools. Dr. Taylor responded there is a schedule this employee follows and goes to only those schools that require delivery or pick; he does not go to every school everyday. Dr. Taylor also added the cost savings to the district is represented in the significant reduction in the cost of travel. Also, the cost of having Master Degree level employees driving to pick up and deliver materials has reduced. Mr. Powell asked what the cost saving is as he would like to have this information? Dr. Taylor said she can provide this information.

Mr. Powell stated that regarding all the positions, new positions, asked for clarification on the need at this time to create a new level position (behavioral intervention specialist), and how have we been accommodating these needs in the past? Mr. Festavan stated these are positions that have been added as a result of the IDEA application and he has gone through the application page by page with staff and the justification is listed for certain goals and objectives for the special education department. Staff believes in their evaluation of the goals and objectives, this position would be needed in order to complete them. Billy Prelow said that recently regular education hired six behavior intervention specialists. Mr. Powell asked if creating this level position in special education would alleviate the general ed positions? Staff said no. Mr. Prelow said regular education added these six new positions and special education has only three. Mr. Powell asked who has been doing this before? Mr. Prelow answered basically he and his secretary. Mr. Powell asked about problems in the schools and if we have school psychologists to address them? Mr. Prelow answered the school psychologists do not go directly into the schools and work with the students, only the principal and the counselor have been doing that. Mr. Powell also asked about the question relative to the amount of funds appropriate for the complaint compliance department and if this dovetails in with these new positions? Mr. Prelow stated the amount of funding in question was because of an assumption made that it was for new equipment and furniture, but that is not the case. The amount of funding (\$11,000) is for the entire Complaint Compliance Department. Mr. Powell asked if this department has received new furniture in the last couple of years? Mr. Prelow answered yes for the new positions

created. Mr. Festavan asked staff if in the budget being reviewed today are there not any funds for the purchase of furniture. Staff said that is correct. Mr. Powell asked about palm pilots? Dr. Taylor said no palm pilots. Mr. Powell asked the superintendent if staff had purchased any palm pilots from this budget in the past? Dr. Taylor said one palm pilot was purchased in the past. Mr. Powell asked if in adding a position to this budget, are we swapping out other positions, are other positions going unfilled? Mr. Festavan explained we are adding positions, that we are not swapping out other positions, these are additions to the program to support the goals of the department. Mr. Powell asked if these positions have previously been approved by the board? Mr. Festavan said no. Mr. Powell asked if this position is an addition to those presented three or four months ago in special education that have not been filled? Mr. Festavan said that is correct. Mr. Powell asked the superintendent when he anticipated these positions being filled in the event the board approved this budget? Mr. Festavan stated if the board approves the IDEA budget as presented, he believes those positions would be filled as soon as possible. Mr. Powell asked if the special education survey has been received? Mr. Festavan stated he has received it. Mr. Powell asked when could the board anticipate seeing the results of the survey? The superintendent stated the survey is in Mr. Collier's office, that he (the superintendent) has reviewed it, and it has been turned over to the board's attorney for his review prior to being presented to the board by Mr. Collier. Mr. Powell asked what is the deadline for approval of the IDEA budget? Staff responded June 13<sup>th</sup> is the deadline. Mr. Powell asked if there is a provision to allow the board more time? Dr. Taylor said she would have to request an extension from the state department. She added there would also be an impact on the program if it is delayed, and that she does have a justification for everything listed in the budget relative to No Child Left Behind, with the reauthorization of IDEA. She said there are some serious concerns that will need to be addressed, as far as the special education student population. She said it is critical in that the reauthorization is going to dovetail into No Child Left Behind that we are allowed to move ahead with the performance goals and objectives identified for the 2004 school year and continue to move forward in addressing the need to improve student outcome for students with disabilities. Mr. Powell asked if this budget is the federal funded side of the special education budget and are we not actually talking about \$51 million but more in the range of \$6.1 million? Dr. Taylor said that is correct, actually it was \$6.1 million this year with a reauthorization to increase the funding level to 19%, which means Louisiana will move from \$119 million to \$142 million for the state, so Caddo does expect an increase. Mr. Powell asked how are we looking at this budget in relation to the entire special education budget (\$51 million). Dr. Taylor explained this budget provides for supplemental support services and programs for students with disabilities, and cannot be used in any other fashion, i.e. there is a supplanting vs. supplemental rule that must be followed with this money. Mr. Powell asked if the amount is increasing, will some funds in the general budget for special education be freed up for some other areas in the budget? Dr. Taylor explained that IDEA funds cannot be used to support any program currently being funded or supported by the general fund budget. However, she said with the general fund budget cuts, and considering there will be some changes in the classrooms which will require additional school, teacher, student, family support, we are able to apply that funding source to provide additional support. Mr. Powell stated if we are now at \$6 million on the federal side and that is going to be increased to 19%, we have been funding a higher percentage out of the general fund, and if he figures it correctly, would that not mean that the match from the general fund would be less than it has in the past? Mr. Wreyford stated the federal grant is not a parallel match to local funding, so local funding could be reduced separate and apart from the federal grant, which will be going up the 19%. He added staff has discussed that as Dr. Taylor and her department tightens up in staffing and positions, that some of the new positions she is looking at would be completely different types of positions, thus we are not talking about a supplanting issue, they would be new positions entirely. Mr. Powell further stated so in fact instead of deciding we are going to create a whole new level of positions titled behavior intervention specialists for which we have not had before, could we not be using that money in the classroom for special education purposes? Dr. Taylor answered the behavior intervention specialist is not new; staff has been using staff in that area for approximately two years. They provide training and direct help and support for teachers experiencing problems with students with maladaptive behavior by helping develop behavior intervention plans, and training on the district's discipline policy to help reduce the behavior infractions among students with disabilities. Mr. Powell stated it is not necessary to hire new people. Dr. Taylor said she does need to hire and asked to share some statistics. Mr. Powell stated that due to the length of today's meeting he will get with staff over the next two weeks for answers to his questions.



Mrs. Byrd asked if there is a log on how many records the van driver is transporting on a weekly, monthly basis? Dr. Taylor said there are records and she will provide this information to the board. Mrs. Byrd also asked if there are restrictions on the van driver to transport medical supplies to the schools that children may need? Dr. Taylor said there are no restrictions and the driver is already doing that. Mrs. Hardy asked the president if Dr. Taylor could answer the questions? Mr. Burton asked that questions be asked of staff over the next two weeks before the board meeting on the 20<sup>th</sup>. Mr. Henderson inquired if the application/budget before the board today is the same one previously shared with the board for input? Dr. Taylor said it is revised to incorporate the findings of the self-monitoring review and the minutes of the public forum. Mr. Festavan said the budget is not exactly the same, as when the budget was discussed at the previous meeting, the board asked staff to go back and review this budget. He, Mr. Dilworth, Mr. Wreyford and Dr. Taylor went through the entire application and budget and removed some things, i.e. purchases of furniture, etc.

**Approval of Revisions to CPSB Corporal Punishment Policy and Student Discipline Policy.**

Mr. Guin asked the superintendent if the board's attorney has reviewed and "cleared" the revisions to these two policies? Mr. Festavan answered that is correct. Mr. Guin asked Mr. Abrams if these two policies, corporal punishment and student discipline, fall within the guidelines of state laws concerning those areas. Mr. Abrams said they do and referred back to Policy JGA and that he met with the committee concerning possible changes and one concern he has is the fact that teachers are being arrested because of some type of discipline of a student; and it is recommended that language be added, Section 2(B), so if a teacher inadvertently moves or touches a student, they cannot be accused of battery since they are a part of the work place and need to be able to maintain order in a classroom. Also, because the board can authorize teachers to use reasonable force, our policy basically appeared to be a *do not touch* type policy where a teacher cannot even get near a student. This will also give some latitude in the event there is a lawsuit, we can say that the teacher was using reasonable force in order to maintain order within the classroom. He further added that under Section 5, it is recommended that wording be added where the conduct of a school employee described in the policy shall not constitute a battery as defined by Louisiana law. Mr. Abrams said this determination will be made by the district attorney who is trying to bring a case or claim and by having a positive policy, they will look to that as it falls under the Louisiana statute that says a teacher can use reasonable force without it being a battery.

Mr. Henderson asked about the verbage referring to the report to be submitted to the supervisor of child welfare and attendance on the record of incident of corporal punishment and how many incidents of corporal punishment we have in Caddo Parish? Mrs. Atkins said the attendance office has records of corporal punishment by school and she can provide that information. Mr. Henderson asked Mrs. Atkins to confirm that we do actually have corporal punishment taking place in the schools? Mrs. Atkins answered in the affirmative.

Mrs. Crawley asked for clarification on the recommendations regarding the discipline policy and if the board would be choosing one of the recommendations presented (A or B)? Mr. Dilworth responded that the committee was asked by a member of the board to go back and revise the policy to make it a mandatory suspension for any child that made an unfounded charge against a teacher. He said the committee met and their recommendation is "A", which leaves the severity of the punishment up to the building administration. Recommendation "B" is presented because he understood that the directive was for the revision to come back as a mandatory suspension, which is a much stronger policy; however, leaving the decision up to the board. Mrs. Crawley asked if in the policy it states the teacher must attend any hearing held? Mr. Dilworth stated a due process hearing is with the building administrator, either the principal or the principal's designee, and the superintendent's designee. The teachers have never attended due process hearings. Mr. Festavan stated it is not staff's recommendation that teachers attend due process hearings being handled by staff members charged with that authority. Mrs. Crawley stated she believes further consideration needs to be given to this. Mr. Festavan stated he would have some concerns about a teacher's involvement in a student hearing because of some confidentiality issues that may be discussed. Mr. Abrams said he was not prepared to answer that but would have to look further into it. Mrs. Crawley stressed some concerns she has about the process followed and the elimination of teachers in that hearing.

## ADDITIONS TO THE AGENDA

Mr. Powell requested that a status report be added to the agenda under Superintendent's Report on the hearing impaired program in the parish. He said he understands that program has been housed at Sunset Acres and would like to receive a copy of the last review of the program by staff, as well as a breakdown by zip code where children in the program currently reside.

Mrs. Hardy requested that the administration bring to the board several recommendations for consideration regarding updated salary schedules for aides and clerks since they are now required to meet certification criteria. Mr. Burton asked that this requested information be placed under the Superintendent's report. Mr. Festavan asked for clarification if Mrs. Hardy anticipates the board will consider in the current budget deliberations to make some additional raises to aides or clerical employees that now require certification? Mrs. Hardy said that is correct. Mr. Festavan asked if this matter can be entertained at the budget work session at today's meeting? Mrs. Hardy said she agrees.

**Consent Agenda.** The president recommended items 9-12, 14-18, and 21-23 as the consent agenda. *Mr. Ramsey moved, seconded by Mr. Guin, approval of the proposed consent agenda items for the May 20<sup>th</sup> meeting. Vote on the motion carried unanimously.*

**Agenda.** *Mr. Ramsey moved, seconded by Mr. Guin, approval of the proposed agenda. Vote on the motion carried unanimously.*

## CPSB WORK SESSION (PRESENTATION OF THE PROPOSED AGENDA AND CONSENT AGENDA)

The president polled the audience for input on the proposed agenda for the May 20<sup>th</sup> meeting.

Jackie Lansdale, President of the Caddo Federation of Teachers/Support Personnel, asked if the item addressing policy for eligibility for employee insurance coverage, is to establish who is considered a permanent employee for insurance eligibility purposes, and if employees are considered that might be a misnomer, by calling them less than a permanent employee, i.e. in-school suspension monitors, if this classification of employees can be included? In addressing the corporal punishment policy, the proposed revisions are welcomed, but asked that extensive inservice for employees be conducted to avoid any confusion in the interpretation of this policy when it comes to *reasonable force*. In addressing the proposed revisions to the student discipline policy, she stated she did not see in the CPSB policy the immediate approval of the child until all appeals are exhausted; and the state law states the child cannot come back to the school where that employee is if they can be accommodated at another school site. She also does not see a clear indication in the policy where students know there is a penalty for making unfounded charges against a teacher.

Pat England, Caddo Association of Educators, addressed the board on concerns relative to the proposed IDEA Application and Budget. She referenced the information on page 5A and that she feels if the school system is going to advertise and pay money to The Times that there will be a public hearing, then the time spent in preparation to provide public input should be acknowledged. She referenced an inquiry from the board and the statement made about minutes of the public hearing held. Mrs. England stated that in her previous questions regarding this budget, she was asked to put them in writing or attend the public hearing. She said she did attend the hearing and the bulk of her questions had to do with the statements *discussed and clarified*, and she is unsure which questions were clarified. She once again asked where is the data? She said there was no data and today she heard the board ask for data and encouraged the board to delay action on this budget until the data comes forward. Ms. England also stated that she believes there should be another public hearing on the revised document.

**Adjournment.** *Mr. Guin moved, seconded by Mr. Ramsey, for adjournment at approximately 6:00 p.m. Vote on the motion to adjourn carried unanimously.*

**May 7, 2003**

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana on Wednesday, May 7, 2003, at approximately 4:00 p.m. with President Willie D. Burton presiding. Board members present were Phillip Guin, Eursla D. Hardy, Charlotte Crawley, Lola B. May, Alvin Mims, Jerry Tim Brooks, Mike Powell, Pamela Byrd, Larry Ramsey, Ginger Armstrong and Willie Henderson. Also present were Interim Secretary James R. Festavan, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Willie Henderson gave the invocation and led the Pledge of Allegiance.

### **SUPERINTENDENT SEARCH**

Mrs. Burnadine Moss Anderson, board liaison for the superintendent search process, announced the purpose of the special called board meeting is to select six semi-finalists to interview for the position of superintendent. Mr. Festavan announced he received a call from Richard Hartley at approximately 1:45 on this date announcing he wished his name to be removed from the list of candidates to be considered. He added Mr. Hartley met with his board president and feels he needs to fulfill some commitments in that district. Mr. Hartley expressed his appreciation for being considered. Mrs. Anderson presented the board members with a proposal for the background investigations for the board's consideration at a future meeting. She stated that after the vote today, the staff will arrange interviews via phone and will follow up with overnight, priority mail their date of interview and schedule. She will also be securing from the semi-finalists permission for the board to conduct a background check. Mrs. Anderson said the official liaison with the semi-finalists is your staff liaison to the superintendent search and announced no contact should be made with the semi-finalists except through the board's staff liaison. A copy of a day's schedule was placed at each board member's station, announcing that the board's interviews will take place from 4:00-6:30 p.m. in Room 1 of the Central Office complex. Following the interview, a public reception will be held in the boardroom from 6:30-7:30 and at 7:30 the board will have dinner with the candidate and their spouse.

Mrs. Anderson also announced if after the vote there is a need to adjust the calendar, the board will need to provide directives. Mrs. Anderson will also arrange meetings with the advisory committee each day with the candidates. Mrs. Anderson explained the screening process calls for the president to announce the name of each candidate, and the board's secretary and other staff will be tabulating the votes.

Mr. Ramsey asked if all candidates are certified or have the probability of being certified in the state of Louisiana and Caddo Parish? Mr. Abrams explained he could not answer probability of certification, but the statute provides that the State Board of Elementary and Secondary Education (BESE) sets the qualification for a superintendent to be certified. He stated he understands there currently are individuals who do not have the certification requirements that BESE lists in Bulletin 741. If a candidate does not meet the requirements, Caddo could apply for a waiver from BESE to be able to hire that individual as superintendent. He stated there is some precedent in that BESE has a rule if someone does not have a valid teaching certificate and the district has 45,000 or more students, there is a bulletin that allows you to hire someone, providing you have a chief academic officer who does have a teaching certificate. At this time, Caddo does not have a population of 45,000 students. BESE has to rule on any waiver that might be granted, and in the past they have allowed a waiver for a candidate without a teaching certificate.

Mr. Ramsey asked if all qualifications were o.k. on all candidates? Mrs. Anderson said *no*. Mr. Ramsey added that a waiver would then be needed, because in looking at the resume' of one of the candidates, there were only four years teaching experience, not five, and just wanted the board to be aware of the possible need to request a waiver.

Mr. Henderson asked if the board can ask Mrs. Anderson who might require a waiver? Mr. Burton said the board cannot discuss qualifications of individual candidates.

Mr. Powell stated he understood the board asked staff to go through the applicants and determine who has certification requirements. He said he understands there were a number of applicants that did not have the certification requirement; however, there was also information on one individual that he did meet certification requirements and asked if he understands that

information was a mistake? Mrs. Anderson responded a board member did bring this to staff's attention, and Mrs. Judy Trout, certification specialist, was asked to further investigate. Mr. Powell asked when was the board notified of this mistake? Mrs. Anderson stated this information had not been shared with the board as it was only learned approximately 10 minutes before the meeting (4:00). Mr. Powell said in light of this information brought to the board's attention in that the information reviewed on at least one candidate was wrong, he asked that before the board votes, that the president call a recess to clarify information as to who may or may not be certified.

**Recess.** The president called for a 10-minute recess at approximately 4:18 p.m. and the meeting reconvened at approximately 4:28 p.m.

Mr. Abrams explained to the board his understanding of the guidelines of the BESE rule that states in the event a school district in Louisiana through its local organized governing board chooses to select a superintendent who does not hold a valid state issued teaching certificate (five years), that district may appoint a candidate provided the district appoints a chief academic officer whose primary and substantial job description shall govern the academics of the district, including curriculum and instruction, and they possess a valid state issued teaching certificate, and meets all criteria required for a superintendent set forth in the existing BESE policy (only affects districts with a K-12 population in excess of 45,000), and that the chief academic officer be appointed no later than 120 days after appointment of the superintendent. Thus, there is a rule in place that would allow the Caddo Parish School Board to appoint a superintendent that did not meet the teaching certificate qualification if we have 45,000 or more students, by going to BESE and requesting a waiver on those requirements. Since Caddo is around 43,000 (a little less) and Caddo was included in the policy relative to its size, a waiver could be requested for 43,000 and still be a good waiver. He also understands that BESE may be meeting by May 15<sup>th</sup> and if the board selects a candidate that does not meet the certification requirement, staff could go forth, if directed by the board to do so, and seek a waiver for any candidate that may not meet all requirements.

Mr. Burton stated each board member has six votes and as he calls each name, board members wishing to cast a vote for that candidate will do so. Mr. Burton proceeded to announce the name of each candidate with the official results being: **Ted J. Adams** (0 votes); **Donaldo R. Batiste** (1 – Burton); **Walter L. Burt** (4 – Burton, May, Mims, Henderson); **W. Edward Hearn** (12 – Guin, Hardy, Burton, Crawley, May, Mims, Brooks, Powell, Byrd, Ramsey, Armstrong, Henderson); **Raymond A. Hicks** (6 – Hardy, Burton, May, Mims, Brooks, Henderson); **Chester R. Juroska** (11 - Guin, Hardy, Crawley, May, Mims, Brooks, Powell, Byrd, Ramsey, Armstrong, Henderson); **John Keegan** (0 votes); **Kerry Laster** (8 – Guin, Crawley, Mims, Brooks, Powell, Byrd, Ramsey, Armstrong); **Richard D. Lavergne** (8 – Guin, Hardy, Burton, Crawley, Powell, Byrd, Ramsey, Armstrong); **William Miller** (0 votes); **Bob Moore** (0 votes); **Bernard Oliver** (3 - Hardy, Brooks, Henderson); **Gary Smith** ( 9 - Guin, Hardy, Crawley, May, Brooks, Powell, Byrd, Ramsey, Armstrong); **Ollie S. Tyler** (10 - Guin, Burton, Crawley, May, Mims, Powell, Byrd, Ramsey, Armstrong, Henderson). (Note: The voting tally for all applicants is filed in the official papers of the board.)

Mrs. Anderson announced the six semi finalists as follows: (1) W. Edward Hearn – 12 votes; (2) Chester Juroska – 11 votes; (3) Ollie S. Tyler – 10 votes; (4) Gary Smith – 9 votes; (5) Kerry Laster – 8 votes; and (6) Richard Lavergne – 8 votes. Mrs. Anderson stated the board will begin interviewing candidates on Monday, May 12. She stated she will contact the individuals and forward to the board a schedule of the order for the interviews.

**Announcement.** Mr. Guin announced, and the board extended their congratulations, that fellow board member Jerry Tim Brooks will be the Grand Marshall and will lead the graduating class at Southern University' graduation this evening.

**Adjournment.** There being no further business, *Mr. Ramsey moved for adjournment. The motion was seconded by Mrs. May, carried unanimously, and the meeting adjourned at approximately 4:45 p.m.*

## May 12, 2003

The **Caddo Parish School Board (CPSB)** met in *special session* in its office (Room 1) at 1961 Midway Street, Shreveport, Louisiana at 4 p.m. on Monday, May 12, 2003, with President Willie D. Burton presiding and the following board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Pamela Byrd, Charlotte Crawley, Phillip Guin, Eursla Hardy, Willie Henderson, Lola B. May, Alvin Mims, Mike Powell, and Larry Ramsey. Mr. Ramsey gave the invocation and led in the Pledge of Allegiance.

The president said the purpose of the special school board meeting is for the board to entertain a motion to go into executive session to interview Mr. Richard Lavergne, candidate for the position of superintendent of Caddo Parish Public Schools.

Mr. Powell moved, seconded by Mrs. Hardy, to go into executive session until approximately 6:25 p.m. to interview Mr. Richard Lavergne, candidate for the position of superintendent of Caddo Public Schools. Vote on the motion carried unanimously. And the board went into executive session at approximately 4:05 p.m.

**Recess.** The CPSB recessed at approximately 6:30 p.m. and the president said the school board would reconvene on Tuesday, May 13, 2003, at 4 p.m. in Room 1 of the Caddo Parish School office complex to continue interviewing applicants for the position of superintendent of Caddo Public Schools. School board members and Mr. Lavergne relocated to the boardroom to engage in a media conference and public reception at 6:30 p.m.

## Reconvened - May 13, 2003

The **Caddo Parish School Board (CPSB)** reassembled to continue its executive session in Room 1 of the Caddo Parish School Board office complex at approximately 4 p.m. on Tuesday, May 13, 2003, with President Willie D. Burton presiding and the following school board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Pamela Byrd, Charlotte Crawley, Phillip Guin, Eursla Hardy, Willie Henderson, Lola B. May, Alvin Mims, Mike Powell, and Larry Ramsey.

The president said the CPSB is reconvening for the purpose of interviewing Dr. Kerry Laster, candidate for the position of superintendent of Caddo Public Schools. The executive session began at approximately 4:05 p.m.

**Recess.** The CPSB recessed at approximately 6:20 p.m., and the president announced the CPSB would reconvene on Wednesday, May 14, 2003, at 4 p.m. in Room 1 of the Caddo Parish School Board office complex to continue interviewing applicants for the position of superintendent of Caddo Public Schools. School board members and Dr. Laster relocated to the boardroom to engage in a media conference and public reception at 6:30 p.m.

## Reconvened – May 14, 2003

The **Caddo Parish School Board (CPSB)** reassembled to continue its executive session in Room 1 of the Caddo Parish School Board office complex at approximately 4 p.m. on Wednesday, May 14, 2003, with President Willie D. Burton presiding and the following school board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Pamela Byrd, Charlotte Crawley, Phillip Guin, Eursla Hardy, Willie Henderson, Lola B. May, Alvin Mims, Mike Powell, and Larry Ramsey.

The president said the CPSB is reconvening for the purpose of interviewing Mrs. Ollie S. Tyler, candidate for the position of superintendent of Caddo Public Schools. The executive session began at approximately 4:05 p.m.

**Recess.** The CPSB recessed at approximately 6:20 p.m., and the president announced the CPSB would reconvene on Thursday, May 15, 2003, at 4 p.m. in Room 1 of the Caddo Parish School Board office complex to continue interviewing applicants for the position of superintendent of Caddo Public Schools. School board members and Ollie Tyler relocated to the boardroom to engage in a media conference and public reception at 6:30 p.m.

### **Reconvened – May 15, 2003**

The **Caddo Parish School Board (CPSB)** reassembled to continue its executive session in Room 1 of the Caddo Parish School Board office complex at approximately 4 p.m. on Thursday, May 15, 2003, with President Willie D. Burton presiding and the following school board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Pamela Byrd, Charlotte Crawley, Phillip Guin, Eursla Hardy, Willie Henderson, Lola B. May, Alvin Mims, Mike Powell, and Larry Ramsey.

The president said the CPSB is reconvening for the purpose of interviewing Mr. Ed Hearron, candidate for the position of superintendent of Caddo Public Schools. The executive session began at approximately 4:10 p.m.

**Recess.** The CPSB recessed at approximately 6:15 p.m., and the president announced the CPSB would reconvene on Friday, May 16, 2003, at 4 p.m. in Room 1 of the Caddo Parish School Board office complex to continue interviewing applicants for the position of superintendent of Caddo Public Schools. School board members and Ed Hearron relocated to the boardroom to engage in a media conference and public reception at 6:30 p.m.

### **Reconvened – May 16, 2003**

The **Caddo Parish School Board (CPSB)** reassembled to continue its executive session in Room 1 of the Caddo Parish School Board office complex at approximately 4 p.m. on Friday, May 16, 2003, with President Willie D. Burton presiding and the following school board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Pamela Byrd, Charlotte Crawley, Phillip Guin, Eursla Hardy, Willie Henderson, Lola B. May, Alvin Mims, Mike Powell, and Larry Ramsey.

The president said the CPSB is reconvening for the purpose of interviewing Dr. Gary Smith, candidate for the position of superintendent of Caddo Public Schools. The executive session began at approximately 4:10 p.m.

**Recess.** The CPSB recessed at approximately 6:15 p.m., and the president announced the CPSB would reconvene on Monday, May 19, 2003, at 4 p.m. in Room 1 of the Caddo Parish School Board office complex to continue interviewing applicants for the position of superintendent of Caddo Public Schools. School board members and Gary Smith relocated to the boardroom to engage in a media conference and public reception at 6:30 p.m.

### **Reconvened – May 19, 2003**

The **Caddo Parish School Board (CPSB)** reassembled to continue its executive session in Room 1 of the Caddo Parish School Board office complex at approximately 4 p.m. on Monday, May 19, 2003, with President Willie D. Burton presiding and the following school board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Pamela Byrd, Charlotte Crawley, Phillip Guin, Eursla Hardy, Willie Henderson, Lola B. May, Alvin Mims, Mike Powell, and Larry Ramsey.

The president said the CPSB is reconvening for the purpose of interviewing Dr. Chester Juroska, candidate for the position of superintendent of Caddo Public Schools. The executive session began at approximately 4:10 p.m.

**Recess.** The CPSB adjourned at approximately 6:20 p.m. School board members and Chester Juroska relocated to the boardroom to engage in a media conference and public reception at 6:30 p.m.



**May 20, 2003**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, May 20, 2003, with President Willie Burton presiding and the following school board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Pamela Byrd, Charlotte Crawley, Phillip Guin, Eursla Hardy, Willie Henderson, Lola May, Alvin Mims, Mike Powell and Larry Ramsey. Also present were James R. Festavan, interim secretary, and Reggie Abrams, legal counsel. Mr. Mims gave the invocation and led in the Pledge of Allegiance.

### **CONSIDERATION OF MINUTES OF THE APRIL 15, 2003, MAY 6, 2003 AND MAY 7, 2003 CPSB MEETINGS**

*Mr. Guin moved, seconded by Mrs. Hardy, approval of the minutes of the April 15, 2003, May 6, 2003 and May 7, 2003 CPSB meetings. Motion carried unanimously.*

### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

The superintendent announced the following changes in the agenda: (1) Pull the personnel recommendation for the principal at Hosston Alternative School; (2) Pull 11.A.6. Laser Printers and 11.B.7. Band Uniforms at Woodlawn; (3) Remove from Consent #19 Approval of Parental Review Committee; (4) Postpone #21 Approval of Revisions to CPSB Corporal Punishment Policy; (5) Postpone #22 Approval of Revisions to CPSB Student Discipline Policy; (6) Add to Consent #31 Approval of EAST Lab Contract for Southwood High School; and (7) Postpone until June the Employee Termination Appeal Hearing. The superintendent also announced that staff's recommendation for Item 11.B., numbers 11, 12, and 13 is at board members' stations, to reject all bids and that staff's recommendation for Item 11B.20. is reject all bids and rebid this item. Mr. Burton proposed items 10 (minus the Hosston Alternative School principal position), 11 (minus A.6&7), 12-13, 16-18, 20, 23-25 as the consent agenda.

Mr. Ramsey suggested the agenda be changed to move the student recognitions/presentation before the public hearing on the budget, and there was no opposition from the board to make this change.

### **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, administrative assistant to the superintendent for communications and information, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. School administrators, supervisors, parents and friends were also recognized.

**Regional and State Science Fair Winners.** The following schools and students were recognized as winners in the Regional and State Science Fair sponsored by Kilpatrick Rose Neath Funeral Home and Bossier Parish Community College: Grand Prize Sweepstakes awards went to South Highlands Elementary Magnet, 1<sup>st</sup> Place, Division A; Mr. Keith Burton is the principal. Riverside Elementary won 3<sup>rd</sup> Place in Division A; Dr. James Gillespie is the principal. Caddo Middle Magnet won 1<sup>st</sup> Place in Division B; Mrs. Kay Robinson is the principal. Caddo Magnet High School won 1<sup>st</sup> place in Division C; Mary Rounds is the principal. Captain Shreve High School won 2<sup>nd</sup> place in Division C; Dr. Sandra McCalla is the principal. Ms. Patsy Latin, Jack Freeman and Dr. Dominic Salinas are the science supervisors for Caddo Parish Schools. Mrs. Anderson introduced the following students that made this possible: Thomas Mayfield, South Highlands Elementary Magnet School and Keegan Batts, Riverside Elementary School (Overall Division A winners); William Hock, Lauren Berg and Salil Joshi, Caddo Middle Magnet (Overall Division B winners); and Sumati Jain and Christopher Yu of Caddo Magnet High School (Overall Division C winners). The students who placed at the Louisiana State Science and Engineering Fair held in Baton Rouge on April 7 were John Gehrig (1<sup>st</sup> place overall winner who will represent Magnet High at the Intel International Science and Engineering Fair in Cleveland, Ohio), Sumati Jain and Chris Yu of Caddo Magnet High School (1<sup>st</sup> and 2<sup>nd</sup> place overall Region I and attended the International Science Fair). Other students from Caddo Magnet High School recognized included Taylor Jones, 2<sup>nd</sup>, Environmental Science; Sarah McCormick and Georgette Lang, 4<sup>th</sup> in Team; Andrew Marsala



and Bryon Larson, 4<sup>th</sup> in Team; Brad Hargreaves, 1<sup>st</sup> place in Physics; Karen Tillstrom, 3<sup>rd</sup> place in Physics; Beth Zweig, 2<sup>nd</sup> place in microbiology; Marc Ramos, 4<sup>th</sup> in Medicine and Health; Meaghan Davis, 3<sup>rd</sup>, Medicine and Health; Gelin Ye, 4<sup>th</sup> place in Mathematics; Phillip Gates, 3<sup>rd</sup> place in Engineering; Michael Kovalsky, 3<sup>rd</sup> place in Earth and Space Sciences; Lex Childs, 4<sup>th</sup> place in Computer Sciences; Andrew Abreo, 4<sup>th</sup> place in Botany; Jeffrey Planchard, 2<sup>nd</sup> place in Biochemistry; Iris Chandler, 3<sup>rd</sup> place in Biochemistry; Matthew Wallace, 1<sup>st</sup> place in Behavioral Sciences; Rebecca Philips, 2<sup>nd</sup> place in Behavioral Sciences; Doug Mata, 2<sup>nd</sup> place in Behavioral Sciences and Vikram Agarwal, 2<sup>nd</sup> place in Behavioral Sciences.

**2003 State Academic Pentathlon Winners.** Students from the middle school level recognized as the 2003 state academic pentathlon winners were: (1) Seventh Grade Team – Brittney Ellzey, Eszter Szentirmai, Caitlyn Norris, Ben Hoffnung, Jamie Vercher, Elainea Smith, Lorrie Holmes, Reshad Douglas and Landon Miller. Eighth Grade Team winners were Kelsey Odom, Noah Baker, Clara Caruthers, Lewis Billingsley, Ben Barker, Brittany Holt, Abhi Manapragada, Shankeshi Miller and R. J. Giglio. Mrs. Kay Robinson is the principal.

**Regional MathCounts Winners.** Students of the Mathcounts Team from Caddo Middle Magnet School who placed 1<sup>st</sup> in the regional competition are Noah Baker, Aaron Garcia, Brittany Ellzey and Eszter Szentirmai.

**Louisiana Youth Art Month Flag Winners.** Amber Singleton, 5<sup>th</sup> grade student at South Highlands, won 3<sup>rd</sup> place in the state; and Chris Kovalsky, 5<sup>th</sup> grade student at South Highlands, won honorable mention in the state, for their flag designs in the Youth Art Month flag competition.

**People to People – Student Ambassador Program.** Middle school students from the Shreveport area selected by the People to People Student Ambassador Program to visit the South Pacific this summer are Haylee Barthol, Donnie Bickham Middle School; Tara Doran, Herndon Magnet School; William Hock, Caddo Middle Magnet; Salil Joshi, Caddo Middle Magnet; Heather Starr, Youree Drive Middle School; Cody Williams, Keithville Elementary/Middle; and Courtney Ray, Greenacres Middle School in Bossier Parish. The principals are Mrs. Kay Robinson, Mr. James Windham, Ms. Cooper Knecht, Mrs. Jan Holliday and Mr. Jim Moran. Ms. Leah Haynes is the director of the program. Mrs. Anderson stated these students will spend approximately 3 weeks learning about the government, economy, and culture of New Zealand and Australia.

**Louisiana 5A State Golf Champions.** The Gator Golf Team from Captain Shreve High School was recognized for winning the State Championship title. The members of the team are Neal Jackson, Tyler Trichell, Jared Mayfield and Kyle McCotter. The coach is Jeff Roberts and Dr. Sandra McCalla is the principal.

**NBA Bobby Phills Scholarship Foundation Winner.** Nicholas Clark, student at Southwood High School, was recognized as the winner of a \$5,000 scholarship to Dillard University from the NBA Bobby Phills Scholarship Foundation for an essay he wrote on how Perry Daniel, his teacher at Southwood and now assistant principal at Donnie Bickham, influenced him in his education. Mr. & Mrs. Clark are his parents and Dr. Leon Hayes is the principal at Southwood.

**Louisiana Skills USA Gold Medal Winners.** The following students were recognized as the Skills USA VICA winners: Amber Alexander (Dental Assistant); Jason Belle (Job Interview); Jamey Geimer (Major Appliance Repair); Chris Irby (Action Skills); Robert Rushworth (Architectural Drafting); Amy Shirley, (Health Occupations Professional Portfolio and Opening/Closing Ceremony); Travis Watkins (Precision Machining); Dimitri Zaugg, (Technical Drafting); Michelle Fearance, Tarrah Rodrigues, Lauren Stork, and Sabrina Williams (Health Occupations Knowledge Bowl); Amanda Flynt, Amanda Holliday, Lindsay Kiefer, Shaunna Marquis, Molly Stevens, De'Jerre Walker (Opening/Closing Ceremony); Sarah Ware (State VICA Parliamentarian); Lenae Pace (State VICA Historian); Amanda Flynt (State VICA Vice President); Stephanie Mitchell (State VICA Reporter); Sabrina Williams (State VICA Treasurer); and Lauren Stork (State VICA Secretary). Mrs. Gayle Flowers is the principal at Caddo Career and Technology Center.

**Louisiana Parent Teacher Association Educators of Distinction.** Mrs. Anderson recognized Mrs. Margie Rayburn, incoming president of the Louisiana Parent Teacher Association, and

announced that of the 10 Educators of Distinction, 6 are from Caddo Parish. Educators of Distinction winners from Caddo Parish include Judith A. Dodd, Guidance Counselor at Youree Drive Middle School; Dr. Karen E. Eason, Instructional Coordinator at Shreve Island Elementary School; Sara P. Ebarb, principal at Forest Hill Elementary School; Dr. Michael H. McCoy, teacher of Advanced Placement Physics, Physics II and Engineering Principals at Captain Shreve High School; Ms. Marilyn Smith Prothro, assistant principal of curriculum, attendance and instruction at C E Byrd High School; Patricia Crane Roberts, 5<sup>th</sup> grade teacher at University Elementary School. Principals are Jan Holliday, Dr. Kerry Laster, Dr. Sandra McCalla, Richard Lavergne and Charlotte Watson.

**Recess.** The president called for a recess at approximately 5:03 p.m. and the meeting reconvened at approximately 5:12 p.m.

## **PUBLIC HEARING ON 2003-2004 BUDGET**

The president declared the public hearing open on the 2003-2004 budget.

Roger Vance, math specialist at Laurel Street/CAPT School, addressed statistics and numbers reflecting the success of this program in a short period of time and how critical the CAPT Program is in assisting and giving hope to students who have struggled to get through the grades between elementary and high school. He encouraged the board to consider how eliminating this program or reducing it will negatively affect hundreds of students.

Shauna Gilbert, parent, addressed the proposed cuts in support personnel and the cuts targeted at the proposed computer lab at Judson. She asked that the board not make these cuts and stressed the importance of elementary students having the opportunity to become computer literate.

Joann Lester, parent, was present in support of keeping the computer lab at Judson.

Tabitha Taylor, parent, addressed the Special Education Department and in particular the program for autistic children, in which her son is enrolled. She encouraged the board to take a close look at the services provided to children with various special needs through the Special Education Department. She asked them to go into special education classrooms in their schools and see the services that are required to address the needs of these students and to not cut funds from this budget.

Dottie Bell, teacher, addressed the cuts being proposed at the school level. She reminded board members that without students, there is no school; without teachers, there will be no learning; without school based staff, there will be no leadership and asked how the board expects a school to be accountable if they lose the most important thing that makes it work. She said with the proposed No Child Left Behind Act, the middle school level will be affected more than any other area. She said she doesn't believe teachers are the board's number one concern and encouraged the board to make teachers their number one concern as the teachers are making the students their number one concern. She encouraged the board to leave the site-based personnel and cut as little as possible.

Cynthia McBride, speech language pathologist in Caddo Parish, member of the Special Ed Advisory Council and the parent of a child with Downs Syndrome, addressed the board on the special education program and children with special needs being addressed by services through the special education department. She encouraged the board to approve the proposed IDEA application and budget so students can continue to be provided the much needed services.

Theresa Byrd, parent, addressed the board on the future of the CAPT Program and how budget cuts will affect her daughter and other students that need this program.

## **VISITORS**

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on the reduction in the work force and if a reduction has to happen, the process should be as objective as possible. In the present surplus procedure being used for moving an employee in an overstaffed school to another site, it appears the board recognizes this, as Policy GCPA-R, revised in 2001, first asks for volunteers, next to remove those in temporary capacities, and then

longevity in service. In the reduction in force policy, Policies GCPA and GDPA, subjective evaluations and observations are listed before the more objective longevity of service. She said evaluations and observations are subjective in nature, i.e. the following rash of evaluations and observations seen since talk began of implementing such a force in the budgetary process. Mrs. Lansdale cited the example where a teachers' aid who in the past has received all satisfactory marks with the exception of one "needs improvement" in attendance (and even then she was within her current days) this year received all "unsatisfactory" marks and an overall "unsatisfactory" rating from the principal, who based the evaluation on a single incident May 5<sup>th</sup>. Another example cited by Mrs. Lansdale was a teacher at an alternative school who received two "needs improvement" because (1) he wrote too many referrals, referrals based on the CPSB Disciplinary/Dress Code/Tardies, and (2) for his failure rate when most of these were because of attendance. After citing several additional examples, Mrs. Lansdale added there also will be accountability in an evaluation and observation, but to use it as a means to separate an employee from the district leaves a door open for personality disputes and abuse of position and power. Mrs. Lansdale stated this policy as written gives no consideration for the long-time satisfactory employee who transfers to a school where he/she doesn't click with the supervisor. In this process over longevity, the board is in effect saying administrators have allowed a poor performing employee to remain in the district, and that is not accountability. Mrs. Lansdale asked that before the board implements a policy for layoffs to review the policy and realign it so it coincides with the current surplus policy, changing it to use objective criteria before considering laying off employees. Mrs. Lansdale also stated she was pleased to see the long overdue proposal for adjustments in teacher aide' salaries. Since the district has raised the bar requiring that all teachers' aides at least take the paraprofessional test, there should be at least some monetary increase to reflect this increase in standards. For those teachers' aides who have gone beyond the 60 hours to get an associate degree, this is a win-win situation for the student. Differentials have been created in the teachers' salaries and it only makes sense to create differentials for teachers' aides as well. She stated other districts have begun to make these changes and asked the board to take steps to remain competitive in the education marketplace and continue to address this pay schedule.

Martha Ann Lewis, chief probation officer for Caddo Parish, addressed the board and encouraged them to consider funding the two behavioral specialists for the special education department. She addressed how Juvenile Court and the Caddo Parish School System have worked as partners as long as there has been a Caddo Parish Juvenile Court. She added a large number of their students are special education students and unfortunately, a large number of the arrests and referrals come through the school system. She stated that last year (2002) there were 91 children referred to the court and placed in detention for disturbing the peace; in 2001, 131 students, in 2000, 175 students and in 1999, 195; and so far this year, 61 students have been admitted to the detention facility for disturbing the peace or fighting at school, and this does not count those referred/arrested by the police, sheriff's department and referred to the district attorney's office. She said they desire that these problems are addressed before they get to the Juvenile Court level and asked that the board strongly consider the funding for these behavioral specialists.

Robert Jackson addressed the board on the results of a pilot program conducted in Caddo Parish, High School Senior Voter Registration Program. He reported the program was conducted on May 6<sup>th</sup> and some 700 plus students registered to vote in Caddo Parish. He believes this was a success and they look forward to implementing this program and conducting this registration on the first Tuesday in May of each year. He expressed his appreciation for the board's support of this program.

#### **CONFIRM THE CONSENT AGENDA**

*Mr. Ramsey moved, seconded by Mrs. Armstrong, for approval of the consent agenda. Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

#### **Agenda Item No. 10 A.**

**Personnel Recommendations.** Mr. John Dilworth, chief operating officer, introduced Pauline Harris-White as the new Instructional Coordinator-Magnet Programs at Booker T. Washington High School. Ms. Harris-White will receive the appropriate salary as reflected by the Caddo

Parish School Board Salary Schedule applicable to the position to which she was appointed. Administrators, family and other guests present were also recognized.

### **Agenda Item No. 10 B.**

**Requests for Leaves.** The following requests for leaves were approved by the board as recommended by the superintendent and submitted in the mailout.

#### Certified Positions

Sabbatical Study for 2003-2004 School Year

Tess Hoard, Teacher, 7 years, Huntington High School

Beverly Martin-Green, Teacher 10.5 years, Walnut Hill Elementary/Middle

Sabbatical Study for Fall Semester, 2003-2004 School Year

Stacey Russell, Counselor, 7 years, Riverside Elementary

Catastrophic Illness (March 18, 2003 for 30 days)

Chandra Foster, Teacher, 8 years, Northside Elementary

Catastrophic Illness (March 13-April 11, 2003)

Rachael McCain, Teacher, 4 years, Barret Elementary

Catastrophic Illness (May 8-22, 2003)

Rosemary Sanderson, Teacher, 20 years, Southwood High School

Catastrophic Illness (May 1-22, 2003)

Jessie Wright, Teacher, 32 years, North Caddo High School

Leave Without Pay (May 15-22, 2003)

Veronica Mosley, Teacher, 21 years, Caddo Exceptional

#### Classified Positions

Leave Without Pay (April 28-May 21, 2003)

Lee Vera Turner, Bus Driver, 3 years, Eighty-First Street ECE

Request of the Board. Deborah Langley, who has been on medical sabbatical leave for the spring semester of the 2002-03 school year, is requesting the board waive the requirement that she return to service or repay monies paid to her while on leave due to the fact her health has not improved and she is not able to return to her teaching assignment. Ms. Langley has furnished the required doctors' statements. The board approved waiving the requirement to return to service or repay monies paid while on leave as recommended by staff and included in the mailout.

### **Agenda Item 10.C.**

**Other (Hiring, Assignment Changes, Separations & Resignations).** The other personnel transactions report for the period of March 12, 2003 through April 8, 2003 was approved as included in the mailout.

### **Agenda Item 10.E.**

**Renewal of Administrative Contracts.** The renewal of the administrative contract for Shirley Davis, Assistant Principal of Caddo Middle Career and Technology School, was approved as recommended by staff and submitted in the mailout.

### **Agenda Item 11.**

**Bids.** The board approved the following bids as recommended by staff and submitted in the mailout on the bid tabulation sheets. (1) Ensemble Office Essentials totaling \$25,882.50; Global Equipment totaling \$20,252.45; Moser Corporation totaling \$31,880; Rowley Hansell-Petetin totaling \$63,765.25; School Specialty totaling \$88,216.97 and Virco Manufacturing totaling \$117,713.35 for Classroom Furniture and Equipment. (2) Pyramid School Supply totaling \$1,520.32; Sax Arts & Crafts totaling \$126; School Specialty totaling \$622.83 and Windtree Enterprises totaling \$1,948.06 for M&S Art Supplies. (3) Brodart Company totaling \$518.35; Gaylord Bros. Totaling \$626.10; The Library Store totaling \$40.56 and School Specialty totaling \$1,004.96 for M&S Library Supplies. (4) Medco Supply totaling \$328.35; Henry Schein, Inc. totaling \$907 and United Health totaling \$3,921.32 for M&S First Aid Supplies. (5) Computer Supplies Unlimited totaling \$2,380.61; Ensemble Office Essentials totaling \$662.30; GovConnection totaling \$703.76; Insight totaling \$179.20; Quill Corp. totaling \$205.11 and The

Tree House totaling \$28,815.40 for M&S Computer Supplies. (6) LA Foodservice totaling \$29,701.84 for Small Kettles. A copy of the bid tabulation sheets marked "*Exhibit A, 11 pages, May 20, 2003*" is filed in the official papers of the board.

**Bids (Construction and Capital Projects).** The board approved the following bids as recommended by staff and submitted in the mailout on the bid tabulation sheets. (1) American Air for the sum total of \$59,112 for Project 2004-303, A/C Dining at Vivian. (2) Garrett's A/C for the sum total of \$152,900 for Project 2004-306, Boiler/Chiller Replace Kindergarten/Library at Forest Hill. (3) Bossier Electric for the sum total of \$182,750 for Project 2004-402, Lighting Retrofit at Riverside and A C Steere. (4) Ed's Sheet Metal and Roofing for the sum total of \$108,200 for Project 2004-222, Turner Roof Bldgs. B & C, Phase 4. (5) Berg Mechanical for the sum total of \$54,670 for Project 2004-309, Sanitary Sewer Replacement for Northside Elementary School. (6) Bob Davis Electric for the sum total of \$236,220 for Project 2004-312C, Fire Alarms & Fire Safety. (7) Hefner Roofing for the sum total of \$74,155 for Project 2004-220, West Shreveport Elementary Re-roofing of Buildings C & E. (8) John Gibbs Roof System for the sum total of \$46,931 for Project 2004-216, Fair Park Roof ROTC and Band Choir Building. (9) Carter Construction Company for the sum of \$1,318,348 for Project 2003-105, Walnut Hill Elementary School I-Wing Addition. (10) Payne Company for the sum total of \$149,300 for Project 2004-311, Auditorium A/C at Caddo Career & Technology Center. (11) Sumrall Construction for the sum total of \$52,300 for Project 2004-229A, Barret Parking Improvements. (12) Payne Company for the sum total of \$217,000 for Project 2004-305, Boiler Pumps & Controls at Green Oaks. (13) Red River Air Conditioning for the sum total of \$139,800 for Project 2004-308, Replace Boiler Pumps & Controls at Southern Hills Elementary. (14) Abatement Services for the sum total of \$7,967 for Project 2004-210, Hazardous Material Abatement (Asbestos) Various. (15) Leon Angel Constructors for the sum total of \$72,000 for Project 2004-230, E.B. Williams Stoner Hill Elementary School I-Wing Addition. (16) Hayes Miller Roofing for the sum total of \$134,117 for Project 2004-227, Youree Drive Roof re-roofing A, B, C, D, F & I Wings, Phase 3. A copy of the bid tabulation sheets marked "*Exhibit B, 14 pages, May 20, 2003*" is filed in the official papers of the board.

The board also approved staff's recommendation to reject bids on the following projects: (1) Flooring Replacement at Various Schools, Project 2004-202, Part I. (2) Flooring Replacement at Various Schools, Project 2004-202, Part II. (3) Carpet Replacement, Project 2004-203, and (4) Fire Alarms and Fire Safety at Various Schools, Project 2004-312B. These projects will be re-bid.

#### **Agenda Item No. 12**

**Approval of Caddo-Shreveport Sales and Use Tax Commission Budgets.** The board approved the Caddo-Shreveport Sales and Use Tax Commission Budgets as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 13**

**Approval of Levy of 2003 Property Tax Millage Rates.** The board approved the proposed resolution setting millage rates to be levied on taxable property in Caddo Parish as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 16**

**Approval of Group Disability Insurance Plan Carrier.** The board approved UNUM Life Insurance Company as the new carrier for the group disability insurance plans effective October 1, 2003 as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 17**

**Approval of Policy GCBC/GDBC – Eligibility for Employee Insurance Coverage.** The board approved the proposed Policy GCBC/GDBC – Eligibility for Employee Insurance Coverage as recommended by staff and submitted in the mailout.

### Agenda Item No. 18

**Approval of Vehicle Use Policy.** The board approved the proposed Policy EEBA/EEBB – Vehicle Use (Excluding Buses) as recommended by staff and submitted in the mailout.

### Agenda Item No. 20

**Approval of Cooperative Agreement between CPSB and Shreveport Job Corps Center.** The board approved the Cooperative Agreement between the Caddo Parish School Board and the Shreveport Job Corps Center as recommended by staff and submitted in the mailout.

### Agenda Item No. 23

**Approval of Resolution Authorizing the Superintendent to Sign All Contracts or Agreements with the City of Shreveport for Workforce Investment Act Funds.** The board approved a resolution authorizing the superintendent to sign all contracts or agreements with the City of Shreveport where Workforce Investment Act funds have been allocated to the school system as recommended by staff and submitted in the mailout.

### Agenda Item No. 24

**Approval of Consolidated Application for 2003-2004.** The board approved the Consolidated Application for 2003-2004 for Titles I-V as recommended by staff and submitted in the mailout.

### Agenda Item No. 25

**Approval of Home Instruction for Parents of Preschool Youngsters (HIPPY) Grant.** The board approved the Home Instruction for Parents of Preschool Youngsters (HIPPY) Grant as recommended by staff and submitted in the mailout.

### APPROVAL OF 2003-2004 CPSB BUDGET

*Mr. Mims moved, seconded by Mrs. May, that the Caddo Parish School Board approve the 2003-2004 CPSB budget as submitted by staff in the mailout.*

*Mr. Ramsey moved, seconded by Mrs. Armstrong, to amend staff's proposed budget by (1) reducing "Music Equipment" by another \$100,000, leaving a balance of \$57,500; (2) asking staff to bring the outsourcing of substitute teachers inhouse and add \$750,000 to the bottom line and that staff bring back a plan on how to implement this program; (3) sell the Ellerbe Road property to be placed in the general fund subject to approval by legal counsel, and that amount should be \$300,000; (4) ask a reduction in the number of teacher reductions under proposed staffing policy, eliminating the reduction of 15 first grade teachers and putting them back in the budget; (5) under other staffing above formula, add eight contingency positions back in with the understanding that these positions can be approved by the board for use in areas where needed, whether they are in low-performing schools, administrative assistants, etc., leaving an ending balance of approximately \$3 million.*

Mr. Ramsey stated the process has not been a comfortable one for anyone on the board and there is no intent to hurt anyone, but only an intent to get the budget under control with as little impact on the instructional process as possible. Mr. Ramsey said reality is something has to be done and we would like to do so with as little intrusion in the instructional area as possible. He added all employees are valuable because all have an impact on the kids, and asked the board to come together on this with a 12-0 vote supporting the proposed amendments and budget.

Mrs. Armstrong stated this business is about compromise and how she hates to lose any employee; but compromise at this point is necessary in order to meet the basic needs to help our students get the best possible education. She added that hopefully these funds will begin to return and we can begin adding some of the critical needs back into the budget and encouraged the board to support this issue.

Mr. Guin asked Mr. Festavan about positions above the staffing formula in the latest version of the budget (Section 2) listing K-8 schools and if these are the numbers being proposed to be cut?

Mr. Wreyford answered the list titled "Certified Positions in Schools" is not a list of reductions, but a list of positions remaining in the budget that will be staffed. Mr. Guin asked if the total number of 18 still above the staffing formula is the only ones being proposed for cuts? Mr. Wreyford said that is correct, subject to the amendment to add eight positions back into the budget. Mr. Festavan explained to Mr. Guin that the budget he is looking at shows 10 contingency positions and the amendment would add 8 positions back in the contingency line item. Mr. Guin said regarding the amendment that he had hoped the maker of the motion would list each amendment separately; however he has one item (Kavanaugh) that he wishes to discuss further because of this program's success. Because all the amendments are in one motion, Mr. Guin stated he would not support the amendment because of the inclusion of this one item.

*Mr. Powell offered as a substitute motion, seconded by Mr. Brooks, that the final budget for 2003-2004 be postponed to a special called meeting on June 10, 2003, and that before June 3, 2003 that the following occur: (1) that the superintendent and his staff contact each principal of every school larger than 300 students and that we ask the principal of the school to come back before June 3<sup>rd</sup> making a recommendation about their school site with regard to if there is a certificated position (and not necessarily a teaching position) that in their judgment could be reduced creating the least intrusive impact on the school's instructional program; also an aide, clerk, monitor and/or similar position that also could perhaps be reduced to create the least intrusive impact on the school's instructional program; or alternatively that a programmatic, support, supply and/or equipment adjustment funded annually from the general fund which might be produced at that school site and which could result in a like amount in lieu of a positional reduction. (2) that the principal of any school larger than 100 students but less than 300 students would look for a .5 (one-half) certificated position or equivalent value and also an aide, and once again asking those principals to also use their creativity and their understanding of their school site to perhaps find another area where we as a school system could reduce specifically outside the classroom; and finally, (3) for any school that has fewer than 100 students, that we ask them to consider making a recommendation with regard to an aide, a clerk or monitor or similar position, which once again, if reduced, would create the least intrusive impact on the school's instructional program or alternatively a programmatic support supply and/or equipment adjustment funded annually from the general fund which could be reduced resulting in a like amount in lieu of a positional reduction. Mr. Powell stated for the purpose of this motion, in light of the budget, suggested that the certificated position amount would be equivalent to \$50,000, the aide position would be equivalent to \$20,000, because that is the amount included in the budget for this position. Further, that staff would continue to explore additional reductions in non-instructional areas that have not previously been identified. Also to consider consolidated funding in the area of Title I with regard to instructional supervisors, that we take a look at that and see if there is a way we can gain a savings.*

Mr. Powell said we have been going through this process for quite some time; however, he has not seen the compromise offered prior to the meeting today. He stated he wishes there could be a 12-0 vote all around; however, if board member Guin had not spoken up and voiced his opposition to the amendment, he would have spoken up and said there would not be a 12-0 vote. He said even if he is the only board member, he believes the board has a responsibility when approving this budget to make sure it is a budget that has been very thoughtful and considerate of the classroom. Mr. Powell stated the bottom line is we cannot go to the head of the classrooms first to look for reductions, but it should be the last place we go. He added the budget that has come through the process has been a top-down process and when times get tough, there is a need to look at where priorities are. He stated that when the process began, the board was originally asked to make a final motion on the budget in June; but at the same time, the board is looking for a new superintendent. He referenced comments made by superintendent candidates regarding the budget that the board should be careful and not cut teachers because they are the backbone of the system. He realizes that some tough decisions need to be made, but the board needs to look at what is important to our system philosophically. He stated he wishes to take the time to go to the schools, to go to the principals at the sites, because they are the ones we hold accountable and they need to be included in the process. Mr. Powell stated he is attempting to show we don't have to first take cuts in the classroom, and this is not an individual board member's budget, but a budget for the school system. He appreciates the work staff has done, as when the budget process began, there was talk of 300 teachers being cut and a 2½ -3% reduction in non-instructional areas and now we are cutting fewer teachers and almost 11% reductions have been identified in non-instructional areas; however, there is more work that needs to be done. Mr.

Powell encouraged the board to support his substitute motion and allow an opportunity to get the necessary input from the principals.

Mr. Brooks asked Mr. Ramsey why he has not heard about all the amendments offered in his amendment to the motion before the meeting today? Mr. Burton stated that comments must be relative to the motion to postpone.

Mr. Henderson announced if a decision is made to postpone until June 10<sup>th</sup>, he has a conflict on the 10<sup>th</sup> and he wishes to be in attendance when taking action on the budget. Mr. Powell stated he does not have any objection to delaying it until the June 17<sup>th</sup> CPSB meeting, as long as there is dialogue and the board has an appreciation for what they will be voting on prior to coming to the meeting.

Mrs. Byrd stated the employees in the schools cannot wait until the end of June. She said the board has had two months to work on the budget, we have looked, we have compromised, we have looked at the difference in numbers to be cut, and it is not right to hold them captive to where they cannot fulfill their responsibilities to put the schools in order for the beginning of school year and cannot do so if the board keeps delaying action on this budget. She recommended the board get on with business and take care of this.

Mrs. Crawley asked Mr. Ramsey about the changes he has proposed and what Mr. Powell has brought, which one affects the fewer number of employees? Mr. Ramsey answered there are a lot of similarities, but with his amendments, the staff recommendation has 155, and his has 145, a difference of 10. Under the general aides and clerical, the staff plan has a total of 36 and the other plan has a total of 123. He said he is looking at the total impact on the classroom and if he could find another \$1 million, he would. Mrs. Crawley asked Mr. Powell if he would agree that the staff's proposal (191 jobs) with his changes totals 268 jobs? Mr. Powell answered a lot of times you have to make decisions as to where you are going to make the cuts, and his plan has fewer teacher reductions, but also allows principals to have input. He said it is a difficult equation and he is not satisfied with the numbers he has seen to this point, and that is why he believes we need to include the people that know their sites the best. Mrs. Crawley asked the superintendent who would determine who these 191 people are? Mr. Festavan said the principals will make that decision, as they always have. The superintendent stated principals have had input in this process and asked if any principal in the audience had not had an opportunity to provide input in this process. Dr. Sandra McCalla said she had input on this morning. Also, Marie Eakin stated she had not had an opportunity to provide input. Mr. Festavan inquired if a director had not talked to her about the budget at all? She said her director talked to her about the budget, but she did not have any input in the budget. Mrs. Crawley stated that being told is not the same as asking a principal what works at their school. Mr. Festavan said the answer to the question is principals will make the decision as to who will leave the school.

Mr. Abrams said in the event Caddo goes into *RIF*, or the reduction in force process, it will not be based on an individual school, but on the categories of employees; it will be systemwide and then it will be based on the process within *RIF*, as to how those employees are identified. As to teachers, the situation is different.

Mr. Guin referenced the conversation and stated he is apt to support Mr. Powell's substitute motion; however, asked him to reconsider placing his version of the budget back on the table, especially if the consensus is to finish this at tonight's meeting. He added he has met with the superintendent and believes the two budgets are very close. The reason he leans toward Mr. Powell's proposal over staff's is because of how we come up with the cuts, not the participation of the principals. He said staff's recommendation is to come to an end of this means by the staffing formula, is that correct? Mr. Festavan answered that is correct. He further stated Mr. Powell's does it a little different, in that it starts with the smaller schools and they will have to give up less than the larger schools, and that is because his rural district has small schools and he knows if you take two teachers away from a high school like North Caddo, it devastates their ability to offer the type electives that some of the larger high schools can offer. Also, basically it starts with the smaller schools and as you move up the maximum number of certificated positions is one and the principal has the option of making that decision. He said there have been workshops and these were basically halted because of the superintendent search and the



draft today has come out since the last workshop and with the board involved in the superintendent search, there has not been an opportunity to discuss it.

Mr. Ramsey stated he agrees with Board Member Byrd that we need to move forward and adopt a budget so administrators can move forward and in looking at a plan, you can see 69 positions being cut, but there is no explanation where the additional cuts are being made and he feels several of the schools on the list is where they will come from. He said he desires a plan with clarity and encouraged the board to move forward on the consensus of building a budget tonight. Mr. Ramsey asked the superintendent if principals will have the ability to make adjustments in lieu of any violation of law, Riff, etc. to give up a teacher instead of an assistant principal, a cafeteria monitor instead of a teachers' aide, etc.? Mr. Festavan said absolutely, as they have had that option in the past to trade certain staff members for other staff members, and will continue to have that option. Mr. Ramsey encouraged board members to not support postponing, but to move forward in the budget process.

Mr. Burton asked the superintendent for his comments on the motion for postponement and the amendments. Mr. Festavan responded he believes we need to move on with the process and get something done one way or another on the budget, as no matter how the budget comes out, there are going to be cuts, and he knows that principals need to know something.

Mrs. Hardy commented that as a board member and representative for those in her district and for all children, she wished she had received Mr. Ramsey's input prior to the meeting today and since she is more familiar with Mr. Powell's recommendation, she cannot support Mr. Ramsey's motion.

Mr. Powell stated there is no magic in the dates, but reminded everyone that staff is who presented the board with the original timeline that called for the board to adopt a budget at the June 17<sup>th</sup> meeting. He said the intent of the substitute is to get it done right, and based on that, if someone wants to change the dates, anyone can offer an amendment to do so.

Mr. Henderson expressed his disappointment in that we have principals who feel they did not have an opportunity to give input to the process and believes there must be a mix up in communication since the superintendent has reported to the board this input did take place. Principal input is very important, and if the board wants to dictate to the superintendent how that is to take place, then the board should do that. Otherwise, the board needs to leave the method to the superintendent's discretion and the board can now decide if we should stop the process and instruct the superintendent how he should go back and get the input. Mr. Henderson said we also have to be very careful about getting input, as it is the Caddo Parish School System and we don't have 73 different school systems and each site can't decide what they are going to do as there are Caddo Parish School Board policies that govern the school system, a staffing formula that dictates how you staff schools and except for some small school allowances, everyone must follow the policies. He stated it makes no difference which budget the board adopts, because it is going to be difficult when people will be losing their jobs. He believes the board agrees we need to find a plan that would least affect the classroom; however, something needs to be done as quickly as possible and he is inclined to move forward tonight unless there is a consensus on what the delay should be. He expressed his appreciation for the work staff has done in that each time the board has requested additional changes, the staff has gone back, looked at the proposed budget, and incorporated those changes.

Mr. Powell stated he knew the board would be here on May 27<sup>th</sup> and 29<sup>th</sup> for superintendent selections and is not opposed to using those two dates. Mr. Henderson asked if those board members wishing to move forward tonight had any comments about postponing. Mr. Ramsey stated he believes there is a need to move forward with the process and added he has talked to board members looking for compromises and some just wanted to vote and see what happens, so he recommends moving forward. Mrs. May stated the board discussed the budget last evening and she asked the board to postpone action on the budget until June 2<sup>nd</sup> and she was told that the board would vote on it tomorrow night, so she came to the meeting tonight expecting to vote on the motion and now hears a motion to postpone. She said we need to take care of our employees and encouraged the board members to move forward tonight.

*Vote on the motion to postpone until May 27<sup>th</sup> and 29<sup>th</sup> failed with Board Members Guin, Hardy, Burton, Brooks and Powell supporting the motion and Board members Crawley, May, Mims, Byrd, Ramsey, Armstrong and Henderson opposed.*

*Vote on the amendment to the main motion passed with Board members Crawley, May, Mims, Byrd, Ramsey, Armstrong and Henderson supporting the motion and Board members Guin, Hardy, Burton, Brooks and Powell opposed.*

*Vote on the main motion as amended was approved with Board members Burton, Crawley, May, Mims, Byrd, Ramsey, Armstrong and Henderson supporting the motion and Board members Guin, Hardy, Brooks and Powell opposed.*

**Recess.** The president called for a 15-minute recess at approximately 6:35 p.m. and the meeting reconvened at approximately 6:53 p.m.

#### **APPROVAL OF REASSIGNMENT/REDUCTION OF EMPLOYEES AND CATEGORIES OF EMPLOYEES TO BE REDUCED IN ACCORDANCE WITH THE REDUCTION IN FORCE POLICIES**

*Mr. Mims moved, seconded by Mrs. Armstrong, to postpone item #15 until May 27<sup>th</sup> allowing the attorney an opportunity to look at this. Vote on the motion carried with Board members Guin, Burton, Crawley, May, Mims, Brooks, Powell, Byrd, Ramsey, Armstrong and Henderson supporting the motion. Mrs. Hardy was absent for the vote.*

#### **APPROVAL OF THE PARENTAL REVIEW COMMITTEE**

*Mr. Guin moved, seconded by Mrs. Armstrong, approval of the appointment of the following as the Parental Review Committee for the Pupil Progression Plan:*

<i>District 1</i>	<i>Kaye Cochran</i>
<i>District 2</i>	<i>Lloyd Parker</i>
<i>District 3</i>	<i>Barbara F. Hall</i>
<i>District 4</i>	<i>Ellen Alley</i>
<i>District 5</i>	<i>Mr. Lacy Houston</i>
<i>District 6</i>	<i>Earnestine Lester</i>
<i>District 7</i>	<i>Lois B. Wilson</i>
<i>District 8</i>	<i>Bonita Crawford</i>
<i>District 9</i>	<i>Rosie Woodley</i>
<i>District 10</i>	<i>Debbi Cox</i>
<i>District 11</i>	<i>Debbie Roeten</i>
<i>District 12</i>	<i>Frank Stawasz</i>

*Vote on the motion carried with Board members Guin, Burton, Crawley, May, Mims, Brooks, Powell, Byrd, Ramsey, Armstrong and Henderson supporting the motion. Mrs. Hardy was absent for the vote.*

#### **APPROVAL OF 2004 IDEA APPLICATION AND BUDGET**

*Mr. Henderson moved, seconded by Mrs. May, approval of the 2004 IDEA Application and Budget as recommended by staff and submitted in the mailout. Mr. Powell stated that for the record he will not vote in favor of the 2004 IDEA Application and Budget because of a philosophical difference in that he doesn't see how we can add positions at the same time we are cutting teachers from the classroom and adding other monetary dollar amounts without first putting the money in the classroom. Vote on the motion carried with Board members Guin, Burton, Crawley, May, Mims, Brooks, Byrd, Ramsey, Armstrong and Henderson supporting the motion and Board member Powell opposed. Mrs. Hardy was absent for the vote.*

#### **APPROVAL OF THE 2003 IDEA-B AND PRESCHOOL BUDGET REVISIONS**

*Mr. Henderson moved, seconded by Mr. Mims, approval of the 2003 IDEA-B and Preschool Budget Revisions as recommended by staff and submitted in the mailout. Mr. Powell stated for the record that he also will not vote in favor of this item for the same reasons he did not vote for*

the IDEA Application and Budget. *Vote on the motion carried with Board members Guin, Burton, Crawley, May, Mims, Brooks, Byrd, Ramsey, Armstrong and Henderson supporting the motion and Board member Powell opposed. Mrs. Hardy was absent for the vote.*

#### **APPROVAL OF REQUEST FOR USE OF SCHOOL BUSES BY SOUTHERN UNIVERSITY SHREVEPORT**

Mr. Burton announced he will abstain from the vote on this motion as he is employed by Southern University. *Mr. Ramsey moved, seconded by Mr. Powell, approval of a request for use of school buses by Southern University Shreveport for the Educational Talent Search program as recommended by staff and submitted in the mailout. Vote on the motion carried with Board members Guin, Crawley, May, Mims, Brooks, Powell, Byrd, Ramsey, Armstrong and Henderson supporting the motion and Board member Burton abstaining. Mrs. Hardy was absent for the vote.*

#### **APPROVAL OF BUS USAGE AGREEMENT – SOUTHERN UNIVERSITY SHREVEPORT NATIONAL YOUTH SPORTS PROGRAM**

*Mr. Ramsey moved, seconded by Mr. Powell, approval of a bus usage agreement with Southern University for the 2003 National Youth Sports Program as recommended by staff and submitted in the mailout. Mr. Burton announced that he will also abstain from voting on this item because he is employed by Southern University. Vote on the motion carried with Board members Guin, Crawley, May, Mims, Brooks, Powell, Byrd, Ramsey, Armstrong and Henderson supporting the motion and Board member Burton abstaining. Mrs. Hardy was absent for the vote.*

#### **APPROVAL OF REVISIONS TO PERSONNEL EVALUATION PLAN**

*Mr. Henderson moved, seconded by Mrs. Crawley, that the CPSB approve the revisions to the Personnel Evaluation Plan as recommended by staff and submitted in the mailout. Vote on the motion carried with Board members Guin, Burton, Crawley, May, Mims, Brooks, Powell, Byrd, Ramsey, Armstrong and Henderson supporting the motion. Mrs. Hardy was absent for the vote.*

#### **SUPERINTENDENT SEARCH**

Burnadine Moss Anderson, staff liaison for the superintendent search, reported the board concluded the interviews of candidates for the superintendent of schools on Monday, May 19<sup>th</sup>. Mrs. Anderson shared with the board a proposed revised calendar since the original calendar provided for a seventh and eighth day for interviews and the revised calendar deletes those two days, allowing the board to travel on May 21-24. With the 26<sup>th</sup> being a holiday, the board might call a morning meeting on the 27<sup>th</sup> to hear travel reports as well as background check reports and select finalists for negotiating. Mrs. Anderson reported in the last two searches, the board selected two finalists, and they selected 3 finalists in the previous search. Mrs. Anderson said the meeting is proposed to be early so the negotiating team members can immediately begin negotiating on the 27<sup>th</sup>, 28<sup>th</sup> and hold a meeting on the 29<sup>th</sup> for the purpose of hearing the negotiation reports and the selection and announcement of the superintendent.

*Mr. Guin moved, seconded by Mr. Brooks, to adopt the amended calendar, that the search be narrowed to two candidates, and that the board meet at 8 a.m. on May 27<sup>th</sup> and 4:30 on May 29<sup>th</sup>.*

*Mr. Henderson moved, seconded by Mrs. Crawley, to amend the motion to change the number of finalists from two to three. Vote on the amendment carried with Board members Hardy, Burton, May, Mims, Byrd, Ramsey, Armstrong and Henderson supporting the motion. Board members Guin, Crawley, Brooks and Powell were opposed.*

*Vote on the main motion as amended carried unanimously.*

#### **SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** Mr. Festavan announced that an update on the construction projects was provided in the mailout. Mr. Guin asked for an update on the construction company for the Vivian wing addition and the fact that this company is now in

bankruptcy and timewise, when does staff anticipate getting the project back on track, when will we hear from the second lowest bidder? Steve White, director of capital projects and new construction, reported he received a letter from the original low bidder on the Vivian wing that he would no longer be able to honor his bid. He said it is past the 45 day time period where the other contractors are required to hold their bids. Staff has contacted the second low bidder and asked him to review his numbers to see if he can honor that bid at this time. If he says he can, those numbers will come back to the board for approval to see if they do want to go with the second low bidder. If not, he would recommend the project be rebid. The numbers are expected back within the next day or two (by Thursday of this week). Mr. Guin asked staff how long will it take to get the project back on track once this takes place? Mr. White said if they cannot honor the bid, the project will have to again be legally advertised, which is 25 days advertisement, rebid and then the numbers brought back to the board for approval. Mr. Guin asked that the superintendent keep the board apprised of the results of this project.

Mr. Powell asked Mr. White what has been done for better utilization of the buildings, regarding parking and drives where new wings are being added and asked him if he would visit Shreve Island and look at the trail of tracks and mud from the back street toward the school and see where people are having to park; and in the future, talk with the principal to determine if there is anything that can be done in this area where all the mud and ruts have been created, what it would take to put in an access on the back street as well as put in some parking.

Mr. Henderson inquired of staff who determines if a project is to be rebid or take the second lowest bid? Mr. White answered that Louisiana Public Bid Law and the project specifications require that the bids be honored for 45 days from the day they are publicly opened and read allowed. After that time period, the contractor is not legally obligated to stand behind that price. On this one it is strictly going to the second low bidder and if he honors that price, we have the legal right to accept that bid; however, he is under no legal obligation at this point to honor that bid, so it is simply a query to the second low bidder to see if he will honor it and bring it back to the board for direction. Mr. Henderson asked if staff thought they could get a lower bid, could they go ahead and rebid the project? Mr. White stated yes; however, his initial feeling is, the original numbers when the project was bid were very reasonable.

Mr. Abrams also announced for the board's information that there is a bid bond associated with the Vivian project and basically this bid bond will cover any inquiries as a result of the second award which will make up the difference.

**Report on Hearing Impaired Program at Sunset Acres.** Mr. Festavan stated this requested report has been provided to the board and staff is available if there are any questions. Mr. Powell stated he received some information, but not a formal review, and asked if there is any additional information coming, i.e. evaluations. Mr. Festavan said there were no previous evaluations. Mr. Powell stated he thinks we not only need to look at the zip codes for the program, but also the zip codes for the deaf children throughout the parish that are not in that particular program. Mrs. May indicated to the superintendent that she too would be interested in receiving the information on this program at Sunset Acres and any additional information that staff may provide relative to it as this school is in her district and she will meet with Mr. Powell to discuss this program further. Mr. Brooks asked the superintendent how long this program has been at Sunset Acres? Mr. Festavan answered it has been there since the 1970s.

**Report on Request to Update Salaries of Aides and Clerks.** Mrs. Hardy expressed her appreciation for the information provided on this item and asked the superintendent if these aides are being paid according to their degree? Mr. Festavan said not currently. Mrs. Hardy asked why they were not? The superintendent stated the system has never paid aides according to any degree. Mrs. Hardy stated even though some of them have college degrees? The superintendent said that is correct, there is an aides' pay scale depending on where an aide comes in with number of years in service and annual increments. Mrs. Hardy stated she would like to see these with college background upgraded as she feels they are better prepared to do the work. Mr. Henderson stated there was a time when there was a salary schedule that gave consideration to aides with degrees but it was discontinued many years ago. Mrs. Hardy asked why this can't be changed? The superintendent stated he cannot change any policies, but board members can; however, stated it will cost the board money. Mrs. Crawley asked if she understands there are 65 aides presently in the parish with bachelors degrees and 63 with associate degrees? The staff answered that is correct. Mrs. Crawley understands the budget and asked if it is reasonable to

somehow come up with lanes and plans for these employees that will be spending a lot of personal money to keep their jobs? Mrs. Crawley stated she hopes to see staff and the board take a look at the budget in the future and as to how we might be able to compensate them for taking college credits or passing a required test. Mr. Festavan said there is merit in this idea and believes staff would be supportive of it, but asked Mrs. Parker to clarify what the system is doing to assist them in getting these hours and taking the test to become certified. Mrs. Parker said Title I is paying for the college courses for those who wish to do so, and announced that BESE yesterday approved the paraprofessional assessment cut off score and Caddo is paying for them to take the test the first time, which is \$40. Mr. Festavan asked Mrs. Parker if it is true that an aide can become qualified and reach one of these levels with no out of pocket expense? Mrs. Parker responded that is correct. Mr. Festavan again stated he believes the idea definitely has merit, but just wants the public to know the school system is already spending Title I dollars to help these employees get to where they need to be. Mrs. Crawley stated she appreciates that, but still wants there to be a difference in pay for the different degree levels.

Mrs. Byrd asked if it would be out of line to say at the beginning of the next school year that a group of individuals might be put together to look at this and see what the cost might be as well as what the cost would be to pay ISS monitors as permanent employees, so as money becomes available, whether or not the board might consider this? Mr. Festavan said that would be possible. Mrs. Hardy said she concurs with Mrs. Byrd's comments.

## **UNFINISHED BUSINESS**

## **NEW BUSINESS**

## **ANNOUNCEMENTS AND REQUESTS**

Mr. Burton announced and read a notification he had just received from the Department of Education and LSBA that the Commissioner of Administration through a budget amendment has provided the \$23.5 million for the MFP this year. Mr. Wreyford said it is scheduled for distribution the last week in June. Mrs. Crawley stated she understood we would move quicker than that since we have received the money. Mr. Wreyford explained that board action was contingent upon receiving the full MFP funding for the year and we had anticipated the June MFP check would be reduced, and now that we have learned it will not be reduced, once the final MFP check for the year is received, staff has everything in place to distribute the checks to employees the next day. Mrs. Crawley asked how many certified employees are in Caddo? Mr. Wreyford said approximately 3300-3400. Mrs. Crawley asked how many would be receiving checks? Mr. Wreyford responded all certified employees will receive a check. She asked if there were employees in other departments who would be getting these checks, are there any non-certified employees getting a check? Mr. Wreyford said classified employees do not receive a check. Mr. Festavan stated he will provide Charlotte Crawley with a list of everyone receiving a check.

Mr. Powell asked staff to contact LSUS as we have done in the past to look at some of the large trees at Arthur Circle. Mrs. Byrd added there are many trees on our older campuses and asked staff if they could look beyond Arthur Circle on this.

Mr. Powell also requested that staff look into the vandalism recently at Captain Shreve and Caddo Magnet High Schools and asked what from a contingency liability standpoint, is it the schools that pay for the damage or is there a process in our claims department to address such incidents?

Mr. Powell said for quite some time, we have carried an area in the capital projects budget relative to the South Highlands Performing Arts Center and there has been some question about what the cost of that project should be; and since it is being carried year to year in the budget, asked staff to give him a report on what is being done long-term to either fully the project or what else is being considered?

Mrs. Crawley asked the superintendent if there is a policy that governs the staffing of summer school positions? Mr. Festavan stated there is a procedure, not a board policy, that is followed and Mrs. Crawley asked for a copy of that procedure.

**STUDENT READMISSION APPEAL**

*Mrs. May moved, seconded by Mr. Henderson, that the board approve staff's recommendation to place Abreunna S. Brooks at Hamilton Terrace Learning Center until May 21, 2003 and return to Fair Park High School at the start of the 2003-2004 school year. Vote on the motion carried unanimously.*

**Adjournment.** *There being no further business, Mr. Ramsey moved, seconded by Mr. Henderson, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 7:35 p.m.*

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James R. Festavan, Interim Secretary

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Willie D. Burton, President

**May 27, 2003**

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana at 8:00 a.m. on Tuesday, May 27, 2003, with President Willie D. Burton presiding and the following school board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Pamela Byrd, Phillip Guin, Willie Henderson, Eursla Hardy, Lola May, Alvin Mims, Mike Powell and Larry Ramsey. Charlotte Crawley arrived at approximately 8:10 a.m. Also present were Interim Secretary James R. Festavan, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Ramsey gave the invocation and led in the Pledge of Allegiance.

## **VISITORS**

Dottie Bell, teacher, addressed the board on the reassignment/reduction of employees and categories of employees to be reduced in accordance with the reduction in force policies. Ms. Bell stated at the meeting on May 20<sup>th</sup>, the board concluded that reducing the teachers will not be a problem. She addressed the fact that at the Caddo Middle Career & Technology Center at Hollywood, four certified teachers have been let go – identified surplus teachers include the 6<sup>th</sup> grade science teacher, the 6<sup>th</sup> grade P.E. teacher, the 7<sup>th</sup> grade social studies teacher, and a language arts/career teacher. She asked the board how will 6<sup>th</sup> grade science be taught next year with a 7<sup>th</sup> and 8<sup>th</sup> grade teacher. She stated when she left the school the last day, 176 6<sup>th</sup> graders have signed up to attend Hollywood. She also learned on that day that the assistant principal for discipline or instruction will be taken from the school. She discussed how this will cause an increase in the number of students in the classroom and the difficulty in having 50 students in a class. She encouraged the board to look at a better way to do the budget. She said she has also heard that the 85 students in the CAPT program will be coming back to the school and it is the middle schools that will be affected. She encouraged the board to provide the teachers and employees an answer before August.

Pat England, Caddo Association of Educators, addressed the board on the group of special education employees that she understands will today begin receiving notification of their work year being changed from 12 to 10 months. She indicated she hopes the board will get clarification as to whether any in this group affected are not paid on the administrative salary schedule but are paid on the teacher salary schedule; and beyond the 182 days they will be affected, then they become a class of employees just like clerical positions, and special education aides become a class. The entire group at special education becomes a class of employees for some reduction in their work year. She said if in fact this is a class of employees, the policy is clear on how they will be reduced, i.e. evaluation, seniority and added there is some confusion on this topic. She asked the board to understand if these employees are moved from 12 months to 10 months, their insurance coverage needs to be assured, since she has been advised that even if these employees opt to go to a contract to do the testing, which has to continue, they have not taken insurance out of contracts in the past, because the employees who normally did this were not the 12 month employees, but the 10 month employees on contract.

Dr. Michael McCoy, teacher, stated there was a staff reduction in 1991 in which several teachers at Captain Shreve High School were reduced. He stated he began his fourth period class with 57 students, his fifth period class with 48 students, and his other classes at the max of 33. He said it was from mid August until October before the Caddo Parish School Board approved another science teacher being added to the system at Captain Shreve. He said he hopes that this will not be the case for the coming school year, but the principal has said she is reducing staff and the classrooms (science classes) will have 34 or 35 students each. He indicated his concern with this as when figuring the student-teacher ratio, the count includes counselors, librarians, etc. who do not have five full classes everyday. He said the science scores at Captain Shreve have been the highest on the IOWA; and in keeping these scores from falling, it is important in order to meet the states accountability standards that the board reconsider what it is doing and make the best choice available. He said the Southern Association of School requirements dictate there are no more than 33 students in a classroom and hopes the board does not place any teacher in the situation he was in back in 1991.

Jackie Lansdale, Caddo Federation of Teachers/Support Personnel, addressed the board on the revised statute that speaks to reduction in force that all school boards set up a procedure for reducing staff. She stated that criteria listed included certification, longevity in the district,

evaluation/observation, not in any specific order, but gives the board that latitude. Mrs. Lansdale said it appears that the Caddo Parish School Board at some point made a decision to do that and it chose to put evaluation and observation before seniority. She indicated she addressed this at the last CPSB meeting and the fact this is counterintuitive, why would you use evaluation/observation before considering seniority. She said it also appears the board, which is in line with the position of the CFT/SP, has made a decision in the surplus policy, the one where staff is reduced because of an overage in one school and transferred to another school, and it does use longevity in the district and in fact uses a composite (total number of years in the district). Mrs. Lansdale encouraged the board to realign the reduction in force policy before it takes action.

Mr. Burton announced that even though *Roberts Rules of Order* dictates that a motion be made before discussion, he is going to allow questions before a motion is made. Mr. Burton asked the superintendent will classes be manned in August if the board passes the *RIF* program? Mr. Festavan answered absolutely, classes will be manned by teachers.

Mrs. Crawley asked if it is possible to flip numbers 2 and 3 in the policy so seniority is ahead of evaluations? She said she doesn't believe it fair that we keep employees around a long time and because there is a reduction in force, give them a bad evaluation. Mr. Guin asked legal counsel and the superintendent about the memorandums in front of the board and that one of them addresses special ed and one addresses classified personnel. He understands we are talking about 196 employees in these two areas that are to be reduced, but asked how is staff addressing the 176 teachers not listed here? Also, regarding teachers, he understands attrition has been discussed, however, you cannot take a certified math teacher and place that individual in an English class and consider that as a way to deal with attrition. How this will be addressed is not in the memo and he asked how it will be addressed? Mr. Abrams stated he is not prepared to address teachers at today's meeting. The reduction in force policy only applies to people actually laid off. Regarding the comments on categories and groups of categories employees fall into, he understands the policies only apply to layoffs. If there is a reassignment, it does not fall under the *RIF* policy that's before the board today, but only under the staffing formula. *RIF* means that people will no longer have a job. He understands because of the board's motion on the budget, there will be some reassignment. Before the board today is the first wave of what has been determined the *RIF* policy must invoke in order for people to be out of the system. Mr. Guin stated how the agenda item is listed – reassignment/reduction. Mr. Abrams stated today is reduction in employees and categories of employees; and regarding reassignment, Mr. Festavan would be the one to address this. Mr. Guin asked the superintendent if  $x$  number of teachers were eliminated from the budget, where do these fall in the reduction?, and if you have a surplus of teachers certified to teach high school math that are leaving compared to what we will end up with as a result of the budget? When are we going to address this? Mr. Festavan responded that on Thursday, May 22, 200+ non-certified teachers lost their jobs in the Caddo School System. Mr. Walker explained that on the last day of school, all T certificate people have to be terminated and not rehired until exhaustion of all certified teachers. Mr. Festavan said the complex part comes when you go to categories, and these are not in packages of categories, so what will happen is principals will begin working on their staffing with the reassignment of certified teachers in their schools so they can fill those positions, and then, according to the board-approved staffing formula, staff will begin to refill those positions first with certified teachers. We recruit over the summer, and around the first of August, begin to hire back those specific categories of temporary people where staff has been unable to fill a position with certified people. He added there may be some teachers who are certified in math/science or English/Social Studies certified and have been teaching one subject (Social Studies), it could be they may have to teach English in the coming school year if there is a need for a certified teacher in that position, so there could be some crossing of categories since most teachers are certified in more than one area. He further stated that all the teachers in the temporary category were addressed last Thursday on the last day of school when at the end of that day, they no longer had a job and that would have happened no matter what budget was approved. He said what is different this year and with this budget is we will not be hiring back as many temporaries as we have in the past. Mr. Guin asked how this plays into the *RIF* policy in the selection process? If five schools have 10 teachers (2 per school in math) and one teacher is retiring and one is going to be moved, what determines which teacher is going to be moved? If a school has two math teachers and the new staffing formula dictates the school will only have one, who determines who will be moved? Mr. Festavan answered the system has a transfer policy which is followed. Mr. Guin asked when does *RIF* affect teachers? Mr. Festavan said it does not affect teachers. It only affects classified employees that are going home.



Mr. Henderson asked the superintendent if we decide the number of teachers a school will have after the new staffing formula, is anything included in the procedure relative to observation and evaluation? Mr. Festvan said *no sir*. Mr. Henderson referenced comments by a visitor that indicated a certified person being let go. Mr. Festvan said he was unsure about the speaker's comments and would want to work with the principal of the school to find out more information; but if a school has all certified teachers and the school is overstaffed, obviously the school is going to lose the number they are overstaffed; however, those teachers will go to an area that lost temporary teachers. These people will not be losing their job, but will be leaving that school which was overstaffed. He also stated that state law prohibits more than 33 students assigned to a classroom, so there will not be any classes operating at more than 33 students. Some teachers may originally have more than 33, but it will be changed.

Mr. Henderson referenced a lengthy discussion when the board approved the budget about whether or not consent decree people would be reduced and after review of the information presented, the board agreed it would not, but would reduce 18 (and 10 of those were contingency), and he believes the board decided not to get into overstaffing. He asked if the board decides a school is overstaffed three teachers, did the board's action allow correction in these situations at this time? If we have only certified people on board and some of them are overstaffed, is it correct that the only ones affected will be those who would come as a result of the new staffing formula? Mr. Festvan said that is correct, there are two categories that have to be looked at as a result of board action – the board approved a budget that left alone the consent decree programs, except for the 8 added back to the contingency, and staff will apply the staffing formula to the staffing of the school. Every school has a population of students and the staffing formula applies to that population. Through the years, people have been added for numerous reasons, i.e. consent decree, programs, etc. Staff will apply the staffing formula to the teaching and population of that school and that is where the numbers will come from. Mr. Henderson asked if a principal at a school has 30 teachers and the old staffing formula only allowed the school to have 28, but the school has two extras because of a special program and possibly an additional teacher because of a contingency, what will happen if the new staffing formula only allows the school 26 teachers, how many teachers will that principal get? Mr. Festvan said the school would be allowed 26 teachers and the principal can choose what is done with the additional two as the board approved those additional two for the school. Mr. Festvan explained there is a staffing formula group of teachers and there is an overage group of teachers. Mr. Henderson understands the action taken by the board will allow the principal to keep the two additional board-approved positions and the staffing formula will produce the 26, so the principal will have 28. Mr. Festvan said that is correct.

Mr. Mims expressed concern in comments by a visitor and the fact that an administrator was going to be moved, as he understood the formula did not include moving any administrators. He knew there was talk about a reduction of administrators at the elementary level, but these were put back in the formula. He asked if the superintendent could explain this? The superintendent answered he was not aware of an administrator being moved from that school and will ask staff to check into this matter and will report back to the board.

Mr. Powell asked Charles Walker about the number of T certificates and how many of the 200+ temporary certificated personnel are special ed? Mr. Walker said at least 150. Mr. Powell asked Mr. Wreyford how many positions did the board slash from the teacher ranks on the regular education side? Mr. Wreyford answered around 150. Mr. Powell inquired if that included those in the CAPT Program when the program was moved? Mr. Wreyford answered *yes sir*. He also asked staff how many special education positions did the board cut? Mr. Wreyford answered a total of 20 certified positions. Mr. Powell asked if it is correct we should not have any problem with this – 150 of the 200 certificated positions – since there were only 20 cuts. Mr. Powell stated that the board needs to be careful when talking about certification in the different classifications. He asked Mr. Walker how many of the 150 might be regular ed certified even though they are working in special education? Mr. Walker answered not that many, maybe 30-40 in that category (out of area certified). He said there is also another 127 retirees that were hired for the year that were dismissed on the 22<sup>nd</sup>, so that is an additional 127 certified people and most of these were regular ed. He also added there is another 100+ retirees that will be leaving. Mr. Powell asked of the 50, that were T certificates that automatically go out the door, do we know where these will come from (middle school, high school, across the parish)? Mr. Walker answered it is across the parish. Mr. Powell asked for clarification that no one school

has an enormous number of T certificated teachers? Mr. Walker stated there are a few schools that have more than others and the staffing administrators have those rosters.

*Mrs. Crawley moved, seconded by Mrs. May, that the Caddo Parish School Board accept the reduction in force with the change of #2 and #3 being flipped, that we put seniority and then performance (in Policy GDPA).*

Legal counsel indicated that proper notification has not been given in order for the board to take action on revising a policy.

*Mrs. Crawley moved, seconded by Mrs. May, to postpone this item until proper notification is given and vote on this item Thursday, May 29<sup>th</sup>.*

Mr. Powell asked Ben Wreyford the total number of positions systemwide that were cut in Mr. Ramsey's amended budget proposal that the board approved. Mr. Wreyford said he did not have that number with him, but can go to his office and get it. Mr. Festavan asked the Board attorney what the postponement will do relative to notifications in accordance with the *RIF* policy? Mr. Abrams responded that as far as notification, it will only push the notification process back a couple of days. Mr. Abrams stated his concern is changing the policy in the middle of the *RIF* process. He stated the procedure established to do this will not be a policy where a determination is made, and the board policy does put performance ahead of seniority. He understands the procedure in place will only be if an employee gets an overall "unsatisfactory" on the last review, not just one unsatisfactory and then you go to seniority. Mrs. Crawley stated she understands the "total" unsatisfactory, but the problem is if you have been getting satisfactory reviews and now because of the reductions, an employee's last review is a total unsatisfactory, and if the employee's performance is not satisfactory, that should have been reflected in their evaluations, not just when reductions are being discussed. If an employee has been doing their job, *RIF* should not be an issue with that employee.

Mr. Henderson stated he also is concerned about this possibility and based on his understanding, no certified teacher will lose their job, and if that is true, there is no need to include teachers in the *RIF* process. Mr. Henderson inquired about the list showing the classified employees that will be affected by *RIF*. In so far as the preamble of the *RIF* policy, it states in the second paragraph that "the policy is the only procedure that may be used in a reduction in force. Except as otherwise provided herein, any existing procedure for reconsidering or examining an employee's discharge, non-reappointment or grievance shall not be considered in this implementation." He is concerned because of the discussion on performance, which is not the *RIF* policy, that this may be a conflict. In the policy, performance is listed as a criteria, but in the preamble, it states that any existing procedure for reconsidering or examining an employee's discharge, non-reappointment or grievance will not be considered in the policy. He feels these two things have the potential for having a conflict, and he would like to see performance taken out of this policy as we don't need to complicate reduction by looking at an employee's performance at this time. Mr. Abrams said (1) policy trumps the other procedures, basically the policy says this is the only policy that allows layoffs or reductions in force. The policy sets out clearly what will be the procedure and what criteria establishes it. Before the board today are the categories that have already been delineated as to the categories still necessary for a balanced, quality education. Second, is performance and this is stated in the policy. Also, Mr. Abrams explained that state statute says performance can be considered and seniority comes last, and this is where the board set the parameters. Mr. Abrams stated he does not believe performance during the *RIF* process should be considered. He believes the present policy is workable the way it is written. The procedures would allow an employee to be discharged only if they had received an overall unsatisfactory, not unsatisfactory in one area. He added he doesn't know if there is anyone that will even fall in this category.

Mr. Henderson asked the board's attorney where in the policy is the language he just stated? Mr. Abrams said it is not in the policy. Mr. Henderson asked where did it come from? Mr. Abrams responded that he and staff have been working on establishing a procedure to make certain that what is done is consistent with the policy. Mr. Henderson said he agrees with that, but he does not see it. Mr. Abrams said that is the reason he has been working on this procedure for the past few weeks to insure that the process is consistent.

Mr. Wreyford responded to Mr. Powell's question in that there are 380 positions that were cut as a result of the amendment.

Mr. Powell stated he has a due process concern and asked Mr. Abrams to bring back to the board for the special meeting on Thursday what the term *constructive discharge* might mean where a substantial change in someone's work environment, change of pay, and specifically taking 12 month employees to 10 months, cutting two months of their pay, and from a constructive discharge, will any of them fall into one of these categories. Mr. Abrams stated the *RIF* issue before the board is not an issue that involves teachers in the layoffs. Mr. Powell stated he would like to look at it specifically as to the special education positions reduced from 12 months to 10 months. Mr. Powell indicated he has great concerns about invoking the *RIF* policy at this time because the policy indicates all feasible alternatives to the layoffs of employees will be considered prior to the implementation of the reduction in force policy and he will share those concerns on Thursday.

Mr. Burton stated that when the board brings this item back on Thursday, he noted that number five states in the policy that moreover when all plans are considered reason for the adequate racial composition of staff shall be maintained and asked if this is part of the reduction in accordance with the *RIF* policy? Mr. Abrams answered it is his understanding that this is part of the reassignment policy, and he is talking strictly about the *RIF* policy, and this does not deal with the classified personnel, but the teachers and that's not what's being addressed. Mr. Henderson states in *GDPA* in his packet, page 2, the same language is there on the support services side. Mr. Abrams explained the policy has the same number (*GCPA* and *GDPA*) and basically the first part deals with certificated personnel and the second part with classified.

Mrs. Crawley stated she wanted to clarify that her motion is to postpone and someone will bring back to the board a revised policy for board action on Thursday. Mr. Burton stated it is difficult to change a board policy in the middle of *RIF*. Mrs. Crawley said she did not realize we were in the middle of it as the board voted on the budget at its last meeting and now we are taking the first act to implement it. Mr. Burton stated you cannot change the rules in the middle of the process. Mrs. Crawley said this is the first time it has been brought to the board, and this is what she is asking the board to do, since she thought the board was in the beginning of the process. Mr. Abrams stated an item can be added to the agenda "Revisions to Policy *GCPA* and *GDPA*" and this will be proper notice and a motion can be made at the meeting on the 29<sup>th</sup>. Mr. Ramsey asked if a motion can be made to approve the item on the agenda today and then make revisions? Mr. Abrams said the rules have been in place prior to the board going into *RIF* enforcement and there are issues with due process and changing the policy and procedure. Complaints from individuals regarding the method used as well as from individuals who may say someone who is less or more senior than them kept their job even though they had a poor evaluation. He suggested to the board that the policy as it is written is workable, but when you begin changing the policies you bring in variables that could make it inconsistent.

Mrs. Armstrong asked about Mr. Abrams' discussion on how the score on evaluations should be something that's a part of the policy. In working to restructure or more clearly define, for example, performance, she asked if the attorney will have this in writing for the meeting on Thursday? Mr. Abrams again stressed his concern over changing the policy, the wording in the policy, in the middle of the process; however, he assured the board that procedures were being written that he will provide to the board, explaining the procedures staff will follow and in the procedure it will state it will be an overall unsatisfactory performance in order for this to beat out seniority. Mrs. Armstrong asked legal counsel if he believes it should be a part of procedure rather than policy? Mr. Abrams said it should be a part of policy, but because we are currently in the process, we don't need to change it now, but need to make it as consistent as possible so the board faces fewer appeals.

Mrs. Crawley said she is dismayed and confused about this, because she believes the board can change the policy as it is just beginning the process, and the board must have approved procedures as to how it will carry this out before it can proceed.

*Vote on the motion to postpone carried unanimously.*

## SUPERINTENDENT SEARCH UPDATE

Mrs. Burnadine Moss Anderson, staff liaison to the board for the superintendent search, reported on two items for the board's consideration at today's meeting: (1) The board concluded last week the interviews of six semi-finalists for the position of superintendent of schools and per board direction and per agreement of the semi-finalists, pre-employment background investigation checks were conducted. They included the areas of education verification, employment verification, official driving record, social security number trace, credit report, criminal records search, all of the adult life of the semi-finalists back to age 18, civil records search for the past 15 years, U.S. District Court criminal and civic records search. Mrs. Anderson said the vice president of Southern Research Company, Nina Waldren, will bring this report to the board in executive session. (2) Also, members of the board traveled to work communities for some of the semi-finalists and that report will also be made to the full board in executive session. After the executive session, the board will reconvene in open session at which time they will select three finalists for negotiation for superintendent of Caddo Public Schools. Following the meeting today, the members of the negotiating team will today, Wednesday and Thursday, negotiate with all three finalists. At 4:30 on Thursday, May 29<sup>th</sup>, the board will hold a special called meeting to name the superintendent of schools.

*Mr. Ramsey moved, seconded by Mrs. Armstrong, that the Caddo Parish School Board go into executive session to hear travel and background reports on the superintendent candidates. Vote on the motion carried and the board went into executive session at approximately 9:10 a.m.*

The board went back into open session at approximately 10:10 a.m.

The president called for a vote on the six candidates, alphabetically, and the following votes resulted: W. Ed HERRON – 5 votes (Guin, Crawley, Mims, Armstrong, Henderson). Chester Juroska – 8 votes (Guin, Hardy, Crawley, May, Mims, Byrd, Ramsey, Armstrong). Kerry Laster – 5 votes (May, Byrd, Ramsey, Armstrong, Henderson). Richard Lavergne – 1 vote (Burton). Gary Smith – 0 votes. Ollie S. Tyler – 9 votes (Guin, Hardy, Burton, May, Brooks, Powell, Byrd, Ramsey, Henderson).

*Mr. Henderson moved, seconded by Mrs. Hardy, that the board vote again to break the tie vote between the two candidates (HERRON and Laster). Vote on the motion carried unanimously.*

The president announced that each board member will cast one vote, and the following vote resulted: (1) W. Ed HERRON – 10 votes (Guin, Hardy, Burton, Crawley, Mims, Brooks, Powell, Ramsey, Armstrong, Henderson). Mr. Burton reminded the board that this vote was to break the tie and announced the three finalists – Ed HERRON, Chester Juroska and Ollie Tyler.

Mrs. Anderson announced the superintendent's conference room will be available for the negotiating team's use during the negotiation process.

**Adjournment.** *Mr. Ramsey moved, seconded by Mrs. Armstrong, for adjournment. Vote on the motion to adjourn carried unanimously and the meeting adjourned at approximately 10:20 a.m.*

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James R. Festavan, Interim Secretary

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Willie D. Burton, President

**May 29, 2003**

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, May 29, 2003, with President Willie D. Burton presiding and the following school board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Pamela Byrd, Charlotte Crawley, Phillip Guin, Eursla Hardy, Willie Henderson, Lola May, Alvin Mims, Mike Powell and Larry Ramsey. Also present were Interim Secretary James R. Festavan, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Guin gave the invocation and led in the Pledge of Allegiance.

The president stated the purpose for the special session is to hear negotiation reports on the candidates and to select a superintendent. Additionally, there was a motion at the last meeting to postpone the item regarding RIF, and the board will consider those items following the superintendent announcement.

*Mr. Henderson moved, seconded by Mr. Powell, to suspend the rules to change the order of the agenda. Vote on the motion carried unanimously.*

*Mr. Henderson moved, seconded by Mr. Powell, that Items 6, 7 and 8 follow Item #3 followed by 4, 5 and 9. Vote on the motion carried unanimously.*

### **EXECUTIVE SESSION**

The president announced the board will go into executive session to hear negotiation reports from the attorney and six board members comprising the negotiating team. The board will then come back to the boardroom in open session to begin the nomination process.

*Mrs. May moved, seconded by Mrs. Crawley, to go into executive session for 10 minutes to hear negotiation reports. Vote on the motion carried unanimously, and the board went into executive session at approximately 4:35 p.m.*

The board came back into open session at approximately 4:55 p.m.

*Mr. Brooks moved, seconded by Mrs. Hardy, that the contract for the superintendent be three (3) years. Vote on the motion carried with Board members Crawley, Byrd and Armstrong opposed and Board members Guin, Hardy, Burton, May, Mims, Brooks, Powell, Ramsey and Henderson supporting the motion.*

The president called for a vote on the three finalists, alphabetically, and the following votes resulted: Ed Hearn – 0 votes; Chester Juroska – 3 votes (Guin, Crawley and Armstrong); and Ollie Tyler – 8 votes (Hardy, Burton, May, Brooks, Powell, Byrd, Ramsey, Henderson). Mr. Mims did not vote. President Burton announced the new superintendent is Ollie Tyler.

*Mr. Guin moved, seconded by Mrs. Hardy, that the Caddo Parish School Board accept the contract as submitted by the negotiating team with a three year term. Vote on the motion carried unanimously.*

*Mr. Powell moved, seconded by Mr. Henderson, for a unanimous vote on the new superintendent and the contract. Vote on the motion carried with Board members Guin, Hardy, Burton, May, Mims, Brooks, Powell, Byrd, Ramsey, Armstrong and Henderson supporting the motion. Mrs. Crawley did not vote.*

### **APPROVAL OF REVISIONS TO POLICY GCPA/GDPA**

*Mrs. Crawley moved, seconded by Mrs. Armstrong, that the Caddo Parish School Board amend Policy GDPA by reversing items 2 and 3 (placing seniority before evaluations). Mr. Abrams stated his concern over amending this policy at this time as the board has approved a budget and we are now in the process of implementing the RIF policy with individuals already being affected. At this time, there would be employees to claim rights under the CPSB policy and to make a change, these individuals surely will come forward that the board has changed their rights. Mrs. Crawley asked how individuals have already been affected, have they already been given notification? The superintendent answered *no*, staff could not do that without approval of*

this policy. Mrs. Crawley asked if this means we are not in the process, so the board can change the policy before it begins implementation. Mr. Festavan stated legal counsel has advised against doing it. Mrs. Crawley asked if before the board implements a policy, can the board not legally change it before implementation? Mr. Abrams responded the policy is already in effect and has been implemented. Mrs. Crawley asked again if the board will be breaking the law if it amends the policy before implementing *RIF*? Mr. Abrams explained under this policy is a priority order as to the persons that will be reduced. First, there is the criteria set by the board to determine the important areas in which it believes it can do without, and this is what the superintendent has brought before the board. Secondly, this policy basically was based on a decision made by the board that performance is more important than seniority when it comes to the *RIF* policy, and this is the policy in effect. He explained if the board changes this policy and you change persons who are now good performing individuals by placing employees with seniority ahead of them, these individuals will claim they have a right under the policy as it now exists. Mr. Abrams stated the issue is due process, as the board has given them rights through the policy. He stated if this had been done a year ago, it would be totally different.

Mrs. Crawley stated this information (an explanation of *RIF*) was requested two months ago, and this was prior to the budget being approved. She said it appears the board is handcuffed to follow a previous board's policy, because the board cannot change the policy at this point.

Mr. Powell stated legal counsel brings a very valid point, that the board has taken action to reduce positions to in effect create a savings in the budget; and the prospect of doing that in a fashion that creates litigation with extreme costs does not make sense. Mr. Powell cautioned the board to listen to counsel as we do have employees that depend on the policies the board has in place and their rights are governed by those policies. Mr. Powell also expressed his concern over the possibility of there being an employee who through our evaluation system has been evaluated unsatisfactorily and would, if the policy is changed, actually have a preferential right over performing employees; and, he again encouraged the board to listen to board counsel.

Mr. Henderson stated in view of board counsel's advise, he will be voting against the motion; however, he agrees with the spirit of the motion and is in favor of revisiting this idea once this process is complete. Secondly, he believes May 15<sup>th</sup> is the date all evaluations (certified) should be complete, and he hopes we will not have any evaluations coming in after May 15<sup>th</sup> that would adversely affect an employee under this policy. If this does happen, he asked that the board be made aware. Mr. Abrams stated that in his work on procedures for this process, this concern has been addressed by placing in the procedures under the step for determining performance criteria, a statement that reads "*those employees in categories who receive an overall unsatisfactory rating on their most recent performance evaluation (completed and dated before the date the board directed the RIF) will be reduced.*"

Mr. Ramsey agrees making a change in this policy may cause some harm in the process; thus he cannot support the motion. However, he, too, is interested in revisiting this issue in the future possibly for the 2004-05 school year. Mr. Guin also expressed his agreement with legal counsel's recommendation and asked if the maker of the motion might be willing to withdraw her motion at this time. Mrs. Crawley agreed to withdraw her motion at this time and the board consented.

Mr. Burton announced Mrs. Tyler has accepted the position of superintendent of Caddo schools.

#### **APPROVAL OF REASSIGNMENT/REDUCTION OF EMPLOYEES AND CATEGORIES OF EMPLOYEES TO BE REDUCED IN ACCORDANCE WITH THE REDUCTION IN FORCE POLICIES**

Pat England, Caddo Association of Educators, read the above listed item as it appears on the agenda. Mrs. England stated she wished to read this for the record because in the budget the board approved, there is a group of employees who are not being reassigned (for duties), not being reduced (from employee roster), and they don't fit in any specific category, i.e., clerical workers, special education aides. The only characteristic these employees may have that might become a category would be 12-month employees, and she doesn't believe the board ever intended to make all 12-month employees a category. She stated she has searched the CPSB policies, but has not found a policy that addresses a reduction in compensation except when someone either voluntarily agrees to transfer to a lower grade position or they are involuntarily

transferred to a position that spells out the length of time they would retain their present salary, but the following year it would be reduced. There is no policy that states the board can take care of its budgetary crisis by reducing the compensation of any employee, and the employees she is referring to do not fit into any of the *RIF* categories. Mrs. England stated her appeal to the board is that the board seriously consider how this group of employees will be impacted.

*Mr. Ramsey moved, seconded by Mr. Henderson, that the board approve the implementation of the RIF policy.*

Mr. Ramsey said we have a budget process that needs to be continued and as tough as it is to make reductions, it is necessary at this time, and encouraged the board to move forward. Mr. Henderson stated the speaker brought forth some key thoughts in this process and asked the superintendent to respond. Mr. Festavan referred to the board counsel for a ruling on the 12-month employees. Mr. Abrams stated his opinion is that when the budget was approved, it changed 12-month employees to 10-month employees, and this cannot be done. He stated the motion before the board is to actually approve categories and positions being considered for layoffs, and his recommendation is there will not be a change or reduction of 12-month employees to 10-month employees as pointed out by the speaker. The motion on the floor is to approve the categories as presented, and these persons are not included in the motion. Mr. Henderson inquired how much this will cost? Mr. Festavan said approximately \$108,000 and he would like to go back, given the counsel ruling, and adjust the budget for this amount.

Mr. Powell expressed his appreciation for legal counsel's response to his question relative to *constructive discharge*. He also raised concern about the concept of supplantation and the fact that three months of their salaries were paid from an IDEA budget already approved. Mr. Powell also said he cannot support the motion on the floor; it has itemized categories including 119 of the original positions cut from the instructional side that, in philosophy, he disagrees with the approach. He expressed his concern about having adequate input from schools; and secondly, within our *RIF* policy, we should look to all other available, feasible means before implementing *RIF*. At this time, he does not have the level of confidence that we have looked at all the possible cuts on the non-instructional side prior to making cuts on the instructional side.

Mr. Guin asked about reference to the implementation of the budget approved a week ago, and if the ending balance of \$3 million has changed? Mr. Wreyford said when the budget was passed, with the amendments, the final ending balance is now \$2,260,000. Mr. Guin stated during the workshop process, he asked about growth monies from MFP and if this was included in the budget? He was told it was not there because at the time we did not know if we would be receiving the funds. This was actually learned after the board approved the budget and asked about the letter the superintendent received saying we were getting the money. Mr. Festavan stated he received a letter of intent, not an official notification of receiving the funds.

Mr. Wreyford clarified the discussion is on two separate years of MFP money. He stated the question was about the initial MFP money in the bank for the '03 one-time pay supplement and the money being referred to now is '03-'04 MFP growth monies which are not in the budget. Mr. Guin asked if the one-time pay money is one-half of the growth monies? Mr. Wreyford stated for the '02-'03 year. Mr. Guin asked where is the other half? Mr. Wreyford said it is included elsewhere in the current budget. Mr. Guin asked if the balance of \$3 million plus is now a \$2 million plus balance? Mr. Wreyford said that is correct. Mr. Henderson said he thought we received some money, ½ of which went to teachers and the other half went to the board. Mr. Henderson asked about the \$2 million plus as indicated on the last budget received in the mail (May 12<sup>th</sup>) and if this is the budget the board approved with amendments by Larry Ramsey? He asked didn't Mr. Ramsey's motion add money to the ending balance but what we are seeing now is different? Mr. Wreyford said that is correct. The staff presented a proposed budget (of \$2.5 million ending balance) based on the budget work sessions. Mr. Ramsey proposed amendments to the budget, which when recalculated had an ending balance of \$2.260 million.

*Mr. Ramsey moved that the CPSB approve the categories and number of positions in the respective categories for layoffs in accordance with the CPSB's reduction in force policies. Mr. Henderson seconded the motion and vote on the substitute motion carried with Board members Guin, Hardy, Burton, Brooks and Powell opposed and Board members Crawley, May, Mims, Byrd, Ramsey, Armstrong and Henderson supporting the motion.*

**Adjournment.** *Mr. Ramsey, moved, seconded by Mrs. May, for adjournment and vote on the motion carried unanimously. The meeting adjourned at approximately 5:30 p.m.*

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James R. Festavan, Interim Superintendent

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Willie D. Burton, President



**June 3, 2003**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, June 3, 2003, with President Willie D. Burton presiding and Larry Ramsey present being a quorum. Mr. Phillip Guin was absent. Other school board members present were Ginger Armstrong, Jerry Tim Brooks, Charlotte Crawley, Eursla D. Hardy, Willie Henderson, Lola May, Alvin Mims, and Mike Powell. Also present were Interim Secretary James R. Festavan, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Brooks gave the invocation and led in the Pledge of Allegiance.

## **PRESENTATIONS**

**Citizens Education Task Force Report.** Dr. Phillip Rozeman, chairman of the Alliance for Education and co-chairman of the Citizens Education Task Force, extended appreciation to Mr. Festavan for allowing the task force to look at the organization and for the welcome they received in the schools. He also expressed appreciation to Burnadine Anderson for her assistance and hospitality throughout this process, as well as assistance from the cluster directors and all the principals. He stated it is one thing to say you believe in community involvement, but another to welcome it, and this group felt welcomed. Dr. Rozeman stated the task force was comprised of community leaders independent of any political body, coming from different parts of town, yet not representing any one part of town, and chose to represent Caddo Parish as the community. He said this group realized there are too many divides in the community, i.e. where we live, economics, race, and elected to work without the walls. Members of the task force present were recognized. He reported the group was able to keep Caddo Parish as the community because of (1) a common ground (this report is about children and children's needs), (2) a common purpose (determined to provide every student in every school a learning environment that meets basic standards and to provide teachers with a similar work environment), and (3) a common task (put together a comprehensive needs assessment of school facilities). Dr. Rozeman referenced a study of 30,000 teachers who attributed their success to the following: (1) discipline in the classroom, (2) class size, (3) instructional materials, (4) principal, (5) facilities. Dr. Rozeman said he believes the product presented today is good because of the extensive amount of input sought and received from over 3800 persons. He stated the group solicited and listened to input from people throughout the parish by holding community forums and conducting surveys, as well as doing extensive research in history, demographics, current policy, literature review, and visiting every school in Caddo Parish. The committee learned the need for maintenance in the older schools, the importance of libraries and lighting, found the human capital in the school system to be incredible and believe there is a lot to build upon. He highlighted concerns shared by those participating in the forums and surveys as: (1) air conditioning and heating, (2) technology updates, and (3) multi-purpose rooms at school sites. Also, at the community forums, the committee learned the importance of long-range plans, extra curricular activities, athletics, consistency and equity and trust between the school system and the community as a whole. The committee came to the realization that our school buildings are a reflection of us, our community and our beliefs, and there is a lot of work to do.

Dr. Rozeman shared the needs and recommendations of the committee as a result of their study as follows: (1) There is a need to address air conditioning and heating. Comfort, air quality, noise, etc. all affect the learning environment and a long-term solution needs to be looked at, i.e. classrooms with central air and heat with individual thermostats where possible. (2) Invest in technology updates. He noted the good recommendations of the Caddo Technology Task Force need to be implemented. Each teacher should have Internet access as well as laptop format to allow them the opportunity to learn technology at home. The group feels it important to invest in computer labs, especially in middle and high schools where the greatest need exists, expand Distance Learning capabilities, and expand technology centers in schools. (3) Lighting updates are important and while much has been done, this needs to be completed. (4) Maintenance and Repairs. Dr. Rozeman stated with the age of the majority of Caddo's school campuses (the mean age is 58 years, with 20 schools over 70 years old and 4 schools less than 30 years), comprehensive audits should be conducted on each school facility to help anticipate future maintenance needs, which will also help with preventive maintenance. A concentrated effort is needed on things like roof repair, because if these issues are not dealt with early on, expensive damage and repairs result. The committee also saw a need to shorten the paint cycle from the current 14 years; because if the buildings are a reflection of our community, a building with a 12

year old paint job does not portray a positive reflection. (5) School Community Learning Centers need to be built. This is very important to schools for physical education, enrichment, art, drama, music, parent meetings, community meetings. The committee recommends putting together a group of principals, construction experts, and customers and look to build an adequate, universal design, that will meet the needs. (6) Investment in restroom renovations and adequate staff restrooms. (7) Enhance communications systems in the schools and in the classrooms. (8) Renovate offices, athletic facilities and make parking lot improvements. Dr. Rozeman announced the committee also believes the school system should engage a consultant to study long-term needs for facilities, prepare a 25 year master plan for facility replacement and new construction, to help the community move forward and help take some of the decision-making off school boards. He said in 25 years, Caddo will have over 20 schools over 100 years old and 50 schools over 70 years old.

Dr. Rozeman summarized his report by challenging the board to test their purpose to bring every school and every student a good learning environment with basic standards and recommended the following to accomplish this: air conditioning and heating systemwide, technology updates across the system, expand libraries that need them, consider school communication systems, invest in maintenance and repairs in the schools we have, especially the older schools; school community learning centers for those schools who don't have a similar facility to promote extracurricular and athletic activities, take a long range look into the future, and gain an objective analysis from outside the system.

Mr. Burton, Mr. Brooks and Mrs. Hardy expressed appreciation on behalf of the board for the outstanding and thorough work done by this task force. They stated the need for such a comprehensive study and assured Dr. Rozeman this information will be used in addressing the many needs in the parish.

#### **ESTABLISH AGENDA FOR THE JUNE 17, 2003 CPSB MEETING**

The superintendent reviewed the proposed agenda for the June 17, 2003 school board meeting and discussion followed as summarized.

#### **Approval of Policy IIAE – Provision of Curriculum Materials and Instructional Supplies.**

Mr. Henderson asked about Item 2 in this proposed policy to ensure equivalence in schools in teachers, administrators and other staff and the proposal to bring a policy to deal with equivalence among schools in provision of curriculum materials and supplies. He referenced a previous policy that had a provision addressing #2 that dealt with the beginning pay of teachers and asked if this provision for comparability was still in the policy? He asked staff to look at this and make sure the current policy adequately addresses #2.

#### **ADDITIONS**

Mr. Ramsey requested that an item be added to the agenda considering the revision of the language in the staffing formula (Policy GCA) to allow principal discretion in staffing the first grade classes going up to a 22:1 ratio in some cases.

Under Superintendent's Report, Mr. Henderson requested the superintendent prepare a grid on the number of teachers Caddo closed out with for the 02-03 school year at each school; and as a result of recent board action regarding the budget, asked what are the numbers for the coming year, did the board action add or subtract for this year?

Mrs. Crawley requested a report on the total amount of MFP growth fund monies paid to certified personnel and the positions receiving those funds, and what administrative positions also received pay increases as a result of changes in the pay scale and the amount that was paid out of the general fund.

Mrs. Armstrong asked that the superintendent include in the report requested by Mr. Henderson the numbers based on the new pupil:teacher ratios established when the budget was approved.

Mr. Burton also requested an update on the Fair Share process.

Mrs. May requested a report on how many students passed the LEAP test this year compared to last year.

Mr. Powell stated in the contract approved for the new superintendent, the starting date is to be July 1 and since reading in the newspaper that it may happen before then that if the president sees the need to add an item on the agenda to make this adjustment, he will do so for the next meeting or at least report to the board how the transition will take place. Mr. Powell also asked that the president keep the board posted on possible dates for a board retreat with the new superintendent as stated in the contract.

The president recommended items 10, 11, 13, 17, 19 and 20 as the consent agenda. *Mr. Ramsey moved, seconded by Mr. Burton, that the proposed agenda and consent agenda be approved. Vote on the motion carried unanimously.*

## **WORK SESSION**

Jackie Lansdale, President of the Caddo Federation of Teachers/Support Personnel, asked about an item on Policy GCA and in classifications reduced and the fact that some secretaries receiving a promotion this year despite having been a secretary in the system 20 years, are subject to go home. Mrs. Lansdale said many of the things discussed, i.e. allowing principals to keep administrative assistants/assistant principals instead of teachers, is disturbing to the teaching profession. In talking about grids and ratios of students and teachers, this impacts the classroom. She reminded the board the number one reason teachers leave the classroom is not only pay, but also discipline; and if a teacher is unable to control the classroom, learning is not going on in that classroom. She asked the board to study this policy and the impact these policy revisions will have on children. Mrs. Lansdale also inquired about why the policy on making unfounded charges against a teacher/employee is not back on the agenda?

**Adjournment.** *Mr. Ramsey moved, seconded by Mr. Burton, for adjournment and the meeting adjourned at approximately 5:12 p.m.*

**June 17, 2003**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, June 17, 2003 with President Willie D. Burton presiding and the following board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Pamela Byrd, Charlotte Crawley, Phillip Guin, Eursla Hardy, Willie Henderson, Lola B. May, Alvin Mims, Mike Powell, and Larry Ramsey. Also present were Interim Secretary James R. Festavan, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Brooks gave the invocation and led in the Pledge of Allegiance.

**CONSIDERATION OF MINUTES OF THE MAY 12-19, MAY 20, MAY 27, MAY 29 AND JUNE 3, 2003 CPSB MEETINGS**

*Mrs. Armstrong moved, seconded by Mr. Guin, approval of the minutes of the May 12-19, May 20, May 27, May 29 and June 3, 2003 CPSB meetings. Vote on the motion carried unanimously.*

**ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

*Mr. Mims moved, seconded by Mrs. Armstrong, to suspend the rules for the purpose of adding some items to the agenda that were inadvertently left off. Vote on the motion carried unanimously.*

*Mrs. Crawley moved, seconded by Mrs. May, to add to the agenda under bids (11.A.) the following items which were inadvertently left off the agenda but were in the mailout as requested by the superintendent (1) M&S Classroom Supplies (2) M&S Teaching Supplies (3) M&S Office Supplies (4) M&S Paper Supplies and (5) M&S PE Supplies. Vote on the motion carried unanimously.*

*Mr. Guin moved, seconded by Mr. Powell, to suspend the rules for the purpose of adding an agenda item. Vote on the motion carried unanimously.*

*Mr. Guin moved, seconded by Mr. Powell, to add an agenda item #27 setting up the transition between the interim superintendent and incoming superintendent. Vote on the motion carried unanimously. Mr. Guin stated he desires to place this item on the agenda to address possibly placing the incoming superintendent on the payroll as she is already working.*

The superintendent requested that Item 11.B. be pulled from the agenda until the committee has an opportunity to meet and review the RFPs received. He also requested that Item 18 (Policy IIAE) be pulled from the agenda until such time that additional information can be put together.

Items removed from consent included 10.A. *Personnel Recommendations* and 13. *Consideration of Proposal to Utilize Non-Recurring E-Rate Dollars to Fund Recurring Costs to Increase Data Circuit Speeds in Schools.*

Mr. Burton proposed Items 10 B-E, 11 A & C, 14-15, 17, 19-22 and 25 as the Consent Agenda.

**PUBLIC HEARING – 2003-2004 CHILD NUTRITION PROGRAMS BUDGET**

Mr. Burton declared the public hearing open for the 2003-2004 Child Nutrition Programs Budget; and there being no speakers, he declared the public hearing closed.

**SPECIAL PRESENTATIONS/RECOGNITIONS**

**2003 CPSB Retirees.** The following *Classified* CPSB retirees were recognized for their years of service: Louise Copple, Gloria Lyons, Eugene Treece, Essie Adams, Beverly Anderson, Myra Banks (in memory of her mother Gloria J. Banks), Lillie Bedford, Martha Bordelon, Lilla Bradford, Shirley Brown, Sandra Bruce, Lillie Chatman, Delia Comans, Arthur Davis, Gloria Davis, Rebecca Davis, Bonnie Dawson, Purvis DeWitt, Evelyn Dillon, Wallace Duncan, Shirley Fitch, Lou Jean Fuller, James Garcia, Jewel George, Ray Griffin, Shamarshay Jackson (in memory of her mother Donnie Jackson), Patsy Jenkins, Mary Johns, Dinah Harper (in memory of her mother Ida B. Lee), James Lowe, Ollie Maxie, Helen McCain, Sally McLaurin, Carolyn Norris, Johnnye Peterson, Irene Phillips, Minnie Pope, Emma Richardson, Carrol Robertson,

Linda Scott, Elizabeth Smith, Thurman Spratt, Gloria Swanson, Crealor Thomas, Gladys Thomas, Edward Triggs, Gloria Washington, and Jeraldine Watson.

The following *certified* CPSB retirees were recognized for their years of service: Joel Conley, Melvin Ashley, Pam Byrd, Beverly Johnson, Dinah Tinsley, Gloria Anderson, Willie Mae Anderson, Bonita Bandaries, Thomas Brannim, Laura Burnham, Donna Butler, Sheila Campbell, George Cecola, James Cooper Cochran and John Cochran (in memory of their mother and wife Sheila Cochran), Willie Crowder, Barbara Dean, Bonita Douzart, Connie Drake, Ona Edwards, Barbara Flournoy, Stella Griffin, Margaret Hall, Edward Hartfield, Ronald Hayes, Susan Hayes, Donna Herrington, Maxine Howard, Mattie Jackson, Ester Jones, Rebecca Love, Jackie Mahoney, Georgia Mims, Eva Morris, Brut New, Donna Prator, Bernadine Provenza, Maggie Ruffin, Linda Sartor, Sandra Satcher, Janetta Scott, Cynthia Urban, Charlotte Wall, Nathan Williams, Irma Wooden, and Jessie Wright.

**Recess.** The president called for a 5-minute recess at approximately 5:18 p.m. and the meeting reconvened at approximately 5:27 p.m.

## **VISITORS**

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, referenced information reviewed on how Caddo teachers and support employees feel about the quality of their jobs in Caddo. She stated the discontent over salaries and discipline mirror what has been reported to the board for some time as a primary reason people leave the profession on a state and national level. She added seven out of 10 teachers and school employees in Caddo cite pay and discipline as areas of greatest concern. Mrs. Lansdale said this gives them very compelling reasons to continue to bring these matters before the board, because practically every decision the board makes impacts these two categories. As an example, she cited the board change in staffing ratios and how the dynamics of the classroom are affected, the level of discipline, the level of disruptive behaviors, etc. Regarding the pay schedule, these changes relay several messages to employees – you can reward longevity, you can reward levels of academic achievement, and salary lanes need to be adjusted to encourage retention of employees. She further added everything the board does communicates what the board regards as important and what direction the board wishes to take the system. Mrs. Lansdale also stated another area of importance indicated by employees is *input in decisions*. She said again over 7 out of 10 teachers, as well as support employees, cited this and asked the board *why is it that school employees feel they are not heard?* She cited examples of employees being asked for input, i.e. the calendar, where a decision was made on an option that employees did not have input; employees who have requested for their grievance to be heard before the board, but have never been offered that opportunity; and the practice of administration making up procedures rather than following board policy. Mrs. Lansdale stated it is the board's charge to make changes in policy and should not overlook the fact the grievance belongs to the grievant and the grievant and their representative should have the opportunity to provide input in the manner in which the grievance is presented. She referenced a letter from administration accompanying the classified employee handbook thanking the employees for their input when in fact they were never asked for input nor did they attend a meeting on decisions made which directly affect the employees. Mrs. Lansdale also referenced a violation of federal and state regulations, i.e. implementing a \$90,000 Title I program without meeting the requirement of having full faculty input. She concluded by saying everyone wants the same thing in a quality education for all children and the most important factor in achieving this is quality instruction; and recruiting and retaining quality instructors requires that we pay them, treat them professionally, value their input, regard the size of the classroom, and provide them with the supplies and facilities needed. Mrs. Lansdale stated there is an atmosphere of discontent as employees do not feel valued because they were not heard, and encouraged a cooperative relationship between teachers, school employees and the administration and the board.

## **CONFIRM THE CONSENT AGENDA**

*Mr. Powell moved, seconded by Mr. Guin, to approve the consent agenda with the understanding that all items under 10.A. will remain on consent with the exception of the Linwood principal position. Vote on the motion carried with board member May opposed and board members Guin, Hardy, Burton, Crawley, Mims, Brooks, Powell, Byrd, Ramsey, Armstrong and Henderson*

*supporting the motion.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

#### **Agenda Item No. 10.A.**

**Personnel Recommendations.** Mr. John Dilworth, chief operating officer, introduced Diane Lafitte, newly appointed librarian at Timmons Elementary; Sandra Saxon, newly appointed counselor at Captain Shreve High School; Jerry Byrd, newly appointed head football coach at North Caddo High School; Kimberly Brun, newly appointed assistant principal at Green Oaks High School; Meredith Haynes newly appointed principal at Blanchard Elementary School; Monica Jenkins-Moore, newly appointed principal at Linwood Middle School; and Sgt. Major Johnny Maddox, newly appointed Director of Army Instruction Office/Administration and Operations. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the position to which they were appointed. Mr. Festavan asked that the record reflect the board just approved five female appointments in the Caddo School System.

#### **Agenda Item No. 10.B.**

**Requests for Leaves.** The following requests for leaves were approved by the board as recommended by the superintendent and submitted in the mailout.

##### Certified Positions

###### Sabbatical Medical, Fall Semester, 2003-04 school year

Desiree Brown, Teacher, Caddo Middle Magnet, 23 years

###### Sabbatical Study, 2003-2004 school year

Calvin Murray, Teacher, Hamilton Terrace, 18 years

###### Sabbatical Study, Fall Semester, 2003-2004 school year

April Saint, Teacher, Caddo Middle Magnet, 4 years

###### Catastrophic Illness, March 17-May 2, 2003

Brenda Baker, Teacher, Caddo Heights Elementary, 12 years

###### Catastrophic Illness, April 10-May 22, 2003

Gloria Ramsey, Teacher, Oak Terrace/JB Harville, 5 years

###### Catastrophic Illness, October 18-29, 2002, April 1-4, 17, 2003

Maggie Ruffin, Teacher, Special Education, 30 years

###### Leave Without Pay, August 2003-July 2005

Tammye Turpin, Teacher, C E Byrd High School, 5 years

#### **Agenda Item 10.C.**

**Other (Hiring, Assignment Changes, Separations & Resignations).** The other personnel transactions report for the period of April 9, 2003 through May 14, 2003 was approved as included in the mailout.

#### **Agenda Item 10.E.**

**Renewal of Administrative Contracts.** Administrative contract renewals for Wilma Gaines, Dona Amidon, Tonya Evans, Susie Smith, Bonnie Martinez, Al Graham, Keith Burton, Marilyn Caldwell, Kathy Barberousse, Grayson Collins, Vera Landrum, Margaret Clayton, Chad Zerangue, Dierdra Bell-Jelks, Glenda Goree, Monica Howell and Linda Williams were approved as recommended by staff and submitted in the mailout.

#### **Agenda Item 11.**

**Bids.** The board approved the following bids as recommended by staff and submitted in the mailout on the bid tabulation sheets. (1) First Impression totaling \$6,319.00; IPS totaling \$986.25; Lightfoot Printing totaling \$3,984.37; Mid-South Press totaling \$320.88 and Print Works totaling \$3,461.50 for printing forms. (2) HPI International totaling \$1,190.54; Hammond & Stephens totaling \$1,466.61; Liberty Flags totaling \$3,089.01; Office Depot totaling \$1,904.28; Pyramid School totaling \$32,607.47; Quill Corporation totaling \$5,744.78; School Specialty totaling \$10,297.61; Sax Arts & Crafts totaling \$489.81; Troxell Communications totaling \$772.17; Wells Office totaling \$833.76 and Windtree Enterprises totaling \$442.35 for

M & S Classroom Supplies. (3) D&H Distributing totaling \$2,358.74; Office Depot totaling \$900.53; Pyramid School totaling \$27,034.96; S&S Worldwide totaling \$411.18; Sax Arts & Crafts totaling \$2,486.10; School Specialty totaling \$6,759.00; Stuarts, Inc. totaling \$5,578.80 and Windtree Enterprises totaling \$10,511.42 for M&S Teaching Supplies. (4) American Scholar totaling \$739.20; GBC totaling \$11,510.10; Global Business totaling \$6,501.01; Office Depot totaling \$5,461.33; Prairie Carbon totaling \$29,941.30; Pyramid School totaling \$16,578.12; School Specialty totaling \$1,101.23; Alvah Squibb totaling \$78.96; and Windtree Enterprises totaling \$68.70 for M & S Office Supplies. (5) A-Z Paper totaling \$31,866.17; Economical Janitorial totaling \$2,229.70; Global Business totaling \$3,244.06; Pyramid School totaling \$33,682.15; Sax Arts & Crafts totaling \$1,314.61; and School Specialty totaling \$7,754.37 for M & S Paper Supplies. (6) BSN Sports totaling \$2,753.57; Gopher Sports totaling \$317.58 and Gregg United Sports totaling \$1,651.93 for M & S PE Supplies. (7) Clarmar totaling \$307.50; Dixie Paper totaling \$8,448.00; Economical Janitorial totaling \$8,040.50; Unisource/Worldwide totaling \$13,289.24 and XPEDX totaling \$4,804.10 for Janitorial Supplies. (8) Unisource/Worldwide totaling \$4,530.00 for Janitorial Trash Bags and Dixie Paper totaling \$3,450.00 for Janitorial Can Liners. (9) A-Z Paper Company totaling \$45,103.00; Dixie Paper totaling \$39,156.00 and Economical Janitorial totaling \$6,660.00 for Janitorial Paper Supplies. (10) Sunshine Lighting totaling \$4,550.80 for Fluorescent Ballasts. (11) GovConnection totaling \$112,896.24 for Laser Printers. (12) Promaxima Mfg. Totaling \$23,925 for Weight Training Stations. (13) Blue Bell Creameries totaling \$284,360 and Foremost Dairy totaling \$1,782,362 for Milk and Dairy Products. (14) Cotton Baking totaling \$193,100 for Bread and Bread Products. (15) Foremost Dairy totaling \$558,000 for Fruit Juice as recommended by staff and as indicated on the bid tabulation sheets submitted in the mailout. The bid tabulation sheets labeled *Exhibit A, 28 pages, 06-17-03*, are filed in the official papers.

#### **Agenda Item No. 11.C.**

The board approved the following recommendations as submitted by staff in the mailout. (1) Project 2004-232, Renovations & Modifications at Alexander School – Move approval of the bid of Vanderberg Construction for the sum total of \$737,749 for Project 2004-232, Renovations and Modifications at Alexander School. (2) Project 2003-045, Bus Loop, Canopy & Parking at Alexander School – Move approval of the bid of Sumrall Construction for the sum total of \$193,100 for Project 2003-045, Bus Loop, Canopy & Parking at Alexander School. (3) Project 2004-218, Linwood Roof Buildings A, B, C, D & E, Phase I – Move approval of the bid of J Reynolds & Company for the sum total of \$274,562 for Project 2004-218, Linwood Roof Buildings A, B, C, D & E, Phase I. (4) Project 2003-224, Woodlawn High School Day Care Facility – Move approval of staff's recommendation to reject all bids for Project 2003-224. The bid tabulation sheets labeled *Exhibit B, 4 pages, 06-17-03*, are filed in the official papers.

#### **Agenda Item No. 14**

**Approval of Position of Administrative Assistant to the District Test Coordinator.** Move approval of the position of Administrative Assistant to the District Test Coordinator as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 15**

**Approval of Position of Personnel Administrator, Teacher Support, Assessment and Certification.** Move approval of the position of Personnel Administrator, Teacher Support, Assessment and Certification as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 17**

**Approval of Transfer of Funds from Technology Reserve Fund to General Fund.** Move approval of staff's request to transfer up to \$250,000 from the Technology Reserve fund to the General Fund by December 31, 2003 to complete payoff of telecommunications systems, as submitted in the mailout.

### Agenda Item No. 19

**Approval of Special Education Interagency Agreements and Contracts.** Move approval of the Special Education Interagency Agreements and Contracts for required services to students with disabilities residing in the parish as recommended by staff and submitted in the mailout.

### Agenda Item No. 20

**Approval of Extended School Year Program and Tentative Allocations for FY2003-2004.** Move approval of the extended school year program and tentative allocations for FY2003-2004 as recommended by staff and submitted in the mailout.

### Agenda Item No. 21

**Approval of Vento-McKinney Grant.** Move approval of the Vento-McKinney Grant as recommended by staff and submitted in the mailout.

### Agenda Item No. 22

**Approval of Continuum of Care Homeless Assistance Grant.** Move approval of the Continuum of Care Homeless Assistance Grant as recommended by staff and submitted in the mailout.

### Agenda Item No. 25

**Accept the Report by the Caddo Citizens Education Task Force as part of the official record of the Caddo Parish School Board.** Move that the CPSB accept the report by the Caddo Citizens Education Task Force as part of the official record of the Caddo Parish School Board. A copy of the report labeled *Exhibit C, 06-17-03*, is filed in the official papers.

### PERSONNEL RECOMMENDATION

*Mr. Mims moved, seconded by Mr. Henderson, that the staff recommendation for the principal at Linwood Middle School be adhered to.* Mr. Brooks asked staff how many persons (males) applied for this position? Mr. Walker stated there were seven applicants for the position and there were two males from outside the district. Mr. Brooks stated for years he has been on the board and positions have become available where a female is not needed. Mr. Mims called for a point of order and the president ruled the comments out of order. Mr. Brooks stated he is not referencing a person, but the position, in that Linwood being an underachieving school and he believes this needs to be addressed as it can't be done in the manner he sees it being done. Mr. Mims called for another point of order and the president again ruled the comments out of order. *Vote on the motion carried with board members Hardy and Brooks opposed and board members Guin, Burton, Crawley, May, Mims, Powell, Byrd, Ramsey, Armstrong and Henderson supporting the motion.*

### ADOPTION OF THE 2003-2004 CHILD NUTRITION PROGRAMS BUDGET

*Mr. Henderson moved, seconded by Mrs. May, approval of the 2003-2004 Child Nutrition Programs Budget as recommended by staff and submitted in the mailout.* Mr. Powell asked for clarification of the ending balance of this budget (\$1,888,000) and what percent of the total budget this represents? Mrs. Solomon stated she calculates this as one-month operating expenses. Mr. Powell stated he brings this up because in discussions about the budget, and about the calendar, one of the arguments for not taking the calendar at the time was it would cost more money. At that time, the additional money was to come from Child Nutrition and not the General Fund and the issue was brought up if we proceeded with taking the \$310,000 and took the other calendar, if Child Nutrition would have enough money or would it have to come from the General Fund. He stated there is a higher percentage in the Child Nutrition ending balance than is in the entire General Fund. He believes had this been taken into account, there would be



more money in the General Fund, because what would have cost money out of the Child Nutrition budget would have saved money in the General Fund. He stated he is going to support the motion, but encouraged board members in considering calendars in the future, there needs to be an honest discussion as to where the dollars come from, especially when it comes to a shortage of available revenues for the General Fund. *Vote on the motion carried unanimously.*

### **CONSIDERATION OF PROPOSAL TO UTILIZE NON-RECURRING E-RATE DOLLARS TO FUND RECURRING COSTS TO INCREASE DATA CIRCUIT SPEEDS IN SCHOOLS**

*Mr. Powell moved, seconded by Mrs. Armstrong, for approval of the proposal to utilize non-recurring E-Rate dollars to fund recurring costs to increase data circuit speeds in schools as recommended by staff and as submitted in the mailout. Vote on the motion carried with board members Guin, Hardy, Burton, Crawley, May, Mims, Brooks, Powell, Byrd, Armstrong and Henderson supporting the motion. Mr. Ramsey abstained due to a conflict with the possibility of BellSouth's involvement, and he is employed by BellSouth.*

### **APPOINT OFFICIAL JOURNAL**

*Mr. Brooks moved, seconded by Mrs. Hardy, that the Caddo Citizen and the Shreveport Sun be the official printer.*

*Mr. Henderson moved, seconded by Mr. Powell, approval of the appointment of The Times as the official journal for the 2003-04 school year as recommended by staff and submitted in the mailout. Mr. Henderson stated he visited at length with staff about this matter as he received information indicating the bid from the Caddo Citizen is considerably less than The Times; however, he understands if the Caddo Citizen is named the official journal, we will still have to advertise in The Times, and at a higher rate than if The Times is our official journal, so it will end up costing more money in the long run. He encouraged board members to support his substitute motion. Mr. Powell asked the superintendent if, in fact, because The Times is the only daily advertiser, and because we are putting ads into The Times, in the long run it will save us money in the General Fund if we name The Times as the official journal. The superintendent answered that is his understanding. Mr. Powell asked the superintendent if the substitute motion would be his recommendation, and the superintendent answered it is his recommendation. Mr. Brooks asked how The Times can be less costly than the Shreveport Sun? Mr. Festavan stated volume plays a part in this because the circulation rate is why we have to advertise in The Times even though we would have another paper of smaller circulation as the official journal. Since there are certain requirements in bid processes requiring us to advertise in a circulation rate that is larger than our paper; this would cost us double if The Times is not our official journal, because we will not get the reduced rate we would if they were the official journal. Mr. Brooks asked Ben Wreyford to break this down? Mr. Wreyford stated as the superintendent summarized, when The Times quotes us a price as official journal, it is about half the rate we pay if we advertise and they are not the official journal. If we name The Citizen, then we will pay double for the required ads if The Times is not the official printer. Mr. Mims asked Mr. Wreyford is it true when advertising for bids that we advertise in The Shreveport Sun as well as in The Times? Mr. Wreyford answered that is correct by board policy. Mrs. Armstrong asked for clarification in the required advertisements. Mr. Wreyford stated in addition to bids, mass distribution of notification for things such as Kindergarten Roundup, or any announcement the entire city needs to be made aware. Vote on the substitute motion carried with board members Crawley, May, Mims, Powell, Byrd, Ramsey, Armstrong and Henderson supporting the motion and board members Guin, Hardy, Burton and Brooks opposed.*

### **APPROVAL OF REVISIONS TO POLICY GCA – PROFESSIONAL STAFF POSITIONS (SCHOOL STAFFING FORMULA)**

*Mr. Ramsey moved, seconded by Mrs. Armstrong, approval of the proposed revisions to Policy GCA – Professional Staff Positions (School Staffing Formula) as recommended by staff and submitted in the mailout. Mrs. Armstrong stated her major concern was addressed in the policy revision where it says the position must be a vacant administrative position in order for the principal to have an opportunity to substitute teaching positions to reduce the pupil-teacher ratio. Mr. Powell asked for clarification in the proposed revisions in that he is assured changing this policy will not mean additional teacher cuts, that the intent of the policy with regard to first grade*

is if there is a situation at the school, the principal still has the 20:1 guarantee funded in the budget; but if they have another spot at the school with increased class sizes, we won't reduce the number of teachers, but will allocate the teacher over as long as administration does not go above the 22. Mr. Walker said that is the intent of the clarification in the policy. Mr. Powell again asked if he has the assurance of the superintendent and the director of certified personnel that in fact we are not going to be cutting any more teachers by making this change, it only gives principals flexibility and does require the principal's recommendation. Staff answered that is correct. *Vote on the motion carried unanimously.*

## **JULY MEETING**

Mr. Burton announced routinely the board has not held an executive committee/work session in the month of July, but only the one board meeting and asked for board direction for the July 2003 meeting. *Mrs. Armstrong moved, seconded by Mrs. Hardy, that the Caddo Parish School Board meet on Tuesday, July 15<sup>th</sup> at 4:30 and cancel the executive committee work session on Tuesday, July 1. Vote on the motion carried unanimously.*

## **CONSIDERATION OF APPROVAL OF ADDITIONAL STAFFING TO ESTABLISH A 3-YEAR PILOT GIFTED AND TALENTED PROGRAM AT NORTH CADDO HIGH SCHOOL**

Steve Taylor addressed the board on his support of establishing a Gateway Program for North Caddo High School. He stated he is coming back to the board as a representative of the Needs Assessment Committee that reported to the board approximately 3 months ago. Since that report, several things have happened and this is the first need for which the board has been asked financial support. Dr. Taylor indicated how excited the community has been about the appointment of Mr. Cochran as the principal at North Caddo and his involvement in the community with a vision as to where the school can go. The community is very excited about the future. He said he feels the establishment of a Gateway Program will help bring back to North Caddo those students who have gone into Texas, as well as those who are in magnet programs in Shreveport. The community believes the Gateway Program is a matter of equity and the community's ability to rebuild and start with a new perception of quality. Dr. Taylor said North Caddo is only asking for approval of a temporary program for three years after which time if it does not meet the requirements for having the teacher, the board can pull the program. He said the board's commitment is needed as it is necessary to have a certain number of Gateway students to justify a teacher for the program. The effort is being made to identify students for this program, which is a very tedious process, having to identify students that may qualify, having them apply for testing, testing them, and some will be accepted in the program and some will not. Dr. Taylor said Vivian has seen tremendous growth in the number of students participating in the Gateway program there and these students feed into the program at North Caddo. Dr. Taylor encouraged the board to support the request for this pilot Gateway program at North Caddo as well as support the steps being taken to rebuild the school and community.

*Mr. Guin moved, seconded by Mr. Brooks, that the superintendent designate one additional staff member out of his allotment of eight to establish a three-year pilot Gifted and Talented Program at North Caddo Magnet High School. Mr. Guin expressed his appreciation to Dr. Taylor for his comments. He said he has met with the superintendent and received his support as well as the support of the incoming superintendent. With this proposal being a pilot program and the stipulation the board can pull the program if the school is not successful in building the program to the requirement for a full time teacher, he encouraged the board to support the motion.*

Mrs. Byrd asked how many teachers does North Caddo have above the staffing formula? Mr. Walker stated North Caddo is currently staffed with two additional teachers, plus four additional for the magnet, for a total of six. Mr. Powell asked the superintendent where he is in the allocation of the eight contingency positions? The superintendent responded this is the first request for any of the eight. Mr. Powell asked the superintendent what is the perceived process for receiving requests for these eight contingency positions? Mr. Festavan answered we will follow the same process followed for years, and that is as concerns arise throughout the summer and as school opens, principals will request through their director additional staffing for specific concerns at the schools. Staff will evaluate these requests and contingency positions staffed based on priority needs. Mr. Powell asked if the criteria for the eight contingency positions normally is to start new programs? Mr. Festavan said it varies, some are for new programs,

some for programs that were lost, and in the past an effort has been made to use these for schools, especially small schools, with staffing problems where one grade level will have a large number and their staffing formula will not support it, so an additional teacher is needed, basically to stay within the state law for class size. Mr. Powell asked the superintendent if he recommends approval of the motion? The superintendent stated he does recommend approval. Mr. Powell asked how many Gateway students have been identified today that will be there next year? Mr. Festavan said he understands there are four students currently identified at North Caddo High School. Mr. Powell asked if he understands correctly the formula in that when the number reaches 15 students you get  $\frac{1}{2}$  a teacher and when the number reaches 30, you get a whole teacher? Mr. Festavan answered that is correct. Mr. Powell asked if the reason North Caddo is requesting a whole teacher is because of geography? Mr. Festavan said that is correct, it would be difficult to place a teacher for  $\frac{1}{2}$  day at the school. Mr. Powell said his concern is a number of the schools, for example Broadmoor, have indicated their Gateway number is down and the possibility of losing their Gateway Program, and he asked how many similar situations are in the district? The superintendent indicated this is information that can be provided if the board desires. Mr. Powell indicated he hopes if this is approved, there will be a willingness to treat other schools in a like way, especially in light of the limited number of positions. He indicated he supports the motion on the floor, partly because he feels we have already cut too many teachers and every opportunity he has to put more teachers in the schools, he will be consistent to support that action. He said we need to be careful, because the eight we have now is really for hardships, when classes are too large and another teacher is needed; however, he is hopeful with the new superintendent we will find ways to put teachers back in the schools and reduce the classroom sizes.

Mrs. Armstrong asked how many Gateway students are at Vivian and if Vivian is going to be a feeder school to North Caddo? Dr. Taylor said she believes there are seven or eight, but she will need to confirm the specific number. Mrs. Armstrong asked if any of that number are currently in grades that will be going to North Caddo next year. Dr. Taylor said she does not have that information with her. Mr. Festavan stated the numbers indicate there are four eligible to go into the Gateway program at North Caddo. Mrs. Armstrong asked if this includes the number of students presently on the North Caddo campus? Mr. Festavan said these are in addition to the students identified at North Caddo. Mrs. Armstrong asked if this means four from North Caddo and four from Vivian? The superintendent said that is correct if the four from Vivian come to North Caddo. Mrs. Armstrong asked if we are truly looking at  $\frac{1}{2}$  teacher and if the numbers are such at Vivian, why can't the teacher be shared between Vivian and North Caddo? Is it a matter of certification? Mr. Festavan stated that is not his understanding. Dr. Taylor said the students may be spread among grades which would require delivery of a different curriculum, so it could be a matter of logistics. She added not having the information with her, she can research this and provide the information to the board. Mrs. Armstrong stated she feels this is critical, because if a teacher can be at Vivian for  $\frac{1}{2}$  day and then at North Caddo  $\frac{1}{2}$  day, this would be one teacher position and would not be adding a teacher. Mr. Festavan stated the principal is present at the meeting and is the one who worked out the plan for this recommendation and asked Mr. Cochran to respond. Mr. Cochran said the project is based on identified candidates, which is approximately 15 at Vivian in total, and we feel very comfortable that if we can attract those 15 over the next few years in addition to the students identified from out of state, we will be able to bring the numbers up to meet the requirement for a full time teacher. Mr. Cochran also explained a full time staff member can be utilized because of needs in extra curricula programs. Mrs. Armstrong asked since the numbers are not where they need to be at this time and considering the numbers at Vivian, could the Gateway teacher not be shared between the two schools initially and as the program grows, then go to a full time teacher? Mr. Festavan said this question was raised by staff and he asked Mr. Cochran if the program at North Caddo could operate as envisioned with a teacher on the campus for two hours? Mr. Cochran responded both yes and no, because there is a difficulty in certification and with a teacher in mind for the position, that teacher must satisfy the secondary level certification. He is not aware of a teacher that has the certification to cover both areas. He said the current plan is to be able to use the position for Gateway and math and they have a teacher on staff that can do both. Mr. Festavan also said the same question will need to be posed to the Vivian principal and if their program can continue to exist with a  $\frac{1}{2}$  teacher. Mrs. Armstrong said she understands, but with the board only having received this request yesterday. Mr. Festavan stated for clarification, he wants the board to know he received this request at 4:30 on Friday, added it to the agenda on Monday, and forwarded the information to the board as quickly as possible. Mrs. Armstrong restated until the

questions are answered relative to certification, etc., she does not feel the board needs to move forward.

Mr. Henderson said he was in favor of the motion until the questions were raised and asked Dr. Taylor if a Gateway program in an elementary school has one Gateway teacher for students from K-5<sup>th</sup> grade in one Gateway program in that school? Dr. Taylor said that is correct. He asked how many high schools have a Gateway Program? Mr. Festavan answered three high schools have Gateway programs. Mr. Henderson asked if there is more than one Gateway class in these high schools? Dr. Taylor answered in the schools with Gateway programs, it is the number of eligible students that dictate whether there is a ½ teacher or a full teacher. Mr. Henderson said if you have one teacher for Gateway at a high school and you have students in grades 9-12 in the program, that one teacher is serving the students in all the grades; and if you have one Gateway teacher in an elementary school, that teacher serves all qualified students in grades K-5. Dr. Taylor answered that is correct. He said he feels it makes sense to pair North Caddo and Vivian with one teacher. Dr. Taylor said there is no question that it is possible but staff will need to look at the logistics, look at what the children's needs are in the different grades, and determine what will work. She restated there are 14 students at Vivian and none of these are eligible to go to North Caddo, so it is possible that some type of creative arrangement can be agreed upon to allow some sharing to accommodate the four eligible students. Mr. Henderson said he feels it is important to have a strong North Caddo High School and three years is reasonable despite his concerns over similar needs in other schools. He encouraged the board to support the motion and give this program an opportunity. Mr. Henderson asked if any change had been seen in the increase in numbers at North Caddo? Mr. Festavan answered that he has not seen this, but having personally visited North Caddo and having a strong connection to the community, there is a positive attitude about the growth of the school, and the quality and improvements at North Caddo.

Mr. Ramsey stated he likes the comments made by the speaker and by board member Henderson and feels North Caddo is a unique situation in Caddo Parish and it is necessary to have something to compete with. He encouraged the board to support this pilot program and give the community a chance to bring back some of the students attending schools outside the community.

Mrs. Crawley asked how many students are attending other magnet programs in Caddo Parish that could possibly have stayed at North Caddo if this program was offered? Mr. Festavan recalled information provided board members on a list of students in the northern part of the district attending other schools. Mrs. Crawley also inquired about the uniqueness of a teacher being certified in K-8, high school and Gateway. Mr. Brooks commented the board has discussed this matter, the superintendent supports it as well as Dr. Taylor and Board Member Guin and encouraged the board to support the motion and give North Caddo this opportunity.

Mrs. Armstrong stated her total agreement for the program to be at North Caddo, but feels the eight contingency positions may be more urgently needed in the fall. *Mrs. Armstrong moved to amend the original motion to ask for a ½ position at North Caddo, and a ½ position at Vivian, for the purpose of teaching the Gateway students. Motion failed for lack of a second.* Mr. Guin commented that to try and answer Mrs. Armstrong's question in that the principal of the school has stated the numbers are more than just the four at the high school and he stated the total number is 15 and this does not count those students riding a bus 35 miles to Shreveport to attend a Gateway program. He added this is the reason for attaching the 3 years to the pilot plan and if the numbers are not there after the three years, the program can be pulled. Mr. Powell reminded the board members of board policy stating board members are not to address one another, but the chair, and asked the president for order.

*Vote on the motion carried with board member Byrd opposed and board members Guin, Hardy, Burton, Crawley, Mims, Powell, Ramsey, Armstrong and Henderson supporting the motion. Board members May and Brooks were absent for the vote.*

**Recess.** The president called for a 15-minute recess at approximately 6:40 p.m. and the meeting reconvened at approximately 6:55 p.m.

## **SUPERINTENDENT'S REPORTS**

**Update on CPSB Construction Report.** Mr. Festavan stated that the update on CPSB construction projects was mailed to board members.

The superintendent highlighted the additional reports requested by board members that were mailed to the board and stated staff is available to answer any questions. Mr. Festavan also gave an update on the transition process and that Mrs. Tyler is taking the lead on those things she will be affected by as superintendent and he will continue to sign all necessary documents prior to July 1. He added that he and Mrs. Tyler meet several times throughout the day and thus far the transition is going very smoothly.

Mr. Powell asked for clarification on the Shreve Island project and asked for assurance that we are moving forward on this project and it is still on schedule. Steve White responded the only concern is insuring the corridor separation complies with life safety codes. He added there has been a request for the contractor to price this and it has not been to date, because there is a question as to who is the responsible party, the contractor or the design architect. Mr. Powell asked if we had stopped paying the contractor? Mr. White said the time has expired on that contract, and according to the general conditions of the contract, we are to withhold all payments until the project is complete. Mr. Powell asked who is responsible for the problem in the corridor? Mr. White said work is continuing everyday, but the contract requires we hold all the money at this point until the project is complete since the time has expired. Mr. Powell asked if we anticipate any litigation on this project? Mr. White said he does not at this point. He added there was a letter sent from the contractor's attorney requesting several extensions in time; these have been addressed and some extensions have been granted on this project. Mr. Powell asked if this project will be complete for school in the fall? Mr. White answered *yes*.

Mr. Guin asked Mr. Festavan and Mr. White if staff can incorporate in the construction report an updated timeline on the on-going, major projects? Mr. Festavan responded staff can definitely provide any information the board requests, but asked the board to understand the construction process is a very fluid process and would not want to be held to a definite completion date.

Mrs. Armstrong inquired about the timeline for Walnut Hill? Mr. White indicated the contractor has signed this contract and it is ready for the board president's signature.

## **UNFINISHED BUSINESS**

### **NEW BUSINESS**

### **ANNOUNCEMENTS AND REQUESTS**

Mr. Burton announced regarding the tobacco money, the Louisiana School Boards Association and local school boards were successful in winning the Supreme Court suit concerning the allocation of the \$17 million to private schools; however, it could be appealed and the \$17 million was not included out of the State Appropriations Committee so LSBA is now planning to get the money approved for distribution to the schools, of which Caddo could receive approximately \$400,000 or more. He also reported that Bill 35, which is the non-funded mandate bill in 1991 stating government institutions cannot be mandated without being funded, passed and school boards were not included. He said even though it had favorable representation, one group is trying to add teachers' unions. He further reported he attended a meeting of the Louisiana Association of School Superintendents at which many of the superintendents in attendance shared their congratulations on Mrs. Ollie Tyler becoming the new superintendent for Caddo Parish.

Mrs. Armstrong asked the superintendent if plans had been made for summer graduation? Mr. Festavan answered he met with Mr. Hearron and plans are being made for the summer graduation and he will keep the board posted on this event.

Mr. Henderson requested that in planning the retreat if the board could have Steve White brief them as to what board members can expect in construction projects.

Mr. Powell asked that staff consider other schools that may be at risk of losing their Gateway program because of their numbers and determine the viability for next year.

Mr. Powell requested that staff look at the MST Program between Keithville and Southwood and determine the feasibility of expanding this program to other schools, i.e. Broadmoor and Byrd High School, since there is a strong math program at Byrd.

Mr. Powell asked that staff look at the program sponsored by Bio-Med whereby teachers are receiving training and determine the possibility of Centenary College and LSUS offering college credit for this training.

Mr. Ramsey requested that staff look at traffic safety issues at Southern Hills Elementary, Summerfield Elementary and A C Steere Elementary and determine improvements that might be made to address these concerns.

Mrs. May expressed her appreciation for the many acts of kindness and support extended to her in the loss of her husband.

### **EXECUTIVE SESSION**

*Mr. Ramsey moved, seconded by Mrs. May, to go into executive session for up to 20 minutes for the purpose of an employee termination hearing. Vote on the motion carried unanimously and the board went into executive session at approximately 7:20 p.m.*

The board went back into open session at approximately 8:45 p.m. Mr. Mims announced he will abstain from voting on this personnel matter. *Mr. Brooks moved, seconded by Mrs. Hardy, that Mrs. Scott continue employment in the Caddo Parish School System. Vote on the motion failed with board members Hardy, Burton, Crawley, May and Brooks supporting the motion and board members Guin, Powell, Byrd, Ramsey, Armstrong and Henderson opposed. Mr. Mims abstained.*

*Mrs. Crawley moved, seconded by Mr. Brooks, that Mrs. Scott be placed on suspension for 30 days and that she go through a period of retraining and then reinstated.*

*Mr. Henderson offered a substitute motion, seconded by Mr. Brooks, that the superintendent bring back a recommendation of discipline short of termination. The president ruled the motion out of order.*

*Vote on the motion that Mrs. Scott be placed on suspension for 30 days and go through a period of retraining and then reinstated carried with board members Guin, Powell, Byrd, Ramsey and Armstrong opposed and board members Hardy, Burton, Crawley, May, Brooks and Henderson supporting the motion. Mr. Mims abstained.*

### **EXECUTIVE SESSION**

*Mr. Powell moved, seconded by Mr. Brooks, to go into executive session for five minutes for the purpose of receiving an update on litigation regarding Pine Grove Elementary – CPSB vs. Design Build Development Services et al – 461,657 1<sup>st</sup> JDC. Vote on the motion carried unanimously and the board went into executive session at approximately 8:50 p.m.*

The board went back into open session at approximately 8:56 p.m.

**Adjournment.** *Mrs. Armstrong moved, seconded by Mr. Powell, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 8:57 p.m.*

**July 15, 2003**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, July 15, 2003 with First Vice President Ramsey presiding and the following board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Pamela Byrd, Charlotte Crawley, Phillip Guin, Eursla D. Hardy, Willie Henderson, Lola May, Alvin Mims, and Mike Powell. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. President Willie Burton was absent as he was out of town. Mr. Powell gave the invocation and led in the Pledge of Allegiance.

#### **CONSIDERATION OF MINUTES OF THE JUNE 17, 2003 CPSB MEETING**

*Mr. Brooks moved, seconded by Mrs. Hardy, approval of the minutes of the June 17, 2003 CPSB meeting as prepared by staff and submitted in the mailout. Motion carried unanimously.*

#### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

First Vice President Ramsey proposed items 9-10, 12-16, 18, 20 and 22 as the consent agenda. The personnel recommendation for Mooretown and *Approval of Policies JB and JB-R – Equal Education Opportunities – Homeless Education* were pulled from the agenda.

#### **SPECIAL PRESENTATIONS/RECOGNITIONS**

First Vice President Ramsey, on behalf of the CPSB, recognized Ron Festavan and expressed the board's appreciation for the outstanding job he did in leading the district as interim superintendent.

#### **VISITORS**

Kenneth Krefft expressed his appreciation for Mrs. Tyler accepting an invitation to speak to the Broadmoor Neighborhood Association on July 22<sup>nd</sup>, 7 p.m., at Broadmoor Presbyterian Church and extended an invitation to the public.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, stated that employees need to know from the board that the board hears them, and highlighted issues needing to be addressed prior to the start of school: (1) teacher aid pay recognizing academic requirements in conjunction with No Child Left Behind, (2) increment structure in the teacher pay schedule, (3) legal frailties in the reduction in force policy, (4) review of budgets and new monies as employees are being laid off and others not replaced that impact instruction, and (5) lack of sufficient supplies in the classrooms. Mrs. Lansdale said she knows the board many times looks at the organization as being interested in teacher and employee pay and benefits and that is true, but teachers want to do a better job as well as how they can do a better job. She provided the board with information on an educational and research dissemination program, a research-based American Federation of Teachers program. She said this year, after two years of work, this program is being offered to all teachers and employees in the district.

#### **CONFIRM THE CONSENT AGENDA**

*Mr. Powell moved, seconded by Mrs. Armstrong, to approve the consent agenda. Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

#### **Agenda Item 9.A.**

**Personnel Recommendations.** Mr. John Dilworth, chief operating officer, introduced Carol Brill, new counselor at Caddo Magnet High School; Cynthia Brokenberry, new counselor at North Highlands Elementary School; Kelli Carlisle, new counselor at Herndon Magnet School; Susan Matthews, Shalonda Smith as Counselor at Timmons and Mooringsport Elementary Schools; Richard Dezendorf, Assistant Principal of Caddo Career and Technology Center; Byron Lions, Assistant Principal of Woodlawn High School; Paula Nelson, principal of Jack P. Timmons Elementary; and Judy Trout, Personnel Administrator, Teacher Support, Assessment

and Certification. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board salary schedule applicable to the position to which they were appointed. Administrators, family and other guests present were also recognized.

#### **Agenda Item 9.B.**

**Requests for Leaves.** The following requests for leaves were approved by the board as recommended by the superintendent and submitted in the mailout.

##### Certified Positions

Sabbatical Study for Spring Semester, SY2003-2004

Brandy Holcomb, Teacher, Summer Grove Elementary, 4 years

Sabbatical Study, 2003-2004 school year

Michael Ilgenfritz, Assistant Principal, Southwood High School, 12 years

Sheri Pierce, Teacher, Riverside Elementary, 6 years

Leave Without Pay – August 1, 2003-August 1, 2005

Judy Milam, Librarian, Eden Gardens Elementary, 22 years

Leave Without Pay – 2003-2004 school year

Penny Johnson (Kulp), Librarian, Creswell Elementary, 14 years

Kathleen Cook, Teacher, Keithville Elem/Middle, 7 years

Catastrophic Illness (June 3 (1/2) 4-6, 2003)

Dr. Frances Conley, Assistant Principal, Woodlawn High School, 28 years

Catastrophic Illness (May 12, 13, 22, 2003)

Shalyon Baker, Teacher, Newton Smith, 6 years

##### Requests of the Board

Calvin Murray, Jr. – Rescind sabbatical leave for study for the 2003-2004 school year

Charlotte Evans – Waive requirement to return to work or repay monies received while on a medical sabbatical leave for part of the spring semester of the 2002-03 school year.

#### **Agenda Item No. 9.C.**

**Other (Hiring, Assignment Changes, Separations & Resignations).** The other personnel transactions report for the period of May 14, 2003 – June 10, 2003 was approved as included in the mailout.

#### **Agenda Item No. 10.A.**

**Bids.** The board approved the following bids as recommended by staff and submitted in the mailout on the bid tabulations sheets: (1) Filters – Heating, Ventilating and Air Conditioning. Staff recommends the bid for Filters be re-submitted at a later date. (2) Book Sets for Title I. School Aides totaling \$37,456.96 for Book Sets. (3) Office Supplies for All Schools. Stuart's Office totaling \$1,007.42 for Office Supplies for All Schools.

**Bids (Construction and Capital Projects).** The board approved the following recommendations as submitted by staff in the mailout. (1) Project 2004-202E, Non-Asbestos Floor Tile Replacement at Keithville, Queensborough, South Highlands and Southwood High School, B & J Flooring for the sum total of \$51,461.00. (2) Project 2004-203B, Carpet Replacement in Non-Asbestos at Blanchard, Keithville, Oak Terrace and South Highlands to Andrews Construction for the sum total of \$87,107. (3) Project 2004-225, Caddo Magnet High School Roof Replacement Building A to Ed's Sheet Metal and A/C for the sum total of \$84,650. (4) Project 2004-312D, Byrd Fire Door Replacement to Carter Construction for the sum total of \$125,658. (5) Project 2003-102, Fairfield Classroom Wing Addition to Boggs Contracting Group for the sum total of \$969,400.

#### **Agenda Item No. 12**

**Approval of Professional Development Day for Arthur Circle Elementary School and Claiborne Fundamental Magnet School.** Move approval that Arthur Circle Elementary and Claiborne Fundamental Magnet Schools be permitted to use additional time built into their



school calendars to provide a full in-service day on September 22, 2003 as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 13**

**Approval of Professional Development Day for Lakeshore Elementary School.** Move approval of the dates of August 29, September 19, November 21 and February 13 of the 2003-2004 school year for Lakeshore Elementary School to provide professional development activities that are aligned with their School Improvement Plan as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 14**

**Approval of Teaching Profession/Teacher Cadet I-III as Elective Courses for Caddo Career and Technology Center.** Move approval of the elective courses entitled *Teaching Professions/Teacher Cadet I-III* for Caddo Career and Technology Center as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 15**

**Approval of 2003-2004 Caddo Parish Pupil Progression Plan.** Move approval of the 2003-2004 Caddo Parish Pupil Progression Plan for submission to the state as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 16**

**Approval of FY2003 IDEA and Preschool Part B Budget Revision.** Move approval of the FY2003 IDEA and Preschool Part B Budget Revision as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 18**

**Approval of Hubley, Marcotte & Rhodes as Attorneys Replacing Hicks, Hubley & Marcotte.** Move approval of the law firm of Craig O. Marcotte, Attorney, L.L.C. d/b/a Hubley, Marcotte & Rhodes to provide legal services to or for the benefit of the Caddo Parish School Board based on the same terms, conditions and category as accepted by S. Maurice Hicks, Jr., APLC d/b/a Hicks, Hubley & Marcotte as a result of the motion passed by the Caddo Parish School Board on February 19, 2002.

#### **Agenda Item No. 20**

**Approval of Resolution to Hold a Tenure Hearing for Certificated Staff.** Move approval of the resolution to hold a tenure hearing for certificated staff.

#### **Agenda Item No. 22**

**Superintendent's Contract.** Move that a fully executed copy of the superintendent's contract be made a part of the official minutes of the Caddo Parish School Board.

### **SUPERINTENDENT EMPLOYMENT CONTRACT**

This agreement has been made and entered into on this 29 day of May,

2003 by and between:

CADDO PARISH SCHOOL BOARD, a political subdivision of the State of Louisiana, domiciled in Shreveport, Caddo Parish, appearing herein through its President, Willie D. Burton, duly authorized to act herein by resolution adopted May 29, 2003, a certified copy of which is annexed hereto, hereinafter referred to as "Board", and,

OLLIE S. TYLER, a person of the full age of majority, being a resident of Shreveport, Caddo Parish, Louisiana, hereinafter referred to as "Superintendent"

both of whom did declare and agree as follows:

**WITNESSETH**

In consideration of the mutual covenants and benefits herein contained, and on the terms and conditions herein set forth:

**1. APPOINTMENT; ACCEPTANCE; TERM**

The Board does hereby appoint and employ Ollie S. Tyler who hereby accepts such appointment and employment as Superintendent of Schools for Caddo Parish, Louisiana for a term of 3 years, commencing July 1, 2003 and ending at midnight on June 30, 2006.

**2. CERTIFICATION**

The Superintendent shall hold and maintain throughout the life of this contract, and any renewal thereof, a valid certificate issued by the Louisiana Department of Education certifying that she is qualified to act as parish school superintendent in the State of Louisiana.

**3. GENERAL DUTIES OF SUPERINTENDENT**

The Superintendent shall reside in Caddo Parish and shall devote her entire time, attention and energy to the business of the school system and faithfully perform all the duties and responsibilities of her office as Superintendent, Chief Executive Officer and ExOfficio Secretary and Treasurer of the Board in accordance with the laws of the State of Louisiana and the lawful policies and directives of the Board.

The Superintendent shall have charge of the administration of the schools under the direction of the Board. She shall direct and assign teachers and other employees of the schools under her supervision and shall organize, reorganize and arrange the administrative and supervisory staff, including instruction and business affairs, as best serve the school system subject, however, to the approval of the Board. She shall from time to time suggest regulations, rules and procedures deemed necessary and appropriate for the efficient operation of the school system and in general perform all other duties as may be prescribed from time to time by the Board. The Superintendent shall attend all board meetings and provide administrative recommendations on each item of business considered by the Board.

The Board, individually and collectively, shall promptly refer to the Superintendent for study, action and/or recommendation, all criticisms, complaints and suggestions called to its attention.

#### **4. SALARY**

The Board shall pay to the Superintendent for the first year of this contract an annual minimum base salary of ONE HUNDRED AND THIRTY THOUSAND (\$130,000.00) Dollars. Such annual salary shall be payable monthly at the rate of 1/12th thereof in accordance with the Board's procedure governing payment of salary to other professional staff members in the school system.

#### **5. SALARY ADJUSTMENTS**

The Board may increase the annual salary of the Superintendent during the term of this contract but may not reduce same unless such reduction is part of a uniform plan affecting salaries of all employees of the Board. Except as otherwise provided in this contract, any action by the Board adjusting the Superintendent's salary during the term of this contract, or any renewal thereof, shall be considered as an amendment to, and becomes a part of this contract, and shall also increase the minimum base salary for each subsequent year by the same amount. Such action shall not, however, be considered as an extension of term, nor a renewal of this contract.

Following completion of the first six months of the initial contract year, the Board agrees to increase the Superintendent's annual minimum base salary by \$5,000.00 if, and only if, the Board deems the Superintendent to have performed effectively during the previous six-month period. The determination of effective performance on the part of the superintendent shall be decided solely by the Board based upon its evaluation of the superintendent's effort and achievement in assessing the school system's needs and in developing an initial plan for the overall improvement of academic performance.

#### **6. PERFORMANCE BONUS**

At the end of the 2003-2004 school year and at the end of each school year thereafter, the Superintendent shall be eligible for a performance bonus of up to Ten Thousand (\$10,000.00) Dollars as determined by the Board in its next annual evaluation of her. The Board's determination shall be based upon its evaluation of the Superintendent's performance and the achievement of specific performance measures. Such performance measures shall be designated

and agreed to by the Board and Superintendent at or prior to the beginning of each school year in accordance with the provisions of Paragraph 14 of this contract. The performance measures will relate to the various performance indicators contained in the annual School Accountability Roster published by the Louisiana Department of Education (for example, academic achievement measured by performance of the school district's students on the annual LEAP, IOWA and other standardized tests) but may include other performance measures or indicators mutually agreed upon by the Board and Superintendent. For the 2003-2004 school year, the performance measures will be discussed and agreed upon at a retreat meeting of the Board and Superintendent contemplated to occur prior to the beginning of the 2003-2004 school year. The amount awarded to the Superintendent as performance bonus shall not be a permanent adjustment to her base salary.

No performance bonus is due the superintendent or her estate if prior to evaluation of the Superintendent's performance (1) the Superintendent voluntarily leaves her employment as Superintendent of Caddo Parish Schools, (2) the Superintendent is removed for cause pursuant to Paragraph 10 of this contract, or (3) the Superintendent's contract is terminated due to death, retirement or disability pursuant to Paragraph 17 of this contract.

#### **7. VACATION AND OTHER FRINGE BENEFITS**

The Superintendent shall receive twenty (20) vacation days annually, exclusive of legal holidays. She shall be allowed to carry over no more than ten (10) unused vacation days per year but may take no more than thirty (30) vacation days in any one year. Prior to her leaving on vacation, the Superintendent shall notify the President of the Board of her absence and designate a person who shall serve as Acting Superintendent during such period.

The Superintendent shall be entitled to all benefits of the sick leave policy of the Caddo Parish School Board in effect at the time for twelve month administrative personnel and shall be entitled to accumulate earned sick leave in the same manner as is provided for such employees by the laws of the State of Louisiana and the appropriate policies of the Caddo Parish School Board. Such accumulated sick leave may be used for personal illness and in accordance with the Family and Medical Leave Act (FMLA). In the event that the Superintendent should leave office by reason of death or retirement, then she or her estate will be paid for accumulated sick leave not to exceed twenty-five (25) days.

In the event that the Superintendent should voluntarily leave her position as

Superintendent of Schools for Caddo Parish before the expiration of the term of this contract or any amendments extending the term of said contract, the Superintendent will forfeit any earned vacation or sick leave.

The Superintendent shall also be allowed to participate in the Board's Group Medical and Life Insurance program available to other administrative personnel and the Board shall pay the same percentage of premiums as it pays for other such employees of the Board.

The Board, in addition to the foregoing payments, shall monthly make all employer payments to the Teachers' Retirement System of Louisiana on behalf of the Superintendent in the same manner as is provided for other administrative personnel under the appropriate policies and procedures of the Board.

The Superintendent shall have the option to purchase a life insurance policy on her life with such insurance carrier as she shall determine that will provide at her election, either term life insurance or whole life insurance, and the Board agrees to pay that portion of the insurance premium on such policy that does not exceed \$3,000.00 per annum or the Superintendent may direct that said payment be made to an annuity. The Superintendent shall pay any insurance premium cost in excess of such amount. The payment by the Board, whether for insurance or annuity, shall be made only during the Superintendent's term of employment.

#### **8. AUTOMOBILE EXPENSE**

During the term of this agreement, the Superintendent shall also be provided the use of an automobile, leased or purchased, insured, and maintained by the Board, and she shall be reimbursed for all actual expenses incurred in the performance of her duties, including gasoline and other automobile expenses, as evidenced by appropriate expense vouchers. All out-of-parish and out-of-state travel shall be subject and paid pursuant to the appropriate administrative policy governing such items. The Board shall also permit the Superintendent to use a car telephone or cellular telephone on a maintenance-free basis. The Board shall pay the monthly cost associated with all business use of such telephone provided such cost shall be documented and provided further that the Superintendent shall be responsible and reimburse the school system for all non-business related calls.

## **9. PROFESSIONAL DUES**

The Superintendent shall attend appropriate professional meetings at the local, state and national level, the expenses of said attendance, as evidenced by expense vouchers, to be paid by the Board. The Board expects the Superintendent to continue her professional development and expects her to participate in relevant learning experiences. In that regard, the Board agrees to pay all professional association dues incurred by the Superintendent (such as for the American Association of School Administrators) and agrees to pay such other membership dues as the Board and the Superintendent may agree upon.

The Board also feels that it is in the best interest of the school system for the Superintendent to be an active member in local civic and community organizations. As a result, and in consideration for the salary hereinabove provided for, the Board expects the Superintendent to join such organizations, and to actively participate therein.

## **10. DISCHARGE FOR CAUSE**

Throughout the term of this contract, the Superintendent shall be subject to discharge for good and just cause in accordance with the laws of the State of Louisiana, including LSA-R.S. 17:54, which cause shall include but not be limited to, neglect of duty, breach of contract, dishonesty, incompetence, inefficiency, unworthiness, or any other conduct which is seriously prejudicial to the school system. Prior to her dismissal, the Superintendent shall have the right to written charges against her, notice of hearing, and a full and fair hearing before the Board. If the Superintendent chooses to be accompanied by legal counsel at this hearing, she will assume the cost of her legal expenses, regardless of the outcome of the hearing.

## **11. DISABILITY**

Should the Superintendent be unable to perform any or all of her duties by reason of illness, accident, or other causes beyond her control, and said disability exists for a period longer than ninety (90) consecutive calendar days following the exhaustion of any current and accumulated sick leave the Superintendent may have earned and accumulated during the term of this contract, the Board may in its discretion, at any time after such period of disability, determine that the disability is permanent, irreparable, or of such serious nature that it is impossible for the Superintendent to perform her duties, and may by written notice to the Superintendent terminate this contract, whereupon the respective duties, rights and obligations hereunder shall terminate.

## **12. HOLD HARMLESS**

The Board shall as part of the consideration of this contract, defend, hold harmless and indemnify the Superintendent from any and all demands, claims, suits, actions, judgments and legal proceedings brought against the Superintendent in her individual capacity or in her official capacity, provided that in the incident giving rise thereto the Superintendent was acting within the scope and course of her employment with the Board. This indemnification shall not include criminal proceedings.

## **13. MEDICAL EXAMINATION**

The Superintendent does hereby agree to have a comprehensive medical examination once each year, cost of said medical examination to be borne by the Board. The Superintendent must file with the President of the Board a yearly statement from a qualified physician certifying to the Superintendent's physical competency. To the extent allowed by law, this statement or medical report shall be treated as confidential information by the Board.

## **14. GOALS AND OBJECTIVES**

On or before the beginning of the 2003-2004 school year, the Superintendent will develop, in cooperation with the Board and the staff of the Board, school system goals and objectives for the 2003-2004 school year including the means of measuring such accomplishments. The goals and objectives shall be reduced to writing and be among the criteria by which the Superintendent is evaluated. On or prior to March 1<sup>st</sup> of each succeeding year, goals and objectives for the next succeeding school year will be established in the same manner and with the same effect as described herein.

## **15. EVALUATION OF SUPERINTENDENT**

The Board shall initially evaluate the Superintendent's performance in writing no later than thirty (30) days after the Board receives the 2003-2004 Louisiana State School Accountability Report. All subsequent evaluations shall occur annually thereafter, no later than thirty (30) days after the Board receives the previous year's Louisiana State School Accountability Report. The evaluation shall be reasonably related to the job description of the Superintendent and shall be in part based upon the goals and objectives of the school system for the year in question. Should the Board determine the performance of the Superintendent to be unsatisfactory in any respect, the Board shall describe, in reasonable detail, specific instances of such unsatisfactory performance. The evaluation shall include recommendations as to areas of

improvement in all instances where the Board deems performance to be unsatisfactory and in any other areas the Board believes improvement is necessary or desirable.

The Superintendent shall receive from the Board written notice of her annual evaluation and shall have the right to make a written response thereto, which response shall become a permanent attachment to the Superintendent's personnel file. The Board shall meet with the Superintendent in executive session to discuss the evaluation no earlier than seven (7) days and no later than the next regularly scheduled Board meeting after the Superintendent has received a copy of said evaluation.

#### **16. RENEWAL NOTICE**

The Board agrees to notify the Superintendent in writing, on or before March 1, 2006, whether or not it intends to renew her contract for an additional term commencing July 1, 2006, and the terms and conditions upon which it proposes such renewal. If the Board timely notifies the Superintendent that it intends to renew her contract, the Superintendent shall advise the Board in writing, within thirty (30) days of her receipt of said notice, whether or not the said terms and conditions are acceptable. When the parties hereto agree upon the terms and conditions, a new written contract, or an extension of this contract, shall be executed as soon as possible thereafter. If the Board timely notifies the Superintendent in writing that it does not intend to renew her contract, then this contract shall terminate at 12:00 midnight on June 30, 2006.

If the Board fails to notify the Superintendent of its intention to renew her contract or not to renew the contract, such failure of the Board shall automatically result in an extension of this contract for one year beyond the date of termination, at which time this contract shall terminate.

The Superintendent shall, by certified mail to each Board member during the month of January of the year in which this contract expires, remind the Board of the existence of this automatic renewal clause. Failure to mail such notice during the time specified shall invalidate the renewal clause and the Contract shall terminate at 12:00 midnight on June 30, 2006.

#### **17. TERMINATION OF EMPLOYMENT CONTRACT**

This employment contract shall be terminated upon the death or retirement of the Superintendent or upon her discharge for cause. It may be terminated due to the disability of the Superintendent as is hereinabove provided, or by the mutual agreement of the parties hereto.



**18. APPLICABILITY OF BOARD  
POLICIES CONCERNING SUPERINTENDENT**

All policies and regulations concerning the Superintendent now found in the policy handbook of the Caddo Parish School Board are incorporated in this contract as if copied herein in full, and the Superintendent agrees to accept and follow those policies and regulations. In the event that specific conflicts now or hereafter exist between this contract and the policies of the Board, the provisions of this contract shall prevail.

**19. SEVERABILITY CLAUSE**

If any provision or item of this contract or the application thereof is held invalid or found to be in violation of state and/or federal constitutional or statutory law, such invalidity shall not affect other provisions, items or applications of this contract which can be given effect without the invalid provisions, items or applications, and to this end the provisions of this contract are hereby declared severable.

**20. CONTROLLING LAW AND FORUM**

The obligations herein assumed by the Superintendent and the Board shall be governed by the laws of the State of Louisiana and the parties hereto agree that jurisdiction and venue for any claim arising under this contract or arising from or related to any act or omission of the Superintendent in the performance of her duties shall be exclusively in Caddo Parish, Louisiana.

**21. CHANGES TO CONTRACT**

In addition of the aforementioned provisions, it is mutually agreed by the parties to this contract that the Board and the Superintendent may at any time modify, amend or terminate this contract by mutual consent. Any such modifications or amendments shall be in writing.

THUS DONE AND SIGNED by the parties in duplicate originals on the dates hereinafter indicated in the presence of the undersigned competent witnesses and notaries public.

WITNESSES:

CADDO PARISH SCHOOL BOARD  
BY:

/s/ Burnadine Moss Anderson

/s/ Willie D. Burton  
Willie D. Burton, President

/s/ Deborah C. Lohnes

SWORN TO AND SUBSCRIBED before me, Notary Public on this 29th day of May, 2003.

/s/ Reginald W. Abrams  
Notary Public

/s/ Deborah C. Lohnes

/s/ Ollie S. Tyler  
Ollie S. Tyler, Superintendent

/s/ Richea B. Corbin

SWORN TO AND SUBSCRIBED before me, Notary Public on this 18th day of June, 2003.

/s/ Reginald W. Abrams  
Notary Public

### **ADOPTION OF RESOLUTION APPROVING THE LOUISIANA COMPLIANCE QUESTIONNAIRE**

*Mr. Henderson moved, seconded by Mr. Powell, approval of the resolution as presented in the mailout. Vote on the motion carried unanimously.*

### **APPROVAL OF POSITION – FEDERAL PROGRAMS COMPLIANCE SECRETARY**

*Mr. Henderson moved, seconded by Mr. Powell, approval of the position of Federal Programs Compliance Secretary (Grade 7) as recommended by staff and submitted in the mailout. Mr. Henderson stated he discussed this position with the superintendent and has no objections to creation of the position. He understands the position is being funded through Title II funds; however, in view of the fact of the budget problems this year and the implementation of the reduction in force policy, he asked that the employees involved in RIF understand his concerns that those employees affected by RIF be given every opportunity to be considered for this and other positions prior to individuals outside the system. Vote on the motion carried unanimously.*

### **APPROVAL OF TOBACCO FUND PLAN**

*Mr. Guin moved, seconded by Mr. Powell and Mrs. Armstrong, approval of the proposed Tobacco Fund Plan as recommended by staff. Mr. Guin asked the superintendent to provide a brief explanation of the plan as proposed. Mrs. Tyler stated that staff, principals and teachers came together to assess the needs in the district and craft a plan for expending the tobacco fund monies. Mrs. Ritter highlighted the proposed Tobacco Fund plan explaining that in meeting with principals and other stakeholders, the following were determined to be priority needs (1) 15 additional Leap acceleration teachers for the program in 4<sup>th</sup> and 8<sup>th</sup> grades where students are given extra time in literacy courses with a certified teacher. (2) The early childhood program, as principals believe more of these programs are needed and not cut. (3) Technology in the high schools so Distance Learning courses for all high schools can be implemented. (4) The concept for an alternative school for elementary students approved two years ago; however funds have not been available, so the amount for a salary was included in the plan for the Alexander Learning Center. (5) The remaining funds were applied to a science, computer education and health textbook adoption and since there is no money in the general fund to fund it, what was left over was put in the science area.*

*Mr. Guin expressed his appreciation for this explanation; and since Mrs. Ritter is retiring, he also expressed appreciation for her service to the Caddo Parish School System.*

*Vote on the motion carried unanimously.*

### **SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** Steve White, manager of Construction and Capital Projects, reported that three new classroom wings are coming online this month: Shreve Island, Captain Shreve, and Southern Hills. In the construction phase are Walnut Hill whose contract

time has begun; Fairfield's project has been approved and bids for rebid of the Vivian project will be taken later in July to be brought to the board in August. The plans on Arthur Circle have been reviewed, and he has met with the principal on the drawings. The drawings for the Westwood project are expected next week for comments on the final design. Mr. Powell inquired if Shreve Island is on schedule to be open for the beginning of school in August? Mr. Whited answered the project is on track for completion for the start of school, with all concerns having been addressed. He also asked about the Captain Shreve project and Mr. White answered that he has gone over the punch list with the principal, and the contractor is making some corrections, and it will be ready for the start of school. Mr. Powell requested that staff keep the board apprised of these projects, especially if there is incident where they will not be ready for the start of school.

*Mr. Powell moved, seconded by Mr. Brooks, to suspend the rules for the purpose of hearing an update from the superintendent on the implementation of the reduction in force policy. Vote on the motion carried unanimously.*

Mrs. Tyler asked Clarence Calvin to update the board on the implementation of the reduction in force policy and reminded the board that the numbers are changing daily as employees retire or resign from positions. He said an attempt will be made to fill those vacancies with those who might be affected by the *Rif* policy. Mr. Clarence Calvin stated that in implementing this policy, staff began with the possibility of eliminating 192 positions in the classified area. He said this number still stands; however a total of 78 positions have been resolved through attrition, leaving a total of 114 positions with actual persons in them who will be affected by the RIF. Mr. Calvin stated that in accordance with policy, staff sent out the general notification letters on June 23 to all employees in the affected categories (some 1200 employees received this letter). He added it is required that the second notification letter be sent 30 days later (July 23) to the actual employees who will be asked to leave with the effective day of severance being August 22. He announced two exit briefings are scheduled for August 15<sup>th</sup> to assist these employees with their transition. Mr. Calvin also stated policy requires that as vacancies are restored or occur in those respective categories, those persons affected by RIF will be given first priority for vacancies as they occur. A system has been established for making that happen. Also, employees affected are eligible to apply for any positions that may become vacant at anytime if qualified for those positions. Mr. Calvin said every effort is being made to resolve these as quick as they come and tomorrow the numbers may be totally different; however, staff is making every effort to try and preserve as many positions as possible.

Mr. Henderson asked about the position categories and Item No. 4 School Clerical and Item No. 5 Business Services and the rationale for separating Item No. 5(b) Clerical Support from the items in No. 4, since they are all clerical positions? Mr. Calvin answered the primary separation is one is schools and one is business services as all the categories prior to their actual determination had undergone legal review to make certain they were legitimate categories and this was determined to be correct.

Mr. Brooks asked if some of the Tobacco money could be used to put these employees back to work? Mr. Calvin answered the issue that precipitated the *Rif* was a money issue and if money were applied to vacancy of positions, it might be possible; but he indicated he is unsure at this time. Mr. Brooks stated as money becomes available, the first step should be to call these employees to see if they wish to come back, and that we not make them reapply for positions. Mr. Calvin said there is a procedure in policy that allows the system as vacancies occur to call in order of *Rif* employees that were let go.

## **UNFINISHED BUSINESS**

## **NEW BUSINESS**

## **ANNOUNCEMENTS AND REQUESTS**

Mr. Brooks acknowledged that during the time he was absent, he stayed informed as to what is happening and understands and appreciates what the superintendent is already doing in the district, commenting on the retreat; and he knows great things will come in the future.

## EXECUTIVE SESSION

**Student Expulsion Appeal.** *Mr. Henderson moved, seconded by Mrs. Hardy, that following a five minute break, the board go into executive session for up to 20 minutes for the purpose of hearing a student expulsion appeal. Vote on the motion carried unanimously and the board went into executive session at approximately 5:35 p.m. The board went back into open session at approximately 6:00 p.m. Mr. Powell moved, seconded by Mrs. Hardy, that the CPSB deny the appeal (of Lauren Byers) and accept the recommendation of the superintendent and staff that modifies the date to January 6, 2004. Vote on the motion carried unanimously.*

**Litigation Strategies, Re: Jones v. Caddo Parish School Board, CA no. 11,055.** *Mr. Powell moved, seconded by Mr. Guin, to go into executive session for up to five minutes for the purpose of litigation strategies regarding Jones v Caddo Parish School Board, CA No. 11,055, U.S.D.C. Western Division of Louisiana, Shreveport Division. Vote on the motion carried unanimously and the board went into executive session at approximately 6:02 p.m.*

**Adjournment.** *The board went back into open session at approximately 6:25 p.m. and Mr. Powell moved, seconded by Mr. Brooks, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:26 p.m.*

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Ollie S. Tyler, Secretary

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Willie D. Burton, President

**August 5, 2003**

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana on Tuesday August 5, 2003, at approximately 5:46 p.m. with President Willie D. Burton presiding. Board members present were Phillip Guin, Eursla D. Hardy, Charlotte Crawley, Lola B. May, Alvin Mims, Jerry Tim Brooks, Mike Powell, Pamela Byrd, Larry Ramsey, Ginger Armstrong and Willie Henderson. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors.

#### **PERSONNEL RECOMMENDATIONS**

*Mr. Powell moved, seconded by Mrs. Armstrong, approval of the personnel recommendations as recommended by staff and submitted in the mailout. Vote on the motion carried unanimously.* John Dilworth, chief operating officer, introduced the following appointments approved by the board: Kay Gammill, Librarian at Caddo Magnet High School; Victor Mainiero, Assistant Principal of Administration for one year only at Southwood High School; Barbara Campbell, Assistant Principal at Woodlawn High School; Sabrina Brown, interim principal at Mooretown Elementary School; Nancy Caldwell, principal at Hosston Alternative School; and Louis Cook, principal at Broadmoor Laboratory School. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board salary schedule applicable to the position to which they were appointed. Administrators, family and other guests present were also recognized.

#### **APPROVAL OF ORGANIZATIONAL STRUCTURE**

*Mr. Ramsey moved, seconded by Mr. Mims, approval of the organizational structure as presented by staff. Vote on the motion carried unanimously.*

#### **RESIGNATION**

Mr. Powell inquired in view of Mrs. Byrd's resignation, the need to call a meeting of the CPSB within 10 days. Legal counsel indicated Mrs. Byrd's letter of resignation effective August 6, 2003 was mailed certified on this date (August 5<sup>th</sup>); however, it will be effective at the time the Secretary of State receives the letter. The board has 10 days from the vacancy, which occurs on the effective date of Mrs. Byrd's resignation, to meet and name an interim appointment.

*Mr. Powell moved to suspend the rules for the purpose of taking up this issue at this time.*

Mrs. Armstrong called for a point of order and asked that we follow the order of the day.

#### **APPROVAL OF SCHOOL CHOICE PLAN**

*Mrs. Armstrong moved, seconded by Mr. Mims, approval of the School Choice Plan as recommended by staff and submitted in the mailout.*

Mrs. Armstrong stated that in light of the revelations brought to the board's attention regarding the statement in the letter, asked that this be revisited before the School Choice Plan is made public. Mr. Powell said he assumes both sentences will be deleted from the letters and also the process will be followed going straight to a lottery. Mr. Abrams responded he is not certain the Federal law does not require that it goes to the lowest achieving, low income students as was stated by Mr. Watson, and it looks as though at this time everything is in flux as to what the Federal government is going to allow as waivers. He added the board can delete the line out of the policy as well as the letter to the parents or it can be left as it is and he will confirm the requirement and advise the board if it does not apply. He further stated the requirement that is only applied to supplemental services and not to school choice is not clear as to why it would be limited to supplemental services. Actually, we are saying we have a choice plan that has a lack of capacity. Mr. Abrams advised the board that if the board feels the need to delete the line, then we will move forward with that; however, if he finds that it is a Federal requirement, that it must be done, he will come back to the board to reinstate it. Mr. Powell asked the superintendent if it would be her recommendation to delete the sentence at this time based on what board counsel has stated? Mrs. Tyler said that would be her recommendation. Mr. Powell also stated it is his understanding there is no more *pairing of schools*, and the choice is the available choice of

schools with capacity. Mrs. Tyler said that is correct. Mr. Mims asked the superintendent if she will delete this sentence prior to the first community meeting on Thursday night? Mrs. Tyler said that is correct.

Mr. Ramsey asked if there is a comfort level with these changes and getting school started under this plan? The superintendent answered in the affirmative and that staff has worked long hours to put this in place. Mr. Henderson stated his support with the change recommended by the superintendent despite the reservation sensed by legal counsel.

*Vote on the motion carried unanimously.*

## **VACANCY**

*Mr. Powell moved to suspend the rules for the purpose of adding an item to the agenda to discuss the setting of a meeting and whatever process is to be used to fill the newly created vacancy in District 9. The motion was seconded by Mrs. Hardy and vote on the motion carried unanimously.*

*Mr. Powell moved, seconded by Mr. Guin and Mims, that the Board president advise the board of any recommendation he had for setting a meeting within the next 10 days so that we meet the statutory requirement for filling the vacancy, following the same procedure as before in previous vacancies for asking those interested to please come forward with resumes and suggested to the board to follow the same process, and use the same format. Discussion was held on the possibility of holding a brief meeting on Thursday, August 7<sup>th</sup> at 4 p.m. Mr. Abrams reminded the board the seat is not declared vacant until word is heard from the Secretary of State's office. After discussion of a possible date, Mr. Powell moved, seconded by Mr. Guin and Mr. Mims, that the CPSB meet on Monday, August 11, 2003 at 4:00 p.m. for the purpose of declaring a vacancy in District 9 and making appropriate notices in compliance with the law. Mr. Abrams explained that when the vacancy is declared, notices have to be given, and there are certain ways the notices have to be done to the public. Vote on the motion carried unanimously.*

**Adjournment.** *Mr. Guin moved, seconded by Mrs. Armstrong, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:06 p.m.*

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Ollie S. Tyler, Secretary

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Willie D. Burton, President

**August 5, 2003**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, August 5, 2003, with President Willie D. Burton presiding and Larry Ramsey and Phillip Guin present being a quorum. Other school board members present were Ginger Armstrong, Pam Byrd, Jerry Tim Brooks, Charlotte Crawley, Eursla D. Hardy, Willie Henderson, Lola May, Alvin Mims, and Mike Powell. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mrs. Byrd gave the invocation and led in the Pledge of Allegiance.

## **PRESENTATIONS**

### **Integrating Louisiana's Assessment and Accountability Systems with NCLB Requirements.**

Superintendent Ollie Tyler introduced Mr. Rodney Watson, Assistant Superintendent for Student Performance, Louisiana Department of Education. Mr. Watson presented to the board revisions in the state's accountability systems and the challenges ahead, outlining them in four different areas – (1) Standards, (2) Assessments, (3), Accountability Systems, and (4) Information about School Choice. Mr. Watson stated that Louisiana's reform methods began in the late 90s when the state developed content standards and all state tests have been based on these standards. He added that now the state is going back to help educators by developing grade level expectations. In developing the standards, districts were given flexibility, as they were grade clustered (K-4, 5-8, 9-12). At this time, the state is nearing completion of developing the grade-level expectations which will give more specificity to teachers at each grade so they will know exactly what the students should be taught and what they should be able to do. Under No Child Left Behind, it is required that reading and math standards are set for grades 3-8, that standards be developed for grade spans K-4, 5-8, 9-12 (which Louisiana has had in place since 1997), and that grade-level expectations be developed in the four major content areas of English, Math, Science and Social Studies. Mr. Watson explained that the grade level expectations (GLEs) is a specific statement of what a student should know and be able to do at the end of a grade. It is believed that GLEs will strengthen the education in Louisiana. He added that each GLE further defines the content standards, the standards are not being changed as they are in place for 10 years and state tests are based on the standards. The standards are a framework, providing an overall structure for education in Louisiana and are already in place to get us from grade to grade. In Louisiana, state assessments are done at grades 4, 8, 10 and 11 (GEE and LEAP), as well as the IOWA (NRT) at grades 3, 5, 7, 8 and 9. He added that assessments will continue to be done in grades 3-11. The NRTs (IOWA) tests will be augmented at grades 3, 5, 6, 7 and 9, continuing to give the IOWA, and additional items aligned to that test to cover the grade level expectations and standards. He explained this test will be reported in two different ways. In 2005, a criterion level achievement level score will be reported, and it is believed this will provide for a more cohesive framework for assessment. Referencing accountability and the release of scores and schools on the watch list, Mr. Watson said everyone is wondering how the old system and the new system look. He said the good news is Louisiana is getting to keep the majority of our state assessments, and he highlighted the following changes Louisiana had to make: (1) the current School Performance Score Component and the Subgroup Component added by the state which addresses the requirement that says it is not good enough that all the schools' averages add up to a score that is acceptable. It is important to know that special education, limited English proficient, and poverty students are also doing well – hence the name No Child Left Behind. (2) Schools can enter School Improvement (formerly Corrective Action) from either evaluation method, i.e. a school would be in either School Improvement 1, 2, 3, 4 or 5 rather than Corrective Action 1, 2 or 3. Mr. Watson stated that until 2006, the whole school model will still have the most effect on identifying schools, because of the concept "Competence Intervals", which is a technique allowing a band to be defined around a subgroup requiring larger numbers before we identify schools. This will be implemented in 2006, however, that does not mean a school will not be identified for subgroup performance prior to that time, but only that the whole school or the SPS will have the primary effect on schools until then. He said the state will continue to use the current SPS system which will be for academically unacceptable schools scoring below 45 and in two years that bar will go up to 60. Schools above 45 and below 60 in the next two years will be on academic warning/watch. The SPS will be used for growth targets and measuring growth and rewards, as well as school improvement. Mr. Watson explained that most of the changes made were to integrate Federal law into the state system, with Louisiana being the 11<sup>th</sup> system in the nation to be fully approved. He reported on meetings he attended in Washington and how Louisiana did not do everything the Feds had requested, explaining why it was good we did not,

because the states that did are now facing problems overcoming the statistical nightmares. He said Louisiana's board made the State Department work through the statistical model that most integrated with Louisiana's system and feel that it is one that is valid and reliable. Mr. Watson reported that Louisiana is moving to an annual system and later in the fall, every school will be identified as to whether they met their growth target, and are they above 45 after two years. Schools will then be given a new baseline and a one-year growth target; and the next year if the school doesn't meet their growth target, they will go into school improvement. Also, the Federal law has said the state has 12 years to get to basic, so the original 2009 goal has been changed to 2014. As a result, schools will be getting annual growth targets rather than 2-year targets, annual labels instead of 2-year labels, and new performance and new growth labels, as well as annually moving in and out of school improvement. The transition will include this fall scores being released based on 2 years of data (2002 and 2003) to determine a comparison to the 2000-2001 data, and this will be the final time the two-year cycle is used. Another school performance score for growth targets will be released this fall, with schools having one year to reach their growth target. With the two-year cycle being difficult to understand, it is felt the annual cycle will help everyone better understand the process. Calculating the new growth target will include resetting the 2014 goal to 120, using 120 as the baseline, subtracting the schools' SPS from that and dividing it by the number of years remaining, i.e. a school in the fall at 60 would subtract 60 from 120, divide that number by 11 to determine the new growth target. Regarding labels, Mr. Watson said it has been determined that labels have more affect on school performance than monetary rewards. For growth, the labels will remain the same, but the definitions will change slightly to incorporate the subgroup component. This will be effective in 2004, and he explained the labels to be used – Exemplary Academic Growth, Recognized Academic Growth, Minimal Academic Growth, No Growth or School in Decline. Mr. Watson also highlighted performance labels and the fact that we will continue to use them, but the state has gone to a symbolic system, and these labels will be used when the scores come out in the fall. The new labels will not be used until next year, and these were changed due to some problems with them being tied to the averages. He also highlighted the new performance labels stating that less than 45 is academically unacceptable, for two years academic warning will be used if a school is between 45 and 59.9, and after that a 20-point range will be used. Mr. Watson explained in the new Subgroup Component, if a school fails to meet its subgroups for two consecutive years, it will move into School Improvement 2. He said there are no schools in Caddo Parish or the state that will be identified this way in the fall, because it is year one; however, schools will receive data that they didn't meet the growth target and the local district will need to analyze the data and goals in the school improvement plans; because if it isn't reached in the coming year, they will go into School Improvement 2, which is where school choice must be offered. Mr. Watson explained there is a series of tests a school must pass to pass the Subgroup Component and tests are applied to all subgroups, i.e. all students, 5 ethnic/racial subgroups, economically disadvantaged, students with disabilities and limited English proficient students. Mr. Watson also highlighted the 3-tier system for accountability, explaining that Tier 1 determines if a school met the standard or not in English and Math separately; and if they did not, did they grow at least a tenth of a point? Tier 2 determines if the students were in school or were dropouts, and Tier 3 determines if they met the whole school SPS component. Lastly, Mr. Watson explained the types of choices: ethnicity (which is in 44 of the 66 parishes in Louisiana), performance (in which any child identified in a low performing school in the parish must be provided the opportunity for movement and it must be determined that the movement from a low performing school to a higher performing school does not conflict with federal or local court order), and safety (if a school is deemed an unsafe school, the child must be offered an opportunity to move). Baseline data is being conducted on this and a state committee is developing the definition to be forwarded to schools. Mr. Watson also informed the board that they would want to develop a school choice plan based on School Improvement 2 schools and Caddo currently has four schools identified where choice must be offered, and if it looks as if offering choice to all the students in the school will interrupt or not follow the prescriptions in the court order, a copy of the choice plan should be presented to the presiding judge and seek changes. If the judge says no, a district may apply for a waiver. The judge may allow some movement, which the district would document in the plan and submit to the department and the department would seek approval. If the choice plan does not upset the court order at all, then a letter of record would be submitted with the plan seeking a waiver. One thing to consider is not just what is in the school choice plan now, but going to the judge in advance and asking permission to move children based on performance.



Mr. Powell expressed his appreciation to Mr. Watson for the presentation. He inquired about subgroups and the fact that this opens up the possibility for a high performing school with one small subgroup that doesn't perform, then that school will not only be allowed to receive awards, but additionally school choice would be offered. He asked if the state will facilitate these schools so the identified children will be able to have the choice of attending another school?

Mr. Watson answered choice will be based on the school performance score, which is growth and not the star identification. He said the only time a school will offer choice based on the performance labels is when the school is academically unacceptable. Mr. Powell asked about Mr. Watson's comment about subgroups not performing and there being choice, and if a high-performing school has one ethnicity at the school struggling and it was identified, would that small group have an opportunity of choice? Mr. Watson answered that through the SPS, it could be that one subgroup could be identified and as a result all children in that school could be offered choice; this is a Federal requirement. He added that through research, they learned most parents did not choose choice once they learned all the things being offered to improve the school. Also under the rewards criteria, it is recognized some schools may meet their growth targets and one or more subgroups may not, but they could still qualify for rewards. Mr. Powell asked about every student at a school having the possibility of choice, and does Caddo's proposed choice plan address the economic brackets? Mr. Watson answered not for choice, but for supplemental educational services, which will be offered next year. For choice, every child in the school must be offered choice. Mr. Powell asked if at the point when every child is offered choice, how will a decision be made if one small subgroup is not performing, and there are minimal slots, as to who will get the slots. Mr. Watson stated if choice is limited, Washington is saying a district cannot use limited capacity for choice and he has argued this point with Federal officials. He said the state met with all the districts last week that will qualify and the state is going to quantify and address the capacity issue, as we will be audited. It is possible that a lottery system will be used to determine which children would go into the limited number. The state also will be creating a database for the district to report the number of parents and students that opt for choice, and when the workshops are conducted, part of the public forum is to present what will be done at the schools to help it improve.

Mr. Brooks asked Mr. Watson if Washington understands there are students in our schools one, two and three years behind, and what has been done to help these students and how difficult it is to make progress? He also asked about what will be done at those schools where students opt to leave and the students are left? Mr. Watson expressed that all these questions are good questions and are things that have been expressed to Washington officials; however, he stated the first and most important precept of the law is that all kids can learn and all kids can achieve, and accountability is the role of that achievement. There are demographics that the state has attempted to point out to the Federal government and the change could take a long time. However, the Federal government is not granting any waiver on this and the fact that we are able to use "Competence Intervals" the first two years and get money and professional development in schools is one of the things being looked into. If a school does not perform, the first year the district must offer choice, the second year the district must offer supplemental educational services (which means any student in the school will be allowed individual tutoring outside the school and Federal money will have to be redirected for that), the third year if the school does not achieve, the district will be eligible for distinguished educator (which the state pays for), the fourth year the district will have to write and submit a reconstitution plan to the state for approval (looking at governance as well as hiring and firing in that school), and if it is not approved in the fifth year, the school will lose school approval and state funding. He added there are serious consequences in school improvement down the road. What the state is attempting to do now is get additional resources/dollars for professional development before that happens.

Mr. Brooks also stated that in conversations with principals in some of these low-achieving schools, he is concerned the schools are not getting what they need because the money is not there for the number of teachers they need and supplies. Mr. Watson answered that in the lowest level of improvement, School Improvement I, the district will have maximum flexibility to help that school or not, because as the sanctions become more severe, the state monitors what the district is doing for those schools to make sure they get the resources they need, and they can get the distinguished educator, which costs the state approximately \$100,000 per school. In addition, the state will be redirecting 4 percent of the Title I dollars to those schools and they will be audited to make sure the schools are getting the funds they need.

Mr. Guin also expressed his appreciation for the presentation and the opportunity to hear more details about No Child Left Behind. He said he understands one of the changes is going from bi-annual to annual and he is concerned that students now are being tested with a full nine weeks of school remaining, and the final data for these tests will not be reported to the districts until October – November, which is nine weeks following the beginning of the next school year. He further stated the district is limited in its ability to respond based on the return data from the tests and he didn't see anything in the presentation regarding money or changes being put into place to cut down on the grading time and response time back to the district. Mr. Watson shared his agreement with the comments and added they had shared with the Federal government that schools should not be identified until the data is complete. Mr. Watson also clarified that final scores do not come out until October or November, but test data does, because it is required to identify students passing or not in case they need to attend summer school. The district did this year release the scores for the low-performing schools during the summer for these reasons, and this was put into policy, so schools could put into place the necessary things. Mr. Guin said last month, the board discussed the possibility of going into a school choice plan and we are now attempting to get a plan approved within a week of the start of school.

Mr. Powell asked Mr. Watson if he agreed or disagreed with the statement *in making school choice available, we are required by Federal law to give priority to the lowest achieving children from low-income families. School choice will be made available to these children first?* Mr. Watson said no, he doesn't agree with the statement, because if a school is identified for choice, every child in that school must be offered choice. Mr. Watson added if the district gets into a limited capacity issue, then the district will look at every child based on a lottery, and Federal law says if the school is a Title I school, every child has to be offered choice. The state has gone along with that, but what the state is allowing that the Federal government does not allow, is a limited capacity, and a case where the district could get into a lottery. The Federal government says you cannot do this; but the state is still arguing scenarios where it can happen. If the district submits to the state that it cannot get a change on the court order and this is the best they can do on the limited capacity, then the state will work with the district to determine how the Federal government might work with each school. However, at this time, the Federal government is saying limited capacity is not an excuse for offering school choice.

Mr. Henderson asked Mr. Watson to further elaborate on the subgroups as to various groups and the percentage required to make a subgroup? Mr. Watson responded there are two things asked of each subgroup before determining if the kids performed well. One is if there were at least 10 kids in the subgroup. If not, the subgroup passes since there wasn't enough in there. The second test is whether or not 95% of the students in the subgroup take the test and if not, then they failed the subgroup. He added in Louisiana this is not a problem because of high stakes testing. Mr. Henderson asked Mr. Watson to list the five ethnic subgroups and Mr. Watson responded (1) Afro American, (2) White, (3) Hispanic, (4) Asian, and (5) Native American. Mr. Henderson asked if there is a family of two or three and they do not feel they fit into one of these categories, how is that handled? Mr. Watson said NCEES has listed a new category under NCEES where a child feels they are in more than one category and there is talk in Washington that says we may have to add a bubble on the sheet.

Mrs. Tyler commented that in drafting the CPSB plan, we were advised to put in the statement regarding giving priority to low achieving children based on a law that legal counsel read from No Child Left Behind and asked Mr. Abrams to respond. Mr. Abrams stated it is his understanding if the district has limited resources, it will have to be provided to the lowest achieving and the lowest income persons; however, if the state understands the Feds are not going to allow the capacity argument, then it would appear we could delete this from our section and apply for waivers on the capacity argument. Mr. Watson stated at this time the Feds only have given a verbal o.k. for a waiver based on the district not getting changes on the district's court order. The limited capacity has not been formally addressed, but he has only had informal conversations with Washington and the state will do an audit on the limited capacity and hope we pass the audit; however, Washington has said you can't. If the district says this is the best we can do, the district needs to document what was done for the students that did not move because they will be looking for this information in an audit. The state will also be looking at some alternate policy guidance if this happens within a district. Mr. Burton asked if there is a chance for high performing students to move to another school and leave the lower performing students which will be a drain on the students? Mr. Watson agreed and added this is also true of the opposite as well – the lower achieving students going into a high achieving school and lowering

the performance at that school. Mr. Burton said it seems this is a further destruction of inner city schools, as well as he does not see the funding necessary for implementing these mandates. Mr. Watson added Louisiana has improved, but the problem is the rate in which the Federal government wants to achieve this improvement and looking at the subgroups. Mr. Burton referred to a school improving this past year; however, the bar was raised to 45. Mr. Watson reminded the board that the bar indicates how well students do on the test; and if every child is expected to be at basic in the next 10 years, that score is going to be 120; so we are hoping students are going to do better and thus schools will do better.

Mrs. Tyler expressed her appreciation for Mr. Watson appearing before the board today and assured the board that staff will stay in contact with the state department to insure we are moving ahead. She also said we have placed Caddo's choice plan for public review prior to moving children, as we feel our plan will address creating better performing schools in each neighborhood.

### **ESTABLISH AGENDA FOR THE AUGUST 19, 2003 CPSB MEETING**

The superintendent reviewed the proposed agenda for the August 19, 2003 school board meeting and discussion followed as summarized.

**Approval of Revisions to Professional and Non-Administrative Salary Schedule.** Mrs. Tyler stated staff will be asking the board to approve revisions to the salary schedule as support personnel have received an increase from the state department. She explained that last year there was a one time supplement and this year it is recommended that it be added to the permanent salary schedule.

**Approval of Revisions to Travel Policy for Board Members.** Mrs. Tyler explained the revisions to the travel policy for board members are as a result of a new law.

### **ADDITIONS**

Mrs. Tyler requested that an item be added to the agenda for August 19<sup>th</sup> addressing Project 2004-232A, Phase II of Renovations and Modification at Alexander. Mrs. Tyler explained this is important as staff is trying to complete renovations for the beginning of school. Secondly, a request has been made by legal counsel to add an employee appeal hearing under executive session.

Mrs. Crawley requested that an item be added to the agenda allowing the superintendent the opportunity to review the General Fund budget and make necessary recommendations at the next meeting for revisions to the budget that are needed based on the objectives set for the new school year.

Mr. Powell requested that an update on the South Highlands Performing Arts Center be added under Superintendent's Report.

Mr. Guin requested that an item "Discipline Policy/Discipline Policy Review Committee" be added to the August 19<sup>th</sup> agenda.

Mr. Guin asked that a "Review of the Policy Concerning the Use of Facilities by Outside Entities" be added to the agenda.

### **ANNOUNCEMENTS**

Mrs. Byrd read a statement resigning her Caddo Parish School Board seat effective Wednesday, August 6, 2003.

In looking at the budget item added to the agenda by Mrs. Crawley, Mr. Powell requested that the superintendent also look at the impact that is occurring and some things that may be looked into that can address these things.

Mr. Henderson asked if the superintendent could include in the response to Mrs. Crawley's concerns a response to whether or not the district has completed its year relative to the closing of

the books and if staff would be prepared to make a presentation to the board. Mr. Festavan stated the books have been closed for the year and there is an accountability process which he believes the superintendent plans to share with the board.

The president recommended items 9-14 as the consent agenda. *Mr. Ramsey moved, seconded by Mr. Guin, that the proposed consent agenda be approved. Vote on the motion carried unanimously.*

## **WORK SESSION**

The president polled the audience for any comments on any agenda item for the August 19<sup>th</sup> meeting.

Harry Truslow, 506 Sophia Lane, addressed the board on the vision shared by Mrs. Tyler at the recently held board retreat and encouraged the board to fully support the new superintendent to allow her to meet the difficult challenges she will face and give her the flexibility and cooperation necessary for her to succeed. He also continued to offer his support and the community's support, particularly the members of the Education Task Force who continue to monitor our educational system. He also encouraged the board to continue to study the report prepared and submitted to the board and implement the recommendations so as to make our educational system the best that it can be.

Bryan Yeich, a United Methodist pastor, currently serving at Blanchard United Methodist Church that is soon to become a new church in northern Caddo Parish, addressed the board on the use of school facilities for church services, and a request for the use of Donnie Bickham Middle School auditorium for worship beginning November 30, 2003 for approximately one year. Mr. Yeich stated Donnie Bickham Middle School is a prime location, is centrally located in the area the church hopes to reach and is within a mile from the new property.

*Mr. Guin moved, seconded by Mr. Ramsey, that the proposed agenda and consent agenda for August 19<sup>th</sup> be approved. Vote on the motion carried unanimously.*

**Adjournment.** Mr. Ramsey moved, seconded by Mr. Guin for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:45 p.m.

**August 11, 2003**

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana at 4 p.m. on Monday, August 11, 2003, with President Willie D. Burton presiding and the following school board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Phillip Guin, Eursla Hardy, Willie Henderson, Lola May, Alvin Mims, Mike Powell, and Larry Ramsey. Charlotte Crawley was absent. Mr. Henderson had the invocation and led the Pledge of Allegiance.

#### **VACANCY IN CPSB DISTRICT 9**

*Mr. Henderson moved, seconded by Mr. Powell, to declare a vacancy in Caddo Parish School Board District 9. Vote on the motion carried unanimously.*

#### **PROCEDURES FOR INTERIM APPOINTMENT TO FILL DISTRICT 9 VACANCY**

*Mr. Henderson moved, seconded by Mrs. Armstrong, to establish the following procedures for filling the District 9 position be advertised in the official journal, The Shreveport Times, and any other medium the staff deems appropriate, that applications for filling the Caddo Parish School Board District 9 position will be taken until 12 o'clock noon on Thursday, August 14, 2003, that interviews of candidates will follow the following format:*

*Format for Interview Session – (Up to 10 minutes per candidate)*

- I. Each candidate will present an opening statement addressing the following:
  - A. His or her reasons for desiring to serve as interim board member from District 9*
  - B. His or her special skills or experience to offer as a board member from District 9;*  
*and,*
  - C. His or her perspective on the role of a board member.**
- II. Each candidate will be allowed to make any final summary statement if time permits.*

Vote on the motion carried unanimously.

#### **SET DATE FOR INTERVIEWING AND SELECTING INTERIM APPOINTMENT TO FILL DISTRICT 9 VACANCY**

*Mr. Henderson moved, seconded by Mrs. Armstrong, that the CPSB call a special meeting on Friday, August 15, 2003, at 11 a.m. for the purpose of interviewing and selecting an interim appointment to fill the District 9 vacancy. Vote on the motion carried unanimously.*

#### **APPROVAL OF PROCLAMATION CALLING FOR A SPECIAL ELECTION TO FILL THE DISTRICT 9 VACANCY IN ACCORDANCE WITH LSA-R.S. 18:402**

*Mr. Henderson moved, seconded by Mrs. Armstrong, approval of the proclamation calling for a special election to fill the District 9 vacancy in accordance with LSA-R.S. 18:402 as submitted in the mailout. Vote on the motion carried unanimously.*

#### **APPROVAL OF REVISION TO SCHOOL CHOICE POLICY**

Mr. Abrams stated that in the last board meeting, the board approved the school choice plan, and discussion was held on whether or not priority should be given to lowest achieving, low income students. In doing additional research, Mr. Abrams said Federal Statute as well as Code of Federal Regulations, requires that priority be given to the lowest achieving, low income students and recommended that the following be added to the Caddo Parish School Choice plan as well as to the School Choice Parent letter.

To the School Choice Plan – “Under federal law, as to Title 1 schools, we must give priority to lowest achieving, lowest income students”; and

To the School Choice Parent Letter, paragraph 6, Attachment G-1 and G-2 – “In making school choice available, as to Title 1 schools, we are required by federal law to give priority to the lowest achieving children from low-income families. In Title 1 schools, school choice will

be made available to these children first, and then to all other children requesting a school choice through a lottery.”

*Mr. Guin moved, seconded by Mrs. Hardy, approval of the revisions to School Choice Policy according to the handout.* Mr. Ramsey asked the superintendent if she was in agreement with the change. Mrs. Tyler answered she was in agreement if this is the law, but asked if there would be a double standard for those schools that are not Title 1, since three of them are not Title 1 schools? The superintendent asked the board to be consistent with the recommendation and if we are going to do this for the Title 1 schools, which is one school in Caddo, then it should be done for all the schools, and asked if the board is going to apply this to the one Title 1 school or are we going to apply it to all four schools involved? Mr. Abrams stated we are dealing with preferences, and he believes we should be specific in doing what the law requires and he would recommend at this point that we only address Title 1. Another reason is Mr. Watson stated he didn't believe Federal law allowed for these preferences as to low income, low achieving, and that was the basis for his comment. Mr. Abrams stated he has reviewed where the Department of Education has taken the position which is consistent with every child must have a choice. However, Federal law overrides what the Department of Education says and statute clearly says priority to low income, low achieving students for schools under this part (Title 1). It appears the state's guidance regarding schools and the state accountability program is to use a lottery and he suggests that that only Title 1 schools are used.

Mr. Powell stated he understands the superintendent's concerns, but believes we are dealing with legality and what we are required to do. Mr. Watson from the State Department of Education indicated to the board that we cannot legally make that preference and now we are told that the exception is based on Federal law (Title 1) and the need for consistency; but it's the law that is ruling. In light of that, he believes the language should be left in and supports the motion on the floor. Mr. Burton said he also is concerned about the confusion between the Federal law and the state law and the need to address low performing schools. He said he believes the state's intent may not be the same as the federal government's intent and encouraged that the board look for an Attorney General's opinion and a Justice Department opinion as to the validity of this law and how it's going to affect our students and the Consent Decree. Mrs. Tyler asked for clarification as to whether the superintendent is making a recommendation or if legal counsel is making a recommendation?

Mr. Henderson asked about the issue raised at the last board meeting relative to school choice and space limitations, and if the same language will be maintained with respect to space? For clarification, Mr. Henderson also asked if in the Title 1 school there are more children than space available, will we use the lottery, starting with the lowest achieving, low income population? Mrs. Tyler said that is correct. Mr. Henderson asked if when looking at the other schools, we have more requests than space, do we simply do a lottery from the beginning? Mrs. Tyler answered that is correct.

Mr. Brooks asked about Mr. Watson's presentation and things that he didn't discuss. Mr. Brooks stated he believes we need to go back to the Attorney General and the state superintendent and find out if we are talking about one school. Mr. Mims asked the superintendent since we have held two community meetings, if the superintendent is going to address the "first-come, first serve", because he believes this would be a disadvantage to the schools going tomorrow night and the ones who already have the applications put in and asked if a lottery will be used. Mrs. Tyler explained that August 22<sup>nd</sup> is the deadline and if applications come in after the 22<sup>nd</sup> and all available seats are not filled, then it will be "first come, first serve."

Mr. Abrams stated for the record that when Mr. Watson explained about capacity as to the Department of Education, he commented that the Department of Education was not accepting any arguments for a lack of capacity, and he believes he is correct in that is what the SDE said. However, in the statute, it says that priority will be given to low income, low achieving students, and that means everyone cannot get into the schools because of capacity. He said the Department of Education already disagrees with the Federal statute and there is a potential that involves the mandating of other things for capacity.

Mr. Burton said the same problems exist in other states in questioning some of these mandates and trying to figure out what the district needs to be doing.

Mr. Guin asked the superintendent if he understands that what was in the mailout is not her recommendation? Mrs. Tyler answered that is not it, but if the board asks for her recommendation, she would recommend that the board be consistent, giving priority to students in all four schools and we will be in alignment with the law, but will be going one step further. Mr. Guin asked if based on the numbers at this time for the students at those four schools, if the superintendent anticipates having a lottery. Mrs. Tyler said as of noon today, she does not believe so. Mr. Guin states he wants to support the superintendent, but not in violation to the law and contrary to the board's attorney, because the board is protected under the law as long as the board's decisions are made based upon the guidance of the board's attorney. Mr. Guin said he sees the possibility of someone filing a lawsuit who is not disadvantaged and is in a situation of being at a non Title 1 school and we tell them they cannot be in the lottery because you are not the lowest performing and you are not from a low income family. He does not want us to get into this situation. He asked if it is important that these changes be approved today or if the information can be checked further before next Tuesday? Mrs. Tyler indicated the need for a decision to be made today so parents can be notified for the opening of school.

*Vote on the motion carried with Board members Guin, Hardy, Burton, Mims, Brooks, Powell, Ramsey, Armstrong and Henderson supporting the motion. Mrs. May did not vote.*

### **APPROVAL OF A BUDGET REVISION TO ADDRESS MODIFICATIONS TO THE REDUCTION IN FORCE IMPLEMENTATION PROCESS**

*Mr. Henderson moved, seconded by Mr. Brooks, that \$1.2 million be taken from the 2003-04 ending general fund balance to allow for the continued employment of employees currently scheduled for layoff on August 22, 2003 pursuant to the RIF policy.* Mr. Ramsey asked for clarification on the number of positions left through attrition and how we were able to make up the dollar difference. Mrs. Tyler answered that on Friday, there were 80 positions not filled and those persons would be affected by RIF. Mr. Wreyford explained that funds to restore these positions came after looking at the budget and the improved financial conditions. He said a report is being prepared to share with the board. He explained that in looking at the turnover history, he saw that grant funds will be available, i.e. tobacco fund, IDEA funds, and with improved general fund projections, we can continue these. Mr. Ramsey asked if 112 were reduced in the process and if those positions were not going to be back filled? Mrs. Tyler answered that is correct. Mr. Ramsey also asked about the language that was removed on comparable positions being closed when vacated through attrition. Mrs. Tyler said that is what will be done. Mr. Ramsey indicated his excitement that we will be able to keep these employees and encouraged the board to support the motion. Mrs. Armstrong also indicated that she is gratified that staff has come up with the numbers and asked if the groups being referred to included groundskeepers, library clerks, office aides, etc. Mrs. Tyler said all of these are included.

Mr. Powell said he appreciates the information and because this money is coming from the ending balance, asked what the new ending balance is projected to be? Mr. Wreyford answered approximately \$5.2 million at this point. Mr. Powell stated that since the budget was adopted in May and the ending balance was projected to be less than \$3 million with those early figures, asked about the \$5.2 million ending balance. Mr. Wreyford clarified that the final adopted budget showed an ending balance of \$2.3 million. Mr. Powell asked that in future budget processes, we take time to get good information so the board does not subject the system to situations where people believe we are making unnecessary cuts. He asked for clarity and if this action of the board will restore the elementary library clerks originally cut; will these people be back in those positions in their schools? The superintendent responded that this is correct. Mr. Powell said he asked for this clarification as sometimes the board will take action with language difficult to read, and it is important that the public understands this action is a restoration of some positions at the schools, which impacts children. He commended the superintendent for bringing this news to the board of increasing the ending balance and for restoring these positions and the timely fashion in which it was done. He also encouraged staff to look at other ways we can restore some of the cuts at the schools.

Mr. Mims asked if those people who had been shifted to other positions will return to their original positions? Mrs. Tyler stated that is correct, they will go back. Mr. Mims said he is pleased and supports the motion.

Mr. Brooks shared that he is glad this nightmare is over as he had received so many calls and appreciates the staff finding the funds to keep these employees. This will help the morale despite some of the tough changes, and is very appreciative of what he has seen since Mrs. Tyler's appointment.

Mrs. Hardy commended the superintendent for the job she has done and is delighted the library clerks will be returned. She asked if the security coordinators will also be returned? Mrs. Tyler answered in the affirmative.

Mrs. Armstrong asked the superintendent if a letter will be mailed tomorrow morning as a result of the board action today? Mrs. Tyler said it will be taken care of tomorrow.

Mr. Henderson stated the board struggled with the budget and he is very pleased the board can take this action. He encouraged the superintendent to work with her staff and where possible, reduce positions vacated through attrition.

Mr. Ramsey requested that when the letters go out that a copy be sent to the principals. Mrs. Tyler stated that a copy will be sent to the principals.

*Vote on the motion carried unanimously.*

**Adjournment.** *Mrs. Armstrong moved, seconded by Mr. Powell, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:00 p.m.*

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Ollie S. Tyler, Secretary

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Willie D. Burton, President



**August 15, 2003**

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana at 11:00 a.m. on Friday, August 15, 2003, with President Willie D. Burton presiding and the following school board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Charlotte Crawley, Phillip R. Guin, Eursla Hardy, Willie Henderson, Lola May, Alvin Mims, Mike Powell and Larry Ramsey. Also present were Legal Counsel Reginald Abrams, staff and other visitors. President Burton announced that Superintendent Ollie Tyler is not at the meeting due to a previous speaking commitment. Mr. Mims gave the invocation and led the Pledge of Allegiance.

#### **INTERVIEW CANDIDATES FOR THE DISTRICT NINE VACANCY**

The president announced that the CPSB would proceed with interviewing candidates for the District Nine vacancy. He outlined the format the board would follow as described: *Each candidate's interview session will be up to 10 minutes; each candidate will present his or her reasons for desiring to serve as interim board member from District 9; each candidate will present his or her special skills or experience to offer as a board member from District 9; and each candidate will present his or her perspective on the role of a board member.* The president also announced that if time permits, each candidate will be allowed to make a final summary statement.

The following candidates were interviewed: Mark Milam (1525 Cambridge Street); Adam Sistrunk (302 Hidden Hollow Dr.); Robert Thompson (11090 Ashland Way); and Gard Wayt (111 Malibu Drive).

#### **APPOINTMENT OF INTERIM CPSB REPRESENTATIVE TO FILL THE DISTRICT NINE VACANCY**

The president announced that each candidate's name would be announced and that board members each would have one vote. As each candidate's name was announced, the following votes were cast: Mr. Mark Milam (5 votes – Guin, Hardy, Burton, Brooks, Powell); Mr. Adam Sistrunk (0 votes); Mr. Robert Thompson (0 votes); and Mr. Gard Wayt (6 votes – Crawley, May, Mims, Ramsey, Armstrong and Henderson). The president announced that Mr. Gard Wayt would fill the interim term for District 9. Legal counsel administered the *oath of office* to Mr. Wayt.

**Adournment.** *Mr. Powell moved, seconded by Mr. Brooks, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 11:45 a.m.*

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Ollie S. Tyler, Secretary

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Willie D. Burton, President

**August 19, 2003**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, August 19, 2003 with President Willie D. Burton presiding and the following board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Charlotte Crawley, Eursla D. Hardy, Willie Henderson, Lola May, Alvin Mims, Mike Powell, Larry Ramsey and Gard Wayt. The president announced that Mr. Guin was out of town. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Ramsey gave the invocation and led in the Pledge of Allegiance.

### **CONSIDERATION OF MINUTES OF THE JULY 15, 2003, AUGUST 5, 2003, AUGUST 11, 2003 AND AUGUST 15, 2003 CPSB MEETINGS**

*Mr. Powell moved, seconded by Mr. Ramsey, approval of minutes of July 15, 2003, August 5, 2003, August 11, 2003 and August 15, 2003 CPSB meetings as submitted with the one correction to the August 11, 2003 minutes. Mr. Powell noted that the correction to the August 11<sup>th</sup> minutes is to reflect the superintendent's response to his question as to whether the elementary library clerks would be back in those positions in their schools. Vote on the motion carried unanimously.*

### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

President Burton proposed that item #11 (Approval of Revisions to Professional and Non-Administrative Salary Schedule) be pulled from consent, that items 12 (Revision to Travel Policies for Board Members), 16 (Discipline Policy/Discipline Policy Review Committee), and 17 (Review of Policy Concerning Use of Facilities by Outside Entities) be postponed, and that item 15 be removed from the agenda (Approval of Revisions to General Fund Budget) as this matter has already been addressed by the board. He also announced that under executive sessions the certificated employee hearing and employee appeal hearing are being postponed until September. The president proposed that items 9, 10, 13 and 14 be the consent agenda.

### **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, administrative assistant to the superintendent for communications and information, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment.

**Louisiana Reading Association Teacher of the Year.** Cheryl Sweeney, was recognized for being named the Louisiana Reading Association's Teacher of the Year. Mrs. Sweeney received the award this summer during the Association's Annual Meeting. She is a teacher, having taught for 28 years, with 12 years in the Caddo Public Schools.

**National Board Certified School Counselors.** Mrs. Anderson explained that the national certified counselor designation is a voluntary professional credential created as a result of the joint efforts of the American Counseling Association, the American School Counselor Association, and the National Board of Certified Counselors. Mrs. Anderson highlighted the purposes for national certification as (1) recognizing the master school counselor practitioner who is part of a program that promotes and enhances the learning process, (2) promoting the school counselors professional identity, visibility and accountability on a national level and (3) encouraging the professional growth of school counselors. Mrs. Anderson recognized Caddo's national board certified counselors: Sidney Allen (Eden Gardens Elementary); Carol Brill (Caddo Parish Magnet High School); and Susan Matthews (C. E. Byrd High School). School administrators and family members present were also recognized. All three counselors will receive an annual stipend of \$5,000 from the State Department of Education.

**Project Learning Tree:** Mr. Ricky Kilpatrick, area forestry agent, Louisiana State University Ag Center, presented Mike Irvin, Oil City Environmental Magnet School, and Jimmy Windham, Donnie Bickham Middle School with the Project Learning Tree award. This award is presented to those schools who have the majority of their teachers trained in Project Learning Tree and have set up annual activities taking advantage of what they learned in this project. Mr.

Kilpatrick announced there are only four schools in the state with this recognition and two of them are in Caddo Parish.

## **VISITORS**

Art Walker, 413 Lake Street, expressed his concerns relative to implementation of the study of the Citizens Task Force for Educational Improvements in which facilities in Caddo Parish Public Schools were a key focus. With the bond proposal not passing, this group looked at the real issues relative to facilities, with the vision of what can the committee do as a group representing all areas of the parish to increase and improve the learning environment for the students in Caddo Parish. Over the eight months this committee worked together, the ability for this group to be able to work together was the number one achievement as they looked at the needs of every school in the parish.

Jack Sharp, 9814 Hillsboro, shared with the board that one of the recommendations presented was the institution of a formal planning process that would support the identification of need and direction for facilities. Being a strong advocate of planning and long term ventures, he believes a plan is the opposite of chaos. Planning creates organization, consensus and does away with chaotic behavior and is essential to long term endeavors as well as providing a mechanism for transferring the vision for the management of an activity. Mr. Sharp added that another adage is “done” is better than “perfect”. Plans allow for long term projects to begin and gives those behind the plan the courage and conviction to get going. Also, it provides for inclusiveness so when there are varying factions brought into the planning process, the long term vision is better seen and the project can come together. Planning also allows for inclusion of expertise from outside that can sometimes bring fresh thinking as well as perspective into the process. Also, Mr. Sharp said good planning is a process, not an event, which is constantly being revisited and amended to current facts and perspectives. Good plans facilitate flexibility and sound decision-making by providing a better basis for common understanding. Mr. Sharp stated the task force believes the system will be well served with regard to its facilities management through a formal planning process and urged the board to consider this process.

Dr. Phillip Rozeman, 2727 Hearne Avenue, addressed the board on the importance of facilities on the learning environment, and that the school buildings are a reflection of our community and what we believe about education. He stated that the speakers today are here to bring this to the board’s attention and to keep this important matter before the board. He believes the community needs to be asked if they wish to invest in meeting the needs of our schools. He said the representatives of the committee are before the board to ask that the committee be allowed to continue working with the administration of the school system to identify the cost and carve out a possible bond proposal for the board’s consideration. Secondly, Dr. Rozeman stated the committee wished to offer as a long-term solution the formation of a standing infrastructure committee of the board possibly with community members, because it will be important that this group continue to monitor the infrastructure needs of the schools and follow closely the construction projects ok’d by the taxpayers. Third, Dr. Rozeman asked the board to consider engaging a consultant to provide some objective and perspective in long-ranging facility planning. The task force is willing to commit \$25,000 toward this project as a match for money provided by the school board for that purpose. Dr. Rozeman reiterated the importance of providing a good learning environment for teachers, students, and every school. He thanked the board for consideration of the ideas, suggestions presented today.

Pat England, Caddo Association of Educators, addressed the board on Bulletin 1525 when the Legislature in 1977 enacted legislation that required all school boards to establish accountability programs for all certified and professional personnel. That law has been amended many times in the last 26 years; however, the one thing that has not changed is all certified and other professional personnel are to be observed and evaluated as prescribed in the law, State Bulletin and CPSB Policy. She stated the purpose of Bulletin 1525 is for the evaluation to be used to make sure the educational system provides the best opportunities for children to learn. Mrs. England stated most employees covered under this bulletin are classroom teachers and it is through observations and evaluation of the classroom teachers that it is determined that the system provides the best opportunities for children to learn. Supervisory personnel are extensively trained on the components of effective teaching in order to be able to perform this very important primary duty of their job description. The personnel evaluation plan includes the purposes stated for such a procedure, one of which is to obtain the support of parents, students,

employees and the public through assurances that the educational system is effective. Mrs. England stated if certified and professional employees are not observed and evaluated by the appropriate personnel, the personnel evaluation plan and state law are not being followed. She said when central office administrative staff members have evidence that the policy and law have not been followed, appropriate action should be taken; because, annually the board president and superintendent must certify the policy is being followed and the system is in compliance with state law. Mrs. England also stated that when the central office staff initiates a security investigation and obtains evidence that the accountability law has not been followed, the matter then becomes a board issue, since it's the board's policy that has not been followed. She informed the board that she knew the board had never been apprised of the findings of such a security investigation. On certified personnel, knowing that the policy and law are not being followed concludes there isn't a system designed to address improving teaching and learning and we know this isn't true. Furthermore, when employees across the system see what the consequences are they conclude there may be rewards for not following school board policy and this should not be true. Mrs. England stated the CAE has for years supported a strong, consistently applied personnel evaluation system to promote improvement in instruction and performance of employees. She added that for these reasons the CAE urges the board to direct the central staff to report to the board any security investigation findings during the last six months where there is evidences of breaches in the personnel evaluation policy and what disciplinary action, if any, has been taken. For the ones who signed the certification of Caddo's Personnel Evaluation Plan Summary, the statement includes "woefully falsifying statements in our data contained in this report is punishable by US Code Title 18, Section 1001."

Jackie Lansdale, Caddo Federation of Teachers/Support Personnel, addressed the board on the number of glitches the beginning of this school year has seen. She said that moving the responsibility of securing staffing at the school site from administration to teachers is unconscionable to expect a teacher running fever to have to secure his/her own sub. Teachers have had lists that included names of deceased individuals. Mrs. Lansdale reminded board members of just a few years ago when teacher aides, teachers, secretaries, custodians and security were called in to cover classes. The Federation then supported going to a permanent substitute outsourcing and the current board's budget decision based on information provided by the interim administration has moved the system from having classrooms covered to a wrong turn chaotic situation and teachers have been told it will not be resolved until October. This situation is intolerable for teachers and for students and requested that the board secure substitutes in an appropriate manner, as was done with the SEMS system the CPSB purchased in 1994. With the student teacher ratio the second most important factor in raising student achievement, this is particularly important in lower achieving schools. The most recent budget decisions have left many, many classrooms significantly larger, and teachers worry about how they are going to increase student achievement. Mrs. Lansdale encouraged the board to be mindful of providing the best available education possible for the children of Caddo Parish and to be concerned about any funds that are removed from those that are closest to the children; and if the belt is going to be tightened, it must be tightened everywhere. Mrs. Lansdale also addressed the salary increase on the agenda at tonight's meeting for administrative positions. She concluded by saying that the Caddo Federation of Teachers/Support Personnel proposes that any and all funds available (including rainy day), should be used to relieve the overcrowding classroom situation and relieve the employees of assigned responsibilities of absent colleagues, providing adequate staff at the school if we are to provide an effective, efficient and successful operation. Mrs. Lansdale also announced that the Federation had provided 10 hours of professional development for 13 teachers and highlighted the program offered to these teachers.

Priscilla Savannah, 840 E Washington, addressed the board on the superintendent's philosophy to do the right thing. She said if our school system is going to get better, everyone must be held accountable for his/her actions and not rewarded for not doing their jobs as this is sending the wrong message to employees. She said it is often said that principals are the single most important factor in a strong school and success starts with the example at the top, with administrators setting clear expectations of excellence and being held accountable. Ms. Savannah encouraged the school board to make it very clear that all employees are to be held accountable.

## CONFIRM THE CONSENT AGENDA

*Mr. Powell moved, seconded by Mrs. Armstrong, to approve the consent agenda. Vote on the motion carried with Board members Burton, Crawley, May, Mims, Brooks, Powell, Ramsey, Wayt, Armstrong and Henderson supporting the motion. Mrs. Hardy was absent for the vote.*

### Agenda Item 9.A.

**Personnel Recommendations.** Mr. John Dilworth, chief operating officer, introduced the following personnel promotions: Dinah Roach, Librarian at Eden Gardens Fundamental Elementary; Elizabeth Nelson, Librarian at Keithville Elementary/Middle School; Jeanette Smith, Instructional Coordinator at Lakeshore Elementary; Yvondra Whitmore, Instructional Coordinator at Mooringsport Elementary School; John H. Ferguson, Counselor at Queensborough Elementary School; and Marvin Hite, Assistant Principal of Administration, Captain Shreve High School. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board salary schedule applicable to the position to which they were appointed. Administrators, family and other guests present were also recognized.

### Agenda Item 9.B.

**Requests for Leaves.** The following requests for leaves were approved by the board as recommended by the superintendent and submitted in the mailout.

#### Certified Positions

Leave Without Pay, September 11-November 14, 2003

Forrest Davis, Teacher, Adult Education, 23 years

Leave Without Pay, 2003-2004 School Year

Angela Dear, Teacher, C E Byrd High School, 4 years

Brandy McIntyre, Teacher, Broadmoor Middle Lab, 6 years

Leave Without Pay, Fall Semester, 2003-2004 School Year

Durwood Hendricks, Teacher, Hamilton Terrace Learning Center, 15 years

#### Classified Positions

Leave Without Pay, August 29 – December 19, 2003

Phyllis Williams, Secretary, Turner Elementary/Middle, 7 years

Leave Without Pay, August 27 – December 9, 2003

Stephanie Wills, Teacher Aide, Queensborough Elementary

Leave Without Pay, August 15-September 15, 2003

Shirley Joseph, Teacher Aide, 81<sup>st</sup> Street ECE, 2 years

### Agenda Item 9.C.

**Other (Hiring, Assignment Changes, Separations & Resignations).** The other personnel transactions report for the period of June 11, 2003 – July 21, 2003 was approved as included in the mailout.

### Agenda Item 9.E.

**Renewal of Administrative Contracts.** The Promotional/Administrative Appointment contracts between the Caddo Parish School Board and Linda Anderson, Counselor at Northwood High School, and Tyrone Burton, principal at Cherokee Park Elementary, were approved as recommended by staff and submitted in the mailout.

### Agenda Item 10.A.

**Bids.** The board approved the following bids as recommended by staff and submitted in the mailout on the bid tabulation sheets: (1) Filtration Supply for filters totaling \$28,916.26. (2) Attainment Company for software for special education department totaling \$22,092.80. (3) Riddell/All American for football helmets totaling \$2.25 per helmet. (4) ABC School Supply totaling \$780.00; Childcraft Education totaling \$9,572.75; Educational Resource totaling \$8,016.60; Kaplan Early Learning totaling \$729.60; School Specialty totaling \$10,200 and U.S.

Toy totaling \$2,466.30 for kindergarten play equipment; and (5) Global Docugraphic totaling \$31,693.38; IPS New totaling \$621.00; Mid South Press totaling \$2,044.08; and MooreWallace totaling \$3965.65 for DP continuous forms.

**Authority to Hold Annual Salvage Sale.** The board approved a request for authority to hold an auction sale of used furniture and equipment on November 8, 2003.

**Bids (Construction & Capital Projects.** The board approved the following bids as recommended by staff and submitted in the mailout on the bid tabulations sheets: (1) Project 2004-226, Caddo Middle Magnet School Roof Music Building, be awarded to Ed's Sheet Metal and A/C for the sum total of \$43,250; (2) Project 2003-106, Vivian Classroom Wing Addition, be awarded to Walton Construction for the sum total of \$876,000; (3) Project 2004-204A, Woodlawn High School Locker Room Renovation Title IX Improvements, be awarded to Whited's Wash Pit, Inc. for the sum total of \$52,792; (4) Project 2004-232A, Renovation & Modifications at Alexander School, Phase II, be awarded to ZAC Construction for the sum total of \$234,000.

### **Agenda Item 13.**

**Approval of Long Term Lease Agreement with Shreve Memorial Library at Hollywood and Union Street.** Move approval of the long-term lease agreement between the Caddo Parish School Board and the Shreve Memorial Library on property located at the southwest corner of Hollywood and Union Streets as recommended by staff and submitted in the mailout.

### **Agenda Item 14.**

**Approval of Special Education Intragency Agreements.** Move approval of the Special Education Interagency Agreements and Memorandums of Understanding for offering required services to students with disabilities residing in the parish as recommended by staff and submitted in the mailout.

## **APPROVAL OF REVISIONS TO PROFESSIONAL AND NON-ADMINISTRATIVE SALARY SCHEDULE**

Jackie Lansdale, Caddo Association of Teachers/Support Personnel, stated that last year when this issue came before the board, it was \$500 and the board made the determination then to issue it in one lump sum. At that time, she added it was questioned whether or not the \$500 amount would be reduced because of an employee's retirement and the board decided to adjust it so that each employee got \$500. She encouraged the board to do the same thing this year and implement the \$500 pay raise.

*Mrs. Crawley moved, seconded by Mr. Powell, to implement the mandated state raise of \$500 as outlined by staff and to postpone number 2 (to correct inequity in pay grades) until the September 16<sup>th</sup> meeting.* Mrs. Crawley stated she supports the state raise as the state sends the district the money for this and the district passes it on to the employees. Regarding the correction in the pay grades, Mrs. Crawley stated she is requesting this to be postponed because at this time with school just getting started and with budget adjustments being made, she would rather have an additional month to look at it and know exactly where the budget is. Mr. Powell stated this motion accomplishes what the board needs to do with the state pay raise; however he is concerned with the proposed correction to the pay grades since we are cutting teachers in the schools and turning around when additional money is found and giving raises to people administratively above that, and he doesn't believe we can run up class sizes, cut teachers and yet give raises.

Mr. Henderson asked for clarification on the first part of the recommendations (state mandate pay raise), and if the least amount an individual will receive is \$624 rather than \$500? Mr. Wreyford explained that the chart he is referring to is by grade and referred Mr. Henderson to line 3 "Teacher Aides"; it reflects the minimum of \$504.00. Mr. Henderson asked Mr. Wreyford if on Part 2 of the proposal (Grades 8, 9, and 10), are there any administrative personnel in these grades? Mr. Wreyford answered no, these are not administrative personnel. Mr. Henderson said he is unsure what employees will actually receive after deductions, but it appears that teacher aides, whose increase is \$504 annually, would be the only category that might receive less than

the \$500 after deductions. Mr. Henderson stated he didn't know how an adjustment might be made so this one group also receives the minimum \$500 without destroying the salary schedule. Mr. Wreyford said the state mandates that we pass on the gross pay increase, the state does not consider taxes or deductions, but sends \$476 and the district adds \$24 to that amount so every person on the list in these categories will receive the minimum amount of \$500. Mr. Henderson requested clarification on last year's pay increase. Mr. Wreyford explained the state sends the district the retirement funds beyond the \$476, but each employee also pays 8% from their paycheck, plus taxes. Mrs. Tyler also pointed out that on Option I, the recommendation does include some General Fund budget money in order to equalize all employees on hourly wage. The second part of the staff recommendation involves non-administrative personnel and equalizing the percentage. She added that staff is comfortable with the board's approval of the first part, which will give a \$.40 an hour increase across the board for support personnel.

Mr. Wayt stated he is comfortable with the motion on the floor, but questioned if it includes the additional Child Nutrition Program Fund costs? Mrs. Tyler indicated it will. Mrs. Armstrong asked if this will be done as a lump sum? Mrs. Tyler answered no as the state mandates that it be a permanent salary increase.

*Vote on the motion carried unanimously.*

### **APPROVAL OF AGREEMENTS WITH THE ASSOCIATION FOR COMMUNITY TRAINING FOR AFTER SCHOOL STUDY PROGRAM**

*Mr. Powell moved, seconded by Mr. Henderson, approval of the agreements with the Association for Community Training for an after school study program beginning September 2, 2003 and ending May 13, 2004 as recommended by staff and submitted in the mailout. Mr. Festavan said the original request submitted was for six schools; however, since then, this number has been reduced by two because of a lack of participation, thus the amendment in the agreement. Mr. Wayt asked who actually provides the training? Mrs. Tyler answered the group with whom the school system is entering into an agreement actually provides the after school tutoring. Mr. Festavan stated there are several organizations that come into our schools and provide after-school study and/or tutoring programs and this is one funded through federal grants that operates in the schools in identified neighborhoods. Mr. Wayt asked if this organization is local based? Mr. Festavan responded it is. *Vote on the motion carried unanimously.**

### **SUPERINTENDENT'S REPORT**

**Start of School Report.** Mrs. Tyler announced that the opening of school went smoothly and enrollment numbers at this time reflect an increase over this date last year, with last year being 42,788 and as of this afternoon, 43, 667 students have registered. Mrs. Tyler also announced that staff has put into place a plan to reduce the West Nile Virus threat for our students and particularly those participating in varsity athletics.

**Update on Construction Projects.** Mrs. Tyler asked Mr. White to update the board on the district's construction projects. Steve White, director of capital construction, announced three new wings were ready for the opening of school (Captain Shreve, Shreve Island and Southern Hills). Major construction projects completed this year included cooling towers at Eden Gardens and Forest Hill, and roofing projects at several schools with some that will continue with scheduled completions throughout the school year. Mr. Powell referenced a drawing he requested from Mr. White on the Shreve Island project for a potential drive with parking and asked for the status on this project. Mr. White responded a plan has been developed in cooperation with the principal which is a drive which accesses off Robards, allowing both car and bus drop off, with parking and also a covered walkway to the southeast of the new wing. The next step will be to bring it forward on the upcoming year's capital projects requests. These forms for capital project requests will be sent to principals in the next couple of weeks.

Mr. Powell also asked about standing water on the playground at Shreve Island and if staff will look at how it can be corrected, especially in light of the West Nile virus.

Mr. Wayt extended his appreciation to Mr. White for the air conditioning at Caddo Career and Technology Center.

**Update on South Highlands Performing Arts Center.** Mr. Powell expressed his appreciation for the information staff provided on the South Highlands Performing Arts Center and staff's report that they are looking for ways to reduce the \$2.3 million for the design. Mr. White stated that earlier in the week, staff met with the architect and Mr. Burton to go over ways to reduce the scope of the project as well as the dollars. He said the architect is currently revising those plans and will present a current opinion of probable cost for presentation to the principal and then to the board. Mr. Powell asked if the status could be reported at the September meeting since this \$400,000 amount has been recurring in the budget for the past 3 to 4 years and nothing has been done with it, because there is no way to get the Performing Arts Center in line with the school for \$400,000. He just wants to make certain the public knows we have not forgotten this project and we have a vision for the project. He believes progress is being seen and asked that this item be on the September agenda for staff to bring a further update. Mr. Mims agreed with Mr. Powell on this on-going issue and assured the public it has not been forgotten, and requested that the expenditure remain in line with the mainstream of the budget.

## **ANNOUNCEMENTS AND REQUESTS**

Mr. Burton requested staff to look at the report presented by Dr. Rozeman and the three points of (1) standing committee for the infrastructure, (2) the feasibility of an April bond issue, and (3) the feasibility of hiring a consultant and report back to the board.

Mrs. Crawley asked that staff look at the Discipline Policy for September and the recent changes made in state law allowing students to bring cell phones on campus for emergency use and the need to have this more clearly defined in board policy so each school treats the children and this law consistently. The superintendent stated that staff has met and talked with the board attorney and guidelines have been sent out until a recommendation regarding policy can be presented to the board.

Mrs. Crawley requested that staff look at the substitute plan and if teachers should be calling for substitutes. She also requested an update on how our substitute plan will be working. The superintendent responded that another copy of the information will be sent to the board and stated that teachers calling substitutes is not in the plan.

Mr. Powell asked for a review and report from the superintendent on the restoration of the library technical assistant position that was cut in the spring. He said this is a position that works directly in the hubs around the parish and is a position that impacts instruction in the school. Mrs. Hardy also requested that the superintendent take a look at restoring these positions.

Mr. Powell also requested that staff provide the board with routine substitute reports on the fill rates. He said as a board member he has received correspondence stating we will be back to the 98-100% fill rate and with this most recent change, it is important that we continue to know the status of this fill rate.

Mr. Powell asked, if possible by the September meeting, to receive some ballpark estimates on the cost of some of the projects recommended by the Citizens Education Committee.

Mr. Powell requested that the board attorney look at Policies GCBC and GDBC (regarding alcohol and tobacco and the way we are testing our employees) to determine if these policies are homogeneous and if there are any contradictions within our own policies.

Mrs. Armstrong asked the superintendent to check into the locking of the North Gate of the Central Office complex prior to 4:30 p.m. and also if there are rules for school buses to always enter at the Joplin Street entrance rather than coming through the North Gate where teachers and employees are parking.

Mr. Henderson asked about the president's request to establish a standing committee. The president explained that what he has requested was staff to provide additional information to the board. Mr. Henderson said we practice under the concept of a committee as a whole and encouraged a look at the steps that led the board to this concept. Mr. Burton clarified his request is only for the consideration of the feasibility of a standing committee.



Mr. Henderson asked the superintendent to address the concern raised by a visitor regarding a security investigation and the possible violation of policy.

Mr. Ramsey asked the superintendent to keep him updated on the progress being made relative to the turn lanes and parking at Southern Hills, Forest Hill and Summerfield schools, expressing an urgency in this matter not only for safety reasons, but also for parking.

Mrs. May asked that students who have been expelled and are waiting for a hearing before the board not be asked to wait until the regular meeting but to have a special called meeting on the day of the work session if all materials are available so the students possibly can be returned to their neighborhood schools. Mr. Dilworth explained that most of these students who have been expelled have been assigned to an alternative site, but are requesting to be reassigned back to their home school.

Mrs. Armstrong asked about the choice plan and the ruling in place whereby when a child has a certain number of suspensions, they are not allowed to transfer to another school and if under choice will these same students be allowed to go into a school of choice? Mrs. Tyler said that is correct, because under NCLB there are no limitations on children eligible to transfer to another school and that child will be able to participate in a lottery if the seating capacity is limited. NCLB does not address suspensions or expulsions, but every child in the building has a choice to attend another school. Mrs. Armstrong asked how these discipline problems will be addressed? Mrs. Tyler answered the district has a policy in place that must be used by all schools and staff will address any discipline problems in their school choice the same as they are addressed in their home school.

Mrs. Hardy asked staff to provide her with the cost of adding a much-needed multi cultural arts center at Northside Elementary School.

**Recess.** *Mr. Powell moved, seconded by Mrs. Crawley, to go into executive session for up to 20 minutes following a recess for the purpose of hearing a student expulsion appeal hearing. Vote on the motion carried unanimously and the board recessed at approximately 6:05 p.m.*

## **EXECUTIVE SESSION**

Following a recess, the board went into executive session at approximately 6:25 p.m. and the board went back into open session at approximately 6:40 p.m. *Mr. Brooks moved, seconded by Mrs. Hardy, that Bradley Franklin be returned to his regular school on administrative probation for the duration of the expulsion time. Vote on the motion carried unanimously.*

**Adjournment.** *Mrs. Armstrong moved, seconded by Mr. Ramsey, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:42 p.m.*

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Ollie S. Tyler, Secretary

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Willie D. Burton, President

**September 2, 2003**

The **Caddo Parish School Board (CPSB)** met in *special session* on Tuesday, September 2, 2003 at approximately 5:38 p.m. immediately following the Executive Committee meeting with President Willie D. Burton presiding and the following board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Charlotte Crawley, Phillip R. Guin, Eursla Hardy, Willie Henderson, Lola May, Alvin Mims, Mike Powell, Larry Ramsey and Gard Wayt. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors.

**APPROVAL OF PERSONNEL RECOMMENDATIONS**

*Mrs. Armstrong moved, seconded by Mr. Ramsey, approval of personnel recommendations as recommended by staff and submitted in the mailout. Vote on the motion carried unanimously.* John Dilworth, chief operating officer, introduced the following appointments approved by the CPSB: (1) Sonja West, librarian at C E Byrd High School; and (2) Travis Smith, assistant principal of administration at Broadmoor Middle Laboratory School. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board salary schedule applicable to the position to which they were appointed. Administrators, family and other guests present were also recognized.

**CONSIDERATION OF RESOLUTION GIVING PRELIMINARY APPROVAL TO ISSUANCE OF \$6 MILLION IN LIMITED TAX CERTIFICATES OF INDEBTEDNESS FOR ACQUISITION OF NEW BUSES**

*Mrs. Armstrong moved, seconded by Mr. Ramsey, approval of a resolution giving preliminary approval to the issuance of \$6 million of Limited Tax Certificates of Indebtedness for the acquisition of new school buses. Vote on the motion carried unanimously.* The following is a copy of said approved resolution.

RESOLUTION

A resolution giving preliminary approval to the issuance of not exceeding Six Million Dollars (\$6,000,000) of Limited Tax Certificates of Indebtedness, Series 2003A, of Parishwide School District of Caddo Parish, Louisiana; providing certain terms of said certificates; making application to the State Bond Commission for approval of said Certificates; and providing for other matters in connection therewith.

WHEREAS, Section 742.2 of Title 39 of the Louisiana Revised Statutes of 1950, as amended (the "Act"), and other constitutional and statutory authority, authorizes political subdivisions to borrow money in anticipation of revenues to be realized from special taxes to be used only for the purposes for which the tax was voted; and

WHEREAS, Parishwide School District of Caddo Parish, Louisiana (the "Issuer") desires to incur debt and issue not exceeding Six Million Dollars (\$6,000,000) of its Limited Tax Certificates of Indebtedness, Series 2003A (the "Certificates"), for the acquisition of school buses and related equipment, as authorized in propositions approved by the voters on January 16, 1993 and July 20, 2002, and paying the costs of issuance thereof, said Certificates to be payable from the irrevocable pledge and dedication of the funds to be derived from the levy and collection of a 12.16 mills tax (such rate being subject to adjustment from time to time due to reassessment) authorized to be levied each year through the year 2014 (the "Tax") within the boundaries of the Issuer, to mature over a period no later than March 1, 2013, and to bear interest at a rate or rates not to exceed five per centum (5%) per annum; and

WHEREAS, the Issuer is not now a party to any contract pledging or dedicating the Tax; and

WHEREAS, the Issuer desires to make formal application to the State Bond Commission for approval of the Certificates, and further to employ special bond counsel in connection therewith;

NOW, THEREFORE, 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, that:

SECTION 1. Preliminary approval is given to the issuance of not exceeding \$6,000,000, aggregate principal amount of Limited Tax Certificates of Indebtedness, Series 2003A of the Issuer (the "Certificates"), to be issued for the acquisition of school buses and related equipment, as authorized in propositions approved by the voters on January 16, 1993 and July 20, 2002, and paying the costs of issuance thereof, said Certificates to be payable from the irrevocable pledge and dedication of the funds to be derived from the levy and collection of a 12.16 mills tax (such rate being subject to adjustment from time to time due to reassessment) authorized to be levied each year through the year 2014 (the "Tax") within the corporate boundaries of the Issuer. The Certificates shall bear interest at a rate or rates not to exceed five per centum (5%) per annum, to be determined by subsequent resolution of this Governing Authority at the time of the sale of the Certificates, and shall mature over a period no later than March 1, 2013. The Certificates shall be issued in fully registered form, shall be sold to the purchasers thereof at a price of not less than par, plus accrued interest, and shall have such additional terms and provisions as may be determined by this Governing Authority.

SECTION 2. This Governing Authority finds and determines that a real necessity exists for the employment of special bond counsel in connection with the negotiation, sale, issuance and delivery of the Certificates, and accordingly the law firm of Foley & Judell, L.L.P., of New Orleans, Louisiana, is hereby employed as special bond counsel to the Issuer to do and perform comprehensive legal and coordinate professional work with respect to the issuance and sale of the Certificates. The fees to be paid said attorneys shall not exceed 70% of the maximum fee allowed by the Attorney General's Guidelines for Fees and Services of Bond Attorneys for comprehensive legal and coordinate professional work in the issuance of revenue bonds, plus out-of-pocket expenses incurred in connection with the issuance of the Certificates. A certified copy of this Resolution shall be forwarded to the Attorney General of the State of Louisiana for his approval of the employment and of the fees herein designated.

SECTION 3. Application is hereby made to the State Bond Commission, Baton Rouge, Louisiana, for authority to issue, sell and deliver the Certificates.

SECTION 4. Prior to the delivery of the Certificates, the Issuer anticipates that it may pay a portion of the costs of the project from the General Fund. The project includes specifically the purpose set forth in this resolution. Upon the issuance of the Certificates, the Issuer reasonably expects to reimburse any such expenditures of other available funds from a portion of the proceeds of the Certificates. Any such allocation of proceeds of the Certificates for reimbursement will be with respect to capital expenditures (as defined in Reg. 1.150-1(b)) and will be made upon the delivery of the Certificates and not later than one year after the later of (i) the date such expenditure was paid or (ii) the date on which the project was placed in service. This Section is intended to be a declaration of official intent within the meaning of Reg. 1.150-2.

And the resolution was declared adopted on this, the 2<sup>nd</sup> day of September, 2003.

/s/ Ollie S. Tyler  
Secretary

/s/ Willie D. Burton  
President

## EXECUTIVE SESSION

**Student Expulsion Appeal Hearing.** *Mr. Guin moved, seconded by Mrs. Armstrong, to approve staff's recommendation that Kelli Wright be returned to Linwood Middle School on a probationary basis providing she provides a negative drug screen on or before September 19<sup>th</sup> and that she abides by the conditions of the Administrative Contract as outlined in the State Statute. Vote on the motion carried unanimously.*

## **ADJOURNMENT**

*Mr. Guin moved, seconded by Mr. Ramsey, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:43 p.m.*

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Ollie S. Tyler  
Secretary

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Willie D. Burton  
President

**September 2, 2003**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, September 2, 2003, with President Willie D. Burton presiding and Larry Ramsey and Phillip Guin present being a quorum. Other school board members present were Ginger Armstrong, Jerry Tim Brooks, Charlotte Crawley, Eursla Hardy, Willie Henderson, Lola May, Alvin Mims, Mike Powell and Gard Wayt. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mrs. Armstrong gave the invocation and led in the Pledge of Allegiance.

## **PRESENTATIONS**

**Quarterly Financial Report.** Ben Wreyford, director of finance, stated that complete financial statements had been forwarded to board members last week, and explained that each month a statement for the major funds (General Fund, Capital Projects, etc.) is forwarded to the board with statements for the smaller funds being provided quarterly. Mr. Wreyford stated the report being presented today is the fourth quarter or year-end report for the fiscal year ending June 30, 2003. He presented the detailed report highlighting revenues (local, state, federal, and others) explaining the variances, by section, in expenditures for the 2002-03 school year, with the final report indicating expenditures under budget by \$2.297 million. A snapshot version of the detailed financial statement for the 02-03 year also was shared showing an actual ending balance of \$5.3 million. Mr. Wreyford also explained the comparison of the actual ending balance which becomes the beginning balance for 03-04 budget and the difference in the budget approved by the board and the revised ending balance as a result of an increased beginning balance and adjustments since the budget was adopted which now gives a revised projected ending balance for 6-30-04 of \$3.6 million. Mr. Henderson asked Mr. Wreyford what percentage difference the \$2.297 million is of the total budget? Mr. Wreyford answered approximately 1%. Mr. Henderson asked how this compares with other years? Mr. Wreyford indicated he did not know, but could provide that information. Mr. Henderson asked about the budget difference on teacher salaries, principal, assistant principal salaries and the overages? Mr. Wreyford explained that the teacher salary line item always gets the most attention as it is the largest amount, and last year this item was over budget by about \$1.6 million.

**Bond Counsel Report.** Mr. Wreyford stated that in the special board session today, board members will be considering a resolution for looking at a loan of \$6 million for buses. Grant Schleuter, Caddo's bond counsel from the law firm of Foley, Judell, was present to comment on this loan and also on long term capital outlay improvements without any increase in taxes. Mr. Schleuter explained that bond counsel has worked with the administration on the proposal to issue limited tax certificates that would be payable and secured by the 12.16 mills tax just renewed in the July election. He said counsel proposes a fast track basis for the issuance of these certificates so funds can be available by mid October if approved by the board. Requests for proposals from all banks would be made, with an anticipated response deadline of early next week, and a recommendation made by the next board meeting. Repayment of these certificates would be scheduled over approximately 9 plus years at an approximate interest rate of 3½%. He added that the school board administration has requested that space be reserved on the agenda of the state bond commission so it can, upon CPSB approval, be considered at this month's (September) meeting.

With regard to long term capital outlay improvements, Mr. Schleuter stated they had worked with the administration to update figures and determine how much in additional bonds could be issued by the CPSB without an increase in the current 9.7 mills. He explained that the CPSB is in the fortunate situation whereby in 2006, the debt service on outstanding bonds decreases substantially which will permit the board, if it chooses to do so, to have an additional capacity to vote additional bonds without an increase in the current rate of 9.7 mills. Calculations indicate the board could vote at least an additional \$67 million in general obligation bonds for capital improvement projects. It is anticipated there would be three series of bonds in 2004, 2005, and 2006, and there is capacity for some increase in the \$67 million depending on how the series of bonds are phased out as well as the term of the bonds. Mr. Schleuter addressed the election date of April 17, 2003, which the CPSB might wish to consider with the legal deadline for that date being the first of February. Finally, Mr. Schleuter announced that the Caddo School System is the highest rated school system, having the highest credit rating of any school system in the State

of Louisiana. This means that whenever the district has issued debt, it has been very judicious in the amount issued and has always obtained the lowest possible interest rate and accordingly, the lowest cost to tax payers.

Mr. Wayt asked Mr. Schleuter if the CPSB decides to proceed will it affect the credit rating in any way? Mr. Schleuter said it should not impact the credit rating; because if the district has a need, needs assessment, specific projects, this is something that is favorably considered by the rating agency. The amount of outstanding debt is only one factor the rating agency looks at. They also look at the general economy of the area, outstanding debt, as well as the financial operations of the school board.

## **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE SEPTEMBER 16, 2003 CPSB MEETING**

The superintendent reviewed the proposed agenda for the September 16, 2003 CPSB meeting and discussion followed as summarized.

**Discipline Policy/Discipline Policy Review Committee.** Mr. Guin stated that last month the board received a recommendation from legal counsel which basically explained state law on the establishment of this committee and asked the superintendent to put together an explanation as to how this will be implemented, i.e. terminology on selection by peers. He said he would like to not only make a motion to adopt this, but at the same time act on a recommendation as to how it will be implemented.

**Update on South Highlands Performing Arts Center.** Mr. Powell requested that this item be an independent agenda item titled *South Highlands Performing Arts Center Funding Options and Plans*. He also requested that new information from the architect and the principal be shared with board members.

**Superintendent's Report.** Mr. Powell requested under Superintendent's Report a report on statistics at the middle school level of the number of discipline referrals to the office and if possible how many of the referrals were children who were repeat offenders.

Mr. Powell also requested a report from legal counsel on the impact of certain recent cases in Virginia and how it impacts school board dress code regulations, i.e. McNew v. Surrey County School System ('99 case) along with a United States Circuit Court of Appeals case Patsy v Henry, and if our policies are constitutional in light of some of the cases out there.

Mr. Ramsey requested that the superintendent provide a report on the numbers of students and class sizes and are we accommodating the leveling of classes.

Mrs. Crawley asked for the superintendent to provide a clarification on how aides are being shifted, general fund aides at high schools being moved to special education. She asked if those moved to special education are now under the special education budget? She also asked if there is a staffing policy ratio for aides? Mrs. Hardy also requested that the superintendent add to this report why teacher aides are being taken from the schools and placed in other departments. She also requested an update on where these have been placed.

Mrs. Crawley inquired as to where the board is in discussing the bond issue? The board president answered that the board has just heard from the bond counsel and one of the charges is to look at the feasibility of a bond issue and the information has not come back to the board. Mrs. Crawley requested that when decisions are being made on this bond issue, that in addition to capital projects, something is considered for textbooks and for teacher incentives.

Mr. Henderson asked for clarification on Mr. Guin's item on procedures for selecting (electing) the Policy Review Committee. Mr. Guin answered he has requested that staff provide the board the means by which it will be implemented before the policy is approved.

Mrs. Armstrong asked the superintendent how soon will leveling of classrooms and teachers take place as a result of the school choice transfers? Mrs. Tyler said as of today 163 students did not report to the receiving schools, however staff is attempting to adjust staffing to accommodate those students who did report. Hopefully staff will know by the end of the week possible needed

teacher transfers to the receiving schools. A more complete plan and report will be submitted to the board at the end of the first nine weeks. Mrs. Armstrong asked the superintendent to clarify if moving teachers meant moving teachers from these four schools to receiving schools? Mrs. Tyler answered in the affirmative, since students will be moved. Mrs. Armstrong asked if in doing this, will the needed additional personnel for the plan to be implemented at these four schools be in place? Mrs. Tyler responded it will not have any impact on the plan. Mrs. Armstrong asked if leveling of personnel will also be followed at the middle schools? Mrs. Tyler said that is correct.

Mr. Burton asked the superintendent for information relative to the Telecommunications Program at Booker T. Washington High School, adding there was a 10% initial budget reduction and he is hearing this amount has been further reduced. He indicated his concern is for the viability of this program, which is supposed to have the consent decree spirit, and it is being reduced to a point of being ineffective. Also, he asked Mrs. Tyler to check into this program being a stand-alone program and with the current situation, this one program that could draw people, yet we are taking money from the program.

Mr. Guin inquired about the board policy that all drug samples will be split samples and requested the superintendent to report on our practice in comparison to this policy and if this is occurring.

Mr. Guin asked the superintendent to look at the Rural Travel Stipend Policy and determine a possible recommendation to update this policy.

**Review of Policy Concerning Use of Facilities by Outside Entities.** Mr. Guin explained that he intends to make a motion to amend the policy this one time for the purpose of assisting this group in their request to use a Caddo Parish facility. Mr. Guin said he understands staff has met with the group and has tentatively worked out an agreement pending approval by the board allowing for this to happen. Mrs. Tyler asked Mr. Festavan to further clarify this information. Mr. Festavan explained that the board currently has a policy that prohibits the long-term use of school facilities by a religious organization/church. In 1997, it became a problem with the number of requests from churches for use of school buildings, and at that time the board amended its policy to prohibit long-term use. The request is from a church asking for a one-time exception to the policy and Mr. Guin indicated that it is what he is proposing and not to amend the policy. He said he understands that Caddo has a policy for the short-term use of facilities involving costs, etc. and he understands this group has agreed to pay the cost in accordance with fees set in the short-term use policy. Mr. Henderson asked if the current policy indicates a time? Mr. Festavan stated it refers to usage longer than two weeks or so and that's in case of a flood, fire or other catastrophic exceptions. Mr. Henderson asked if this request is for longer than 2 weeks? Mr. Festavan said they have figured the cost for one year for building usage, custodial fees, air conditioning fees, etc. Mr. Ramsey asked if there are any requirements for school personnel to be at the school during the time being used by the outside entity? Mr. Festavan said a custodian will be contracted to cover the year.

Mrs. Crawley inquired if the board makes an exception for one, does this open the board up to change its policy, so that others making the same request are not turned down. Mr. Abrams answered yes, that is a concern, and stated the policy is well written in basically limiting the use of facilities for all groups, not just church groups. The policy indicates when it can be used in extreme emergencies. He said the concern would be if a group comes in after this request and it is denied and then another follows and it is allowed, you end up in a situation where you really don't have a policy. He said the wise move is to amend the policy so there is no discrimination or potential for discrimination. Mr. Burton asked to what degree does this address the separation of church and state? Mr. Abrams answered this doesn't address so much the separation of church and state, because the CPSB has allowed churches to use the facilities, but it is more a Freedom of Expression and First Amendment Rights.

Mr. Mims indicated we have had occasion to allow a church to occupy Captain Shreve for over a year. Mr. Abrams said that it is correct, but the policy was amended after that time.

Mr. Brooks asked staff to provide him with minority participation in the bid process for agenda item 10 and requested a list of all minority participation over the past 3 years.

Mr. Wayt asked Mr. Festavan to respond on the rationale for making this exception on how our facilities are being used? Mr. Festavan indicated he would have to let Mr. Guin respond. Mr. Guin answered that in District 1, in particular, the schools are an intricate part of the communities as are the churches and it is an opportunity for the two to work together. He believes the debate is over the period of time – long term use v. short time use. Mr. Guin stated he believes the financial stability of the organization can be considered as a factor in the board's final decision and if the organization can live up to the financial obligation over the long period of time.

**Approval of Budget Revision.** Mr. Henderson asked staff if this item is the same item postponed at last month's meeting and Mrs. Tyler answered in the affirmative.

**Approval of Position of Technical Assistance Librarian.** Mr. Henderson asked if this item is the position reduced in budget considerations in the spring? Mrs. Tyler answered that is correct and is on the agenda because the board asked staff to re-evaluate this position and make a recommendation. Mr. Henderson asked if it is known how much reinstating this position will cost? Mr. Walker answered in the neighborhood of \$55-57,000 total. Mr. Henderson asked if this action would bring the position back to two? Mr. Walker answered in the affirmative. Mr. Powell said he asked the superintendent to look at this, because this position is one that is working in the schools; and with libraries being placed as the hub for technology, this requires some assistance and these positions are much needed. Mr. Ramsey said there has been some confusion as to whether this position is a supervisory type position or a teacher type position and would like to see some clarification so this does not happen again.

## **ADDITIONS**

Mr. Brooks requested that an item be added to the agenda putting hiring back into the Personnel Department and out of the hands of the principals and supervisors.

Mr. Burton also requested that an item be added to the agenda titled *Approval of Revisions to Policy JFCI – Substance Abuse and Education Policy*.

**Consent Agenda.** The president recommended that items 9-14 and 18-19 be categorized as the consent agenda. Mr. Guin asked that item #16 be renamed to read "Approval of Exception for Use of Facilities by the United Methodist Church for Long Term Use". *Mr. Ramsey moved, seconded by Mr. Guin, that the proposed agenda and consent agenda be adopted as submitted. Vote on the motion carried unanimously.*

## **WORK SESSION**

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, asked for clarification on agenda item #11 and that this item does not appear to be the same item that appeared on last month's agenda.

Gail Griffin, librarian, encouraged the board to support the librarian technical assistance position as this serves a great need in the schools in the parish.

**Adjournment.** *Mr. Ramsey moved, seconded by Mr. Guin, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:38 p.m.*



**September 16, 2003**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, September 16, 2003 with President Willie D. Burton presiding and the following board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Charlotte Crawley, Phillip Guin, Eursla D. Hardy, Willie Henderson, Lola May, Alvin Mims, Mike Powell, Larry Ramsey and Gard Wayt. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mrs. Armstrong gave the invocation and led in the Pledge of Allegiance.

### **CONSIDERATION OF MINUTES OF THE AUGUST 19, 2003 AND SEPTEMBER 2, 2003 CPSB MEETINGS**

*Mrs. Armstrong moved, seconded by Mr. Wayt, approval of the minutes of the August 19, 2003 and September 2, 2003 Caddo Parish School Board meetings. Vote on the motion carried unanimously.*

### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

President Burton proposed that items 9-10, 12-14, 18, 21 and 23 be categorized as the consent agenda. Items postponed included *South Highlands Performing Arts Center Funding Options and Plans and Executive Session: Certificated Employee Hearing.*

### **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, administrative assistant to the superintendent for communications and information, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment.

**National Endowment of the Humanities Fellows.** Mrs. Anderson announced that two Caddo educators were selected from a pool of national applicants to become National Fellows in an educator network called *Let It Shine*, an initiative of the Thomas Day Education Project in Durham, North Carolina. Mrs. Judy Ball Johnson, arts teacher at South Highlands Magnet Elementary School, and Mr. Henry Price, Caddo's Arts Supervisor, joined a team of educators from 10 states in this project aimed at improving the teaching of African American history and culture nationwide at the elementary and middle grade levels. Mrs. Johnson and Mr. Price spent a week this summer in Research Triangle, Durham, North Carolina, assisting with the *Let It Shine* project attaining cutting-edge scholarly knowledge, proven instructional strategies and newly developed teacher resource materials. Funding for this project comes from the National Endowment for the Humanities. Keith Burton, principal at South Highlands was also recognized.

**Elementary, Middle and High School 2002-03 Attendance Awards.** The following schools were recognized for outstanding attendance during the 2002-2003 school year: (1) Elementary – Lakeshore Elementary, Reginald Dodd, principal, 96.6% attendance; Eden Gardens Fundamental Elementary, Jan Hughes, principal, 97.5% attendance rate. (2) Middle Schools – Youree Drive Middle School, Jan Holliday, principal, 95% attendance; Caddo Middle Magnet, Kay Robinson, principal, 97.1% attendance. (3) High Schools – Captain Shreve High School, Marvin Hite, Assistant Principal and Becky Hanky, Attendance Clerk, 94.5% attendance; and Caddo Parish Magnet High School, Mary Rounds, principal, 95.1% attendance.

### **VISITORS**

Bobbie Jeter, of the Booker T. Washington PTSA, addressed the board first complimenting the teachers at BTW and the outstanding job they have done in getting school off to a good start. She indicated she is concerned about the recent elimination of teachers, i.e. social studies teacher. She said teachers are being eliminated and classes are being restructured a month into the school year. The increase in class sizes is a concern. She also referred to information provided in an informational meeting early in the school year where changes were discussed and questions asked when these changes will be implemented and who will be following up on these. She asked about the staffing formula and how this works in staffing the school and she feels the

formula needs to be adjusted in order to meet the needs of BTW. Another concern is the shortage of textbooks. She asked the board to take a look at and assist BTW in addressing these concerns and needs for the students at BTW.

Sharon Wade, C E Byrd parent, addressed the board on concerns regarding the tryouts, selection of members, voting process, and selection of officers/captains, for the flag line at C E Byrd. She indicated that the sponsor is also over the twirlers, and twirlers did not have to follow the same procedure as the flag line. She stated she does not feel the constitution of the group has been followed and asked that this matter be looked into and an explanation provided. The board president asked Roy Thomas to follow up on this and provide a written report to the board.

Byron Stewart, lobbyist for the Louisiana School Boards Association, shared with the board information on the court awarding Louisiana school boards \$17.5 million of the tobacco settlement that has been in litigation and added that in the next few months, Caddo will be receiving its additional tobacco funds. Mr. Stewart announced that with the upcoming election, LSBA has requested from all candidates running for Governor information on their stand regarding education, which he will share with the board. He also reported that the LSBA Executive Committee last week voted to oppose one of the proposed constitutional amendments on the ballot (#4) which allows BESE to take over a failing school, a school that has been through three or four steps and is showing no improvement. Opposition is based on the fact that school boards do not feel this is the best way to address these schools. He announced that in the last session, all the voucher bills were defeated and it is hoped this will happen again in the upcoming election.

Dr. Steve Taylor, Education Task Force, addressed the board on the importance of schools to the communities and shared with the board a portion of the observations made by the task force. He said some of the observations and conclusions included visits to five middle schools (Youree Drive, Middle Magnet, Broadmoor, Donnie Bickham and Linear) and six high schools (Byrd, Captain Shreve, Caddo Magnet, Green Oaks, Northwood and North Caddo). He said the middle schools visited ranged in poverty percentage of 18% at Middle Magnet to 80% at Linear and a range in School Performance Scores of 144 at Middle Magnet and 45 at Linear. He stated at the high school level, the poverty range was 7% at Caddo Magnet with a School Performance Score of 171, one of the top in the state, to Green Oaks with a poverty percentage of 63% and a School Performance Score of 37. He said this disparity in scores is an issue that everyone needs to be aware of and feels it is somewhat of a blight on the community's performance and goal in educating our children. He stated those in the schools are doing the best they can to educate our children and the group concluded that all schools do not have equal resources to be able to do their job. He talked about the need to focus energies on neighborhood schools and the report that came out last week addressing community weaknesses over underachieving primary and secondary education in many neighborhoods and the community threat for an uneducated work force. He stated it is important to recognize the clear dependence of healthy neighborhoods on quality neighborhoods and how the two go hand in hand and the need for a systemwide goal to bring performance scores of every school close to or up to the state average and provide the necessary resources to make this possible. Finally, he recognized that the single most important goal in bringing economic growth to the area is that we bring a quality education to all students.

Ray Brown, Education Task Force, stated to the board that Caddo has one of the finest group of administrators, principals, staffs, employees in Louisiana and the importance of giving administrators the resources they need to make reform possible. He encouraged the board to continue to consider the work and report done by the Education Task Force and to continue to support the staff.

Harry Truslow, Education Task Force, addressed the board on technology in schools which was the number one concern in the secondary schools and the number two concern in the elementary schools. Mr. Truslow reported that he met with Joe Brown who provided him with a copy of the board approved technology report. He highlighted the parts of the report that addressed the district building community partnerships with stakeholders and they will be informed of the educational impact of technology as it relates to standard based school achievement and that the school system will reach out for these partnerships in an effort to improve the student achievement levels. He said the task force is ready to stand up as that partner and asked how the task force might access information available. He added that the budget for professional development of \$7,000 is inadequate as professional development is a key ingredient of a

successful technology plan. He said the plan is a good start, but the committee would like to see more and would like to see it sooner.

Dr. Phillip Pennywell, Education Task Force, addressed the board on the work of the task force and the mission to look at the infrastructure to insure that all schools had the same things within the environment to complement learning. He said one of the group's discoveries is that many of the schools are aged and outdated and it will take quite a bit of money to improve them. He said they also identified some of the problems common to all schools, i.e. air conditioning, lighting, and things that are seldom looked at as vital to learning. He said the committee believes that investments will need to be made if the district plans to continue to be competitive in society today and do we want to continue to invest in schools that it will take millions of dollars to bring up to standards.

Dr. Phillip Rozeman, Education Task Force, addressed the board on the lack of central air conditioning and heating in the classrooms and reasons why this situation needs to change: (1) indoor air quality and statistics that support the numbers of children and teachers in the United States that suffer from upper respiratory infections that are directly related to poor air quality, and children can't learn and teachers can't teach if they are sick. (2) the medium age of air conditioning units is 17 years and they are now beyond their life expectancy resulting in costly maintenance, with not enough money to do this nor replace them. (3) effectiveness in that room units are loud and it's hard to teach above the noise, and maintenance on room units is a lot higher. He asked the board to do what is necessary to create a good work environment for teachers and a good learning environment for students.

Charlie Nell Jones, parent from Fair Park High School, addressed the board members on concerns parents at Fair Park have on promises made and not kept. Mrs. Jones highlighted a list of concerns on the recent loss of teachers at Fair Park and the method in which students and parents were informed about this. She said they desire to receive answers as to why this was handled the way it was. She said also the students that left were transition students and special education students; however, the teachers that were moved were teachers in the core curriculum area. Also, by transferring teachers, this eliminates the lower pupil:teacher ratio that was promised. She said she doesn't understand how the staffing formula at Fair Park can apply the same as it does for a school that is not struggling. She also inquired about the loss of the security coordinator at Fair Park and asked staff to provide an answer. She added that one of the nine teachers lost is one who represents and maintains a \$17,000,000 state funded grant for Fair Park, and asked if the teacher moves, is Fair Park in jeopardy of losing this grant. She summarized her comments by adding that lighting for the track field, grading of the track and field, the bathrooms (which have not been updated since 1927) are inadequate, and the Medical Careers Magnet students that attend Fair Park and Fair Park teachers teach them.

Cynthia Henderson, Caddo Association of Educators, addressed the board on concerns of the Caddo Association of Educators. She said that school boards across the country are seeking for ways in which requirements can be implemented in conjunction with the No Child Left Behind Legislation mandates. She announced that the CAE will host a forum in the C E Byrd auditorium on Wednesday, October 8<sup>th</sup>, 5 p.m. In addition to Caddo, Bossier, Webster, Red River and DeSoto superintendents have been invited, BESE Member Walter Lee as well as Congressman McCrery. She stated CAE believes it is important to keep employees as informed as possible on how No Child Left Behind will affect them. She said they will also present their action plan to amend No Child Left Behind to include (1) support full funding for all ESA requirements, (2) adjust the definition of a highly qualified teacher and insure all teachers are held to the same standards, specifically those teachers in charter schools and some service providers as well as those participating in alternate routes to certification; (3) granting state's total flexibility in measuring a school's adequate yearly progress and granting schools flexibility in applying sanctions identified as needing improvement. She said the goals should be to direct immediate resources and tailor corrective action to meet specific problems. She said the CAE believes that in order to be successful in making public schools great for all children, everyone must work together in the implementation of No Child Left Behind and address those areas that must be changed so that truly No Child will be Left Behind.

Jackie Lansdale, Caddo Federation of Teachers/Support Personnel, talked to the board about recent budgetary shortfalls, encouraged the board to begin now assessing and correcting the areas that were the greatest challenge as a result of the current budget implementation. She added that

a revision is needed in the RIF policy that will address the failure to recognize longevity in the system, and highlighted some of the concerns teachers aides have faced as a result of the changes made and the transferring of personnel, i.e. lack of training, unexplained transfers in and out of schools, staffing ratios for teacher aides, etc. Mrs. Lansdale encouraged board members to physically visit these overcrowded classrooms and insist with staff compliance of the board approved student-teacher ratio policy even if it means hiring new teachers. Regarding special education and 504 students and their necessary accommodations, Mrs. Lansdale stated that 20-25% of the students in a classroom have a reason for special accommodations. She also encouraged the board to address overcrowding as well as classrooms that do not have available the much needed materials and textbooks. She added that many teachers have reported they did not receive their \$50 M & S money the board instructed them to receive. She said the corporate community and citizens groups of Caddo have indicated a willingness to assist the schools and encouraged the board to approach these and ask them to assist in providing these basic tools, i.e. textbooks and classroom materials and to continue to pursue a group contract for copiers.

## **CONFIRM THE CONSENT AGENDA**

*Mr. Powell moved, seconded by Mr. Wayt, to approve the consent agenda. Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

### **Agenda Item 9.A.**

**Personnel Recommendations.** John Dilworth, chief operating officer, introduced the following personnel promotions: (1) Mrs. Sonia Williford was appointed Instructional Coordinator at Turner Elementary/Middle School; (2) Mrs. Melissa Williams was appointed Counselor at Walnut Hill Elementary/Middle School; (3) Mr. Robert Broussard was appointed Interim Assistant Principal at Turner Elementary/Middle School; and (4) Mrs. Wanda Gunn was appointed as the new Chief Academic Officer for Caddo Parish Public Schools. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the position to which they are appointed. Administrators, family and other guests present were also recognized.

### **Agenda Item 9.B.**

**Requests for Leaves.** The following requests for leaves were approved by the board as recommended by the superintendent and submitted in the mailout.

#### Certified Positions

##### Sabbatical Study, Spring Semester, 2003-2004 School Year

Kristi Lofton, Teacher, Claiborne Elementary, 7 years

##### Medical Sabbatical, Spring Semester, 2003-2004 School Year

Julie McWilliams, Teacher, Riverside Elementary, 6 years

##### Medical Sabbatical, Remainder of Fall Semester, 2003-2004 School Year

Martha Wiggins, Teacher, Bethune Middle School, 28 years

##### Catastrophic Illness, Beginning September 4 (30 days)

Mary Zimmerman, Teacher, Byrd High School, 7 years

##### Catastrophic Illness, Beginning September 12 (30 days)

Connie McNeil, Teacher, Northside Elementary, 1 year

##### Leave Without Pay, October 10 through remainder of 2003-2004 School Year

Laurie Blair, Itinerant Speech Therapist, 10 years

#### Requests of the Board

Bess Tompkins' request to waive the requirement that she return to work or repay monies received while on medical sabbatical leave for the 2002-03 school year as her health has not improved and she needs to retire. She has furnished the required doctors' statements supporting her request and staff recommends approval.

Janell Stevens' request to waive the requirement to return to work or repay monies received while on medical sabbatical leave and unpaid sick leave as her health has not improved and she is going to apply for disability retirement. She has furnished the required doctors' statements and staff recommends approval.

Stacey Russell's request to rescind her sabbatical leave for the fall semester of the 2003-2004 school year.

**Agenda Item No. 9.C.**

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the other personnel reports for July 22, 2003 through August 23, 2003 as recommended by staff and submitted in the mailout.

**Agenda Item No. 10.A.**

**Bids.** The board approved the bid of Mid South Press totaling \$8,221.30 for Report Cards as recommended by staff and submitted in the mailout on the bid tabulation sheet.

**Agenda Item No. 12**

**Approval of Position of Technical Assistance Librarian.** The board approved reinstating the position of Technical Assistance Librarian which was deleted as a result of budget reductions in May 2003 as recommended by staff and submitted in the mailout.

**Agenda Item No. 13**

**Approval of Professional Development Days for Midway Elementary Professional Development School.** The board approved Professional Development days for Midway Elementary Professional Development School on November 21, 2003 and January 16, 2004 as recommended by staff and submitted in the mailout.

**Agenda Item No. 14**

**Approval of Professional Development Day for University Elementary School.** The board approved a Professional Development Day on September 26, 2003 for University Elementary School as recommended by staff and submitted in the mailout.

**Agenda Item No. 18**

**Approval of CPSB Policies JB and JB-R.** The board approved CPSB Policy JB and JB-R addressing Equal Education Opportunities for Homeless Education as recommended by staff and submitted in the mailout.

**Agenda Item No. 21**

**Approval of Revisions to Policy JFCI – Substance Abuse Education and Discipline Policy.** The board approved revisions to Policy JFCI-Substance Abuse Education and Discipline Policy as a result of Act 97 as recommended by staff and submitted in the mailout.

**Agenda Item No. 23**

**Approval of Contract to Provide Services for the Implementation of the 21<sup>st</sup> Century Community Learning Centers Grant.** The board approved the contract agreement between the Caddo Parish School Board and the Volunteers of America of North Louisiana to provide snack and evening meals as part of the 21<sup>st</sup> Century Community Learning Grant program as recommended by staff and submitted in the mailout.

**APPROVAL OF BUDGET REVISIONS**

*Mr. Guin moved, seconded by Mr. Brooks, approval of budget revisions to reinstate three positions of Mechanical Electrical Assistant, Laborer Tractor Driver and Groundskeeper.* Mr. Guin stated that the mailout proposed the reinstatement of two positions; however his motion is asking that a third position of "Groundskeeper" also be reinstated as a situation where North Caddo High School lost their Groundskeeper through the process. He said the numbers have been provided to Mrs. Tyler and approval by the board to reinstate this position is almost a wash when you take into consideration the cost for having to send a crew to the northern part of the

parish to take care of this. He said he has talked with the superintendent and she was in agreement with him adding it to the motion today. *Vote on the motion carried unanimously.*

### **DISCIPLINE POLICY/DISCIPLINE POLICY REVIEW COMMITTEE**

Jackie Lansdale, Caddo Federation of Teachers/Support Personnel, stated that Louisiana Revised Statute 17:416.8 states that every school board will establish a Discipline Policy Review Committee composed of 16 members. She stated it is very obvious the lawmakers had a very clear purpose in mind in that the law is very specific about who will sit on this committee and that they are to be elected by their peers. Recognizing that discipline runs the entire spectrum of the school system, a cross section of employees that are elected by their peers is a process that makes sense. She said while the CFT is pleased to see the local district come in compliance with the law, she expressed concern because so little is known about the process and how the local district can conduct an election that is clear and unfettered to elect an employee in each of the groups represented on the committee. She said this policy is needed and stated that the CFT looks forward to working with the administration and board in a process that in forming the committee will answer the concerns shared.

*Mr. Guin moved, seconded by Mrs. Hardy, approval of the proposed Discipline Policy (JGG) and the proposed Caddo Parish Discipline Policy Review Committee Election Process (JGG-R) as recommended by staff and submitted in the mailout.* Mr. Guin commented that he had requested and expressed his appreciation to the superintendent in working with legal counsel to bring to the board the process so it was available before approving the policy and encouraged the superintendent to monitor that the process is followed consistently throughout the parish. Mr. Henderson echoed Mr. Guin's comments on material provided by the superintendent and asked if thought was given to a representative from the special schools and if teachers at those sites will have an opportunity to be considered. Mrs. Tyler answered in the affirmative as all schools are considered and given an opportunity.

Mr. Powell asked board counsel if we are in full compliance with the intent and direction from the statutes in the policy being proposed today? Mr. Abrams answered that is correct, it will bring the district in compliance. Mr. Abrams also addressed the issue relative to the parent members and that the statute indicates the process approved by BESE should be used. At this time, BESE has not come up with a process so the proposed process is for use until such time that BESE does have a process approved and in place. Mr. Powell indicated he believes this action covers Caddo to the extent we can until BESE meets the statutory requirement. Mr. Abrams said that is correct. *Vote on the motion carried unanimously.*

### **APPROVAL OF EXCEPTION FOR USE OF FACILITIES BY THE UNITED METHODIST CHURCH FOR LONG TERM USE OR AMENDMENT TO POLICY KG**

*Mr. Guin moved, seconded by Mr. Powell, approval of the amendment to Policy KG Community Use of School Facilities, in particular Item #14 of that policy, long term use of school facilities, as was included in the mailout.* Mr. Guin stated that the mailout provides a way to do this on a three-month interval, with a provision to renew, which keeps the Caddo Parish School Board from getting locked into a 12-month agreement in case there are problems. He also restated previous comments in that we ask for community support and he is uncomfortable saying no when they ask for the board's support. Mr. Powell echoed the comments by Mr. Guin and that these schools belong to the public and to the extent we are not allowing people to interfere with the normal use of the school, but allowing the owners (public) to use the facilities, we are showing an openness in our policies to work with the communities and not create roadblocks. Mr. Wayt asked legal counsel if, in view of previously discussed concerns, is this language legally acceptable, is it legally defensible, and does it avoid opening Pandora's box? Mr. Abrams answered that regarding questions 1 and 2, this policy meets legal guidelines and is a policy that is enforceable. As to the third question, he cannot respond other than Item #14 initially required board approval as to specific uses whereas now the policy will not require staff to come back to the board for approval every time for a particular use. He said the intent is to have a contract that will be a short-term contract of 3 months with a renewal option in it so if there is a problem associated with the person/entity using the facility, the school board has an option to cancel. This will be opening up the use of the facilities to groups other than educational. Mr. Wayt asked if in future requests will the school make the decision? Mr. Abrams said this is a policy that will be in effect by the Caddo Parish School Board and

decisions will be made by administration, by the person in charge of that division. Mr. Wayt indicated he is satisfied with that.

Mr. Ramsey said he would like to hear from staff on this item and would like to make certain what role the board will play. The superintendent stated her only concern is, and she has discussed this with Mr. Guin, she would like the board to approve the request initially and the renewal can be done by administration. She added the policy as proposed removes the board from approving long-term use and she would like for the board to continue to do that and the renewals coming to the staff at the end of the three months. Mr. Ramsey said he doesn't have any idea as to the volume of requests for use of the facilities and he has some concerns. Mr. Abrams stated regarding the issue of the board making the initial approval is this puts the board in the position of making a decision regarding whether someone is favorable or not favorable and whether or not the facility should be leased or not and this could be a problem. The policy as it is written today, allows the person applying to use the facility and there is no discretion other than if you cannot pay the money or if can't provide the insurance. If it comes to the board, it would only be for the board to have knowledge that the facility is being rented out for long-term use, and believes this is probably the only discretion the board should have. Mrs. Tyler responded that she too has the same concerns if the staff begins making those decisions without the board, there will be a lot of appeals to the board because if staff determines if certain groups can or cannot use the facilities on a long-term basis, as staff works for the Caddo Parish School Board, you will have the same problems and asked that the board consider amending this proposed revision so the board makes the initial approval and staff can decide on the renewal based on what the policy indicates. Mr. Ramsey asked if a substitute motion was in order if staff could be asked to take another look at this item? The president ruled there is a motion on the floor and a motion could be made to postpone.

Mr. Henderson stated his agreement with Mr. Guin as these schools belong to the people in the parish and the auditorium is probably the least used rooms in the schools. He added he believes there are enough safeguards in the proposal to hold those who rent the facilities liable for any damage to the facilities. He said the buck stops with the school board even if staff approves it, the staff works for the school board and as long as they are working within the scope of their job description, the board is responsible for their actions, so he doesn't know that it makes a big difference who initially approves these long-term use requests. Regarding concerns about who may ask to use the building and whether or not they meet a certain standard, he cited similar situations with churches in the past and it is important that we are careful to not label groups. We need a fair policy that can apply to the citizens in Caddo Parish and hoped the board maintained the opportunity to evaluate anyone who may apply to use our facilities and if there is good cause, exercise that option. He encouraged the board to support the use of the facilities by those citizens who support the school system and supports the motion with the amendment asked for by the superintendent.

Mr. Powell asked Mr. Guin, as the original maker of the motion, if he had any problem with the amendment? Mr. Guin responded that he talked with the superintendent and legal counsel and the only reason he did not put this in, and he has no objection to the amendment, is because he was assured by legal counsel that the contract itself states the provision as to whether or not an individual or group is able to utilize a building – if they meet the financial requirement, if they meet the insurance requirement, etc. and there is not approval beyond that legally that the staff or board can do. He understands that the contract itself makes the determination; however, he has no problem with saying the board has the initial approval. Mr. Powell stated implicit in this is if we are making a determination for long-term use that it will not interfere with what is being done at the school. *Mr. Powell moved, seconded by Mr. Brooks, to amend the policy in line with what the superintendent has asked, that the preliminary approval, based on a standard that it doesn't interfere with what we are doing with our schools, would first come to the board.* Mr. Powell said the discussion has indicated we don't do this and in looking at the policy, baseball leagues come in and use the facilities for long periods of time; so, this is nothing new, we are just making it available to others and this will clarify the policy. He said it also allows the board to make the policy discretion so we are not interfering with what is going on at the schools on an extended basis.

*Mr. Wayt called for the question, seconded by Mr. Brooks. Vote on the motion carried unanimously.*

*Vote on the amendment carried unanimously. Vote on the main motion, as amended, carried unanimously.*

Mr. Powell stated that originally when this request came to the board there was a group requesting extended use and in light of board action and the need now for board approval, asked if the intent was to take care of this matter at today's meeting? Discussion was held on the fact that the board action makes it to where the board has to approve the individual request and the need for an additional motion in order to approve the individual request.

**Recess.** The president called for a 15 minutes recess at approximately 6:10 p.m. and the meeting reconvened at approximately 6:30 p.m.

#### **APPROVAL OF CPSB POLICY JG-R AND REVISIONS TO CPSB POLICY JG REGARDING USE OF ELECTRONIC DEVICES BY STUDENTS**

*Mr. Ramsey moved, seconded by Mrs. May, approval of CPSB Policy JG-R and revisions to CPSB Policy JG regarding the use of electronic devices by students as recommended by staff and submitted in the mailout.* Mr. Powell pointed out a missing comma in the Policy JG-R following *or his designee*, and in the second paragraph asked for clarification of the word *and* and if this means a child can have a cell phone on in the school or is the intent that its not to be turned on period unless an emergency? Mr. Abrams said the first noted correction is understood, but added it came directly from the statute; and clarification in paragraph two is it is not turned on period. Mr. Powell also asked couldn't it just be that the device cannot be turned on period? He indicated that he has principals expressing concern over the fact that they cannot be turned on, but students will have them on vibrate. There is a problem with test security because of the ability of transmitting messages via cell phones. Mr. Powell indicated he wants to make sure Caddo's policy is as tight as it can be under the statute so we don't encounter some of these problems. He added that he asked for the legal counsel's interpretation that it is the intent that unless needed for an emergency, it is turned off. Mr. Abrams said that is correct and added that paragraph two is not from the legislature, this is administration's thought in being able to enforce the provision and that if the device rang, vibrated, or did anything that alerted the teacher or disrupted, that is a prohibited use.

Mr. Henderson asked legal counsel why Policy JG was not included in the mailout showing the revisions in that policy? Mr. Abrams answered that Policy JG is a grid showing what the offense is as well as what would be the penalties and the only recommended revision is removing *possession of* from the grid.

*Mr. Wayt called for the question, seconded by Mr. Ramsey. Vote on the motion to end debate carried unanimously. Vote on the main motion carried unanimously.*

#### **APPROVAL OF 2003-2004 DISTRICT GOALS AND OBJECTIVES**

*Mrs. Armstrong moved, seconded by Mr. Wayt, approval of the 2003-2004 district goals and objectives, with base lines of measurements included so that at the end of the measurement period, we will have a beginning and an ending to our statistics.*

Mrs. Armstrong stated that on a number of the objectives that talk about percentages, there is a need to be specific and having the base line through the implementation process and an ending number, the superintendent will be able to show how much growth has taken place in those items that have measurements.

Mrs. Tyler said that in the objectives themselves, normally the base line data is not included; however staff will provide that information to the board. She added that School Performance Scores will not be received until November; however LEAP results have been provided at board members' stations tonight. She further stated that base line data (data for the beginning of the school year) will be provided along with this data and ending results at the end of the year.

Mr. Wayt asked that Mrs. Tyler be afforded the opportunity to share with the board any presentation on the proposed goals and objectives. Mr. Powell also stated that in light of the fact that the board is adopting this document tonight and the superintendent is needing approval to move forward, encouraged the board to see the presentation prior to voting on the proposed



document. He also called for a point of order and requested that policy be followed in that when a motion is made and the board has heard from the maker of the motion and the second, the superintendent has the opportunity to respond to include a response to the merits of the motion.

Mr. Henderson also shared his concern that the superintendent is comfortable with the motion on the floor. Mrs. Armstrong responded that her motion alludes to only those items where measurements are involved would she wish to see a base line, and believes the superintendent's response indicated she understood and she has already provided some of those base line numbers in the information presented today relative to LEAP scores. Mr. Mims said there are some items that are measurable and that is what he is looking for and he would like to hear the superintendent's presentation before voting on the motion.

The superintendent shared with the board a summary of the proposed goals and objectives for the 2003-2004 school year. She provided copies of the quality education plan that contains the goals and objectives, listing and highlighting the four priority goals and a few of the objectives for reaching those goals. She reported that staff looked at the goals and objectives previously adopted by the board last school year and were able to determine the achievement of some of those goals and objectives and the ones achieved are removed from the list and those objectives that were in progress/on going, placed them back in the plan and added some new objectives based on the needs of the schools. Mrs. Tyler stressed the Mission of the District and that one of the main objectives for administration is to keep our eyes focused on the mission of the district and each decision made will be based on the District's Mission, which is to improve the academic achievement of students and overall district effectiveness. She reported that for the past two and one-half months, the administration has been working throughout the community with various groups, engaging them in the process of education. She highlighted the beliefs that are things all the goals and objectives are designed around.

The superintendent reported there are four priority goals and 48 objectives and announced that she will highlight some of the major highpoints of each priority goal and not go into each one. The first priority goal highlighted was *To Raise the Level of Educational Program and Student Performance: Raise the level of accountability to focus on results and attention to detail.* Mrs. Tyler indicated administration will definitely pay close attention to detail to make certain the job is getting done, not allowing students to fall through the cracks, and that the district is meeting the mandates with reform under "No Child Left Behind" as well as the state accountability plan "Reaching for Results." Priority Goal 2 is *To Recruit, Train, Evaluate and Retain High Quality Staff.* The superintendent explained that this goal includes everyone from the classroom through the central support services. Priority Goal 3 addresses *Delivering and coordinating efficient and effective administrative support functions aligned with school-based needs.* She said the administration will work to put activities and strategies in place that will assist in coordinating and collaborating across departments and divisions to ensure we deliver the services needed in the schools. Priority Goal IV, *Expand family, community and school connections: Create a high level of expectations for parental/guardian and community participation in student learning,* is being put into place to engage parents and the community in order to connect them with our boys and girls in a positive way. High levels of expectation will be in place for this goal, adding that statistics show that students with parental involvement have a better chance to succeed. The objectives highlighted in each area include: Priority Goal I – Evaluate the effectiveness of all school reform models currently in place and develop a reform model for the remaining schools with input from each school; implementation of a reform model or effective academic program at all high priority schools; ensure that all schools continue to improve their academic progress annually; make sure the number of students scoring basic and above increases by 2% (which was provided for board members in a separate document tonight); continue the efforts to ensure all schools improve their School Performance Score (SPS) [and this base line data will be provided to the board]. Priority Goal II – Putting in place a staff development model for all employees, particularly those at school sites, to do very extensive and targeted training that will help us be able to assist the needs of what is happening in the schools; train all teachers in new instructional programs; develop a comprehensive program to train principals in conjunction with the local universities and Region VII that will help principals have access to the latest leadership methods; provide competitive salaries and benefits for all employees. She added that she is aware of current funding restraints; however, staff is continually looking for funding through various entities at the state and federal level and grants. Mrs. Tyler also stated that she would continue to work with the state legislature to hopefully get additional funding for salary increases to attempt to bring our teachers at least up to the southern regional average. Priority Goal III – assess and

eliminate central office activities that do not facilitate teaching and learning at the school site; audit all jobs and how they help in the schools; implement effective systems for school construction, maintenance, repair and transportation that improve services and the coordination and communication between principals and central office directors. Priority Goal IV – work to expand arrangements with external organizations to augment programs and services to schools and teachers; expand the Annual Team Nutrition Event to involve additional allied health organizations in providing services and contacts; develop a partnership with the VOA to provide snacks and meals in the tutorial programs.

The superintendent announced that progress reports will be shared with the board. She added that the board and public will receive semi- and annual reports on the progress of the plan. A timeline, organizational chart, professional development module and the new teacher induction program were also provided.

Mrs. Crawley stated she believes the document presented is a wonderful document and she has no problems with the goals and objectives, but asked for someone to explain the purpose in approving the presented goals and objectives, is it a map for the district or is it to be used as an evaluation instrument? Mrs. Tyler responded this is a road map for the district and it is tradition that the board evaluates the superintendent and included in the contract between the superintendent and the board, the superintendent will be evaluated on the goals and objectives the board approves.

Mr. Wayt stated that from his perspective, it isn't an evaluation tool but a requirement of the contract as noted in Section 5 of the superintendent's contract, and is a first step toward that. Mr. Ramsey commented that the superintendent is committed to provide the updates, along with a scorecard on concrete measurements, to the board, and he is comfortable with the motion on the floor. Mrs. Hardy stated she is in accord with what has been presented and supports the motion on the floor. Mr. Powell explained that prior to Dr. Schiller, it was not done this way. Historically, the school system has had goals and objectives, but until Dr. Schiller, we did not have a performance based contract for the superintendent. Thus, this is two-fold, (1) goals and objectives which the board has historically had as things to shoot for; and (2) it is part of the contract with the superintendent being given certain incentives to hit certain targets, and tonight the board is doing both. He added the main thing is we are trying to get focused and remember what our mission is and believes this is a good starting point. *Vote on the motion carried unanimously.*

## **CADDO PARISH SCHOOL BOARD HIRING PRACTICES/PROCEDURES**

Mr. Brooks stated that he desires that staff and board members work together in developing this plan, and will be asking members of the board to work with the staff in doing so. Mr. Burton announced that staff is working on something and the superintendent will be presenting something in response.

## **APPROVAL OF REQUEST OF USE OF SCHOOL BUSES BY SOUTHERN UNIVERSITY SHREVEPORT**

*Mr. Powell moved, seconded by Mrs. Armstrong, approval of the request from the Educational Talent Search Program of Southern University for the use of five buses and drivers to transport students participating in the after school tutorial program at Linwood, Linear, J S Clark and Caddo Middle Career & Technology to their homes as recommended by staff and submitted in the mailout. Vote on the motion carried with Board members Guin, Hardy, Crawley, May, Mims, Brooks, Powell, Wayt, Ramsey, Armstrong and Henderson supporting the motion. Mr. Burton abstained explaining that he is doing so because his employer is Southern University.*

## **SUPERINTENDENT'S REPORT**

Mrs. Tyler announced that staff prepared responses to requests listed under Superintendent's Report and stated that staff is present and prepared to answer any questions board members may have regarding these reports.

Mr. Burton asked how much money was taken from the Telecommunications Program at Booker T. Washington? Roy Thomas answered that there was a general fund cut across the board for all

programs (10%). Mr. Burton asked if the program at BTW was reduced further than the 10%? Mr. Thomas answered that was the only cut made in the program.

Mr. Powell referred to the update on construction projects and a memo sent to board members on the parking facilities at some of the elementary schools. He stated that the memo indicated some diagrams were attached which he did not receive and asked about receiving the attachments. Mrs. Tyler indicated the reason is they were long and bulky and Mr. Powell indicated he would come by and see them.

Mr. Powell asked about information provided on repeat offenders and the fact that it reflects that 90% are repeat offenders. He said he saw the numbers of students who made it to in school and out of school suspension and he is interested in seeing the actual raw referral numbers and asked if this information is available. Mrs. Tyler responded the information is extracted from the computer and the individual schools have those numbers. Mr. Powell said he didn't wish to create more paperwork for the principals, but if the numbers are available, he would like to get them. Mr. Powell referenced a school in his district that claims they have approximately 2500 referrals a semester and this seems to be an extraordinary amount of referrals, and that he hoped these referrals are being addressed in attempt to lower that number.

Mr. Powell also inquired about the report on the relocation of teachers or leveling of classes and teachers and a memo sent to the board dated September 9<sup>th</sup> indicating that by September 10<sup>th</sup> high schools affected by School Choice would be receiving additional teachers; and asked if since that date has passed, these persons are in place at the various schools, Captain Shreve, Byrd, Southwood, Northwood? Mr. Walker responded that these figures were in anticipation of the 10<sup>th</sup> and actually the move date was September 12<sup>th</sup>. He added there are still two vacancies at Captain Shreve to be filled due to not having the core subject area teachers to fill those positions and recommendations are on the administrator's desk. Also, there is one social studies position left to be filled at Southwood. Mr. Powell said one side is schools gaining and this process is almost complete. Mr. Walker answered in the affirmative. Mr. Powell referenced the loss of teachers at Fair Park and asked staff how this affects the plan to reduce class sizes in an effort to improve the low-performing schools? Mr. Walker responded that is correct, there were that many addressed at Fair Park and it has been revisited with the principal, and a decision made to keep two of those positions at Fair Park. Also, the superintendent set up funds through Title II for at least two additional Title II positions to be placed at Fair Park. Mr. Powell asked if it is correct to say that instead of 9 positions lost at Fair Park, there were only five? Mr. Walker answered that is correct. Mr. Powell asked about Booker T. Washington's loss of five positions? Mr. Walker said that is correct, however, they will also receive two Title II positions, as the superintendent set aside a total of six Title II positions for the three high schools. Mr. Powell asked when the leveling will be complete? Mr. Walker said as soon as the hires are made and teachers are moved into those positions, which hopefully will be this week. Mr. Thomas added that Fair Park has a total of three left in place instead of four. Mrs. Tyler also explained to the board that staff is assessing school schedules, since often times staff finds that schools schedule based on what they want, and we want to make sure that all decisions are decisions that are best for the school, i.e. teachers pulled out of the classroom without authorization to be an administrative assistant, then this increases some class sizes. Staff is addressing these issues; however, it will take a little time, but a report will come back to the board. Mr. Powell commented on budget discussions last spring and a teacher addressing the board on 40 students in the classroom, and he understands there are some classes with close to 40 students. Mrs. Tyler responded that staff is assessing these situations and will report back to the board what staff will do to make certain we are in compliance with state statutes.

Mr. Burton also asked if there is no longer a music teacher at Ingersoll and Newton Smith? Mrs. Clark responded that the music teacher is still in place at Ingersoll and also at Newton Smith. She explained that school numbers dictate whether or not a school has a whole or .5 music or enrichment teacher; and since there are not 300 students at Newton Smith at this time, that means a music teacher must be shared with another small school (Ingersoll). Mrs. Hardy indicated that music is important and she is glad to learn that it hasn't been eliminated, but will at least have music part of the time. She also referenced Booker T. Washington and the loss of staff in the Telecommunications program and with this being one of the low-performing schools, asked if it will lessen the impact needed, and asked the superintendent to revisit this situation. The superintendent reported that there were not enough students to justify another staff member in

the program and in cutting the position, staff looked at seniority and the person affected was the junior staff member.

Mr. Henderson asked about the report on the multiple incidents at middle schools and the interpretation of the chart provided. Mr. Roy Murry, director of security, responded that the first column is the type of suspension (in school or out of school), the second column is the total number of students suspended, the third column is the total number of incidents (indicating 183 students suspended, but 292 suspensions), and the next column is the number of incidents by multiple (of the 292 total offenses, 65 students committed 174 offenses). The percentage is 59% of the total incidents were committed by multiple offenders.

Mr. Henderson asked the superintendent if the additional people (content coaches) have been placed in the high priority schools to help implement the school improvement programs? Mr. Walker reported that approximately four recommendations have been received for content coaches and they have been notified to report on September 22<sup>nd</sup> with the others in the process of being interviewed and placed. Mr. Henderson asked will this addition help mitigate some of these staff losses? Mr. Walker answered these positions will be used in the classrooms with the teachers and there are behavior interventionists that are being placed in the schools who will be assisting with many of these multiple incidents. Mr. Henderson stated he hopes that even though, for example, Fair Park is losing six teachers, they will be gaining these content coaches to assist. The superintendent answered that is correct. Mr. Henderson asked if the academic coaches are transfers or new people? Mr. Walker answered both, some are already employed and some are new hires.

Mrs. Edwards reported that a professional development team (principal, in school suspension teacher and behavior intervention specialist) is being sent, and paid for by LSU, to be trained on how to work with repeat offenders. Additionally, Barzanna White and Sharon Burford will train the behavior interventionists. The team that is trained will also train teachers.

Mr. Mims asked staff to look into the changes being made in the Telecommunications Program and if the Justice Department has to approve these since the program was established as a part of the Consent Decree? Mr. Burton also said he had some questions about the moving of people as it relates to the Consent Decree and believes Mr. Abrams will address this in executive session later in the meeting.

**Report on CPSB Policy and Practice for Split Drug Samples.** Mr. Guin asked the superintendent, regarding the report provided on his request for the Practice for Split Drug Samples, to have on the agenda an item addressing this policy; because if split samples practice does not apply to all employees and just DOT employees, he will bring an amendment to that effect.

**Report on CPSB Rural Travel Stipend Policy.** *Mr. Guin moved, seconded by Mr. Brooks, to amend CPSB Policy DLC, which is the travel stipend for rural teachers, to increase stipends by \$50 per year as shown in the mailout.* Mr. Guin said the rural areas have to compete for teachers and since this policy has not been updated since 1985, and the \$50 per teacher totals approximately \$5,100 a year, he thinks this is a fair increase at this time, and would like to revisit it later when the budget situation changes. Mr. Powell asked that the board's policy be followed and allow the superintendent to respond to the motion. Mr. Burton said that is the president's option to allow that, because once the motion is made, it is actually the board's motion. Mr. Powell stated that board decorum policy requires that the superintendent be allowed to address the motion and said research will show that. Mr. Burton disagreed because of president privilege. Mrs. Tyler recommended approval of the increase in the stipend by \$50 per person. Mrs. Armstrong asked if there is a place where the money can come from to pay for this increase. Mrs. Tyler reported that staff will look at the 2003-2004 ending balance to determine where services can be redirected, but the \$5,100 is an affordable amount this year. *Vote on the motion carried unanimously.*

Mrs. Crawley asked Mr. Thomas about the 4 positions Byrd gained. Mr. Thomas responded Byrd will get 3 positions, one has been placed in a science position and administration is interviewing for the additional 2. Mrs. Crawley asked if these positions are teaching or administrative? Mr. Thomas indicated they are teaching. Mrs. Crawley asked why 3 and not 4 positions? Mr. Thomas responded that those numbers were anticipated numbers and the number

of students actually showing up to enroll at Byrd only allowed for three additional positions. Mr. Henderson asked about Fair Park. Mrs. Tyler responded that staffing the first month of school is ongoing and can change daily dependent upon enrollment, programs, etc. Mr. Walker added that these numbers were preliminary and since implementing choice, some students have opted to remain at their home school and this changed those numbers. Mr. Walker reported that Fair Park is five, Woodlawn is the same, Byrd changed from 4 to 3 and Southwood, Northwood and Captain Shreve are the same as of the end of school day.

Mr. Powell addressed the difference in numbers being reported. Mr. Walker responded that the numbers given were correct and they may have not all been added in, it is six at Fair Park.

Mr. Mims asked if middle schools will be getting additional teachers? Mr. Walker reported that some of the content coaches and behavior interventionists are scheduled for the some of the middle schools and there could be some later consideration as numbers are identified and verified by the directors; however, they would have to come back to the board through the superintendent for approval.

Mrs. Armstrong asked about the placement of teachers from schools that lost staff to the schools that gained teachers and if we still have positions in those schools, can some of the teachers stay so that we don't move a teacher from their present position? Mr. Walker said that has already occurred.

Mr. Ramsey commented on the four positions gained at Southwood and referenced the story done on the news on the Saturday catch-up classes with over 100 students. He asked that in looking at the staffing for 4 x 4, it looks a little different than the other schools in the district and asked staff to look at Southwood's situation, in addition to some of the situations at elementary schools, and keep the board informed as these are addressed.

Mrs. Hardy asked staff about the relocation of teacher aides and why this is being done? Assistant Superintendent Ron Festavan responded that every year teacher aide positions are staffed according to the population at the school as staffing is also driven by school populations, and there has always been some movement of teachers and aides as a result of the change in school populations. This year on top of normal movement of aides and teachers, we had RIF, and a large number were affected in transferring and movement. About the time staff had this process complete, positions were restored, and it has definitely been a challenge. Following positions being restored, School Choice was implemented and movement had to take place again. Mr. Festavan applauded the staff for the outstanding job they have done in working diligently to communicate with our employees to hopefully ease any concerns. Mr. Festavan said he knew there were inconveniences, he knew people were moved further from their babysitters, he knew people were moved to positions further from their homes and it consequently cost them more in gas, but they do have a job and they did get a paycheck. He said staff is working through each case and has attempted to react to all, even those situation that were beyond staff's control and will continue to be sensitive to Caddo's personnel. He said many modifications have been made where people were able to swap positions and remain at their school. He also said he realizes that not everyone was happy, but reminded the board that they are still receiving a paycheck.

Mrs. Crawley inquired about general fund aides being transferred to special education and are they paid out of special education funds now? The superintendent explained that in May the board cut 112 positions on the classified side; but through attrition, those persons retained their jobs, but positions were cut. She added that in Caddo, we pay for aides out of both funds. The initial goal was that people that were employed could stay employed. When people were moved, based on enrollment and needs, it is possible that some of the aides that were general fund positions may have moved to special education, but could have still been paid from the general fund. Mrs. Crawley asked about the N/C on the report and if it meant there was no change. Mr. Calvin responded that is possible and what is presented is a snapshot, and of this date, there is no change. Mrs. Crawley asked could it mean there would have been a change of eight, but now they still have eight. Mr. Calvin said that is correct.

## **UNFINISHED BUSINESS**

## **NEW BUSINESS**

*Mr. Wayt moved, seconded by Mr. Powell, to suspend the rules for the purpose of approving a resolution on Mrs. Eddie Jones who recently passed away. Vote on the motion to suspend the rules carried unanimously.*

*Mr. Wayt moved, seconded by Mr. Henderson, that staff would prepare a resolution to be presented to Mrs. Eddie Jones' family on behalf of the Caddo Parish School Board. Vote on the motion carried unanimously.*

## **ANNOUNCEMENTS AND REQUESTS**

Mr. Brooks requested staff to bring him a report on why we are moving money from the schools in corrective action and we are supposed to be helping them. The superintendent responded that an additional \$1.5 million is being added to the Choice schools and staff is looking for additional funding for more teachers to add to these four schools.

Mr. Brooks requested that a resolution be prepared for presentation to the legislature asking that the cap be removed from the CPSB per diem to increase it from \$800 to \$1200. Mr. Burton responded that this is a board decision and it can be placed on the agenda at another meeting.

Mr. Guin requested an agenda item for the October agenda titled *Caddo Parish Policy and Practice for Split Drug Samples*.

Mr. Burton asked that the superintendent provide information on the shortage of books at the various schools as well as book problems. The superintendent responded that staff will be doing an assessment and she will bring a report back to the board at the next meeting.

Mr. Burton asked that the superintendent address the concerns from Fair Park and Booker T. Washington expressed by speakers during the visitors section. The superintendent explained that staff will look at each concern and prepare a report of their findings.

Mr. Powell asked that the superintendent, as the October 1 deadline approaches for reporting enrollment figures for MFP, to update the board on the shifting and leveling of positions, including the six Title II positions which will be assigned to each of the three high schools.

Mr. Powell requested that the director of finance and school directors take a look at the additional \$50 the board approved for each teacher for materials and supplies, both the amount and how it was being handled at the school level and report the effectiveness of this amount and whether or not we need to reassess so teachers in the classroom can be in the process.

Mrs. Hardy asked the superintendent to check into the textbook situation at Linear Middle School and also a request from the music teacher at Linear for assistance in providing much needed instruments for the band program which has grown immensely.

Mr. Henderson commented on the fill rate of 98% reported in Mr. Calvin's correspondence dated September 5 and asked the superintendent if there is additional external funding where we anticipate hiring more teachers? Mrs. Tyler responded she received some verbal communication last week and staff is looking at the needs, i.e. funding additional teachers and buying textbooks. She added that as soon as official notification is received, staff will be bringing to the board a plan along with a dollar amount as to where the critical needs are in the schools.

Mrs. Crawley asked the superintendent to provide her with verification on the information of ratios at the schools for administrators per number of students. Mrs. Crawley also asked about the formula where when a school hits 900, they can have a third administrator; however, when the school hits an enrollment of 1800, which is double the 900, they don't get an additional administrator and what do we do for schools that have 2000 students to assist them? Mrs. Tyler responded that staff will bring to the board a plan for addressing this matter.

Mr. Wayt asked that when the textbook situation is addressed that staff provide a fiscal assessment also as well as a fiscal assessment on the M&S report.

Mr. Wayt asked staff to look into a common purchasing contract for copiers for the parish and report back to the board. Mr. Festavan noted that staff is currently meeting with vendors and the information is being put together for the board.

Mrs. May requested an update on the air conditioning for the school system, and specifically where Werner Park and Lakeshore Elementary Schools are and the possibility of expediting the air conditioning at these two schools.

Mrs. May also expressed her concern for Fair Park and Booker T. Washington and specifically about the Medical Careers Program at Fair Park.

Mr. Ramsey asked the superintendent to look at programs, cost, effectiveness, number of students served and see if further reallocations might need to be made to make sure our students' needs are being addressed.

Mr. Ramsey also expressed the need to revisit the RIF policy in the next six months.

Mr. Ramsey also asked that a 2004-2005 school calendar be brought back to the board as soon as possible.

Mrs. Armstrong asked the superintendent to look at the Direct Instruction Program put in place a few years ago and determine if it is proving to be cost effective.

Mrs. Armstrong requested that staff look at the staffing in the 7<sup>th</sup> and 8<sup>th</sup> grade classes, particularly math, at Keithville as parents have reported as many as 37 and 38 in these classes.

Mrs. Armstrong inquired about the movement of aides and if clerical aides have been moved into special education classes to make sure these individuals are trained in meeting the different needs of these students and that those individuals that don't mind performing some of the necessary tasks for these students are placed in those positions rather than those who find it difficult.

Mr. Mims requested that the superintendent ask Mr. Festavan to send to the board the method the board uses to air condition the unairconditioned schools.

**Recess.** The president requested a five-minute recess prior to going into executive session.

## **EXECUTIVE SESSION**

*Mrs. Armstrong moved, seconded by Mrs. Hardy, that the board go into executive session following a five minute recess for the purpose of discussion of Litigation: Jones v. Caddo Parish School Board – CA No. 11,055, U.S.D.C. Western Division of Louisiana, Shreveport Division. Vote on the motion carried unanimously and the board recessed at approximately 8:20 p.m.*

*The board went back into open session at approximately 8:48 p.m. and Mr. Wayt moved, seconded by Mrs. Hardy, to move forward to request the order as recommended by counsel. Vote on the motion carried with board member Burton opposed and board members Guin, Hardy, Crawley, May, Mims, Brooks, Powell, Wayt, Ramsey, Armstrong and Henderson supporting the motion.*

**Adjournment.** *Mr. Powell moved, seconded by Mrs. Armstrong, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 8:50 p.m.*

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Ollie S. Tyler, Secretary

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Willie D. Burton, President

**October 7, 2003**

The **Caddo Parish School Board (CPSB)** met in *special session* on Tuesday, October 7, 2003 at approximately 5:07 p.m. immediately following the Executive Committee meeting with President Willie D. Burton presiding and the following board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Charlotte Crawley, Phillip R. Guin, Eursla Hardy, Willie Henderson, Lola May, Alvin Mims, Mike Powell, Larry Ramsey and Gard Wayt. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors.

#### **APPROVAL OF PERSONNEL RECOMMENDATIONS**

*Mr. Ramsey moved, seconded by Mr. Wayt, approval of personnel recommendations as recommended by staff and submitted in the mailout. Vote on the motion carried with board members Guin, Hardy, Burton, Crawley, Mims, Powell, Wayt, Armstrong and Henderson supporting the motion and board member Brooks opposed.* John Dilworth, assistant superintendent of human resources, introduced the following appointments approved by the CPSB: (1) Kathy Manning, administrative assistant at Westwood Elementary School; and (2) Bonnie Martinez, assistant principal of instruction at Northwood High School. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board salary schedule applicable to the position to which they were appointed. Administrators, family and other guests present were also recognized.

#### **APPROVAL OF PERSONNEL TRANSACTIONS**

*Mr. Ramsey moved, seconded by Mr. Wayt, approval of personnel transactions as recommended by staff.* Mr. Mims questioned the superintendent on whether some of the positions had already been assigned and reported to the new assignment. Mrs. Tyler responded that some are already in transition and some reported last week, not unlike when you make assignment changes, this is not unlike what other superintendents have done in the past. She reported that there was a need to place personnel that had returned from military leave in other positions that they had left and two are in transition. One that was placed yesterday is in transition and the one that was placed Monday is also in transition at a school. She stated that they were in transition, there was a need to get them in place and if the board does not approve these tonight they will just go back. Mr. Mims continued that the point he was trying to make is the superintendent was placing people prior to board approval and the board should be informed beforehand. Mr. Mims respectfully request that he be notified on employee placement before he is to vote. Mrs. Tyler stated again that this is not unlike when assignment changes have been made by other superintendents and asked if the board has changed the practice? Mr. Mims stated that since he has been on the board that other superintendents have made assignments based on the same level but not been placed in the position before the board was informed and again he requested that he be notified. Mrs. Tyler responded that she differed with his statement but would notify him.

*Mr. Henderson moved to amend the original motion to separate the item dealing with the transfer of the special education position, seconded by Mrs. Armstrong. Vote on the motion failed with board members Guin, Burton, Crawley, Powell, Wayt, Ramsey and Armstrong opposed and board members Hardy, May, Mims, Brooks and Henderson supporting the motion.*

*Mr. Wayt called for the question, seconded by Mr. Powell. Vote on the motion carried with board member Hardy opposed and board members Guin, Burton, Crawley, May, Mims, Brooks, Powell, Wayt, Ramsey, Armstrong and Henderson supporting the motion to end debate.*

*Vote on the main motion carried with board members May, Mims and Brooks opposed and board members Guin, Hardy, Burton, Crawley, Powell, Wayt, Ramsey, Armstrong and Henderson supporting the motion.*

#### **APPROVAL OF RESOLUTION PROVIDING FOR THE INCURRING OF DEBT AND ISSUANCE OF \$6 MILLION (\$6,000,000) OF LIMITED TAX CERTIFICATES OF INDEBTEDNESS**

*Mr. Ramsey moved, seconded by Mrs. Armstrong, approval of a resolution providing for the incurring of debt and issuance of \$6,000,000 of limited tax certificates of indebtedness, as*



*included in the mailout. Vote on the motion carried unanimously.* The following is a copy of said approved resolution.

### CERTIFICATE RESOLUTION

A resolution providing for the incurring of debt and issuance of Six Million Dollars (\$6,000,000) of Limited Tax Certificates of Indebtedness, Series 2003A, of Parishwide School District of Caddo Parish, Louisiana; prescribing the form, terms and conditions thereof and providing for the payment thereof; awarding such Certificates to the purchasers thereof; and providing for other matters in connection therewith.

WHEREAS, pursuant to propositions approved by the voters of the Parishwide School District of Caddo Parish, Louisiana (the "District" or the "Issuer"), at elections held on January 16, 1993 and July 20, 2002, the Issuer was authorized to levy a special tax of twelve and sixteen hundredths (12.16) mills (such rate being subject to adjustment from time to time due to reassessment) through the year 2014 (the "Tax"), for the purpose of providing additional support to public elementary and secondary schools in Caddo Parish, including the acquisition, replacement and maintenance of microcomputers, buses, air conditioners and other equipment, and for the operation and maintenance of the public school system of the Issuer; and

WHEREAS, Section 742.2 of Title 39 of the Louisiana Revised Statutes of 1950, as amended, authorizes the Issuer to borrow money in anticipation of revenues to be realized from special taxes to be used only for the purposes for which the tax was voted; and

WHEREAS, pursuant to and in accordance with the foregoing statutory authority, the Issuer now desires to incur debt and issue its Limited Tax Certificates of Indebtedness, Series 2003A, in the principal amount of Six Million Dollars (\$6,000,000) (the "Certificates") for the purpose of acquiring school buses and equipment, and paying the costs of issuance of the Certificates; and

WHEREAS, other than the Certificates herein authorized, the Issuer will have no outstanding obligations as of the date of delivery of the Certificates of any kind or nature payable from or enjoying a lien on the Tax herein pledged; and

WHEREAS, the maturities of the Certificates have been arranged so that the principal and interest requirements for any calendar year on the Certificates does not exceed 75% of the revenues estimated to be received by the Issuer in the year 2003 (which is hereby estimated to be at least \$10,181,000); and

WHEREAS, it is the desire of the Issuer to fix the details necessary with respect to the issuance of the Certificates and to provide for the authorization and issuance thereof; and

WHEREAS, it is the further desire of the Issuer to provide for the sale of the Certificates to the Purchaser (hereinafter defined) at the price and in the manner hereinafter provided;

NOW, THEREFORE, 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, that:

SECTION 1. Definitions. As used herein, the following terms shall have the following meanings, unless the context otherwise requires:

**"Act"** means Section 742.2 of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority.

**"Agreement"** means the agreement to be entered into between the Issuer and the Paying Agent pursuant to this Resolution.

**"Certificate"** means any certificate of indebtedness of the Issuer authorized to be issued by this Resolution, whether initially delivered or issued in exchange for, upon transfer of, or in lieu of any certificate previously issued.

**"Certificates"** means the Issuer's Limited Tax Certificates of Indebtedness, Series 2003A, authorized by this Resolution, in the total aggregate principal amount of Six Million Dollars (\$6,000,000).

**"Certificate Register"** means the records kept by the Paying Agent at its principal corporate office in which registration of the Certificates and transfers of the Certificates shall be made as provided herein.

**"Code"** means the Internal Revenue Code of 1986, as amended.

**"Executive Officers"** means the President and Secretary of the Governing Authority.

**"Fiscal Year"** means the one-year accounting period ending June 30th of each year, or such other accounting period as may be designated by the Governing Authority as the fiscal year of the Issuer.

**"Governing Authority"** means the Parish School Board of the Parish of Caddo, State of Louisiana.

**"Government Securities"** means direct obligations of, or obligations the principal of and interest on which are unconditionally guaranteed by the United States of America, which are non-callable prior to their maturity, may be United States Treasury obligations such as the State and Local Government Series and may be in book-entry form.

**"Interest Payment Dates"** means March 1 and September 1 of each year, commencing September 1, 2004.

**"Issuer"** or **"District"** means the Parishwide School District of Caddo Parish, Louisiana.

**"Outstanding"** when used with respect to the Certificates means, as of the date of determination, any Certificate theretofore issued and delivered under this Resolution, except:

1. Any Certificate theretofore canceled by the Paying Agent or delivered to the Paying Agent for cancellation;
2. Certificates for which payment or redemption sufficient funds or government securities, or both, have been theretofore deposited in trust for the owners of such Certificates with the effect specified in this Resolution or by law;
3. Any Certificate in exchange for or in lieu of which another Certificate has been registered and delivered pursuant to this Resolution and
4. Any Certificate alleged to have been mutilated, destroyed, lost or stolen which may have been paid as provided in this Resolution or by law.

**"Owner"** when used with respect to any Certificate means the Person in whose name such Certificate is registered in the Certificate Register.

**"Parish"** means the Parish of Caddo, State of Louisiana.

**"Paying Agent"** means Hancock Bank of Louisiana (Trust Division), in the City of Baton Rouge, Louisiana, until a successor Paying Agent shall have been appointed pursuant to the applicable provisions of this Resolution and thereafter "Paying Agent" shall mean such successor Paying Agent.

**"Person"** means any individual, corporation, partnership, joint venture, association, joint-stock company, trust, unincorporated organization or government or any agency or political subdivision thereof.

**"Purchaser"** means Hancock Bank of Louisiana, of Jackson, Mississippi, the original purchaser of the Certificates.

**"Resolution"** means this Resolution authorizing the issuance of the Certificates, as it may be supplemented and amended.

**"Tax"** means the special ad valorem tax of twelve and sixteen hundredths (12.16) mills (such rate being subject to adjustment from time to time due to reassessment) for the purpose of paying the costs of providing additional support to public elementary and secondary schools in Caddo Parish, including the acquisition, replacement and maintenance of microcomputers, buses, air conditioners and other equipment, and for the operation and maintenance of the public school system of the Issuer, which was authorized at elections held therein on January 16, 1993 and July 20, 2002, to be levied and collected annually through the year 2014.

SECTION 2. Authorization of Certificates; Maturities. Subject to the approval of the State Bond Commission, and in compliance with the terms and provisions of the Act and other constitutional and statutory authority, there is hereby authorized the incurring of an indebtedness of Six Million Dollars (\$6,000,000) for, on behalf of, and in the name of the Issuer, for the purpose of acquiring school buses and equipment, as authorized in propositions approved by the voters on January 16, 1993 and July 20, 2002, and paying the costs incurred in connection with the issuance of the Certificates; and to represent said indebtedness this Governing Authority does hereby authorize the issuance of its Limited Tax Certificates of Indebtedness, Series 2003A, in the principal amount of Six Million Dollars (\$6,000,000). The Certificates shall be in fully registered form, shall be dated the date of delivery thereof, shall be issued in denominations corresponding to the principal amount of each maturity (one Certificate per maturity), and shall be numbered from R-1 upward. The Certificates shall bear interest from the date thereof or from the most recent Interest Payment Date to which interest has been paid or duly provided for, payable on each Interest Payment Date, commencing September 1, 2004, at the following rates of interest per annum and shall become due and payable and mature serially on March 1 of the years and in the amounts, as follows:

Certificate Number	Year (March 1)	Principal Amount	Interest Rate Per Annum
R-1	2005	\$520,000	1.47%
R-2	2006	605,000	1.80
R-3	2007	625,000	2.19
R-4	2008	650,000	2.66
R-5	2009	670,000	3.12
R-6	2010	695,000	3.53
R-7	2011	720,000	3.88
R-8	2012	745,000	4.13
R-9	2013	770,000	4.39

The principal of the Certificates upon maturity, shall be payable at the principal office of the Paying Agent, upon presentation and surrender thereof, and interest on the Certificates shall be payable by check of the Paying Agent mailed by the Paying Agent to the Owner (determined as of the close of business on the Record Date) at the address shown on the Certificate Register. Each Certificate delivered under this Resolution upon transfer of, in exchange for or in lieu of any other Certificate shall carry all the rights to interest accrued and unpaid, and to accrue, which were carried by such other Certificate, and each such Certificate shall bear interest (as herein set forth) so neither gain nor loss in interest shall result from such transfer, exchange or substitution.

No Certificate shall be entitled to any right or benefit under this Resolution, or be valid or obligatory for any purpose, unless there appears on such Certificate a certificate of

registration, substantially in the form provided in this Resolution, executed by the Paying Agent by manual signature.

SECTION 3. Redemption Provisions. The Certificates will not be callable for redemption prior to their stated maturity dates.

SECTION 4. Registration and Transfer. The Issuer shall cause the Certificate Register to be kept by the Paying Agent. The Certificates may be transferred, registered and assigned only on the Certificate Register, and such registration shall be at the expense of the Issuer. A Certificate may be assigned by the execution of an assignment form on the Certificate or by other instruments of transfer and assignment acceptable to the Paying Agent. A new Certificate or Certificates will be delivered by the Paying Agent to the last assignee (the new Owner) in exchange for such transferred and assigned Certificates after receipt of the Certificates to be transferred in proper form. Such new Certificate or Certificates shall be in an authorized denomination of the same maturity and like principal.

1. SECTION Form of Certificates. The Certificates and the endorsements to appear thereon shall be in substantially the following forms, to-wit:

[FORM OF CERTIFICATE]

No. R-\_\_\_\_\_ Principal Amount \$ \_\_\_\_\_

UNITED STATES OF AMERICA  
STATE OF LOUISIANA  
PARISH OF CADDO

LIMITED TAX CERTIFICATE OF INDEBTEDNESS, SERIES 2003A  
OF  
PARISHWIDE SCHOOL DISTRICT OF  
CADDO PARISH, LOUISIANA

Certificate <u>Date</u>	Maturity <u>Date</u>	Interest <u>Rate</u>
_____, 2003	March 1, _____	_____%

Parishwide School District of Caddo Parish, Louisiana (the "Issuer"), promises to pay, but solely from the source and as hereinafter provided, to:

\_\_\_\_\_

or registered assigns, on the Maturity Date set forth above, the Principal Amount set forth above, together with interest thereon from the Certificate Date set forth above or the most recent interest payment date to which interest has been paid or duly provided for, payable on March 1 and September 1 of each year, commencing September 1, 2004 (each an "Interest Payment Date"), at the Interest Rate per annum set forth above until said Principal Amount is paid. The principal of this Certificate, upon maturity, is payable in lawful money of the United States of America at the principal office of Hancock Bank of Louisiana (Trust Division), in the City of Baton Rouge, Louisiana, or successor thereto (the "Paying Agent"), upon presentation and surrender hereof. Interest on this Certificate is payable by check mailed by the Paying Agent to the registered owner (determined as of the close of business on the 15th calendar day of the month next preceding each Interest Payment Date) at the address as shown on the registration books of the Paying Agent.

This Certificate is one of an authorized issue aggregating in principal the sum of Six Million Dollars (\$6,000,000) of Limited Tax Certificates of Indebtedness, Series 2003A, of the Issuer (the "Certificates") all of like tenor and effect except as to number, denomination, interest rate and maturity, said Certificates having been issued by the Issuer pursuant to a resolution adopted by its governing authority on October 7, 2003 (the "Resolution"), for the purpose of acquiring school buses and equipment, as authorized in propositions approved by the voters on January 16, 1993 and July 20, 2002, and paying the costs incurred in connection with

the issuance of the Certificates, under the authority conferred by Section 742.2 of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority.

The Certificates will not be callable for redemption prior to their stated maturity dates.

The Issuer shall cause to be kept at the principal office of the Paying Agent a register (the "Certificate Register") in which registration of the Certificates and of transfers of the Certificates shall be made as provided in the Resolution. This Certificate may be transferred, registered and assigned only on the Certificate Register, and such registration shall be at the expense of the Issuer. This Certificate may be assigned by the execution of the assignment form hereon or by other instrument of transfer and assignment acceptable to the Paying Agent.

This Certificate is secured by an irrevocable pledge and dedication of the funds to be derived by the Issuer from the levy and collection of a special twelve and sixteen hundredths (12.16) mills tax (such rate being subject to adjustment from time to time due to reassessment) authorized to be levied through the year 2014 (the "Tax") on all the property subject to taxation within the corporate boundaries of the Issuer pursuant to elections held therein on January 16, 1993 and July 20, 2002. For a more complete statement of the Tax revenues from which and conditions under which this Certificate is issued, reference is hereby made to the Resolution. The Issuer, in the Resolution, has also entered into certain other covenants and agreements with the registered owner of this Certificate, including provisions for the issuance of additional certificates of indebtedness payable from the proceeds of the Tax on a parity with this Certificate, for the terms of which reference is made to the Resolution.

This Certificate shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the Resolution until the certificate of registration hereon shall have been signed by the Paying Agent.

It is certified that this Certificate is authorized by and issued in conformity with the requirements of the Constitution and statutes of this State. It is further certified, recited and declared that all acts, conditions and things required to exist, to happen and to be performed precedent to and in the issuance of this Certificate and the issue of which it forms a part to constitute the same legal, binding and valid obligations of the Issuer have existed, have happened and have been performed in due time, form and manner as required by law, and that the indebtedness of the Issuer, including this Certificate and the issue of which it forms a part, does not exceed the limitations prescribed by the Constitution and statutes of the State of Louisiana.

IN WITNESS WHEREOF, the Parish School Board of the Parish of Caddo, State of Louisiana, acting as the governing authority of the Issuer, has caused this Certificate to be executed on behalf of the Issuer by the manual signatures of its President and Secretary and its corporate seal to be impressed hereon.

PARISHWIDE SCHOOL DISTRICT OF  
CADDO PARISH, LOUISIANA

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Secretary,  
Caddo Parish School Board

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President,  
Caddo Parish School Board

(SEAL)

\* \* \* \* \*

(FORM OF PAYING AGENT'S CERTIFICATE OF REGISTRATION)

This Certificate is one of the Certificates referred to in the within mentioned Resolution.

HANCOCK BANK OF LOUISIANA  
(TRUST DIVISION)  
Baton Rouge, Louisiana

Date of Registration: \_\_\_\_\_ By: \_\_\_\_\_ Authorized Officer

\* \* \* \* \*

(FORM OF ASSIGNMENT)

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto \_\_\_\_\_

Please Insert Social Security  
or other Identifying Number of Assignee

\_\_\_\_\_

the within Certificate and all rights thereunder, and hereby irrevocably constitutes and appoints \_\_\_\_\_

attorney or agent to transfer the within Certificate on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

NOTICE: The signature to this assignment must correspond with the name as it appears upon the face of the within Certificate in every particular, without alteration or enlargement or any change whatever.

\* \* \* \* \*

SECTION 6. Execution of Certificates. The Certificates shall be signed by the Executive Officers for, on behalf of, in the name of and under the corporate seal of the Issuer, which signatures and corporate seal may be either manual or facsimile.

SECTION 7. Pledge and Dedication of Revenues. Pursuant to the Act, the Certificates shall be secured by and payable from an irrevocable pledge and dedication of the avails or proceeds of the Tax. This Governing Authority does hereby obligate itself and its successors in office to impose and collect the Tax annually through the year 2014, so long as the Certificates are outstanding, as provided in the proposition authorizing the Tax, and does hereby irrevocably and irrevocably dedicate, appropriate and pledge the annual income to be derived from the assessment, levy and collection of the Tax in each of the years through 2014, inclusive, to the payment of the Certificates.

SECTION 8. Sinking Fund. For the payment of the principal of and the interest on the Certificates and any additional parity certificates of indebtedness, there is hereby created a special fund to be known as "Parishwide School District of Caddo Parish, Louisiana, Limited Tax Certificates of Indebtedness, Series 2003A, Sinking Fund", said Sinking Fund to be established and maintained with the regularly designated fiscal agent bank of the Issuer. The Issuer shall deposit in the Sinking Fund at least one (1) day in advance of the date on which each payment of principal and/or interest on the Certificates fall due, funds fully sufficient to promptly pay principal of and/or interest so falling due on such date. Said fiscal agent bank shall make available from the Sinking Fund to the Paying Agent funds fully sufficient to pay promptly principal and interest falling due on such date.

It shall be specifically understood and agreed, however, and this provision shall be a part of this contract, that after the funds have actually been set aside out of the revenues of the Tax for any year sufficient to pay the principal and interest on the Certificates for that year, and all required amounts have been deposited in the aforesaid Sinking Fund established for the Certificates then any annual revenues of the Tax remaining in that year shall be free for expenditure by the Issuer for the purposes for which the Tax was authorized by the voters.

All moneys deposited with the regularly designated fiscal agent bank or banks of the Issuer or the Paying Agent under the terms of this Resolution shall constitute sacred funds for the benefit of the Owners of the Certificates, and shall be secured by said fiduciaries at all times to the full extent thereof in the manner required by law for the securing of deposits of public funds.

All or any part of the moneys in the Sinking Fund shall, at the written request of the Issuer, be invested in accordance with the provisions of the laws of the State of Louisiana.

SECTION 9. Parity Certificates. The Issuer shall issue no other certificates of indebtedness or obligations of any kind or nature payable from or enjoying a lien on the revenues of the Tax having priority over or parity with the Certificates, except that additional certificates of indebtedness may hereafter be issued on a parity with the Certificates under the following conditions:

- (1) The Certificates herein authorized or any part thereof, including the interest thereon, may be refunded, and the refunding Certificates so issued shall enjoy complete equality of lien with the portion of the Certificates which is not refunded, if there be any, and the refunding Certificates shall continue to enjoy whatever priority of lien over subsequent issues may have been enjoyed by the Certificates refunded; provided, however, that if only a portion of the Certificates outstanding are so refunded and the refunding Certificates require total principal and interest payments during any year in excess of the principal and interest which would have been required in such year to pay the Certificates refunded thereby, then such Certificates may not be refunded without the consent of the Owner of the unrefunded portion of the Certificates issued hereunder (provided such consent shall not be required if such refunding certificates meet the requirements set forth in clause 2 of this Section).
- (2) Additional certificates of indebtedness may be issued on and enjoy a full and complete parity with the Certificates with respect to the Tax, provided that the combined principal and interest requirements for any calendar year on the Certificates and the said additional certificates of indebtedness may not exceed 75% of the revenues estimated to be realized from the levy of the Tax in the year in which such additional certificates of indebtedness are issued; it being provided, however, that the proceeds of said additional certificates of indebtedness are to be expended only for the purposes for which the Tax is levied.
- (3) Junior and subordinate certificates of indebtedness may be issued without restriction.
- (4) The Issuer must be in full compliance with all covenants and undertakings in connection with the Certificates and there must be no delinquencies in payments required to be made in connection therewith.
- (5) The additional certificates must be payable as to principal on March 1st of each year, commencing not more than 2 years from the date thereof, and payable as to interest on March 1 and September 1 of each year.

SECTION 10. Budget and Financial Statements. As long as any of the Certificates are outstanding and unpaid in principal or interest, the Issuer shall prepare and adopt a budget prior to the beginning of each Fiscal Year and shall furnish a copy of such budget within thirty (30) days after its adoption to the Purchaser.

SECTION 11. Application of Proceeds. The Executive Officers are hereby empowered, authorized and directed to do any and all things necessary and incidental to carry out all of the provisions of this Resolution, to cause the Certificates to be prepared or printed, to issue, execute and seal the Certificates, and to effect delivery thereof as hereinafter provided. The proceeds derived from the sale of the Certificates shall be deposited by the Issuer with its fiscal agent bank or banks to be used only for the purpose for which the Certificates are issued.

SECTION 12. Certificates Legal Obligations. The Certificates shall constitute legal, binding and valid obligations of the Issuer, and its successors in office, and shall be the only representation of the indebtedness as herein authorized and created.

SECTION 13. Resolution a Contract. The provisions of this Resolution shall constitute a contract between the Issuer, or its successor, and the Owners from time to time of the Certificates and any such Owner may at law or in equity, by suit, action, mandamus or other proceedings, enforce and compel the performance of all duties required to be performed by the Governing Authority or the Issuer as a result of issuing the Certificates.

SECTION 14. Amendment to Resolution. No material modification or amendment of this Resolution, or of any Resolution amendatory hereof or supplemental hereto, may be made without the consent in writing of the Owners of two-thirds (2/3) of the aggregate principal amount of the Certificates then outstanding; provided, however, that no modification or amendment shall permit a change in the maturity or redemption provisions of the Certificates, or a reduction in the rate of interest thereon, or in the amount of the principal obligation thereof, or affecting the obligation of the Issuer to pay the principal of and the interest on the Certificates as the same shall come due from the revenues appropriated, pledged and dedicated to the payment thereof by this Resolution, or reduce the percentage of the Owners required to consent to any material modification or amendment of this Resolution, without the consent of the Owners of the Certificates.

SECTION 15. Recital of Regularity. This Governing Authority having investigated the regularity of the proceedings had in connection with the Certificates herein authorized and having determined the same to be regular, the Certificates shall contain the following recital, to-wit:

"It is certified that this Certificate is authorized by and is issued in conformity with the requirements of the Constitution and statutes of this State."

SECTION 16. Effect of Registration. The Issuer, the Paying Agent, and any agent of either of them may treat the Owner in whose name any Certificate is registered as the Owner of such Certificate for the purpose of receiving payment of the principal (and redemption price) of and interest on such Certificate and for all other purposes whatsoever, and to the extent permitted by law, neither the Issuer, the Paying Agent, nor any agent of either of them shall be affected by notice to the contrary.

SECTION 17. Notices to Owners. Wherever this Resolution provides for notice to the Owners of any event, such notice shall be sufficiently given (unless otherwise herein expressly provided) if in writing and mailed, first-class postage prepaid, to each Owner at the address of such Owner as it appears in the Certificate Register. Where this Resolution provides for notice in any manner, such notice may be waived in writing by the Owner entitled to receive such notice, either before or after the event, and such waiver shall be the equivalent of such notice. Waivers of notice by Owners shall be filed with the Paying Agent and the Issuer, but such filing shall not be a condition precedent to the validity of any action taken in reliance upon such waiver.

SECTION 18. Cancellation of Certificates. All Certificates surrendered for payment shall be promptly canceled by either the Paying Agent or the Issuer. All canceled Certificates held by the Paying Agent shall be disposed of as directed in writing by the Issuer.

SECTION 19. Mutilated, Destroyed, Lost or Stolen Certificates. If (1) any mutilated Certificate is surrendered to the Paying Agent, or the Issuer and the Paying Agent receive evidence to their satisfaction of the destruction, loss or theft of any Certificate, and (2) there is delivered to the Issuer and the Paying Agent such security or indemnity as may be required by them to save each of them harmless, then, in the absence of notice to the Issuer or the Paying Agent that such Certificate has been acquired by a bona fide purchaser, the Issuer shall execute, and upon its request the Paying Agent shall register and deliver, in exchange for or in lieu of any such mutilated, destroyed, lost, or stolen Certificate, a new Certificate of the same maturity and of like tenor, interest rate and principal amount, bearing a number not contemporaneously outstanding. In case any such mutilated, destroyed, lost or stolen Certificate



has become or is about to become due and payable, the Issuer in its discretion may, instead of issuing a new Certificate, pay such Certificate. Upon the issuance of any new Certificate under this Section, the Issuer may require the payment by the Owner of a sum sufficient to cover any tax or other governmental charge that may be imposed in relation thereto and any other expenses (including the fees and expenses of the Paying Agent) connected therewith. Every new Certificate issued pursuant to this Section in lieu of any mutilated, destroyed, lost or stolen certificate shall constitute a replacement of the prior obligation of the Issuer, whether or not the mutilated, destroyed, lost or stolen Certificate shall be at any time enforceable by anyone and shall be entitled to all the benefits of this Resolution equally and ratably with any other Outstanding Certificates. Any additional procedures set forth in the Agreement, authorized in this Resolution, shall also be available with respect to any mutilated, destroyed, lost or stolen Certificate. The provisions of this Section are exclusive and shall preclude (to the extent lawful) all other rights and remedies with respect to the replacement and payment of any mutilated, destroyed, lost or stolen Certificate.

SECTION 20. Discharge of Resolution; Defeasance. If the Issuer shall pay or cause to be paid, or there shall otherwise be paid to the Owner, the principal of and interest on the Certificates, at the times and in the manner stipulated in this Resolution, then the pledge of the money, securities, and funds pledged under this Resolution and all covenants, agreements, and other obligations of the Issuer to the Owner shall thereupon cease, terminate, and become void and be discharged and satisfied, and the Paying Agent shall pay over or deliver all money held by it under this Resolution to the Issuer.

Certificates or interest installments for the payment or redemption of which money shall have been set aside and shall be held in trust (through deposit by the Issuer of funds for such payment or otherwise) at the maturity date thereof shall be deemed to have been paid within the meaning and with the effect expressed above in this Section if they are defeased in the manner provided by Chapter 14 of Title 39 of the Louisiana Revised Statutes of 1950, as amended.

SECTION 21. Successor Paying Agent; Paying Agent Agreement. The Issuer will at all times maintain a Paying Agent meeting the qualifications hereinafter described for the performance of the duties hereunder for the Certificates. The designation of the initial Paying Agent in this Resolution is hereby confirmed and approved. The Issuer reserves the right to appoint a successor Paying Agent by (a) filing with the Person then performing such function a certified copy of a resolution or resolutions giving notice of the termination of the Agreement and appointing a successor and (b) causing notice to be given to the Owner. Every Paying Agent appointed hereunder shall at all times be a bank or trust company organized and doing business under the laws of the United States of America or of any state, authorized under such laws to exercise trust powers, and subject to supervision or examination by Federal or State authority. The Executive Officers are hereby authorized and directed to execute an appropriate Agreement with the Paying Agent for and on behalf of the Issuer in such form as may be satisfactory to said officers, the signatures of said officers on such Agreement to be conclusive evidence of the due exercise of the authority granted hereunder.

SECTION 22. Disclosure Under SEC Rule 15c2-12. It is recognized that the Issuer will not be required to comply with the continuing disclosure requirements described in the Rule 15c-2-12(b) of the Securities and Exchange Commission [17 CFR §240.15c2-12(b)], because the Certificates are not being purchased by a broker, dealer or municipal securities dealer acting as an underwriter in a primary offering of municipal securities.

SECTION 23. Arbitrage. The Issuer covenants and agrees that, to the extent permitted by the laws of the State of Louisiana, it will comply with the requirements of the Internal Revenue Code of 1986 and any amendment thereto (the "Code") in order to establish, maintain and preserve the exclusion from "gross income" of interest on the Certificates under the Code. The Issuer further covenants and agrees that it will not take any action, fail to take any action, or permit any action within its control to be taken, or permit at any time or times any of the proceeds of the Certificates or any other funds of the Issuer to be used directly or indirectly in any manner, the effect of which would be to cause the Certificates to be an "arbitrage bond" or would result in the inclusion of the interest on the Certificates in gross income under the Code, including, without limitation, (i) the failure to comply with the limitation on investment of Certificate proceeds or (ii) the failure to pay any required rebate of arbitrage earnings to the

United States of America or (iii) the use of the proceeds of the Certificates in a manner which would cause the Certificate to be a "private activity bond".

SECTION 24. Designation as "Qualified Tax-Exempt Obligations". The Certificates are designated as "qualified tax-exempt obligations" within the meaning of Section 265(b)(3) of the Code. In making this designation, the Issuer finds and determines that:

- (a) the Certificates are not "private activity bonds" within the meaning of the Code; and
- (b) the reasonably anticipated amount of qualified tax-exempt obligations which will be issued by the Issuer and all subordinate entities in calendar year 2003 does not exceed \$10,000,000.

The Executive Officers are hereby empowered, authorized and directed to take any and all action and to execute and deliver any instrument, document or certificate necessary to effectuate the purposes of this Section.

SECTION 25. Publication. A copy of this Resolution shall be published immediately in one (1) issue of the official journal of the Issuer.

SECTION 26. Award of Certificates. The Issuer hereby accepts the offer of the Purchaser to purchase the Certificates, attached as Exhibit "A" hereto. The Certificates shall be delivered to the Purchaser upon the payment of the principal amount thereof.

SECTION 27. Severability; Application of Subsequently Enacted Laws. In case any one or more of the provisions of this Resolution or of the Certificates shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions of this Resolution or of the Certificates, but this Resolution and the Certificates shall be construed and enforced as if such illegal or invalid provisions had not been contained therein. Any constitutional or statutory provisions enacted after the date of this Resolution which validate or make legal any provision of the Resolution and/or the Certificates which would not otherwise be valid or legal, shall be deemed to apply to this Resolution and to the Certificates.

SECTION 28. Section Headings. The headings of the various sections hereof are inserted for convenience of reference only and shall not control or affect the meaning or construction of any of the provisions hereof.

SECTION 29. Effective Date. This Resolution shall become effective immediately.

This resolution having been submitted to a vote, the vote thereon was as follows:

Member	Yea	Nay	Absent	Abstaining
Phillip R. Guin	<u>X</u>	_____	_____	_____
Eursla Hardy	<u>X</u>	_____	_____	_____
Willie D. Burton	<u>X</u>	_____	_____	_____
Charlotte Crawley	<u>X</u>	_____	_____	_____
Lola May	<u>X</u>	_____	_____	_____
Alvin Mims	<u>X</u>	_____	_____	_____
Jerry Tim Brooks	<u>X</u>	_____	_____	_____
Mike Powell	<u>X</u>	_____	_____	_____
Gard Wayt	<u>X</u>	_____	_____	_____
Larry Ramsey	<u>X</u>	_____	_____	_____
Ginger Armstrong	<u>X</u>	_____	_____	_____
Willie Henderson	<u>X</u>	_____	_____	_____

And the resolution was declared adopted on this, the 7th day of October, 2003.

/s/ Ollie S. Tyler  
Secretary

/s/ Willie D. Burton  
President

**FORM OF COMMITMENT LETTER**

September 25, 2003

Honorable Parish School Board  
Parish of Caddo  
Shreveport, Louisiana

Re: \$6,000,000 of Limited Tax Certificates of Indebtedness,  
Series 2003A of Parishwide School District of Caddo  
Parish, Louisiana

Please accept this letter as a commitment of the undersigned to purchase the above-captioned Certificates upon the terms and conditions outlined below:

- 1. **Issuer and Amount:** \$6,000,000 of Limited Tax Certificates of Indebtedness, Series 2003A, issued by Parishwide School District of Caddo Parish, Louisiana (the "Issuer").
- 2. **Purpose of Issue:** Acquisition of school buses and equipment, as set out in propositions approved by the voters on January 16, 1993 and July 20, 2002, and paying the costs of issuance of the Certificates.
- 3. **Authority for Issue:** Section 742.2 of Title 39 of the Louisiana Revised Statutes of 1950, as amended.
- 4. **Dated Date of Certificates:** - Date of Delivery.
- 5. **Form of Certificates:** The Certificates will be issued as a single typewritten or printed certificate, in fully registered form, per each maturity.
- 6. **Interest Rates & Maturities (NOT TO EXCEED 5%):** The Certificates will mature according to the following schedule and bear interest at rates as follows:

<u>Year</u> <u>(March 1)</u>	<u>Principal</u> <u>Due</u>	<u>Interest</u> <u>Rate</u>
2005	\$520,000	<u>1.47 %</u>
2006	605,000	<u>1.80 %</u>
2007	625,000	<u>2.19 %</u>
2008	650,000	<u>2.66 %</u>
2009	670,000	<u>3.12 %</u>
2010	695,000	<u>3.53 %</u>
2011	720,000	<u>3.88 %</u>
2012	745,000	<u>4.18 %</u>
2013	770,000	<u>4.39 %</u>

*Our NIL = 3.561474%*

- 7. **Interest Payments:** Semi-annually on March 1 and September 1, commencing September 1, 2004, based on a 30/360-day year.
- 8. **Redemption Provisions:** The Certificates will not be callable prior to their stated dates of maturity.
- 9. **Security:** The Certificates will be secured by a pledge of the proceeds of the Issuer's twelve and sixteen hundredths (12.16) mills tax, which was approved pursuant to propositions approved by the voters at elections held in the Issuer on January 16, 1993 and July 20, 2002, effective through the year 2014 (the "Tax"), (such rate being subject to adjustment from time to time due to reassessment).  
*Hancock Bank of Louisiana*
- 10. **Paying Agent:** Hancock Bank of Louisiana, (Trust Division), Baton Rouge, Louisiana. Fees X will/ ~~will not~~ be due the Paying Agent for serving in this capacity. (If fees are to be due Paying Agent, schedule of fees is to be attached hereto and form a part of the proposal.)

11. **Bank Eligibility:** The Certificates will be designated as "qualified tax-exempt obligations" under Section 265(b) of the Internal Revenue Code of 1986, as amended.
12. **Investment Letter:** The undersigned will sign an investment letter indicating that it has made a full investigation of the security for the issue and has not relied upon or requested that any disclosure document be prepared by or on behalf of the Issuer, and further that it is purchasing the Certificates without any intention to sell any portion thereof to any person other than another financial institution and then only on the terms and conditions set forth therein.
13. **Legal Opinion:** Legal opinion of Foley & Judell, L.L.P., as to the due authorization, validity and federal tax-exemption of interest on the Certificates will be required.
14. **Parity Certificates:** The Issuer may issue additional certificates of indebtedness (or other obligations) payable from the pledge and dedication of the funds to be derived from the levy and collection of the Tax on a complete parity with the Certificates, provided that the combined principal and interest requirements for any calendar year on the Certificates and the said additional certificates of indebtedness may not exceed 75% of the revenues estimated to be realized from the levy of the Tax in the year in which such additional certificates of indebtedness are issued; it being provided, however, that the proceeds of said additional certificates of indebtedness are to be expended only for the purposes for which the Tax is levied.
15. **Annual Financial Statements:** Until principal and interest of the Certificates are paid in full, annual audited financial statements of the Issuer shall be furnished to the undersigned no later than 180 days after the applicable fiscal year-end of the Issuer.
16. **Comprehensive Budget:** The Issuer shall prepare and adopt a budget at the beginning of each fiscal year and furnish the undersigned a copy of such budget within 30 days after its adoption.
17. **Continuing Disclosure:** It is understood that, with respect to the Certificates, the Issuer will not be required to comply with the continuing disclosure requirements of SEC Rule 15c2-12(b).
18. **Delivery:** On or before October 15, 2003.

If the foregoing meets with your approval, please sign two copies of this letter in the space provided below and return one copy to the undersigned.

Yours very truly,

**HANCOCK BANK OF LOUISIANA**  
of Jackson Mississippi

By: Steven E. Cole *SEC*  
Title: Manager, Public Finance

**THE EVANGELINE BANK & TRUST  
COMPANY**  
Ville Platte, Louisiana

By: Randel Chapman  
Title: President/CEO

Accepted by the Parish School Board  
of the Parish of Caddo, State of  
Louisiana.

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Secretary

**CADDO PARISH SCHOOL BOARD, LOUISIANA  
\$6,000,000 LIMITED TAX CERTIFICATES, SERIES 2003**

**SCHEDULE OF PAYING AGENT FEES**

Fee Schedule for Paying Agent and Registrar Services

Acceptance Fee

Account Acceptance and Set-Up Fee	\$ 0.00
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Annual Administration Fee

Administration Fee	\$ 300.00
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## **SALE OF PROPERTY ON NORRIS FERRY ROAD**

*Mr. Ramsey moved, seconded by Mr. Wayt, approval of the sale of the 20 acres of school board property located on Norris Ferry Road by public bid with a minimum acceptable bid of \$300,000.00, the proceeds of which to go into the capital projects fund. Mr. Guin asked the board attorney, Mr. Abrams, if we now come to an understanding as to where the money will be placed and we know where the money came from and where it will go back to? Mr. Abrams responded that he was correct. Mr. Powell stated that he had the same question and he believed that we had sold at least 2 or 3 acres to the city and got about \$66,000 per acre in the inner city of Shreveport on Hope Street and because that was the partial source of the money, it was that money that was capital projects so he believes that Mr. Guin has gotten clarification because there was information out there that the money had come from general fund and was going back to the general fund. In reality, this money came from selling some acreage in the inner city of Shreveport that we were not using. Mr. Powell stated that he wanted clarification to Mr. Guin's question and had received it. Vote on the motion carried with board members Hardy and Brooks opposed and board members Guin, Burton, Crawley, May, Mims, Powell, Wayt, Ramsey, Armstrong and Henderson supporting the motion.*

## **APPROVAL OF LONG TERM USE OF DONNIE BICKHAM MIDDLE SCHOOL BY NORTHPOINT UNITED METHODIST CHURCH**

*Mr. Guin moved, seconded by Mrs. Hardy, approval of the long term use of Donnie Bickham Middle School by Northpoint United Methodist Church as recommended by staff and submitted in the mailout. Mrs. Crawley stated that she believes in the beginning the request was for the use of the auditorium and now it has expanded to 4 classrooms which concerns her. Mrs. Crawley stated that she thinks there will be a lot more problems using classrooms but could not come up with reasons why the community could not use an auditorium. She requested that teachers not be asked if their classroom could be used but volunteer the use of their classroom. Mrs. Crawley requested a report on if there are any complaints from the classroom teachers as we go along for 3 months and if so we can back the classrooms out at the end of the 3 months if there was a complaint. Mr. Abrams stated he wanted to make sure that the maker of the motion was clear on the intent of the motion which is that it would follow the guidelines of policy KG because in the mailout it indicates that it would begin November 30, 2003 through November 30, 2005, so the intent is that it would follow the guidelines and they would have to reapply under policy KG. Mr. Guin stated that he would agree with that and it was his understanding that was why the board passed the policy at the last meeting. Vote on the motion carried with board member Brooks opposed and board members Guin, Hardy, Burton, Crawley, May, Mims, Powell, Wayt, Ramsey, Armstrong and Henderson supporting the motion.*

## **EXECUTIVE SESSION**

**Student Readmission Appeal Hearing.** *Mr. Ramsey moved, seconded by Mr. Wayt, to approve staff's recommendation that Joshua Williams be permitted to enroll in the Option 3 Program at Caddo Career Center if space is available or the Adult GED Program at Hamilton Terrace using a waiver request for sixteen year old students. Vote on the motion carried with board member Brooks opposed and board members Guin, Hardy, Burton, Crawley, May, Mims, Powell, Wayt, Ramsey, Armstrong and Henderson supporting the motion.*

## **ADJOURNMENT**

*Mr. Powell moved, seconded by Mrs. Hardy, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:25 p.m.*

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Ollie S. Tyler  
Secretary

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Willie D. Burton  
President

**October 7, 2003**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, October 7, 2003, with President Willie D. Burton presiding and Larry Ramsey and Phillip Guin present being a quorum. Other school board members present were Ginger Armstrong, Jerry Tim Brooks, Charlotte Crawley, Eursla Hardy, Willie Henderson, Lola May, Alvin Mims, Mike Powell and Gard Wayt. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Henderson gave the invocation and led in the Pledge of Allegiance.

## **PRESENTATIONS**

**Report on 2002-2003 Test Scores.** Rosemary Woodard, specialist testing/evaluation, began by presenting a slide presentation. She stated that by looking at the LEAP 21 scores at the 4<sup>th</sup> grade level the percentage of students scoring basic or above since 1999 has increased at the elementary level. Mrs. Woodard summarized that 31 of 45 elementary schools scored above the state average of the number of students scoring approaching basic or above. Last year we had 22 of 45 schools so it has slightly increased. She stated we had 6 schools that had no children scoring at the unsatisfactory level for 2 years and 27 of the schools even though they were not above the state average they decreased the number of students scoring unsatisfactory at the 4<sup>th</sup> grade level. In mathematics, we had 23 of the 47 elementary schools that scored above the state average and we had 2 schools again for 3 consecutive years that had no children scoring unsatisfactory. Eighteen of the 44 elementary schools or schools that serve elementary students had decreased the percent of students scoring at the unsatisfactory level. In science and social studies, 25 elementary schools scored above the state average. Mrs. Woodard reported that if you look at our spring/summer results for the last 2 years, the state has started reporting an overall pass rate from spring and summer combined. In 2002, 91 percent of our students passed English language arts and in 2003 we had 92 percent pass. In mathematics we didn't do quite as well, 84 and 89 percent, but there was an increase this year. The 8<sup>th</sup> grade level has had fluctuation at the English language arts level but it appears that all the other content areas have increased as far as the students basic or above. In summarizing, 9 of the 18 middle schools scored above the state average and we had 2 schools that did not have any students scoring unsatisfactory. In mathematics, 10 of the 18 middle schools scored above the state average, an increase from 7 last year. Ten schools decreased the percent of students scoring unsatisfactory. In science and social studies, 8 of the 18 middle schools scored above the state average. In the spring/summer results from last year, we had a decrease in the English language arts from 90 percent to 89 percent this year that passed. Mathematics we had 71 percent last year and increased to 75 percent this year that passed. If you look at the GEE 21, we had a declining trend in English language arts and mathematics is fluctuating. Science and social studies is relatively stable and improving. Twelve of the 14 schools serving high schools decreased the percent of students scoring unsatisfactory and 8 of the 14 schools decreased in science and 7 of the 14 decreased in social studies. Caddo's Accelerated Program for Transition, the former CAPT program, the students have shown a score gain on the ITBS across the board, an average composite score of between 5 and 6 percent improvement. At the 8<sup>th</sup> grade level, the pass rate was 60 percent English language arts and 28 percent for mathematics. These are the most at risk students. The LEAP Acceleration classes that were started at the 4<sup>th</sup> grade level have been reasonably successful, 86 percent of the students that are repeating 4<sup>th</sup> graders or at risk 3<sup>rd</sup> graders passed the English language arts, 70 percent passed math. In that acceleration class we had 223 students that were eligible to test to skip out of the 5<sup>th</sup> grade, 35 actually advanced to the 6<sup>th</sup> grade. In evaluating the program we found that almost 80 percent of those students were successful in the 6<sup>th</sup> grade and moved on to 7<sup>th</sup> grade. IOWA test composite scores for the number of years we have been tracking groups of students, the very first group were 3<sup>rd</sup> graders in 1999, they tested 4<sup>th</sup> grade this year, they are 7<sup>th</sup> graders now and will be 8<sup>th</sup> graders and you can see some fluctuation, they peaked out in the 5<sup>th</sup> grade, they are dropping a little in 6<sup>th</sup> and 7<sup>th</sup> grade. The second group that started the testing cycle in 2000 are doing a little better and the new group, number 3, are the IOWA 03, 3<sup>rd</sup> graders. We will be able to track these students on the new test. It is hard to put IOWA data in this year because we are comparing apples to oranges because of the brand new test.

Mr. Henderson asked that when Mrs. Woodard reported the LEAP test results it was emphasized the comparison between how we scored and the state average, can we get an idea from those

scores of how that will translate into school performance scores? Mrs. Woodard responded that up until this year school performance scores have been tied to the state average and our approaching that state average is a moving target as the schools improve, but this year accountability has changed because of the No Child Left Behind and other than letting us know that we are comparable to the state, that is all we can do right now. She stated that it would not give us a good idea of the school performance score because they have changed the way they are figuring school performance scores.

### **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE OCTOBER 21, 2003 CPSB MEETING**

The superintendent reviewed the proposed agenda for the October 21, 2003 CPSB meeting and discussion followed as summarized.

**Bids.** Mr. Henderson asked if Approval of Bids for School Buses is on the agenda for the special session today and again for the October 21, 2003 meeting and are they for the same thing. Mrs. Tyler asked Mr. Wreyford to address the question. Mr. Wreyford stated that the agenda item today was to approve the resolution to accept the loan for school buses and the agenda item for the October 21, 2003 meeting would be to accept the low bid for the purchase of the buses from the proceeds of the loan.

**Approval of Caddo Learning Center Alternative School.** Mr. Burton stated that we are changing the name of the program and the superintendent responded in the affirmative. Mrs. Tyler further stated that we were going to be asking the state to allow us to do an Option I school where we will not have to get another school performance score that counts against the district. Mr. Powell stated that the CAPT program was developed to provide an alternative route for students who had been retained multiple times in which Mrs. Tyler responded that he was correct. Mr. Powell stated that it was an outflow from the no social promotion the board had adopted in 1997 or 1998 and he questioned if we would be deviating from that as our mission with this program. Mrs. Tyler responded no, it was still our mission. She elaborated that the old CAPT that was at the Laurel Street address was one that did what this one is going to do except that the criteria will change in terms of the population of students that will go there as it is also for overage students, but we are not going to screen our children just because they may have behavior problems, we need to address all overage students. Also, being an Option II school we would get a separate school performance score. Mr. Powell stated that his specific concern was to have an understanding if we were going to have the same purpose because we have children that are overage in our schools and this was a means to get them up to speed and there was certain criteria they had to follow and part of it was that they had to have good discipline. Mr. Powell asked if we would still be maintaining our SAFS programs which are children that are discipline problems in the schools and does not address children who have been retained multiple times, actually an academic placement more so than a discipline placement and Mrs. Tyler stated that is correct. Mr. Powell asked if we would have any concerns, since originally we were doing contracts with CAPT to get the parents more involved in student education and we were requiring a certain level of behavior, about changing the criteria such that we would have a more disruptive environment in the classrooms. Mrs. Tyler stated that she did not believe we had any concerns but she would ask staff to check into that. Mr. Powell asked if a student could be subject to going to SAFS to the CAPT program. Mrs. Tyler stated yes, that students are under the same discipline policy that other students are under. Mrs. Tyler further stated that often times the behavior of a student is brought on as a result of retention and if we don't address the academic components you get a repeat performance of the behavior so we feel that once parents have signed the contract knowing that they must live up to the procedures and criteria we need to give those children an opportunity. If they misbehave under the discipline policy, they can be sent from Caddo Learning Center to the alternative school. Mr. Powell stated that his main concern is that we have a program that addresses children who are academically challenged and who are trying and giving them a good discipline atmosphere where they can learn and make sure that we are not diluting that because we have had success and he wants to continue to find more ways to have success and that this program is being considered as a second SAFS for children who are misbehaving. Mr. Powell asked if resource wise are they still going to have the same level of resources as the CAPT program and we're not changing staffing to increase class sizes? Mrs. Tyler responded that he was correct



Mr. Mims asked that since we are not changing the mission, hasn't the state changed their mission on retainees about passing the test? Mrs. Tyler stated that the state did that 2 years ago. Mr. Mims stated that at looking at our policy we are not focusing as same as the state and he would like a report from the superintendent before the next board meeting.

Mrs. May stated she would like to have an indepth report on where the money will be coming from to fund the program at Laurel Street. Mrs. Tyler stated the program will be housed at Green Oaks and funding is already in place.

**Approval of CPSB Participation in the Distinguished Educator Program for 2003-2004.**

Mr. Henderson asked if we were presently participating in the program. Mrs. Tyler stated that we are and that the state has offered Caddo another distinguished educator to help with schools that are at risk and it is at their expense. She stated that we have schools that are in *Choice* and we could certainly use an additional person to give that expertise to some of those schools.

**ADDITIONS**

Mrs. Crawley requested that an item be added to the agenda that staff bring a proposal to the board to consider hiring an in-staff attorney who would be on salary with benefits to get control of spending.

**Consent Agenda.** The president recommended that items 9-13 and 17 be categorized as the consent agenda. *Mr. Ramsey moved, seconded by Mr. Guin, that the proposed agenda and consent agenda be adopted as submitted. Vote on the motion carried unanimously.*

**WORK SESSION**

Mr. Mims requested a report on how the addition at Linwood Middle School is proceeding.

Mrs. Hardy requests that staff check the air conditioning at Green Oaks that is not working properly and have staff go out and check it.

Mrs. Hardy asked Don Toppett, director of transportation, to respond to an article in To Tell the Times regarding overcrowding on special ed buses. Mr. Toppett stated that his department has no knowledge of overcrowding on special ed buses or any bus and if the caller would contact the Transportation Department they would gladly investigate.

Mr. Brooks requested that Jeff Hudson, purchasing agent, give him a report on minority participation in our system by name and list the people who receive the bids.

Mrs. May asked staff for a report on what can be done about the parking lot at Caddo Heights Elementary.

Mr. Brooks asked Steve White, director of construction/capital projects, about the project at Westwood Elementary and if staff was working on it. Mr. White stated that he has been in contact with the City of Shreveport regarding available funding to divert a city street south of the Westwood property to form a loop to Jewella. Mr. White added that staff would continue working on the project.

**Adjournment.** *Mr. Ramsey moved, seconded by Mr. Guin, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:07 p.m.*

**November 4, 2003**

The **Caddo Parish School Board (CPSB)** met in *special session* on Tuesday, November 4, 2003 at approximately 6:05 p.m. immediately following the Executive Committee meeting with President Willie D. Burton presiding and the following board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Charlotte Crawley, Phillip R. Guin, Eursla Hardy, Willie Henderson, Lola May, Alvin Mims, Mike Powell, Larry Ramsey and Gard Wayt. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. The prayer and pledge were omitted.

#### **PERSONNEL RECOMMENDATIONS**

*Mr. Guin moved, seconded by Mrs. Armstrong, approval of personnel recommendations as recommended by staff and submitted in the mailout. Vote on the motion carried with board members Guin, Burton, Crawley, May, Mims, Powell, Wayt, Ramsey, Armstrong and Henderson supporting the motion. Board members Hardy and Brooks were absent for the vote.*

Ron Festavan, assistant superintendent of support services, introduced the following appointments approved by the CPSB: (1) Mia Brooks-Cooper, assistant principal at Summer Grove Elementary School; and (2) Mary Nash Robinson, assistant superintendent human resources. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board salary schedule applicable to the position to which they were appointed. Administrators, family and other guests present also were recognized.

#### **ARTHUR CIRCLE CLASSROOM WING ADDITION, PROJECT 2003-101**

*Mr. Powell moved, seconded by Mr. Brooks, that all bids for Arthur Circle Classroom Wing Addition, Project 2003-101, be rejected and rebid with board approved revisions, and that the revisions are those described in the mailout from the superintendent in her recommendation to the board; and moved approval of an additional \$155,921 for the eight classroom wing addition for Arthur Circle Elementary School and that \$24,279 be approved for the sewer lift station from the 2003-2004 Capital Projects budget.*

Mr. Powell expressed his appreciation to the board for their consideration in delaying action on this item for two weeks to allow additional information to be provided and for the superintendent and staff's work to find a way to move this project forward.

*Vote on the motion carried unanimously.*

#### **EXECUTIVE SESSION**

Mr. Guin asked if there is or is not an agreement on this item between staff's recommendation and the parents? The superintendent stated that as of 4:00 this afternoon there was not an agreement. Mrs. Atkins announced that neither the student nor the parents are present so the hearing will not be held.

**Adjournment.** *Mrs. May moved, seconded by Mr. Powell, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:13 p.m.*

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Ollie S. Tyler, Superintendent

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Willie D. Burton, President

**November 4, 2003**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, November 4, 2003, with President Willie D. Burton presiding and Larry Ramsey and Phillip Guin present being a quorum. Other school board members present were Ginger Armstrong, Jerry Tim Brooks, Charlotte Crawley, Eursla Hardy, Willie Henderson, Lola May, Alvin Mims, Mike Powell and Gard Wayt. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Guin gave the invocation and led in the Pledge of Allegiance.

**Board Mailouts.** Mr. Guin encouraged the board and staff to follow policy and procedure in providing in the mailout prior to the work session all back up information for items the board will be asked to take action on at the regular scheduled board meetings to allow the board to be able to discuss and ask questions at the work session. He said the earlier the board has the information to be able to ask questions and debate during the work session will allow the board to make the best decision at the board meeting relative to that item.

**Bethune Middle School Choir.** Mrs. Tyler introduced Mrs. Kathy Gallant who presented the Bethune Middle School choir. The choir performed a number for the Caddo Parish School Board and audience. Mr. Kenneth Coutee is the principal, and Mrs. Linda Baker is the choir director. Faculty, staff, parents and other visitors were also recognized.

## **PRESENTATIONS**

**Systemwide Copier Contract.** Jeff Hudson, purchasing agent for Caddo Parish Public Schools, and Scott Sullivan, senior chief buyer, presented background information on how copiers are currently purchased, how a systemwide copier contract would work, detailing the positives and negatives of implementing a systemwide copier contract.

Mr. Hudson stated that currently copiers are purchased on a school by school basis, sometimes schools asking central office for direction and sometimes proceeding on their own. Ways in which copiers can be acquired include: (1) purchase or rent off a state contract, (2) lease purchase which is not on state contract, (3) PTA purchase, or (4) donation. He stated the price on a state contract is very competitive with the state bidding out copiers every couple of years and basing their quantities on an estimated number of what the whole state will need and Caddo being a qualified agency of the state can piggyback on that contract and still do business with local companies. He explained a school can choose to acquire a copier off a state contract either by out right purchase (which involves an upfront capital outlay, purchase of a maintenance contract over service and supplies and an overage cost if the copier exceeds its allotted copies), or rental (no upfront capital outlay, and the service and supplies are included in the rental charge). He said the rental option is an easy way for a school to acquire a copier, but can sometimes be expensive in the long run. Mr. Hudson also addressed the negatives of a lease purchase, which is not on state contract, by acquiring a copier that has not been pre-negotiated, since they are not on state contract and it is left up to the principal and/or the bookkeeper to negotiate on their own. He said for copiers in the district donated or purchased by organizations as the PTA costs can vary tremendously when the school attempts to buy a service contract on these older machines. Mr. Hudson cited examples of copiers purchased on a state contract and copiers rented on state contract and costs applicable to each. He also presented scenarios of schools renting larger, faster copiers with a 25,000 copies per month allowance, yet the school only uses an average of 5,000 copies per month, and the cost per copy being a lot higher; as well as schools that go over the allotted number of copies and the cost of the overage copies being an added cost to those schools.

Mr. Hudson said the whole concept of a system-wide copier contract is to pool the copy allowances as cited in the above example so when one school does not use enough of the allotted copies and another school uses too many, they will be drawing from the same pool and avoiding overage costs, and this can result in an approximate 30% monthly savings. Mr. Hudson also shared additional advantages and disadvantages of a system-wide copier contract with advantages including the district getting one bill rather than over 200 invoices each month, better accountability on the number of copies made in the schools, ability to standardize on the number and size of copiers used in schools and elimination of wasteful spending for "convenience only"

copiers. Some of the disadvantages stated included some schools are already paying a very low cost per copy, some schools have recently purchased or had new machines donated and would not be able to participate, difficulty of first time implementation because of different scenarios and various contract expiration dates and principals seeing this as a loss of control by the school on the copier purchases for their particular school.

Mr. Hudson stated that while the system has over 200 copiers, it also has over 200 duplicating machines that have the cheapest cost of duplication per copy and going to a system-wide state contract would possibly eliminate a large number of the duplicating machines which will ultimately increase the number of copies for the school. Staff has over the past year visited the schools to determine the number of copies for each school and also looking at an opt-out option for schools that may want to opt out of the state contract concept. If this were to happen, the situation would become worse. He stated that at this time, staff's recommendation would be to ease into a system-wide copier contract by first taking a bid to standardize on one brand of machine with one company and phasing into a system-wide copier contract, that any copier purchased be approved by purchasing so each situation can be scrutinized to ensure the right copier is placed in the right situation.

Mr. Burton asked if staff would provide a written copy of this information to the board to allow the board an opportunity to review it and also asked if staff received any input from the principals and schools? Mr. Hudson indicated that to date staff has conducted a survey to determine what is in the schools and then staff looked at the opt-out options for schools and didn't go any further, because if this is an option, a system-wide contract is not going to work. Mr. Burton indicated that since this will affect the infrastructure at the schools, that those directly affected be allowed an opportunity to submit input.

Mr. Powell asked the superintendent how are we currently paying for some of these copiers and the fact that the board has made independent expenditures in the past, i.e. Central. Also, he noted there was discussion a few years ago about a line item in the M&S for this. Mr. Powell asked the superintendent how are we currently funding for individual schools and how they are paying for these things? Mr. Festavan said this is done in various ways, i.e. PTAs, fundraisers at the school where a particular portion is designated for the copier, etc. Mr. Powell asked if looking at this systemwide and having purchasing handle the purchase of all copiers that we look at a more consistent funding mechanism throughout the district and encouraged this to be a part of the equation in considering a system-wide copier contract.

Mr. Wayt asked about the research done on a less expensive copier than the example given? Mr. Hudson indicated this is only an example of a copier that might be used in a high school and explained that it will be the same as you go down the list; however, he could provide a comparison of a smaller copier. Mr. Wayt also asked about a state contract for duplicating machines? Mr. Hudson stated this does not cover duplicating machines. Mr. Wayt asked if there is an inexpensive duplicating machine available with the newer technology that does produce less expensive copies and schools might have one of each? Mr. Hudson answered these can be purchased or bid out, but there is not a state contract on duplicating machines. Mr. Wayt expressed his appreciation for the work staff is approaching in addressing this matter.

Mr. Henderson asked if the source of funding was considered in the research of system-wide copiers? Mr. Hudson said both ideas (general fund purchasing or individual schools) were looked at. Mr. Festavan stated staff has been working on this for a considerable amount of time and the first approach was for the general fund to pick up a system-wide contract. The central office would do a specification and bid it out. Mr. Festavan said he has met with various vendors who want to sell this to the system, on bid, a particular line of copiers with specific services for a price and the general fund would absorb that price. He added many of the schools have multiple copiers and they are paid for in a number of ways. He understands there are school systems that pay for copiers and it is simply a line item budget item. He added that one of the challenges is the number of copiers in the schools and for every copier there is a different contract and many different situations in the schools. He said this is an effort to bring information to the board indicating it is possible to put together a contract, but it will need to be a phased-in contract. As contracts in place are phased out, then that school can be phased in the contract and this can be done by the board picking that up through the general fund or we can continue a by-school billing, and with the goal of getting a per copy price for the entire system, we will ultimately get

a better price. Billing and the logistics of keeping up with 75 schools is an option that staff believes it can work out.

Mrs. Tyler communicated to the board that the presentation done today was done in response to board members' request to begin assessing and surveying what it would cost if the district put in a system-wide contract. She said we do not have all the answers today nor the funds, but if the board desires, staff will continue to research ways of funding this type of initiative.

Mrs. Armstrong asked about maintenance and the fact that Caddo has one employee that goes to the schools and works on copy machines and she believes that each school will probably need at least two copiers in the event one copier is down. She asked staff to take this into consideration. She also asked if all the copiers presently in the school would need to be removed or is this just those under individual school contract or purchase. Mr. Hudson said to group them into a system-wide contract, they would have to be removed as the company would not be able to take on the maintenance contract for another company's machine. Mrs. Armstrong asked if this included those machines funded by organizations? Mr. Hudson said this is difficult and this is one of the scenarios of needing to address each individual situation. Mr. Festavan answered if the district has an exclusive contract, then as schools' contracts run out on existing machines, then they will buy from the system-wide contract. If a school does not then buy from the system-wide contract, it is going to be more expensive for the school. Mrs. Armstrong indicated one scenario would be if there is less than two copiers at a school, but we need to look at least two copiers per school.

Mr. Wayt asked if the system explored to date contemplates making the cost so it will be an incentive for the schools at some point in time to transfer to the system-wide contract? He also asked about cost sharing where the system would pay a portion and the school would pay a portion of the cost? Mr. Festavan said that is a possible option as we move forward.

**Quarterly Update on Goals and Objectives.** Superintendent Tyler shared with the board and audience an update on the board approved 2003-04 goals and objectives. She also provided information on how staff has moved forward to achieve the objectives for this school year.

The superintendent stated some of the figures presented in the presentation may not appear in the printed material but will be included in the second quarter report. She addressed some of the key challenges faced for the 2003-04 school year included the reduction in force which meant a cut in services in the schools, those schools labeled unacceptable, the need to put in place professional development opportunities and provide funds for course work needed to meet the NCLB federal law for educators, budget constraints because of a shortfall in the general fund budget last spring, lack of community and parental involvement in many of our schools, decline in employee morale, and new standards from the SDE regarding 4<sup>th</sup> grade promotional criteria where students have to score at basic on one and approaching basic on the other.

Mrs. Tyler said after an assessment with staff and schools, the academic focus was designed and staff discovered the key focus needed to be: designing curricula that was weekly paced to insure we are on target teaching to the standards set by the state in high stakes and NRT testing, putting in place high quality professional development for administrators, teachers and support personnel, pulling together a package for recruiting highly qualified professionals, putting in place an initiative to engage more people in understanding the importance of early childhood education, expanding GED options program to target and focus reading programs through technology and addressing the gap with special education, expanding the focus on classroom behavioral intervention programs by placing interventionists to assist teachers in doing a better job in the classroom, expanding the alternative programs in the parish to address the needs of all students, pushing for more academic competitions at local, state and national levels; putting in place more content coaches, expanding the gifted and talented program; putting in place the new teacher induction program STAR (Supporting Teachers and Retention); continuing the administrative internship program to grow a pool of administrators available to replace those that leave; expanding extended learning opportunities with the community groups and universities to provide students opportunities to have extended learning time; focusing on how school improvement plans are developed to insure they meet the needs of the schools, looking at state and federal funds along with local funds to assure that the most effective and efficient use of funds to target the areas of need. She added that staff has also begun to discuss and look at with

principals and leadership teams the coordination of central staff services so schools' needs are better addressed and to work diligently to increase parental and community support.

Mrs. Tyler indicated from the four priority goals and objectives, some of the things staff has attempted to do over the past three and one-half months, with student achievement being the cornerstone (Priority Goal #1), is craft an improvement plan for the 23 high priority schools and pull staff together to insure staff has what it needs; put in place high quality professional development for all employees in those schools; put in place LEAP acceleration classes in grades 4 and 8 to reduce pupil teacher ratio to do more individualized instruction; worked with principals to see what reform models currently in place are working and which ones are not working; placement of Reading 180 labs to address reading deficiencies; crafted and designed a School Choice plan and secured \$1.5 million in federal dollars to fund that plan to enhance academic programs; employed a school monitor as part of the School Choice plan; placed additional classroom teachers and content coaches at those schools; placed behavior interventionists at the four schools; placed Read 180 and Compass labs to assist in individualized instruction; put in place high quality professional development opportunities, and attempted to make community involvement a big part of what we are doing in these schools. Staff was able to offer 320 transfers to students to higher achieving schools, to put additional administrative support in these schools, and to receive commitments from area universities for training and support for teachers and administrators.

In looking over the past 3 months, the board has put into place a Chief Academic Officer, we have enhanced the instructional delivery and there is more of an instructional accountability throughout the district. The Caddo Learning Center has been put into place at Green Oaks for overage middle school students as well as the Alexander Learning Center, having renovated the building and adding another program for overage middle school students for 90 students, and use of tobacco money to secure textbooks to make up the deficit the district is experiencing. Thus far, staff has been able to, since the close of the books at the end of June, restore 82 positions so services are more efficient and effective, implement a board-approved organizational realignment, implement the bus replacement program, and through a CEEF grant secure over \$5 million for Caddo schools and to put in the LEAP Acceleration teachers, monies for alternative programs, textbooks, expand the early childhood program, pull together additional ways to secure more funds, pooled funds from Title 1, 2, 3,4 and 5 to provide missing services, working with VOA, LINC initiative to secure \$57,000 to assist with professional development, received a \$240,000 grant for improving literacy, secured \$200,000 at Oak Terrace for an after school program for at risk students, as well as a Brighter Futures Program addressing teenage pregnancies. Staff has diligently worked to engage the community and parents through over 50 presentations and as a result surveyed and discovered through the schools that there are 123 new support initiatives and activities put into place since July, and that in 69 of the 74 schools, new initiatives have been added as a result of the presentations. Caddo has also engaged in partnership with the Regional Service Center to work with Sunset Acres, Bethune, Lakeshore, J S Clark and Linear.

Mrs. Tyler summarized that these are just a few things that staff has been able to accomplish over the past three months and believe that with a few adjustments, feel we can release the genius in every child.

#### **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE NOVEMBER 18, 2003 CPSB MEETING**

The superintendent reviewed the proposed agenda for the November 18, 2003 CPSB meeting and discussion followed as summarized.

**Approval of Renewal of Group Medical, Dental and Life Insurance Plans.** Mr. Henderson stated he supports this item; however, he requested that the manner in which claims are processed be reviewed. He understands there is an extensive inservice between the insurance companies and the medical providers so that it is a user-friendly process and there are no problems getting proper referrals or claims not being processed properly. He believes there are many who do not know how to negotiate that process and he is concerned that because of this, many end up paying claims they should not pay. He asked that the medical providers and the insurance company review this process so employees and retirees do not have to bear an undue burden in processing claims.

**Approval of Purchasing Card Agreement.** The superintendent stated that staff will be bringing some additional specific information for the board's consideration on this agenda item.

**Caddo Parish Policy and Practice for Split Drug Samples.** Mr. Guin stated that legal counsel has drafted up revisions on the CPSB EAP and Drug Testing policies. Legal counsel requested that the name of this agenda item be changed to *Approval of Revisions to CPSB EAP and Drug Testing Policies*.

**Capital Projects Budget.** Mr. Powell asked if the information at his station on the Capital Projects budget was also provided to the other board members? Mr. Burton responded that it was at all board members' stations. He also asked staff to provide him with 2002 figures. Mrs. Armstrong inquired about the information shared with board members relative to the top five capital projects requests from each school and if this is information and the board will be getting an additional document addressing the agenda item? The superintendent said that is correct. The document received was as a result of a board member request and staff just finished meeting with the Capital Projects committee and it is anticipated a plan will be mailed to the board in the mailout next week.

**Proposal to Consider Hiring an In-house Attorney.** Mrs. Crawley asked the superintendent if a proposal will be available next week. The superintendent answered in the affirmative.

**IDEA, Part B and IDEA, Part B Preschool Carryover Budgets.** The superintendent explained these are funds carried over from the 2002-03 school year that need to be expended so we do not lose them.

## **ADDITIONS**

Mr. Burton requested adding an agenda item for November 18<sup>th</sup> addressing adjusting the board meeting in December from December 16<sup>th</sup> to the 9<sup>th</sup>. He stated a board member will be out of town on the 16<sup>th</sup> and has asked that the meeting be moved to the 9<sup>th</sup>.

Mrs. Tyler requested adding an item titled *Approval of Job Descriptions* and add under Executive Session another student expulsion hearing. Mr. Powell asked how many employee grievance hearings are being scheduled under executive session? The superintendent answered there are two. Mr. Powell asked that consideration be given to placing the student expulsion hearing before the employee grievances.

Mr. Burton also requested adding an item titled *Approval of Process for the Election of Officers*. Mr. Burton explained he is bringing to the board for its consideration a proposal addressing the process by which the board will elect officers for 2004 at its regular meeting in December.

## **REQUEST**

Mr. Ramsey requested that, in light of the recent release of the Legislative Auditor's report dated October 24, 2003, legal counsel review for update and/or creation of new policies to align with the Legislative Auditor's recommendations in the report, specifically items 1-5 noted on page 2 of the Executive Summary and that legal counsel provide estimated legal costs associated with items 6 and 7 on that same page.

Mr. Henderson also requested that the Internal Auditing Department review this audit and be prepared to make a report to the board no later than December.

**Consent Agenda.** The president recommended that items 9-11 and 15-16 be categorized as the consent agenda. *Mr. Ramsey moved, seconded by Mr. Guin, that the proposed agenda and consent agenda be adopted as submitted. Vote on the motion carried unanimously.*

## **CPSB WORK SESSION (PRESENTATION OF THE PROPOSED AGENDA AND CONSENT AGENDA)**

The president polled the audience for input on the proposed agenda for the November 18<sup>th</sup> meeting.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, asked if the employee grievance hearings under executive session are those she has spoken with the board president about? Mr. Burton stated these are the two that he was asked to bring to the board. Mrs. Lansdale said she was requesting clarification as she had also spoken to the superintendent about a third grievance hearing.

**Adjournment.** *Mr. Ramsey moved, seconded by Mr. Guin, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:50 p.m.*



**November 18, 2003**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, November 18, 2003 with President Willie D. Burton presiding and the following board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Charlotte Crawley, Phillip Guin, Eursla D. Hardy, Willie Henderson, Alvin Mims, Mike Powell, Larry Ramsey and Gard Wayt. Lola May was absent. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Guin gave the invocation and led in the Pledge of Allegiance.

#### **CONSIDERATION OF MINUTES OF THE OCTOBER 21, 2003 AND NOVEMBER 4, 2003 CPSB MEETINGS**

*Mr. Guin moved, seconded by Mrs. Armstrong, approval of the minutes of the October 21, 2003 and November 4, 2003 CPSB meetings.* Mr. Powell stated that regarding the motion relative to Arthur Circle in the November 4, 2003 special session, a portion of what he read regarding approving the changes the superintendent recommended is eliminated and he requested that the minutes be corrected to reflect the comment about the changes recommended by the superintendent. *Vote on the motion, as corrected, carried unanimously.*

#### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

The superintendent requested that agenda items 10(d), 13, 14 and 21 be pulled. Mrs. Crawley requested that item #19 be postponed and Mr. Powell requested that item #18 be considered under item #20. The president proposed items 9, 10, 11, 12, 15, 16, 22 and 23 as the consent agenda.

#### **SPECIAL PRESENTATION(S)/RECOGNITION(S)**

On behalf of the CPSB and staff, Burnadine Moss Anderson, administrative assistant to the superintendent for communications and information, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment.

**International Child Art Foundation.** Mason Nabors, a student at Caddo Middle Magnet, was recognized as Louisiana's first place winner in the International Child Art Festival. He won the award in the "Me in the New Millenium" art contest while a 5<sup>th</sup> grade student at South Highlands Elementary Magnet School and was afforded the opportunity to travel to Washington D.C. and represent the state of Louisiana. His mother and his teacher at South Highlands, Mrs. Judy Ball Johnson, were also recognized. Kay Robinson is the principal at Caddo Middle Magnet.

**Seimens Westinghouse Competition Winners.** Mrs. Anderson recognized five students from Caddo Magnet High School recognized in *USA Today* on Monday, October 27<sup>th</sup>, for being named semi-finalists in the Seimens Westinghouse Competition in Math, Science and Technology. There were six students from the state of Louisiana, five of which were from Caddo's Magnet High School. The students were named semi-finalists for research submitted in a competition judged by six university professors. The students recognized were Sadie McCallister, Rebecca Phillips, Bradford Hargreaves, Sumati Jain and Meng Huang. Mrs. Anderson announced that Sumati Jain also represented Caddo in the International Science Fair, placing fourth in her area. Mrs. Anderson also announced that Meng Huang is one of 30 finalists in the country; and he and Mrs. Chris Clements will go to Georgia Tech for the Regional Finals of the Seimens Westinghouse Competition. Mr. Huang is in the SMART program at LSU Health Science Center and works under the tutelage of mentor Dr. Chris Kevil. Mr. Huang's study may lead to the development of therapeutic interventions for Type 1 diabetes. Mrs. Clements, teacher at Caddo Magnet High School; Jack Freeman, science supervisor; Queen Snider, assistant principal; and the parents were also recognized.

**Louisiana WorkReady! Certificates.** Mrs. Chris Weaver, executive director, Louisiana Work Force Commission, in the office of Louisiana Governor Mike Foster, was present to share with the board information about the WorkReady! Certificate program, a state program geared for readying students for the work place. Mrs. Weaver provided each board member with a complete packet and video detailing the program. Caddo students in the Options Program at the

Caddo Career and Technology Center recognized as having earned WorkReady! Certificates in the last school year included Kueston Harvey, Carita Burks and Ebony Allen. Mrs. Gayle Flowers, principal of the Caddo Career & Technology Center, Yvette Lavergne, supervisor of alternative programs, and parents were also recognized.

## **VISITORS**

Carolyn Rhymes, president elect of the Caddo Association of Educators, announced to the board that November 16-22 is recognized as American Education Week, a time to salute our public schools and relationships between teachers, students and parents. On the 19<sup>th</sup> the work of ESPs (education support professionals) will be recognized for the contributions they make to the education process. The theme of this year's American Education Week celebration is "Great Public Schools for Every Child – America's Promise" and it reflects the nation's commitment to all students. She stressed the importance of strong partnerships between teachers and parents in the success of our students. Ms. Rhymes added that with the implementation of the No Child Left Behind and other state reforms, board members will be making tough decisions in order to find the funding needed to meet the mandates. She said the Association applauds the efforts of the CPSB in striving to do what is best for the boys and girls and the employees that work with them everyday, and urged the board to take the time this week to tour the schools and observe what is being done to insure that in Caddo great public schools are available for every child.

Robert Trudeau, parent, teacher and volunteer for the Shreveport Symphony Orchestra, addressed the board on how concert music last year touched the lives of Caddo's students and the fact that the funds for this program have been cut because of the recent budget crunch. He encouraged the board to look at ways to restore the \$35,000 in the budget to continue to expose Caddo's students to classical music.

Ken Krefft, Broadmoor Neighborhood Association, addressed the board on the aspects of the Gettysburg Address, and the need for us to be dedicated to the cause that remains before us.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on the two employee grievance hearings scheduled before the board at today's meeting. She indicated these hearings are unique in that neither were heard at any other level of the grievance process. She stated that Caddo's policy GBM is a direct result of Louisiana Revised Statute 17:100.4 and provided board members with a copy of the law and the policy which directs local school boards to adopt policies and procedures that establish a grievance procedure that guarantees a fair hearing on grievances by a teacher, group of teachers, employee or groups of employees employed by the school board. She added the law states that prior to the establishment of such policies and guidelines, each school board should consult with employee organizations that represent these employees for their input. She also added the law explains the rights of employees to have representation of their choosing as well as the four-step process beginning with the appropriate immediate supervisor and steps for moving forward to each level to the board, which is level four. Mrs. Lansdale expressed to the board that the problem is not with the policy itself, but the failure of central office administrators to meet their charge to hear the grievance. Mrs. Lansdale stated she understands the superintendent has assigned a superintendent's designee, the assistant superintendent of human resources; however, she said the problem is at the lower levels and if grievances are not given a proper hearing at the lower levels, a backlog continues and the possibility of reaching resolution at the lower levels is in jeopardy. She said this is not only a violation of the board's own policy, but it is not good for the system. She stated the grievances being held tonight were never heard at the lower levels. She encouraged the board to address this matter by reviewing Policy GBM, insure there are separate and defined hearing officers at each level to provide an objective hearing at all levels, commit to hearing the voice of the employees by providing instruction of adherence of the policy and consider bringing action to those who violate the policy.

## **CONFIRM THE CONSENT AGENDA**

*Mr. Guin moved, seconded by Mr. Powell, approval of the consent agenda. Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

### **Agenda Item No. 9.A.**

**Personnel Recommendations.** Per request from the superintendent, Mary Nash Robinson, assistant superintendent/human resources, introduced the following personnel appointments as recommended by the superintendent and approved by the board. Mrs. Lee Ann Skinner was appointed assistant principal of Summerfield Elementary School; and Mr. Oscar “Chip” Killian III was appointed principal of Forest Hill Elementary School. Administrators, family and guests also were recognized. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the positions to which they were appointed.

### **Agenda Item No. 9.B.**

**Requests for Leaves.** The following requests for leaves were approved by the board as recommended by the superintendent.

**Certified Positions:**

Catastrophic Leave, October 16-31, 2003 (12 days)  
Keisha Barnes, Teacher, Ingersoll Elementary, 4 years  
Sabbatical Study, Spring Semester, 2003-2004 school year  
Linda Moore, Teacher, Broadmoor Middle Laboratory School, 14 years  
Request for five days without pay, December 11-19, 2003  
Paula Shepherd, Behavior Intervention Specialist, Sunset Acres Elementary  
Request to rescind leave without pay and return to teaching position October 29, 2003  
Forrest Davis

**Classified Positions:**

Leave Without Pay, October 27, 2003 – December 19, 2003  
Heidi Yarbrough, Teacher Aide, Eighty-First Street ECE, 11 years  
Leave Without Pay, November 10, 2003 – May 26, 2004  
Rosie Hall, CNP Clerk, West Shreveport Elementary, 3 years  
Leave Without Pay, January 1, 2004 – December 31, 2004  
Paula Slater, Teacher Aide, Turner Elementary/Middle, 1 year

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the other personnel transactions report dated September 30, 2003 through October 27, 2003, to include the filling of one of the remaining contingency positions budgeted for an itinerant band director to assist with the band programs at Walnut Hill, Vivian, Broadmoor and Linwood Middle Schools and North Caddo High school as submitted in the mailout.

### **Agenda Item No. 10.A.**

**Bids.** The board approved the following bids as recommended by staff and submitted in the mailout and indicated on the bid tabulation sheets. (1) Library Furniture and Equipment – Brodart Company totaling \$31,276.63; Demco, Inc. totaling \$573.60; Ensemble totaling \$966.00; Highsmith totaling \$415.89; Office Depot totaling \$2,442.38 and School Specialty totaling \$3,466.26 for Library Furniture and Equipment. (2) Art Supplies and Equipment – Catalog Bid. Sax Arts and Crafts for the percentage of 28% for Art Supplies and Equipment. (3) Mobile Two-Way Radios for Buses. Shreveport Communications totaling \$96,570.00. (4) Digital Video Cameras for Buses. Silent Witness Enterprises totaling \$97,500. (5) Small Kitchen Equipment. Alack Refrigeration totaling \$369.40; Buckelew Hardware totaling \$32,131.30; Calico Industry totaling \$765.37; Dealer Food Equipment totaling \$3,860.40 and Economical Inc. totaling \$1,168.80.

### **Agenda Item No. 10.C.**

**Request to Advertise for Sale/Lease.** Move approval of request to advertise Agriculture Lease at Herndon School.

### Agenda Item No. 11

**Approval of Renewal of Group Medical, Dental and Life Insurance Plan.** Move approval of the renewal of the group health, life and dental plans as recommended by staff and submitted in the mailout.

### Agenda Item No. 12

**Approval of Purchasing Card Agreement and Proposed CPSB Policy DJH.** Move approval of the proposed Purchasing Card Agreement and the proposed Policy DJH which specifies guidelines for use of the procurement cards as recommended by staff and submitted in the mailout.

### Agenda Item No. 15

**Approval of Special Education Interagency Agreement.** Move approval of the Special Education Interagency Agreement between Central Free Methodist Christian Day School and the Caddo Parish School Board so as to offer required services to preschool students with disabilities residing in the parish as recommended by staff and submitted in the mailout.

### Agenda Item No. 16

**Approval of Professional Development Days for Atkins Technology Elementary School, Bethune Middle School, Linear Middle School, Northwood High School and Donnie Bickham Middle School.** Move approval of professional development days for Atkins Technology Elementary School, Bethune Middle School, Linear Middle School, Northwood High School and Donnie Bickham Middle School as recommended by staff and submitted in the mailout.

### Agenda Item No. 22

**Approval of IDEA, Part B Carryover Budget.** Move approval of the IDEA, Part B Carryover Budget as recommended by staff and submitted in the mailout.

### Agenda Item No. 23

**Approval of IDEA, Part B Preschool Carryover Budget.** Move approval of the IDEA, Part B Preschool Carryover Budget as recommended by staff and submitted in the mailout.

### APPROVAL OF REVISIONS TO CPSB EAP AND DRUG TESTING POLICIES

*Mr. Guin moved, seconded by Mrs. Hardy, approval of the EAP Policy as submitted in the mailout and the Alcohol Drug Testing Policy as submitted in the mailout along with the changes adding paragraphs 1 and 2 under Section C. Random Drug and Alcohol Testing as provided at the board members' workstations. Vote on the motion carried unanimously.*

### APPROVAL OF 2003-2004 CAPITAL PROJECTS PLAN

*Mr. Ramsey moved, seconded by Mr. Guin, approval of the recommended 2004-2005 Capital Projects Plan as submitted by staff in the mailout.*

Mr. Powell stated that for a number of years, the \$400,000 in the capital projects budget for a multi-purpose room at South Highlands has continued to be carried forward. He indicated in researching the minutes, this project should have been done about four years ago and the following year, a multi-purpose room was scheduled for Atkins. He stated it appears the money is in the budget and approved, but it is not accumulating for the project at South Highlands, but is just carried forward year after year. He said he sees it is again in the capital projects this year and indicated he feels it disingenuous to continue to put the \$400,000 in the budget without a plan to do it that year. He expressed his appreciation for the information as to where the money is going, but asked the superintendent and staff to come back to the board with a proposal even if it is for the \$400,000 this year and next year at least accumulate enough to do the project at South Highlands instead of carrying it year after year. He said it was anticipated these projects

would be done because the board directed these projects to be done and he asked if he votes for it this year and again next year, is it the same \$400,000 being carried forward? He asked what is the long-term plan for getting this project done?

The superintendent answered she is unsure as she was not the superintendent at that time; however, if the board directs her to craft a plan to create a performing arts building at South Highlands, it will be done. She said she reviewed the minutes which state the \$400,000 was to be done for a building at South Highlands, but no indication the amount should be increased. She said the principal indicated there was something else needed above the \$400,000, and she would guess that is why it has been carried forward every year. But, if the board directs that a plan be crafted to spend the amount of money necessary to build the building at South Highlands, staff will craft a plan (and has worked on plans this year); and added the school is asking for a building that will cost approximately \$1.9 million, and she has been unable to find in the minutes where the board has directed staff to that. Mr. Festavan stated the issue is \$400,000 which is the approved amount of money dedicated to South Highlands and staff is prepared to build a \$400,000 building at South Highlands; but it is his understanding the \$400,000 building is not suitable nor does it meet the needs of the school, but at no time has he had the authority to increase the \$400,000 amount. Staff has been working with the principal at the school to determine the needs of the school and is prepared to meet the needs of the school if the board approves the money to be spent there.

Mr. Powell asked why are we then continuing to forward \$400,000 on a project we are not going to do? He said if the analogy had been carried forward, in reality, Atkins would have had a multi-purpose room in 2000. He also said \$400,000 has been allocated each year to do these rooms and it hasn't been done, but the money has been absorbed and one sum carried year to year. Mr. Powell said he believes a plan is needed and asked if board action is needed requesting staff to come back with a plan. He said he has heard the \$1.9 million amount, but he remembers at one time hearing about putting classroom space in this building and classroom money is out of a different fund. He said if it takes board action, he is prepared to make an amendment to the motion on the floor, to hold the \$400,000, that staff comes back with a plan so if it takes three years, if the plans are scaled back, etc., we won't have the amount there year after year with no plan to move it forward, since the people believe the intent is to do it. He said he believes Atkins is waiting for their multi purpose room, and the board even indicated that after Atkins' multi-purpose room was built that other schools would be identified. He said each school does have individual needs and South Highlands is Caddo's performing arts magnet and the facility they currently have is not adequate. Mrs. Tyler stated that if the board directs her to craft a plan, and staff has begun work on it, they will bring it to the board for approval to implement, because staff cannot increase the funding. Mr. Powell stated he is not asking the board to commit to \$1.9 million, but is directing the superintendent to come up with a vision for it and let the public know what we are working toward.

Mrs. Armstrong asked the superintendent if in the proposed capital projects under paving there are 2 elementary schools with similar situations of inadequate parking for staff and that an additional bus loop is needed because of the number of buses these schools serve and wants to make certain the needs of Summerfield and A C Steere are addressed if funds are available.

Mr. Wayt stated there are many schools with needs and to carry money forward year after year is not the right way. A long-range plan is needed that will incorporate priorities in staging of improvements in infrastructure to the financial ability of the district laid out in a priority order subject to annual review for needed changes, so the public will see there is a plan with structure, priority and schedule. This will also make use of money instead of having money stockpiled. He said he even believes there has been an offer to help pay for some of this.

*Mr. Powell moved, seconded by Mr. Wayt, to amend the motion to request that the superintendent and staff develop a plan which first looks at the ongoing development of the performing arts center at South Highlands and come back with some solution for funding without specifying amounts; secondly, address the same for Atkins, which these two have previously been approved by the board; and third, considers incorporating into that working to develop a strategic plan for the school system that may well incorporate the offer from the group that offered \$25,000 to take a look at doing that and come back to the board with the superintendent's recommendation on those items. Mr. Mims said he supports the motion as he too would like to see this move forward. Mr. Ramsey indicated he was prepared to offer an*

amended motion to bank some money each year until the plan is put into place, and with an anticipated ending balance maybe it would be appropriate to add \$200,000-300,000 each year, and also there were four paving projects mentioned earlier and a couple of them addressed (Summerfield and A C Steere), and some of these need addressing since there are a number of safety issues connected with them. He indicated he had been hearing about the South Highlands Performing Arts Center before he came on the board and feels it would be appropriate to start banking additional funding as the plan is formulated and show the community the board is serious about it, but the fact is there is \$200 million in needs and only \$12 million to fulfill them.

Mr. Powell indicated he doesn't have a problem with doing that, but would like to allow the superintendent to come to the board with a recommendation since he believes the superintendent understands the board's desire. Mr. Burton stated when the board receives a plan and recommendation from the superintendent, then the board will know about the money and can amend the budget at that time. Mr. Ramsey stated he then supports the amendment on the floor.

Mr. Henderson shared his concern relative to the funding; and if we ask the superintendent to develop plans, he has heard three things: (1) South Highlands, (2) Atkins, and (3) the report from the Alliance. Relative to the Alliance, he understands this is a rather large and broad concept and he doesn't have any idea what the total may be; and if the superintendent is being asked to draw up a plan to address these concerns, he is uneasy as to whether or not the superintendent has sufficient information to do this. He is in agreement that something needs to be done about South Highlands and Atkins, and supports the amendment, but is concerned the staff does not have the parameters to do what they have been asked to do.

Mr. Wayt said he is supporting this amendment because of the aspect that includes the plan more than the projects. He added that all 74 schools need something and a plan is needed overall and we need to weigh what we need overall against what we have. He doesn't believe we are asking the superintendent to draw up that plan, but a recommendation from the superintendent on how to proceed on getting a plan and feels this could possibly be done at the next meeting.

Mr. Brooks expressed his support of the amendment on the floor as we have a lot of schools that have a lot of needs. *Mr. Ramsey called for the question, seconded by Mrs. Armstrong. Vote on the motion to end debate carried unanimously.*

*Vote on the amendment carried unanimously. Vote on the main motion as amended carried unanimously.*

## **JOB DESCRIPTIONS**

*Mr. Brooks moved, seconded by Mr. Guin, approval of job descriptions for the positions of Director of "High Priority Schools" Programs and Principal on Special Assignment, positions approved by the board in October, as recommended by staff and submitted in the mailout. Vote on the motion carried unanimously.*

## **APPROVAL OF CHANGE IN DECEMBER CPSB MEETING DATE**

*Mr. Mims moved, seconded by Mr. Henderson, to approve change of date for the December CPSB meeting to December 9<sup>th</sup>. Mr. Powell said he is in a quandary as in nine years on the board, he has never missed a board meeting because he could always depend on the fact that board policy states it is on the third Tuesday. He stated he understands a board member may not be able to make it the regular meeting date, but that puts other board members like himself in a situation where he has a conflict with the alternate date. Mr. Burton stated a board member cannot question the motives of another board member. Mr. Powell stated he cannot be here on the 9<sup>th</sup> as he has another obligation and could commit to that, because that is not the date of the regular meeting. He further added he has no problem with anyone changing the meeting date, but if the board is going to start saying board members can change a date, then that may be a problem for other board members. He said he will not be able to support the motion, because he cannot be here. He asked if another date is available? Mr. Brooks asked if we are not setting a precedent where any board member can change the date. Mr. Burton stated the board has always made adjustments for board members and the board will not argue the motives of board members requesting a change of date. Mr. Henderson stated he thinks it logical if a board member requests a change and if it creates a change for another board member, he doesn't believe the*

board member requesting the change is wanting to create a problem for other board members. Mrs. Hardy said her calendar will not allow her to be here on the 9<sup>th</sup>. Mr. Mims said he understands the conflicts with the 9<sup>th</sup>, but Mr. Powell came on board a month before and we have done this, but never voted on it, even on special meetings, where because of conflicts, adjustments have been made. Mr. Wayt stated he did not wish to belabor the issue, but feels if a date change to accommodate one member creates a problem for another member, then he would vote in favor of what has been previously scheduled. Mrs. Crawley said she doesn't have her calendar with her and December is a bad month. She added she has noted all the board dates on her calendar and those are the only dates she knows she does not have a conflict, the first and third Tuesdays. *Mr. Ramsey moved, seconded by Mr. Mims, to amend the change to December 18<sup>th</sup>, with the understanding that if there is a conflict, it will be moved again.* Mr. Powell asked for clarification if the board moves it to the 18<sup>th</sup>, and one board member has indicated they may not be available on the 18<sup>th</sup>, is it correct, and asked board counsel, it cannot be changed again? Mr. Burton indicated the board could change it. Mr. Wayt asked if it is possible to delay this item until later in the meeting and allow board members to confirm their schedules? Mr. Burton answered it is possible that the item be tabled until later in the meeting. *Mr. Powell moved, seconded by Mr. Wayt, that this item be postponed until December 2 at a special called meeting immediately following the executive committee meeting. Vote on the motion carried unanimously.*

#### **APPROVAL OF PROCESS FOR ELECTION OF OFFICERS FOR 2004**

Mr. Burton shared with the board the rationale for the proposed process for election of officers for 2004 and the idea of people running for office on their own merit and avoiding any pattern of a slate always allowing a majority to outdo a minority. Mr. Wayt asked for clarification on what is being voted on and Mr. Burton explained the proposal is to vote for each office individually and a person can nominate a person as often as they would like. Mr. Wayt asked if this is a recommendation from the executive committee? Mr. Burton explained the executive committee cannot make a recommendation and that this is his motion.

*Mr. Brooks moved, seconded by Mrs. Hardy, that the candidates for the election of the executive officers of the Caddo Parish School Board be nominated for each position individually and that a candidate may be nominated for a position as many times as it takes to break a tie.*

Mr. Powell stated his experience in these elections is the board comes in and votes on them as the process set out unless the board votes at that time to do it a different way and asked the board president if we adopt this today and come to this agenda item, what stops the board from adopting a different process? Mr. Powell added the reason the election was by slate last time is the board came to the meeting and a motion was passed 6-5 with one abstention to do it that way. Mr. Burton said the motion is addressing the election in December and in order to undo this motion if it passes, the board would have to be notified of the desire to change the vote. Mr. Powell said as a practical matter, we have always done it this way unless the board voted at that time to do it otherwise. Mr. Burton indicated he is attempting to avoid the hassle experienced in January and believes the motion creates a rational way for electing officers. Mr. Powell said the history of the board will reflect in his vote that he was not one of the ones to vote to do a slate and he only wishes to clarify what the impact of this will be since when the board decided to do the election by slate last time, it was by majority vote of the board to do it that way. He also wishes clarification so that when we get to that time, someone doesn't throw out a motion to elect a slate. Mr. Wayt inquired, since he has not been through an election process, if last year was the only time the slate system was used? Mr. Burton answered the slate was initiated one time with a consensus, because no one else indicated they would run for an office, and two other times it was conducted by slate; but all the other times, it has been individually elected officers. Mr. Henderson stated the rationale is good, but he believes the problem is the 12 board members need to decide to work together for the best interest of the boys and girls of the school system; and if you vote for one office at a time, it takes about three times longer than voting on a slate. He encouraged the board to be committed to electing the best three people for these positions and work together. Mr. Henderson stated he will vote against the motion on the floor and hoped the board can begin to deal with some bigger problems.

*Mr. Ramsey moved, seconded by Mr. Guin, to call for the question. Vote on the motion to stop debate carried with Mr. Brooks opposed and board members Guin, Hardy, Burton, Crawley, Mims, Powell, Wayt, Ramsey, Armstrong and Henderson supporting the motion. Vote on the*

*main motion carried with board members Mims, Ramsey and Henderson opposed. Board members supporting the motion were Guin, Hardy, Burton, Crawley, Brooks, Powell, Wayt and Armstrong.*

## **APPROVAL OF RESOLUTION FOR TENURED SCHOOL BUS OPERATOR HEARING**

*Mr. Guin moved, seconded by Mrs. Armstrong, approval of a resolution to call for a tenured school bus operator hearing at the CPSB meeting on December 16<sup>th</sup> as submitted by legal counsel and placed at board members' stations. Mr. Powell indicated there may be a problem with the date for the next meeting and if the board puts in the resolution to hold the hearing for December 16<sup>th</sup> and the board on December 2<sup>nd</sup> votes to change the December board meeting, would this then have to be revisited? Mr. Abrams stated that is correct, the board would have to revisit it on the notice that is sent out to the individual as a minimum of 20 days' notice must be given. If the resolution states the 16<sup>th</sup>, Mr. Powell asked legal counsel if he is o.k. with that? Mr. Abrams indicated he is o.k. with it. *Vote on the motion carried unanimously.**

**Recess.** The president called for a 10-minute recess at approximately 6:05 p.m. and the meeting reconvened at approximately 6:20 p.m.

## **SUPERINTENDENT'S REPORT**

The superintendent announced that on November 20<sup>th</sup> the State Department of Education will release the Spring 2003 testing cycle School Performance Scores and a statement and the results will be released to the board and then the media. Mrs. Tyler announced a report will be coming on each of the schools in the district that receive school performance scores, as all our schools, i.e. alternative schools, do not receive school performance scores.

## **UNFINISHED BUSINESS**

Mr. Ramsey asked for an update on the sale of the Norris Ferry Road acreage, assuming we did not receive any bids. Mr. Burton indicated no bids have been received. Mr. Ramsey also inquired from legal counsel on the status of reviewing Caddo Parish School Board policies for addressing the recommendations in the legislative auditor's report. Mr. Abrams responded he will have proposed policies at the December work session for the board's consideration at their December meeting. Mr. Henderson asked the superintendent if the staff will also be prepared to meet that same timeline as a part of his request that the Auditing Department have something for December? The superintendent responded she will get with staff and report back to the board.

## **ANNOUNCEMENTS AND REQUESTS**

Mr. Brooks expressed congratulations to Mr. Mike Powell on his recent election as a state representative and for the work he has done while serving on the Caddo Parish School Board.

Mr. Guin announced that two of Caddo's high schools, Huntington and North Caddo, have progressed to the playoffs and congratulated them on this achievement.

Mr. Burton requested the superintendent to place on the agenda in December or later the restoration of the funds for the symphony.

Mr. Burton also stated he would like to bring something to the board in December on the Fair Share and asked staff to look at what needs to take place to move this forward and bring it to the board.

Mrs. Hardy shared with the board appreciation expressed to her by Dr. Laster for her time of service in Caddo. She said Dr. Laster has accepted the position of superintendent in another parish.

Mrs. Crawley also asked that the superintendent check into the restoration of funds for the Shreveport Symphony. Mrs. Crawley also asked the superintendent to look at promotions of certified and non-certified personnel and if our policy is adequate to reward long-term, qualified employees who apply for appropriate promotions and that they are getting a fair chance if they



deserve it. Mrs. Crawley also requested the superintendent to look at the grievance process, how many grievances we have at the lower levels and if they are being heard and taken care of appropriately before coming to the board.

Mr. Mims also shared his concern for and asked the superintendent to look at the possibility of restoring funds for the Shreveport Symphony.

Mr. Powell requested that the board attorney check CPSB's Policy GBM to see that it fully aligns with the statute.

## **EXECUTIVE SESSIONS**

*Mr. Ramsey moved, seconded by Mr. Mims, to accept staff's recommendation regarding the expulsion placement appeal for Kendrick Fountain. Vote on the motion carried unanimously.*

*Mr. Wayt moved, seconded by Mrs. Armstrong, to go into executive session for up to 10 minutes to hear a student expulsion placement appeal. Vote on the motion carried unanimously and the board went into executive session at approximately 6:32 p.m.*

The board reconvened in open session at approximately 7:15 p.m. *Mr. Brooks moved, seconded by Mrs. Hardy, that the student (Justin Christy) have no expulsion on his record and that he can go back to his school.* Mr. Wayt asked for clarification and where this year this student can go and be able to graduate from high school? Mr. Burton answered Southwood. Mr. Wayt asked if the student goes back to his school (Captain Shreve), will the student lose a semester and have to go another year to graduate? Staff answered in the affirmative. Mr. Guin said he has the same concern and he understands the problem is the number of days missed. Mr. Powell asked for clarification and if staff's recommendation is the same as Mr. Brooks' motion? Staff said no. Mr. Powell asked if there is no expulsion, does BESE regulation make those excused absences? Staff answered in terms of the work, a student can make up the work if the absences are excused. Mr. Henderson asked what happens if the motion on the floor fails? Mr. Burton stated it goes back to the staff's recommendation. Mrs. Armstrong asked to hear from the superintendent. The superintendent recommended the board accept staff's recommendation as in the mailout. Mr. Powell indicated which is different than the motion on the floor? Mrs. Tyler answered yes it is. *Vote on the motion failed with board members Hardy and Brooks supporting the motion and board members Guin, Burton, Crawley, Mims, Powell, Wayt, Ramsey, Armstrong and Henderson opposed.*

*Mr. Henderson moved, seconded by Mrs. Armstrong, to uphold staff's recommendation. Vote on the motion carried with board members Brooks and Hardy opposed and board members Guin, Burton, Crawley, Mims, Powell, Wayt, Ramsey, Armstrong and Henderson supporting the motion.*

*Mr. Powell moved, seconded by Mr. Guin, to go into executive session for up to 10 minutes for the purpose of hearing an employee grievance. Vote on the motion carried unanimously and the board went into executive session at approximately 7:22 p.m.*

The board went back into open session at approximately 7:42 p.m. *Mrs. Crawley moved, seconded by Mr. Guin, to suspend the rules to amend the agenda item to appeal of termination rather than employee grievance hearing.* Mr. Wayt asked for clarification in his understanding it will take 8 votes to pass this motion? Mr. Burton said 2/3. Mr. Wayt asked if this motion is adopted will the board be giving an appeal of termination, even though the person doesn't have that right. Mr. Abrams said his understanding of the motion is to suspend the rules to correct the agenda item. After that, the board would vote on whether or not to hear the appeal. Mr. Powell encouraged the board to suspend the rules to deal with the specific person who is here tonight, because if we suspend the rules and then vote to hear it, it will be done. *Vote on the motion carried unanimously.*

*Mrs. Crawley moved, seconded by Mr. Henderson, to go into executive session for up to 15 minutes to hear an appeal of termination.* Mr. Wayt asked if he understands we are voting to go into executive session to hear an appeal of termination, which is not a right, but something we will grant, to hear it. Mr. Abrams said that is correct. Mr. Powell added that we have done this before and we are not setting a new precedence. Mr. Burton said that is correct and the board

can decide with the vote. *Vote on the motion carried with board members Mims, Ramsey and Armstrong opposed and board members Guin, Hardy, Burton, Crawley, Brooks, Powell, Wayt and Henderson supporting the motion. The board went into executive session at approximately 7:46 p.m.*

The board went back into open session at approximately 8:03 p.m. *Mr. Powell moved, seconded by Mrs. Hardy, to uphold staff's recommendation regarding Mandell Duncan and deny the appeal for termination. Vote on the motion carried with board member Brooks opposed and board members Guin, Hardy, Burton, Crawley, Mims, Powell, Wayt, Ramsey, Armstrong and Henderson supporting the motion.*

*Mr. Powell moved to suspend the rules in order to change the designation on this agenda item to an employee grievance/termination appeal hearing. Mrs. Hardy seconded the motion and vote on the motion carried unanimously.*

*Mr. Powell moved, seconded by Mrs. Hardy, to go into executive session for up to 10 minutes for the purpose of hearing an employee grievance/termination appeal hearing. Vote on the motion carried unanimously and the board went into executive session at approximately 8:05 p.m.*

The board went back into open session at approximately 8:44 p.m. *Mrs. Crawley moved that we accept Mrs. Von Zynda's rescinding her resignation. Motion failed for lack of a second.*

*Mr. Powell moved, seconded by Mr. Brooks, that we acknowledge the rescission of her (Mrs. Von Zynda) resignation. Mr. Guin stated the intent was either a resignation would occur or a termination was going to occur and asked if we accept the rescission of the resignation, where are we with the termination? Mr. Abrams answered it is up to administration as to whether to proceed with termination. Mr. Guin asked about the timeframe and does it go back to the point of when this was stated or does it bring us up to now as he said it was very clearly stated the intent was either a resignation could occur or termination would occur. If we are going to uphold the rescission of the resignation, it has to be understood that termination resulted at that point in time, which brings the board to a hearing of termination. Mr. Burton reminded the board that we are in open session. Mr. Abrams stated the administration did not go forward with termination because of the resignation and the resignation was rescinded three days after that and nothing has occurred to correct that from that date forward.*

Mr. Powell explained the reason he said *acknowledge* instead of *accept* is because the board attorney said the employee had the right to do it; and if the employee had the right, we are only acknowledging what that employee did and everything that comes after that is not at issue tonight. Mr. Abrams said she did it and the board did not act on it until the June meeting and the board was not aware of it.

The superintendent asked the board if approved, is the board acknowledging the rescission, is it effective as of today or as of the date she wrote the letter? Mr. Powell indicated that is why the motion is to acknowledge it, because Mr. Abrams said it is something she did three days after the resignation and it is only an acknowledgement of what she has done and the superintendent can consult with Mr. Abrams to determine where it goes from here. Mrs. Tyler said she is asking because of the pay issue. Mr. Powell asked legal counsel if we can discuss this since we are in open session or will this flow with what the board does with the motion on the floor? Mr. Abrams stated the motion on the floor acknowledges that she basically rescinded her resignation as of the date she sent the letter. Everything that flows from there would be to her benefit, because at that point in time, she is still an employee, as she has not been terminated. *Vote on the motion carried unanimously.*

**Adjournment.** *Mrs. Armstrong moved, seconded by Mrs. Hardy, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 8:52 p.m.*

**December 2, 2003**

The **Caddo Parish School Board (CPSB)** met in *special session* on Tuesday, December 2, 2003 at approximately 5:46 p.m. immediately following the Executive Committee meeting with President Willie D. Burton presiding and the following board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Charlotte Crawley, Phillip R. Guin, Eursla Hardy, Willie Henderson, Lola May, Alvin Mims, Mike Powell, Larry Ramsey and Gard Wayt. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. The prayer and pledge were omitted.

**PERSONNEL RECOMMENDATIONS**

*Mr. Ramsey moved, seconded by Mrs. Armstrong, approval of personnel recommendations as recommended by staff and submitted in the mailout. Vote on the motion carried with board members Guin, Hardy, Burton, Crawley, Mims, Brooks, Powell, Wayt, Ramsey, Armstrong and Henderson supporting the motion. Board member May was opposed.*

Mary Nash Robinson, assistant superintendent of human resources, introduced the following appointments approved by the CPSB: (1) Cleveland White, principal of Green Oaks High School, and (2) Nadalie Thomas, director of special education. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board salary schedule applicable to the position to which they were appointed. Administrators, family and other guests present also were recognized.

**APPROVAL OF CHANGE IN DECEMBER CPSB MEETING DATE**

Mr. Burton announced that board member Ramsey requested this item be pulled from the agenda.

**EXECUTIVE SESSION**

Staff announced that relative to the scheduled student expulsion placement appeals, one parent has changed her mind and the second parent did not show up, thus both appeal hearings are cancelled.

**Adjournment.** *Mr. Powell moved, seconded by Mrs. Armstrong, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:53 p.m.*

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Ollie S. Tyler, Superintendent

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Willie D. Burton, President

**December 2, 2003**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, December 2, 2003, with President Willie D. Burton presiding and Larry Ramsey and Phillip Guin present being a quorum. Other school board members present were Ginger Armstrong, Jerry Tim Brooks, Charlotte Crawley, Eursla Hardy, Willie Henderson, Lola May, Alvin Mims, Mike Powell and Gard Wayt. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mrs. Hardy gave the invocation and led in the Pledge of Allegiance.

## **PRESENTATIONS**

**Test Scores.** Wanda Gunn, chief academic officer, introduced Rosemary Woodard, testing specialist for Caddo Public Schools, who shared an overview of the recently released School Performance Scores for the past two years. Mrs. Woodard stated the school performance data this year, as it has been in the past, was calculated with a weighted average derived from the CRTs (LEAP/GEE Tests), NRTs (IOWA), student attendance (K-12), and dropout rates (grades 7-12). She stated that performance labels this year are different from in the past as they were tied to the state average and the state discovered this was not the best method for evaluating schools, thus the change to a star system (1 star to a 5 star rating system). She reported Caddo Parish has four 5-star schools (Caddo Magnet, Caddo Middle Magnet, Eden Gardens, and South Highlands), four 4-star schools (Herndon, Judson, Shreve Island and A.C. Steere), and stated we are very proud of the achievement levels attained by these schools. Mrs. Woodard also announced that Caddo has 11 3-star schools (Arthur Circle, Blanchard, Claiborne, Forest Hill, Timmons, Riverside, University, Walnut Hill, Youree Drive, C E Byrd and Captain Shreve); and eight 2-star schools (Fairfield, Keithville, Mooringsport, North Highlands, Oil City, Pine Grove, Southern Hills, and Summerfield). Caddo's one-star schools are Broadmoor, Creswell, Donnie Bickham, Stoner Hill, Hillsdale, Ingersoll, Lakeshore, Northside, Ridgewood, Summer Grove, Turner, Vivian, West Shreveport, Huntington, Northwood and Southwood. The one-star schools are the schools that are in the lowest performing tier. Mrs. Woodard pointed out that in looking at Louisiana's Top Performing Elementary Schools, we have two elementary schools (South Highlands and Eden Gardens) in Caddo Parish of the top five in the state; Caddo has the top middle school (Caddo Middle Magnet) and Caddo Magnet High School is the second to the highest performing high school in Louisiana. She added Caddo is the only district with four schools in the top ten schools in the state. Mrs. Woodward also shared with the board information about those schools that need improvement, schools that have grown, but did not meet their growth target, even though they may have reached their performance growth target (having high performance scores, but did not meet their cycle performance goal). She also stated Caddo has schools labeled academic warning (having a school performance score between 45 and 60). She said in 2005, because of the No Child Left Behind Act, 60 will be considered academically unacceptable and at the present time, Caddo has a number of schools in the 50-60 range, and listed as academic warning. Mrs. Woodard discussed interventions for the School Improvement I schools and the additional support required by the state to include assigning a DAT team to the schools, that school improvement plans be evaluated and revised, as well as targeting additional staff development at these schools to make sure they meet their growth targets in this next one-year cycle. The schools labeled academically unacceptable (school performance score less than 45) were highlighted; as well as those schools in School Improvement I (J S Clark and Linear). Mrs. Woodard stated that even though these schools' school performance score for 2003 was greater than 45, their new baseline placed them below 45 because of the large number of special education students which when the guidelines were changed to include special ed, it lowered them below the 45. Interventions for School Improvement II schools include school choice and additional support of DAT teams assigned to the schools, revised school improvement plans, content coaches, targeted staff development and school improvement coordinators onsite to work with the staff of these schools. It was reported the No Child Left Behind Act will require that all schools improve, that they make adequate yearly progress and that all the subgroups improve and make adequate yearly progress. Mrs. Woodard stated that 98.1% of the elementary schools met the adequate yearly progress benchmark, 72.7% of the high schools met the adequate yearly progress, and 93% of all Caddo schools met the AYP benchmark Subgroup Performance. Also, 83% of the high schools met the subgroup growth and 94.2% met the overall subgroup performance.

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Mr. Henderson indicated the school improvement plan is a very comprehensive plan and asked how the superintendent would characterize progress in the implementation of the plan, i.e. are we on target, are we close to where we want to be? If on target, he believes we can look forward to achieving those objectives. He stated he knows we continue to advertise for content coaches, so he assumes all the positions are not staffed. Mrs. Tyler indicated that is correct and it will hurt us. She added staff visited with each leadership team in each of the 23 high priority schools. She also said we are constantly advertising to find the right fit, and staff is doing everything it needs to do in the schools with professional development and leadership training to insure progress is being made. We received some of the results for some schools early and have been asking for performance scores since the beginning of school in order to determine the needs for those schools, but only received them the week of Thanksgiving. Mrs. Tyler stated Caddo was able to calculate many of ours manually and look at what schools would need the help, and presently have assigned content coaches to all but one school. She stated staff continues to visit and revisit what is working and not working. Mrs. Gunn confirmed we only have one content coach vacancy and interviewing will be taking place in the next few days to fill that vacancy. She also indicated we have people working diligently with the teachers and professional development, as well as onsite monitoring visits. Mr. Henderson stated he knows how difficult it is to raise the school performance scores and as a board member, he doesn't want to lead the public to believe we can expect a big change, thus the importance of developing what we believe to be a good plan, and setting targets along the way to make sure the target is reached in the end.

Mrs. Tyler stated the staff will continue to work diligently as we are not where we want to be, but we are also not where we were, and added the state accountability plan changes often. Even in the last year, the benchmarks for determining schools to be academically unacceptable changed in mid cycle, thus the scenarios seen today in the school performance scores. Many of our schools were working toward a certain goal; and in the spring of 2002, the state notified us of the scoring change in mid cycle. She explained this change was not a No Child Left Behind mandate, but a state mandate, which the public does not always understand. Mrs. Tyler reported that while at a meeting in Baton Rouge last week, she learned that more than 50% of the schools in the state are in school improvement because of guidelines under the state accountability plan. She added J S Clark is an example where students were taking alternate assessments, and not taking the regular statewide assessment, but because under No Child Left Behind we are required to give them that assessment, each of those students were given a "0" and this went in the school performance scores. This is the difference in the 2003 baseline score and the school performance score and why school performance scores for schools with a large special education student population were pulled down. Mrs. Tyler said we are trying to overcome some of the changes that have come about in the past year and addressing those needs to make sure those students have access to the general curriculum for regular students, but wants the public to understand this is one of the things that happened to districts statewide. Hopefully, it could mean

a better showing at the end of the school year since the students will be given the test instead of 0s.

Mr. Wayt asked if there is a way politically the school board can have any influence on the way the accountability commission operates and the timelines they follow? Mr. Burton referred to Mr. Powell's election to the House of Representatives and the possible influence he will hopefully have representing the best interests of education at the state. Mr. Wayt said he hopes the board will be better prepared to address the accountability of the accountability commission. Mr. Burton extended his appreciation to staff for the presentation.

## **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE DECEMBER 16, 2003 CPSB MEETING**

The superintendent reviewed the proposed agenda for the December 16, 2003 CPSB meeting and discussion followed as summarized.

### **ADDITIONS**

The superintendent requested adding to the proposed agenda for December 16, 2003 the following two items: (1) Approval of Revision to the 2003-04 Budget to Include Restoration of Funds for the Shreveport Symphony, and (2) Approval of Revisions to Job Description for Assistant Superintendent for Human Resources. Mrs. Tyler explained that the funds for the Symphony will be \$35,000 and staff has located funding for this item and the job description revisions need to be made because the position is no longer Chief Operating Officer and there is a need to bring the duties and the position in line.

Mr. Guin requested that an item titled *Tax Renewal/Bond Election* be added to the agenda.

Mr. Ramsey requested that item 10 not be placed on consent so that he can abstain from voting on this item that deals with communication services.

Mr. Powell requested an agenda item that would allow the board on December 16<sup>th</sup> to add to the special election call for the purpose of filling an anticipated vacancy on the Caddo Parish School Board for CPSB District 8. Mr. Powell also announced his intention to resign from his position as representative for CPSB District 8 effective December 31, 2003 as a result of his recent election to the Louisiana Legislature for the next four years. Mr. Powell shared his appreciation for the opportunity to serve over the past nine years, highlighting some of the difficult issues the board has addressed, and accomplishments made to include the K-3 Reading Initiative, the elimination of social promotion, an increased emphasis in improvement in student achievement, and adoption and implementation of a comprehensive parish-wide discipline code. He noted the report the board heard today on test results and the fact that the two highest performing elementary schools in the state are in Caddo, the number one performing middle school in the state is in Caddo Parish, and the number two high school in the state is in Caddo Parish. He also noted schools like Green Oaks that need improvement and the fact that Green Oaks showed some of the greatest improvement. He said many good things have occurred in Caddo Parish and he is proud to have been a small part of a board that participated in these accomplishments. He also stated he has developed a great respect for the people in the community and their heartfelt support of the Caddo Parish schools. He shared his optimism that despite the new challenges being faced in this age of accountability the community has much to offer to meet the challenges, including parents, District PTA, dedicated staff and support workers, community workers like Dr. Rozeman, all who desire to make education for Caddo's students the absolute best it can be. He extended his thanks and appreciation to the citizens of Caddo Parish School Board District 8 for the honor and privilege to serve them and that he looks forward to the opportunity of serving the community in a larger, new and challenging way by addressing some issues faced locally as a result of obstacles in Baton Rouge and he is hopeful he will be able to help in this regard by bringing to Baton Rouge the message that public education is a top state priority. He also expressed his appreciation to board members for the opportunity of serving with each of them.

Mr. Powell also explained his reason for bringing the item to the December 16<sup>th</sup> agenda is because the deadline for placing anything on the March 9<sup>th</sup> ballot is December 22<sup>nd</sup>.

Mr. Brooks inquired about agenda item number 16 and when did this get started? Mr. Burton explained Mr. Ramsey has requested the board attorney to look at our policies and make sure our policies align with the recommendations in the legislative auditor's report.

Mr. Henderson asked if the superintendent has had an opportunity to secure additional information on his request for the internal auditor to look at the legislative report. The superintendent responded she has talked with Jeff Howard in the auditing department who will be getting with the board counsel and explained the delay has been the timing of the request and Mr. Collier's retirement. Mr. Howard indicated he is looking for further direction as to how much detail staff needs to get into, does the board wish staff to look at the work papers of the legislative auditor or look at the report only and write an opinion. The superintendent stated the amount of detail will depend on the board's directive. Mr. Henderson indicated he is interested in a comprehensive review.

Mr. Powell indicated it appears in this request there are two different approaches dealing with the same topic and asked if maybe the internal auditor should not look at and respond to the report and then ask legal counsel to determine if policies need changing or new policies added since it could be that our internal staff has some ideas about policy changes and can address concerns of the auditor that the legislative auditor had no idea Caddo had policies in place. Mr. Ramsey stated the most logical approach would be to wait on the internal audit report and then review the policies to make sure the items line up. Mr. Henderson stated his original request indicated he was hopeful of a December report and Mr. Collier indicated there would be no problem with that; but with the changes in staff, he has no problem with it being later so we make certain it is done correctly. Mr. Powell explained, for the newer board members, that when Mr. Collier was the director of auditing and risk management, it was understood if an issue came to the president, the president could ask for a report to be brought forward. With the changes that have occurred in Mr. Collier's departure, Mr. Powell indicated it is good this is on the agenda for the board to take action so Mr. Howard has an understanding of what the board is expecting from him.

Mr. Burton stated it was going to be suggested that the understanding of Mr. Henderson's concern be added to the motion for the 16<sup>th</sup>. In the meantime, Mr. Howard can be working toward addressing it and if it is not complete on the 16<sup>th</sup>, it can be postponed until January.

Mr. Guin requested that under Superintendent's Report a report be added for February listing the names of persons making *Public Records Requests* for the past 12 months, to include how much money was spent from staff and legal counsel to satisfy these requests.

Mr. Burton requested that the *Fair Share Proposal* be an item on the December 16<sup>th</sup> agenda. Mr. Abrams reported that Mr. Hudson is working on a new draft of the proposal for the group's review. Mr. Burton said once all the groups in the community have had an opportunity to review the proposal, he would like to be prepared to bring it to the board.

Mr. Powell asked if the direction given at the last board meeting regarding South Highlands, Atkins and looking into the overall plan and the offer of \$25,000 for a consultant, and will information be available from the superintendent for the board to address on the 16<sup>th</sup>? Mrs. Tyler responded staff has had minor dialogue and will meet this week to talk about crafting a plan to bring to the board regarding funding to address South Highlands Performance Arts Building. Mr. Powell asked that South Highlands and Atkins be added under superintendent's report on the agenda. Also, Mr. Powell asked about Mr. Guin's item on the bond election and if this has something to do with the document at board members' stations which addresses the bond election? Mr. Guin answered in the affirmative. Regarding the consultant, he asked if this is part of it or are we going to develop a proposal that raises \$77 million in 20-year bonds or \$84 million in 25-year bonds without a millage increase (no increase in taxes), and it will include designation of projects? Mr. Guin said his motion will address the timeline for getting this on the April ballot, which has to be done by February 3<sup>rd</sup>. He said his motion will allow the superintendent to designate staff, allow for each board member to designate one representative from their district, for a representative from the Alliance for Education, and one representative from each representative group to serve on a committee to develop a plan for presentation to the board in January. Mr. Powell asked if as the maker of the motion, Mr. Guin would be amenable to possibly three or four members from the task force serving on this committee? Mr. Guin said he has no problem with that because that group put in a lot of work and he wants them to be well represented. Mr. Powell asked if the superintendent will be able to incorporate this in the

dialogue prior to the board meeting; and if Mr. Guin's motion is in line with staff's work? Mrs. Tyler indicated it is and the information provided to the board members today is from the bond counsel on details about what can happen and staff has a meeting set to talk about this. Mr. Powell indicated he appreciates that, and in looking at the information, he noted the information on the election dates, but nothing necessarily on Mr. Guin's motion or the work that will go into developing the projects. Mr. Guin encouraged board members, based on board approval at the meeting on the 16<sup>th</sup>, to have in mind who they would like to appoint as a representative from their district so as to expedite this process. Mr. Powell asked if what we are looking at, when talking about the \$77 million in 20-year bonds or \$84 million in 25 year bonds, is what capital projects this money would be designated for? Mr. Guin said that is correct.

Mrs. Crawley requested the superintendent provide her a report to help her understand how grievances are being heard, who the hearing officers are at each level, where grievances are, and what are our guidelines.

Mr. Brooks asked Steve White if there is money in the budget to deal with a lot of our capital projects in the system? Mr. White said the money brought forward in the capital projects plan approved by the board last month is the only available money. Mr. Brooks asked then do we have to wait on a bond issue? Mr. White answered in the affirmative.

Mr. Wayt requested clarification on Mr. Powell's issue concerning Mr. Guin's motion relative to a possible bond issue and if what we are talking about is a consultant that will help us prioritize long-range projects?, and if it is the superintendent's intent to include along with Mr. Howard's information the aspect of what was discussed at the last board meeting? The superintendent responded this will probably be done in two phases, as time will be needed to look at the report and try to access funding for capital project funding and under a separate item bring this to the board. Mr. Wayt said he understands but before we ask the public to make any decision, we should offer them priorities as to how any bond money will be spent.

Mrs. Armstrong asked for clarification on the Fair Share Committee proposal and the president's indication that the document is seen by a number of groups and if the document will be seen prior to when the Fair Share Committee meets? Mr. Burton indicated he asked staff and legal counsel to call the various groups in for input prior to the committee meeting to consider sending it to the board. Mrs. Armstrong also inquired about the recommendation on the agenda for the next board meeting on the design professionals for South Highlands? Mr. Powell answered that is correct and it is the same design professional for South Highlands, but the issue he is raising is not necessarily the appointment of the professional firm, but when and if we will ever do the project and how it will be funded. Mrs. Armstrong also noted the listing of the Atkins sewer project and asked if we had found funding for these two projects that we were unaware of? Mr. White responded that funding for the sewer project at Atkins Elementary was included in the upcoming year's capital projects list.

**Consent Agenda.** The president recommended that item 16 be postponed and that items 9, 11-15, 17-19 and 21 be categorized as the consent agenda. *Mr. Ramsey moved, seconded by Mr. Guin, that the proposed agenda and consent agenda be adopted as submitted. Vote on the motion carried unanimously.*

## **CPSB WORK SESSION (PRESENTATION OF THE PROPOSED AGENDA AND CONSENT AGENDA)**

The president polled the audience for input on the proposed agenda for the December 16<sup>th</sup> meeting.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, brought to the board's attention that when addressing item 19 (Assistant Superintendent of Human Resources job description), that part of the job description will be to add this person as the designee at Level III of the grievance process and by doing this, CPSB Policy GBM will need to be revised to reflect this change. Mrs. Lansdale explained the law states the superintendent can have a designee at Level II and Level III, and Mrs. Tyler has made the assistant superintendent of human resources her designee at Level III; however, Policy GBM does not have the superintendent's designee at Level III, but only at Level II. According to Caddo's Policy GBM, the superintendent hears the grievance at Level III. Mrs. Lansdale also stated if this is reflected



in the job description, it also needs to be reflected in the grievance policy. Also, a Level II hearing officer needs to be assigned.

Pat England, Caddo Association of Educators, indicated she met with the assistant superintendent of human resources and pointed out the issue of the assistant superintendent of human resources vs. chief academic officer and chief operating officer and encouraged a very thorough look at CPSB Policy GBM as well as the language in the Personnel Evaluation Plan which should reflect the language in the grievance policy. She stated she has brought this to the board's attention in the past and the dilemma of not having a policy that allows for progression in the right direction. She pointed out that at the present time there are three different interpretations as to how the policy should be followed.

**Adjournment.** *Mr. Ramsey moved, seconded by Mr. Guin, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:45 p.m.*

**December 2, 2003**

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Mr. Guin requested that an item titled *Tax Renewal/Bond Election* be added to the agenda.

Mr. Ramsey requested that item 10 not be placed on consent so that he can abstain from voting on this item that deals with communication services.

Mr. Powell requested an agenda item that would allow the board on December 16<sup>th</sup> to add to the special election call for the purpose of filling an anticipated vacancy on the Caddo Parish School Board for CPSB District 8. Mr. Powell also announced his intention to resign from his position as representative for CPSB District 8 effective December 31, 2003 as a result of his recent election to the Louisiana Legislature for the next four years. Mr. Powell shared his appreciation for the opportunity to serve over the past nine years, highlighting some of the difficult issues the board has addressed, and accomplishments made to include the K-3 Reading Initiative, the elimination of social promotion, an increased emphasis in improvement in student achievement, and adoption and implementation of a comprehensive parish-wide discipline code. He noted the report the board heard today on test results and the fact that the two highest performing elementary schools in the state are in Caddo, the number one performing middle school in the state is in Caddo Parish, and the number two high school in the state is in Caddo Parish. He also noted schools like Green Oaks that need improvement and the fact that Green Oaks showed some of the greatest improvement. He said many good things have occurred in Caddo Parish and he is proud to have been a small part of a board that participated in these accomplishments. He also stated he has developed a great respect for the people in the community and their heartfelt support of the Caddo Parish schools. He shared his optimism that despite the new challenges being faced in this age of accountability the community has much to offer to meet the challenges, including parents, District PTA, dedicated staff and support workers, community workers like Dr. Rozeman, all who desire to make education for Caddo's students the absolute best it can be. He extended his thanks and appreciation to the citizens of Caddo Parish School Board District 8 for the honor and privilege to serve them and that he looks forward to the opportunity of serving the community in a larger, new and challenging way by addressing some issues faced locally as a result of obstacles in Baton Rouge and he is hopeful he will be able to help in this regard by bringing to Baton Rouge the message that public education is a top state priority. He also expressed his appreciation to board members for the opportunity of serving with each of them.

Mr. Powell also explained his reason for bringing the item to the December 16<sup>th</sup> agenda is because the deadline for placing anything on the March 9<sup>th</sup> ballot is December 22<sup>nd</sup>.

Mr. Brooks inquired about agenda item number 16 and when did this get started? Mr. Burton explained Mr. Ramsey has requested the board attorney to look at our policies and make sure our policies align with the recommendations in the legislative auditor's report.

Mr. Henderson asked if the superintendent has had an opportunity to secure additional information on his request for the internal auditor to look at the legislative report. The superintendent responded she has talked with Jeff Howard in the auditing department who will be getting with the board counsel and explained the delay has been the timing of the request and Mr. Collier's retirement. Mr. Howard indicated he is looking for further direction as to how much detail staff needs to get into, does the board wish staff to look at the work papers of the legislative auditor or look at the report only and write an opinion. The superintendent stated the amount of detail will depend on the board's directive. Mr. Henderson indicated he is interested in a comprehensive review.

Mr. Powell indicated it appears in this request there are two different approaches dealing with the same topic and asked if maybe the internal auditor should not look at and respond to the report and then ask legal counsel to determine if policies need changing or new policies added since it could be that our internal staff has some ideas about policy changes and can address concerns of the auditor that the legislative auditor had no idea Caddo had policies in place. Mr. Ramsey stated the most logical approach would be to wait on the internal audit report and then review the policies to make sure the items line up. Mr. Henderson stated his original request indicated he was hopeful of a December report and Mr. Collier indicated there would be no problem with that; but with the changes in staff, he has no problem with it being later so we make certain it is done correctly. Mr. Powell explained, for the newer board members, that when Mr. Collier was the director of auditing and risk management, it was understood if an issue came to the president, the president could ask for a report to be brought forward. With the changes that have occurred in Mr. Collier's departure, Mr. Powell indicated it is good this is on the agenda for the board to take action so Mr. Howard has an understanding of what the board is expecting from him.

Mr. Burton stated it was going to be suggested that the understanding of Mr. Henderson's concern be added to the motion for the 16<sup>th</sup>. In the meantime, Mr. Howard can be working toward addressing it and if it is not complete on the 16<sup>th</sup>, it can be postponed until January.

Mr. Guin requested that under Superintendent's Report a report be added for February listing the names of persons making *Public Records Requests* for the past 12 months, to include how much money was spent from staff and legal counsel to satisfy these requests.

Mr. Burton requested that the *Fair Share Proposal* be an item on the December 16<sup>th</sup> agenda. Mr. Abrams reported that Mr. Hudson is working on a new draft of the proposal for the group's review. Mr. Burton said once all the groups in the community have had an opportunity to review the proposal, he would like to be prepared to bring it to the board.

Mr. Powell asked if the direction given at the last board meeting regarding South Highlands, Atkins and looking into the overall plan and the offer of \$25,000 for a consultant, and will information be available from the superintendent for the board to address on the 16<sup>th</sup>? Mrs. Tyler responded staff has had minor dialogue and will meet this week to talk about crafting a plan to bring to the board regarding funding to address South Highlands Performance Arts Building. Mr. Powell asked that South Highlands and Atkins be added under superintendent's report on the agenda. Also, Mr. Powell asked about Mr. Guin's item on the bond election and if this has something to do with the document at board members' stations which addresses the bond election? Mr. Guin answered in the affirmative. Regarding the consultant, he asked if this is part of it or are we going to develop a proposal that raises \$77 million in 20-year bonds or \$84 million in 25-year bonds without a millage increase (no increase in taxes), and it will include designation of projects? Mr. Guin said his motion will address the timeline for getting this on the April ballot, which has to be done by February 3<sup>rd</sup>. He said his motion will allow the superintendent to designate staff, allow for each board member to designate one representative from their district, for a representative from the Alliance for Education, and one representative from each representative group to serve on a committee to develop a plan for presentation to the board in January. Mr. Powell asked if as the maker of the motion, Mr. Guin would be amenable to possibly three or four members from the task force serving on this committee? Mr. Guin said he has no problem with that because that group put in a lot of work and he wants them to be well represented. Mr. Powell asked if the superintendent will be able to incorporate this in the

dialogue prior to the board meeting; and if Mr. Guin's motion is in line with staff's work? Mrs. Tyler indicated it is and the information provided to the board members today is from the bond counsel on details about what can happen and staff has a meeting set to talk about this. Mr. Powell indicated he appreciates that, and in looking at the information, he noted the information on the election dates, but nothing necessarily on Mr. Guin's motion or the work that will go into developing the projects. Mr. Guin encouraged board members, based on board approval at the meeting on the 16<sup>th</sup>, to have in mind who they would like to appoint as a representative from their district so as to expedite this process. Mr. Powell asked if what we are looking at, when talking about the \$77 million in 20-year bonds or \$84 million in 25 year bonds, is what capital projects this money would be designated for? Mr. Guin said that is correct.

Mrs. Crawley requested the superintendent provide her a report to help her understand how grievances are being heard, who the hearing officers are at each level, where grievances are, and what are our guidelines.

Mr. Brooks asked Steve White if there is money in the budget to deal with a lot of our capital projects in the system? Mr. White said the money brought forward in the capital projects plan approved by the board last month is the only available money. Mr. Brooks asked then do we have to wait on a bond issue? Mr. White answered in the affirmative.

Mr. Wayt requested clarification on Mr. Powell's issue concerning Mr. Guin's motion relative to a possible bond issue and if what we are talking about is a consultant that will help us prioritize long-range projects?, and if it is the superintendent's intent to include along with Mr. Howard's information the aspect of what was discussed at the last board meeting? The superintendent responded this will probably be done in two phases, as time will be needed to look at the report and try to access funding for capital project funding and under a separate item bring this to the board. Mr. Wayt said he understands but before we ask the public to make any decision, we should offer them priorities as to how any bond money will be spent.

Mrs. Armstrong asked for clarification on the Fair Share Committee proposal and the president's indication that the document is seen by a number of groups and if the document will be seen prior to when the Fair Share Committee meets? Mr. Burton indicated he asked staff and legal counsel to call the various groups in for input prior to the committee meeting to consider sending it to the board. Mrs. Armstrong also inquired about the recommendation on the agenda for the next board meeting on the design professionals for South Highlands? Mr. Powell answered that is correct and it is the same design professional for South Highlands, but the issue he is raising is not necessarily the appointment of the professional firm, but when and if we will ever do the project and how it will be funded. Mrs. Armstrong also noted the listing of the Atkins sewer project and asked if we had found funding for these two projects that we were unaware of? Mr. White responded that funding for the sewer project at Atkins Elementary was included in the upcoming year's capital projects list.

**Consent Agenda.** The president recommended that item 16 be postponed and that items 9, 11-15, 17-19 and 21 be categorized as the consent agenda. *Mr. Ramsey moved, seconded by Mr. Guin, that the proposed agenda and consent agenda be adopted as submitted. Vote on the motion carried unanimously.*

## **CPSB WORK SESSION (PRESENTATION OF THE PROPOSED AGENDA AND CONSENT AGENDA)**

The president polled the audience for input on the proposed agenda for the December 16<sup>th</sup> meeting.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, brought to the board's attention that when addressing item 19 (Assistant Superintendent of Human Resources job description), that part of the job description will be to add this person as the designee at Level III of the grievance process and by doing this, CPSB Policy GBM will need to be revised to reflect this change. Mrs. Lansdale explained the law states the superintendent can have a designee at Level II and Level III, and Mrs. Tyler has made the assistant superintendent of human resources her designee at Level III; however, Policy GBM does not have the superintendent's designee at Level III, but only at Level II. According to Caddo's Policy GBM, the superintendent hears the grievance at Level III. Mrs. Lansdale also stated if this is reflected

in the job description, it also needs to be reflected in the grievance policy. Also, a Level II hearing officer needs to be assigned.

Pat England, Caddo Association of Educators, indicated she met with the assistant superintendent of human resources and pointed out the issue of the assistant superintendent of human resources vs. chief academic officer and chief operating officer and encouraged a very thorough look at CPSB Policy GBM as well as the language in the Personnel Evaluation Plan which should reflect the language in the grievance policy. She stated she has brought this to the board's attention in the past and the dilemma of not having a policy that allows for progression in the right direction. She pointed out that at the present time there are three different interpretations as to how the policy should be followed.

**Adjournment.** *Mr. Ramsey moved, seconded by Mr. Guin, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:45 p.m.*

**December 16, 2003**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, December 16, 2003 with President Willie D. Burton presiding and the following board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Charlotte Crawley, Phillip Guin, Eursla D. Hardy, Willie Henderson, Lola May, Alvin Mims, Mike Powell, Larry Ramsey and Gard Wayt. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mrs. Hardy gave the invocation and led in the Pledge of Allegiance.

**CONSIDERATION OF MINUTES OF THE NOVEMBER 18, 2003 AND DECEMBER 2, 2003 CPSB MEETINGS**

*Mr. Mims moved, seconded by Mrs. Crawley, approval of the minutes of the November 18, 2003 and December 2, 2003 CPSB meetings as submitted in the mailout. Vote on the motion carried unanimously.*

**ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

The president requested that item 21 "*Fair Share Proposal*" be postponed, and proposed items 9, 11-18 and 20 as the consent agenda.

**SPECIAL PRESENTATION(S)/RECOGNITION(S)**

On behalf of the CPSB and staff, Burnadine Moss Anderson, administrative assistant to the superintendent for communications and information, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment.

**Character Education Poster and Essay Winners.** The following students were recognized as the winners in the Character Education poster and essay contest. The poster contest winners in grades K-8 are: Briana Holmes, kindergarten student at Werner Park Elementary School, Connie Rogers is the principal; Robbie Jackson, second grade student at Central Elementary, Mary Bethel is the principal and Mrs. Woods was present representing her today; Destiny Horton, first grade winner from Caddo Heights Elementary, Dr. Cherry Burton is the principal; Ladarius Williams, fourth grade student from Central Elementary; Emilio Taylor, fifth grade winner from Central Elementary; Steven Smith, sixth grade winner from Vivian Middle School, Renea Tolbert is the principal; Carmen Ortiz, seventh grade winner from Caddo Middle Magnet, Kay Robinson is the principal; Kristen Jennings, eighth grade winner from Caddo Middle Magnet; and Lynda Lewis, eighth grade winner from Vivian Middle, Renea Tolbert is the principal.

Essay contest winners in grades 9-12 recognized included Jana Post, ninth grade student from C E Byrd High School, and Meagan French, tenth grade student from C E Byrd High School, Richard Lavergne is the principal. Overall grand prize winners recognized were Linzell Simpson from Mooretown (Sabrina Brown is principal); Jarred Thibodeaux from Youree Drive Middle School (Jan Holliday is the principal); and Eric Post from C E Byrd High School (Richard Lavergne is the principal). Dr. Barzanna White coordinates the Character Education Program. Parents and other guests were also recognized.

**National Achievement Scholarship Program Participants.** Mrs. Anderson stated that the National Achievement Scholarship Program honors African-American students and these students are recognized for scoring in the top 5 percent of more than 120,000 Black Americans who requested consideration in the 2004 program. Mrs. Anderson announced the students' names will be sent to approximately 1,500 of the nation's four-year colleges and universities. Caddo's students receiving this honor included Shannon Bogan, Michael Henix, Kari Jackson, LeDaryl Roberson and Brittany Willis from Caddo Magnet High School and Reuben Battley, Krystal Critton and Cameron Roland from C E Byrd High School.

**National Achievement Scholarship Program.** Charles Hilt, Broderick Morgan and Vanna Richardson, students at Caddo Parish Magnet High School, and Gregory Mazen from C E Byrd High School, were recognized as recipients of scholarship awards from the National Achievement Scholarship Program for Outstanding Negro Students.



**National Merit Commended Students.** The following 13 students were recognized as National Merit Commended Students: From Caddo Magnet High School – Jane Bocchini, Jared Booth, Gretchen L. Hundemer, Valerie Lockhard, Anna Martin, Calleigh Menzer, Rebecca Phillips, Karin Tillstrom, Matthew Wray, Beth Zweig; and from C E Byrd High School Michael Farrar, Margaret Riche and Terrel Sugar.

**National Merit Semifinalists.** The following 19 students were recognized as Caddo semifinalists in the National Merit Program: From Caddo Magnet High School – Alex Bayer, Philip Gates, Bradford Hargreaves, Joseph Huble, Derrick Hughes, Scott Jennings, Frances Kelley, David Lassiter, Jared Latiolais, Jennifer Moore, Broderick Morgan, Angela Mustapha, Travis Northcutt, Alex Payne, Rhagen Russell, Wally Stuka and Johnna Wickstrom; and from C E Byrd High School – Justin Bellamy and Jason Sanders.

**National Association for Education of Homeless Children Board.** Pittre Walker, Caddo's coordinator for the homeless program, was recognized for having been named to the National Association for Education of Homeless Children and will represent Caddo at its first meeting in Minnesota next month. Mrs. Janis Parker is the director.

**Louisiana Association of School Executives Leadership Award.** Mrs. Cooper Knecht, principal at Herndon Magnet School, was recognized for having received the Educational Leadership Award at the recent Louisiana Association of School Executives Annual Conference for her contributions to the profession.

**Regional Principal of the Year.** Mrs. Gayle Flowers, principal at Caddo Career and Technology Center, was recognized as a regional winner in the Louisiana 2004 Principals of the Year Awards program.

**National Board Certified Teachers.** Mrs. Anderson introduced the following teachers/librarians who recently gained certification from the National Board for Professional Teaching Standards: Shonnee Brooks, Shreve Island Elementary; Ruby Blackwell, Caddo Magnet High School; Janice Houghes, Caddo Magnet High School; William Roy Keene, C E Byrd High School; Jan Gardner, C E Byrd High School; Melissa Elrod, Captain Shreve High School; and Annette Williford, Captain Shreve High School.

**Governor-elect Blanco's Transition Team.** Mrs. Anderson announced that the following Caddo staff were asked to serve on Governor-elect Blanco's Transition Team: Gard Wayt, Transportation Committee; and Ollie S. Tyler, Shirley Pierson, Dottie Bell and Gayle Flowers will serve on the Education Committee.

**Grant Award.** Mrs. Gunn presented to the superintendent and board president a grant award of \$100,000 from Congressman David Vitter for educational technology.

**Presentation to Board Member Mike Powell.** Board President Willie Burton extended the board's appreciation to Mike Powell for his service and presented him with an award recognizing his tenure on the Caddo Parish School Board.

**Recess.** The president called for a recess at approximately 5:10 p.m. and the meeting reconvened at approximately 5:15 p.m.

## **VISITORS**

Eddie Hamilton, parent, expressed to the board and superintendent, his appreciation for the assistance the superintendent recently offered to him regarding his son who is a student in Caddo schools, and for new uniforms for the students and encouraged everyone to support the superintendent in her efforts for children.

Julius Woods, representing the Crossing Guards Committee, addressed the board on a possible increase in pay for the crossing guards and asked that the board consider an increase from \$76.60 a week to \$125 a week. Mr. Woods shared with the board how Bossier's crossing guards are paid and benefits they receive, i.e. sick days and insurance, and encouraged the board to consider supporting an increase for Caddo's guards with some additional benefits.

Cynthia Henderson, President of the Caddo Association of Educators, expressed the Association's support of the Level II grievance being heard by the Assistant Superintendent of Human Resources and that it is being recommended to be a part of the job description.

Jackie Lansdale, President of the Caddo Federation of Teachers/Support Personnel, expressed to the board that studies indicate the number one factor in raising student achievement is the quality of the instructor, with the number two factor being classroom size, followed by the facilities. She said it is important to keep this in mind as the federal and state governments continue to up the bar in terms of raising student achievement. She also urged the board to remember this as they consider going to the public in the upcoming bond election as state of the art buildings and upgraded buildings are extremely important. She also discussed other pressing issues in Caddo that need addressing if we are to meet the accountability challenges, i.e. overcrowded conditions in classrooms, limited or no supplies, no tuition exemption funds for continuing education. Mrs. Lansdale addressed the lack of funding sources to meet the mandates of the No Child Left Behind legislation and the fact that the local money will have to be reduced in order to implement these unfunded federal laws. Mrs. Lansdale stated her belief that if the public is presented with set proposals outlining specifically where the dollars will be spent, i.e. quality educators, reducing classroom size, textbooks, supplies, etc., the public will respond in a positive way. She also said that employee organizations' involvement will be critical in the passing of the proposed bond election and the CFT looks forward to working with the board to address the total educational needs of the children in Caddo Parish.

Robert Trudeau, Caddo teacher and member of the Shreveport Symphony Board, expressed to the board the Symphony's appreciation of their efforts to reinstate funding supporting school concerts across the parish by the Symphony, and encouraged the board to vote in support of this item on today's agenda.

Mrs. Armstrong introduced to the board and audience Neil Henderson, newly elected school board member from DeSoto Parish.

## **CONFIRM THE CONSENT AGENDA**

*Mr. Powell moved, seconded by Mr. Wayt, approval of the consent agenda. Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

### **Agenda Item No. 9.A.**

**Personnel Recommendations.** Per request from the superintendent, Mary Nash Robinson, assistant superintendent/human resources, introduced the following personnel appointments as recommended by the superintendent and approved by the board: Mrs. Brenda McDonald, assistant principal of instruction at Herndon Magnet; Dr. Karen Eason, principal of Shreve Island Elementary School; and Elnora D. Williams-Salone, Supervisor of Child Welfare and Attendance. Administrators, family and guests also were recognized. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the positions to which they were appointed.

### **Agenda Item No. 9.B.**

**Requests for Leaves.** The following requests for leaves were approved by the board as recommended by the superintendent.

#### **Certified Positions:**

Catastrophic Illness, December 1, 2003 – January 26, 2004 (Thirty Days)

Imelda Hood, Teacher, Oak Terrace/J.B. Harville, 4 years

Sabbatical Medical, Spring Semester, 2003-2004 School Year

Vera Landrum, Assistant Principal, Keithville, Elementary/Middle, 15 years

#### **Classified Positions:**

Leave Without Pay, December 8, 2003 – December 7, 2004

Cheryl D. Patterson, Bus Driver, 8 years

Leave Without Pay, January 1, 2004 – December 31, 2004

Vivian DeLude, Teacher Aide, Keithville Elementary/Middle, 5 years

#### **Agenda Item No. 9.C.**

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the other personnel transactions report dated November 25, 2003 through December 11, 2003, and the lateral administrative assignment change of Verne Henderson, assistant principal at Vivian Elementary/Middle School to Linwood Middle School as submitted in the mailout.

#### **Agenda Item No. 9.E.**

**Renewal of Administrative Contracts.** The board approved renewal of administrative contracts for Milda Marie Eakin, Travis Smith, Cynthia Williams, Kathy Terrell and Sue Wyche as submitted in the mailout.

#### **Agenda Item No. 11**

**Approval of Revisions to Organizational Chart.** The board approved the revisions to the organizational chart as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 12**

**Approval of IDEA Part B Budget Revision.** The board approved the revisions to the IDEA Part B Budget as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 13**

**Approval of IDEA Part B Preschool Budget Revision.** The board approved the revisions to the IDEA Part B Preschool Budget as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 14**

**Approval of Woodlawn High School Seven Period Day.** The board approved the proposed Woodlawn High School Seven Period Day as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 15**

**Approval of 2004-2005 Professional Services for 2004-2005 Capital Projects Plan.** The board approved the 2004-2005 Professional Services for the 2004-2005 Capital Projects Plan as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 16**

**Approval of Revisions to Pupil Progression Plan.** The board approved revisions to the Pupil Progression Plan as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 17**

**Approval of Revision to 2003-04 Budget to Include Restoration of Funds for Shreveport Symphony.** The board approved the revision to the 2003-2004 budget to include restoration of funds for the Shreveport Symphony.

#### **Agenda Item No. 18**

**Approval of Revisions to Job Description for Assistant Superintendent of Human Resources.** The board approved revisions to the job description for the assistant superintendent of human resources as submitted in the mailout.

#### **Agenda Item No. 20**

**Approval of Proclamation calling for a Special Election to fill the District 8 Vacancy in accordance with LSA-R.S. 18:402.** The board approved the following proclamation calling for

a special election to fill the District 8 vacancy in accordance with LSA-R.S. 18:402 as submitted in the mailout.

### **PROCLAMATION**

WHEREAS, the Caddo Parish School Board has received official notification from the Louisiana Secretary of State of the resignation of the member of the Caddo Parish School Board from District 8, effective December 31, 2003.

WHEREAS, the resignation has created a vacancy in Caddo Parish School Board District 8 and the unexpired term of office in which the said vacancy exists will end on December 31, 2006 and exceeds one year.

NOW THEREFORE the Caddo Parish School Board does hereby issue this Proclamation pursuant to LSA-R.S. 18:602(E)(2) ordering a special election to fill the said vacancy in Caddo Parish School Board District 8 for the remainder of the unexpired term as follows:

- (1) The Special Primary Election shall be held on Tuesday, March 9, 2004;  
and
- (2) The Special General Election shall be held on Saturday, April 17, 2004.

The dates for qualifying for the candidates in the Special Election shall be January 28, 2004-January 30, 2004.

This Proclamation shall be published in the official journal of Caddo Parish and a copy thereof shall be sent by certified or registered mail to the Clerk of the First Judicial District Court of Caddo Parish, Louisiana and to the Louisiana Secretary of State as required by law.

### **CERTIFICATE**

I, Ollie S. Tyler, Superintendent, of the Caddo Parish School Board, hereby certify that the above and foregoing is a true and correct copy of the Proclamation passed by the Caddo Parish School Board during the board meeting held on December 16, 2003, for which meeting due public notice was given and a quorum present.

Shreveport, Louisiana, this 16th day of December, 2003.

/s/ Ollie S. Tyler  
Ollie S. Tyler  
Caddo Parish School Board

### **BIDS – APPROVAL OF BIDS – RFP FOR LONG DISTANCE SERVICE**

*Mrs. Armstrong moved, seconded by Mrs. Hardy, approval of the bid of ITC Deltacom for RFP for long distance service as recommended by staff and submitted in the mailout. Mr. Ramsey*

stated that he requested this item not be on consent to afford him the opportunity to recuse himself since he works for a company whose sister company provides long distance service. *Vote on the motion carried with Mr. Ramsey abstaining and Board Members Guin, Hardy, Burton, Crawley, May, Mims, Brooks, Powell, Wayt, Armstrong and Henderson supporting the motion.*

#### **APPOINTMENT OF COMMITTEE TO REVIEW CAPITAL IMPROVEMENT NEEDS FOR POSSIBLE BOND ELECTION**

*Mr. Guin moved, seconded by Mr. Wayt, that Superintendent Tyler establish a committee of the following:*

- *Appropriate staff names and numbers left to the discretion of the superintendent*
- *Up to 5 members of the Caddo Citizens Education Task Force, number and persons to be determined by the President of the Alliance for Education*
- *One representative from each school board district to be selected by the board member of that district*
- *One representative from each of the employee organizations*
- *One representative from the District PTA, and*
- *One representative from the Local Chapter of the NAACP*

*for the purpose of reviewing the infrastructure needs of the schools in Caddo Parish, and to present to the board by its January meeting a plan for the use of up to \$84 million in 25-year bonds and a recommendation for or against said election on April 17, 2004, noting, according to bond counsel, that this can be accomplished without raising taxes. Vote on the motion carried unanimously. Mr. Burton encouraged board members to get their appointments turned in as soon as possible.*

#### **ELECTION OF OFFICERS**

The president declared the floor open for nominations for president of the CPSB for 2004. *Mr. Henderson nominated Mr. Larry Ramsey for president for the calendar year 2004. Mrs. Hardy nominated Mr. Willie Henderson for president for 2004. Mr. Henderson expressed his appreciation for the nomination, but announced he must decline. The president declared the nominations closed. Voting for Mr. Ramsey were Board members Hardy, Burton, Crawley, May, Mims, Wayt, Ramsey, Armstrong and Henderson. Board members Guin, Brooks and Powell did not vote. The president announced that Mr. Ramsey is elected president of the CPSB for 2004.*

The president declared the floor open for nominations for first vice president of the CPSB for 2004. *Mr. Ramsey nominated Mr. Willie Henderson for first vice president for the calendar year 2004. Mrs. Crawley nominated Mr. Alvin Mims. Mr. Mims expressed his appreciation for the nomination, but because of numerous other commitments, stated he must decline the nomination at this time. Mr. Wayt moved, seconded by Mrs. Crawley, to close the nominations. Vote on the motion carried unanimously. Voting for Mr. Henderson were Guin, Hardy, Burton, Crawley, May, Mims, Brooks, Wayt, Ramsey, Armstrong and Henderson. Board member Powell did not vote. The president announced that Mr. Henderson is elected first vice president of the CPSB for 2004.*

The president declared the floor open for nominations for second vice president of the CPSB for 2004. *Mr. Brooks nominated Mrs. Eursla Hardy. Mr. Mims nominated Mrs. Ginger Armstrong. Mr. Mims moved, seconded by Mr. Ramsey, that the nominations be closed and vote on the motion carried unanimously. Voting for Mrs. Armstrong were Crawley, May, Mims, Wayt, Ramsey, Armstrong and Henderson. The president announced that Mrs. Armstrong is the second vice president of the CPSB for 2004.*

The president expressed congratulations to the newly elected officers for the CPSB for 2004.

#### **APPROVAL OF AUTHORIZATION FOR PRESIDENT TO USE A FACSIMILE SIGNATURE**

*Mr. Wayt moved, seconded by Mr. Brooks, approval of authorization for the president to use a facsimile signature. Vote on the motion carried unanimously.*

## **SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** The superintendent announced that an update on the construction projects was included in the mailout and staff is present to answer any questions board members may have.

**South Highlands and Atkins Performing Arts Centers.** Mrs. Tyler announced that staff is in the process of putting together a plan to bring to the board at the next board meeting regarding performing arts centers for these two schools.

Mr. Powell expressed his appreciation for the work on these two projects. He requested that the superintendent provide him with a copy of this report if it comes after December 31<sup>st</sup> and encouraged Board member Mims to continue to move these projects forward.

Mrs. Tyler stated that for the upcoming holidays, staff has put together *Holiday* packets to send home with students in the high priority schools providing them with reading materials and activities in mathematics, etc. to help with remediation enhancements to better prepare them for the testing in March.

## **ANNOUNCEMENTS AND REQUESTS**

Mr. Brooks requested that the superintendent provide him with a follow up about comments made in the visitors section about needs in the schools in his district.

Mr. Ramsey expressed his appreciation to the board members for their support in electing him to serve as president of the board during 2004.

Mr. Powell requested that Mr. Ken Krefft be appointed to represent District 8 on the committee to review capital improvement needs.

Mr. Burton announced we will begin receiving applications for persons interested in being appointed to fill the interim vacancy from District 8 and when the board meets January 6<sup>th</sup>, a date will be set for interviews.

Mr. Mims asked for clarification and if the board can set these dates if the seat has not actually been vacated? Mr. Powell said he has resigned effective December 31, 2003 and this has been received and acknowledged by the Secretary of State. Mr. Abrams stated notification from the Secretary of State's office indicates the board will need to meet and make an appointment by January 12, 2004.

Mr. Henderson asked that the board be provided with a packet of the resumes/applications submitted in advance.

**Executive Sessions:** The president announced that the student hearings scheduled for today's meeting had been resolved.

**Adjournment.** *Mr. Powell moved, seconded by Mr. Wayt, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:50 p.m.*

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Ollie S. Tyler, Superintendent

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Willie D. Burton, President

**December 23, 2003**

The **Caddo Parish School Board (CPSB)** met in *special session* on Tuesday, December 23, 2003 at approximately 4:00 p.m. with President Willie D. Burton presiding and the following board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Charlotte Crawley, Willie Henderson, Lola May, Mike Powell, Larry Ramsey and Gard Wayt (Mr. Wayt arrived at approximately 4:05 p.m.). The president announced that Phillip Guin could not be at the meeting today as he is out of town. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Henderson gave the invocation and led in the Pledge of Allegiance.

The president announced that the purpose for the special session today is to declare vacancy of District 6 and call for a proclamation for a special election. *Mr. Powell moved, seconded by Mrs. May, approval of a proclamation declaring a vacancy in District 6 and calling for a special election due to the death of School Board member Alvin Mims as follows:*

*PROCLAMATION*

*WHEREAS, the Caddo Parish School Board has received notification of the death of Alvin Mims, member of the Caddo Parish School Board from District 6, on December 20, 2003;*

*WHEREAS, his death has created a vacancy in Caddo Parish School Board District 6 and the unexpired term of office in which the said vacancy exists will end on December 31, 2006 and exceeds one year.*

*NOW THEREFORE the Caddo Parish School Board does hereby issue this Proclamation pursuant to LSA-R.S. 18:602(E)(2) ordering a special election to fill the said vacancy in Caddo Parish School Board District 6 for the remainder of the unexpired term as follows:*

- (1) The Special Primary Election shall be held on Saturday, September 18, 2004; and*
- (2) The Special General Election shall be held on Tuesday, November 2, 2004.*

*The dates for qualifying for the candidates in the Special Election shall be August 4, 2004 – August 6, 2004.*

*This proclamation shall be published in the official journal of Caddo Parish and a copy thereof shall be sent by certified or registered mail to the Clerk of the First Judicial District Court of Caddo Parish, Louisiana and to the Louisiana Secretary of State as required by law.*

*CERTIFICATE*

*I, Ollie S. Tyler, Superintendent and Secretary of the Caddo Parish School Board, hereby certify that the above and foregoing is a true and correct copy of the Proclamation passed by the Caddo Parish School Board during the special board meeting held on December 23, 2003, for which meeting due public notice was given and a quorum present.*

*Shreveport, Louisiana, this 23<sup>rd</sup> day of December, 2003.*

*/s/ Ollie S. Tyler*  
\_\_\_\_\_  
*Ollie S. Tyler, Superintendent*  
*Caddo Parish School Board*

*Vote on the motion carried with Board members Burton, Crawley, May, Brooks, Powell, Ramsey, Armstrong and Henderson supporting the motion.*

**NOTIFY THE PUBLIC IN ACCORDANCE WITH STATE LAW, PROCEDURE TO BE FOLLOWED TO APPOINT AN INDIVIDUAL TO FILL THE DISTRICT 6 VACANCY (INTERIM POSITION), SET A DATE FOR INTERVIEWS AND SELECT AN INTERIM APPOINTMENT TO FILL THE DISTRICT 6 VACANCY**

*Mr. Ramsey moved, seconded by Mrs. Armstrong, that the following procedures for filling the District 6 vacancy: that the following procedures for filling the District 6 position be advertised in the official journal The Times, Caddo Citizen and The Shreveport Sun;*

*That applications filling the Caddo Parish School Board District 6 position be addressed to the President of the CPSB and accepted until 12 noon on December 29, 2003 at the Caddo Parish School Board office; applications to be submitted by hand delivery to the superintendent's office;*

*That interviews of candidates will follow the following format:*

***FORMAT FOR INTERVIEW SESSION – (Up to 10 minutes per candidate)***

- I. Each candidate will present an opening statement addressing the following:
  - A. His or her reasons for desiring to serve as interim board member from District 6*
  - B. His or her special skills or experience to offer as a board member from District 6; and*
  - C. His or her perspective on the role of a board member**
- II. Each candidate will be allowed to make any final summary statement if time permits.*

*Interviews to be held at a special board meeting to be held on December 30, 2003 at 4 p.m. at the Caddo Parish School Board office board room, 1961 Midway Street, Shreveport, La.*

Mr. Powell inquired of Legal Counsel Reginald Abrams clarification of his understanding that the date of December 30, 2003 in the motion is the last day for the board to fill this vacancy per statute. Legal counsel answered in the affirmative. Mr. Powell announced he is scheduled to be in Baton Rouge on Monday and Tuesday and may not be back in time for the 4:00 meeting on December 30<sup>th</sup> and he supports the motion because there are no other times.

*Vote on the motion carried with Board members Burton, Crawley, May, Brooks, Powell, Wayt, Ramsey, Armstrong and Henderson supporting the motion.*

*Mr. Powell moved, seconded by Mrs. Armstrong, that there be a special board meeting to be held December 30, 2003, at 4 p.m. for the purpose of interviewing candidates for the District 6 vacancy and for selecting an interim appointment. Vote on the motion carried unanimously.*

**RESOLUTION**

*Mr. Powell moved, seconded by Mrs. May to suspend the rules for the purpose of considering a resolution out of respect for Mr. Mims. Vote on the motion carried unanimously.*

*Mr. Powell moved, seconded by Mr. Wayt, approval of the following resolution:*

*WHEREAS, Mr. Alvin Mims, believed that education is the lifeblood for students and that education represents an investment in their future; and*

*WHEREAS, this belief led to his election to the Caddo Parish School Board where he impacted policies that were student-centered; and*

*WHEREAS, in January 1995, he began his service for the students in District 6, as well as all students in Caddo Parish, and in January 2000, he was elevated to the position of Second Vice President of the Caddo Parish School Board; and*

*WHEREAS, Mr. Mims was recognized for gently, but aggressively, serving as the catalyst for the creation of school-based clinics at Atkins Elementary, Fairfield Elementary and Linwood Middle School; and*

*WHEREAS, Mr. Mims believed in continuous learning, he secured higher education funds for Caddo students through the Eddie Robinson Foundation; and*

*WHEREAS, Mr. Mims was a champion for students, parents and the community, he accomplished deeds that will go unrecorded except in the lives of those he touched;*



*NOW, THEREFORE, BE IT RESOLVED, that the Caddo Parish School Board, the superintendent and staff extend heartfelt condolences to Mrs. Petrolia Mims, the Mims children, family and friends at the passing of Mr. Mims; and*

*BE IT FURTHER RESOLVED that this resolution be presented to the family as an expression of our sympathy.*

*December 27, 2003*

*Willie D. Burton, President, District 3  
Phillip R. Guin, District 1  
Eursla D. Hardy, District 2  
Charlotte Crawley, District 4  
Lola B. May, District 5  
Jerry Tim Brooks, District 7*

*Ollie S. Tyler, Superintendent  
Mike Powell, District 8  
Gard Wayt, District 9  
Larry Ramsey, District 10  
Ginger Armstrong, District 11  
Willie L. Henderson, District 12*

*Vote on the motion carried unanimously.*

President Burton recognized Parish Commissioner Noel Baker and Representative Ernest Baylor present at the meeting.

**NOTIFY THE PUBLIC IN ACCORDANCE WITH STATE LAW, PROCEDURE TO BE FOLLOWED TO APPOINT AN INDIVIDUAL TO FILL THE DISTRICT 8 VACANCY (INTERIM POSITION), SET A DATE FOR INTERVIEWS AND SELECT AN INTERIM APPOINTMENT TO FILL THE DISTRICT 8 VACANCY**

*Mr. Ramsey moved, seconded by Mrs. Armstrong, that the following procedures for filling the District 8 vacancy: that the following procedures for filling the District 8 position be advertised in the official journal The Times, Caddo Citizen and The Shreveport Sun;*

*That applications filling the Caddo Parish School Board District 8 position be addressed to the President of the CPSB and accepted until 12 noon on January 5, 2004 at the Caddo Parish School Board office; applications to be submitted by hand delivery to the superintendent's office;*

*That interviews of candidates will follow the following format:*

***FORMAT FOR INTERVIEW SESSION – (Up to 10 minutes per candidate)***

- I. Each candidate will present an opening statement addressing the following:
  - A. His or her reasons for desiring to serve as interim board member from District 8*
  - B. His or her special skills or experience to offer as a board member from District 8; and*
  - C. His or her perspective on the role of a board member**
- II. Each candidate will be allowed to make any final summary statement if time permits.*

*Interviews to be held at a special board meeting to be held on January 6, 2004 immediately following the executive committee meeting scheduled for 4:30 p.m. at the Caddo Parish School Board office board room, 1961 Midway Street, Shreveport, La.*

*Vote on the motion carried unanimously.*

*Mr. Ramsey moved, seconded by Mrs. Armstrong, that there be a special board meeting to be held on January 6, 2004, immediately following the executive committee meeting scheduled for 4:30 p.m. for the purpose of interviewing candidates for the District 8 vacancy and for selecting an interim appointment.*

Mr. Burton announced that applicants could begin submitting their applications and with the deadline being noon Monday, December 29, 2003, board members may come by and review applications in the superintendent's office.

**Adjournment.** *Mr. Ramsey moved, seconded by Mrs. Crawley, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 4:20 p.m.*

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Willie D. Burton, President

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Ollie S. Tyler, Superintendent

**December 30, 2003**

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana at 4:00 p.m. on Tuesday, December 30, 2003, with President Willie D. Burton presiding and the following school board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Charlotte Crawley, Phillip R. Guin, Eursla Hardy, Willie Henderson, Lola May, Mike Powell, Larry Ramsey and Gard Wayt. Also present were Secretary Ollie S. Tyler and Legal Counsel Reginald Abrams, staff and other visitors. Mr. Guin gave the invocation and led the Pledge of Allegiance.

#### **INTERVIEW CANDIDATES FOR THE DISTRICT SIX CPSB VACANCY**

The president announced that the CPSB would proceed with interviewing candidates for the District Six vacancy. He outlined the format the board would follow as described: *Each candidate's interview session will be up to 10 minutes; each candidate will present his or her reasons for desiring to serve as interim board member from District 6; each candidate will present his or her special skills or experience to offer as a board member from District 6; and each candidate will present his or her perspective on the role of a board member.* The president also announced that if time permits, each candidate will be allowed to make a final summary statement.

The following candidates were interviewed: Thomas J. Koenig (5319 Sussex Street); Reginald D. Mims (527 E. 85<sup>th</sup> Street); Dr. Phillip Pennywell, Jr. (9000 West Wilderness Way); Tammy T. Phelps (622 Hoover Drive); and Roosevelt Shelby (634 Hendrix Place).

Reginald Mims and Dr. Phillip Pennywell withdrew from candidacy.

#### **APPOINTMENT OF INTERIM CPSB REPRESENTATIVE TO FILL THE DISTRICT SIX VACANCY**

The president announced there were three candidates and each candidate's name would be announced and board members each would have one vote. As each candidate's name was announced, the following votes were cast: Mr. Thomas J. Koenig (0 votes); Ms. Tammy T. Phelps (8 votes – Guin, Hardy, Crawley, Brooks, Powell, Wayt, Ramsey and Armstrong) and since eight votes constituted a majority, the president announced that Ms. Tammy Phelps would fill the interim term for District 6 and would be sworn into office in January 2004.

**Recess.** The president called for a recess at approximately 4:42 p.m. for the purpose of transcribing the minutes; and the meeting reconvened at approximately 5:00 p.m.

*Mr. Henderson moved, seconded by Mr. Ramsey, to suspend the rules in order to consider approval of the minutes of the CPSB meeting of this date, December 30, 2003. Vote on the motion carried unanimously.*

**Minutes.** *Mr. Henderson moved, seconded by Mr. Ramsey, approval of the minutes of the CPSB meeting of December 30, 2003. Vote on the motion carried unanimously.*

**Adjournment.** *Mr. Powell moved, seconded by Mr. Wayt, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:02 p.m.*

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Ollie S. Tyler, Secretary

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Willie D. Burton, President

**January 6, 2004**

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 5:47 p.m. on Tuesday, January 6, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum: Phillip R. Guin, Eursla D. Hardy, Willie D. Burton, Charlotte Crawley, Lola May, Tammy T. Phelps, Jerry Tim Brooks, Gard Wayt, Ginger Armstrong and Willie Henderson. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The prayer and pledge were omitted.

Mr. Ramsey announced the purpose of the special session is to consider personnel recommendations, interview and appoint an interim CPSB representative from District 8, and hear a student readmission appeal.

#### **PERSONNEL RECOMMENDATION(S)**

Mrs. Tyler requested that the Director of Certified Personnel position be pulled from the agenda. *Mr. Burton moved, seconded by Mrs. Armstrong, approval of staff's recommendation for the assistant principal of Forest Hill Elementary School as submitted in the mailout.* Per request from the superintendent, Mary Nash Robinson, assistant superintendent/human resources, introduced the following personnel appointment as recommended by the superintendent and approved by the board: Ms. Sabrina Brown, assistant principal, Forest Hill Elementary. Family members and Chip Killian, principal at Forest Hill, were also recognized. Ms. Brown will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the position to which she was appointed.

#### **INTERVIEW CANDIDATES FOR THE DISTRICT EIGHT CPSB VACANCY**

The president announced that the CPSB would proceed with interviewing candidates for the District Eight vacancy. He outlined the format the board would follow as described: *Each candidate's interview session will be up to 10 minutes; each candidate will present his or her reasons for desiring to serve as interim board member from District 8; each candidate will present his or her special skills or experience to offer as a board member from District 8; and each candidate will present his or her perspective on the role of a board member.* The president also announced that if time permits, each candidate will be allowed to make a final summary statement.

The following candidates were interviewed: Bonita Crawford (295 Patton Avenue); Rick Seaton (256 Arthur Avenue); and Susan Taylor (237 Symphony Lane).

**Recess.** *Mr. Wayt moved, seconded by Mrs. Armstrong, for a five minute recess. Vote on the motion carried with board members Hardy and Burton opposed and board members Crawley, May, Phelps, Brooks, Wayt, Ramsey, Armstrong and Henderson supporting the motion. Mr. Guin did not vote. The board recessed at approximately 6:10 p.m. and reconvened at approximately 6:15 p.m.*

#### **APPOINTMENT OF INTERIM CPSB REPRESENTATIVE TO FILL THE DISTRICT EIGHT VACANCY**

The president announced there were three candidates and each candidate's name would be announced and board members each would have one vote. As each candidate's name was announced, the following votes were cast: Ms. Bonita Crawford (5 votes – Guin, Hardy, Burton, Phelps, Brooks); Mr. Rick Seaton (5 votes – Crawley, May, Wayt, Ramsey and Henderson) and Susan Taylor (1 vote – Armstrong). The president declared a tie vote and announced he would call each candidate's name and board members each would have one vote. As each candidate's name was announced, the following votes were cast: Ms. Bonita Crawford (5 votes – Guin, Hardy, Burton, Phelps and Brooks) and Mr. Rick Seaton (6 votes – Crawley, May, Wayt, Ramsey, Armstrong and Henderson). The president announced that Mr. Rick Seaton is the new interim representative for CPSB District 8.

## OATH OF OFFICE

Legal Counsel Reginald Abrams administered the oath of office to newly appointed interim board member for CPSB District 8 Mr. Richard A. Seaton, Jr. The board and audience extended congratulations and welcomed Mr. Seaton to the board.

## ANNOUNCEMENT

The superintendent announced that the South Highlands Elementary Performing Arts School will sing at the Governor's inauguration in Baton Rouge on Monday.

Mr. Wayt, on behalf of the board, expressed appreciation to all the candidates who presented themselves for the District 8 vacancy.

## EXECUTIVE SESSION

*Mr. Burton moved, seconded by Mrs. Hardy, to go into executive session for up to 10 minutes for the purpose of hearing a student readmission appeal. Vote on the motion carried unanimously and the board went into executive session at approximately 6:20 p.m.*

The board went back into open session at approximately 6:22 p.m. *Mrs. May moved, seconded by Mrs. Armstrong, to accept staff's recommendation that Nicholas Wright be permitted to enroll at Oak Terrace/J. B. Harville Alternative School effective January 8, 2004. Vote on the motion carried unanimously.*

**Adjournment.** *Mr. Guin moved, seconded by Mr. Burton, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:25 p.m.*

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Ollie S. Tyler, Secretary

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Larry E. Ramsey, President

**January 6, 2004**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, January 6, 2004, with President Larry E. Ramsey presiding and Willie Henderson and Ginger Armstrong present being a quorum. Other school board members present were Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps, Jerry Tim Brooks, and Gard Wayt. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Burton gave the invocation and led in the Pledge of Allegiance.

**Oath of Office:** *Mr. Henderson moved, seconded by Mrs. Armstrong, to suspend the rules for the purpose of swearing in new board member Tammy Phelps. Vote on the motion carried unanimously.* Legal Counsel Reginald Abrams administered the Oath of Office to Tammy Phelps, new interim board member representing District 6.

## **PRESENTATIONS**

**Progress Report on Three-Year Master Technology Plan.** Joe Brown, technology manager, shared with the board an update on the three-year master technology plan for Caddo Public Schools adopted by the board in November 2002. Mr. Brown highlighted the following seven objectives in Caddo's plan which are modeled after the national goals adopted by No Child Left Behind: (1) Access. All learners will have access to current and appropriate information technology resources. He stated that the state standard is a 4:1 computer ratio and Caddo is currently below an 8:1 ratio. As a result of a board approved \$1.8 million project in January 2003, 65 schools have received wireless Internet access in every classroom and the remaining 9 will be completed by mid February. (2) Integration of Technology which focuses on using technology to improve student achievement. Mr. Brown reported that the Caddo Teacher Technology Center is providing training and assistance to schools with development of School Technology Plans to insure compliance with K-12 technology standards and these plans are posted on the CTTC website for reference by school administrators and teachers. He also highlighted plans for implementation in the second semester in staff's efforts to reach the goals. (3) Professional Development. Mr. Brown stated that staff development must be relevant and ongoing in order to meet the NCLB requirements and all training is focused on the best use of technology to promote student achievement. He highlighted training models put in place for teachers and administrators to help provide hours of technical training required to achieve the "Highly Qualified Teacher" designation as defined by No Child Left Behind. Mr. Brown also reported on the grant monies awarded to help provide wireless computers and printers for the low performing schools and inservice for over 250 teachers and 74 librarians. (4) Instructional Technology Leadership. Mr. Brown reported that 30 principals have either completed training or are in training. This training will equip the leadership with curriculum integration skills utilizing technology to improve student achievement and develop effective, results-oriented School Technology Plans. (5) Technology Policy, Accountability and Leadership. Mr. Brown stated many grants were written by teachers and initiatives from Special Education, Title 1, Child Nutrition, Vocational Education, the Caddo Teacher Technology Center and the Professional Development Center. Accountability included requirement of employees and students to sign an Acceptable Use Policy to insure proper use of computers and filtering Internet content to prevent access to inappropriate sites, and assurance that the district is in compliance with the CIPA (Child Information Protection Act). He also highlighted conferences scheduled which will provide additional opportunities for teachers and administrators to receive additional information in standards-based learning. (6) Partnerships. Mr. Brown stated many of the opportunities afforded our teachers and administrators would not have been possible without the existence of community partnerships. (7) Public Awareness and Understanding. Mr. Brown reported that Caddo's vocational education department has offered technology training opportunities to the community through continuing Adult Education Classes. He highlighted the various programs, i.e. Title 1 Parent Resource Center, that have provided services such as technology training to parents, take-home computer programs, positive media coverage with the proposal of a wireless network and a \$100,000 technology award to Caddo Parish by Congressman Vitter's office. He further commented that within 45 days, every classroom will have Internet access, and in 2004-2005, teacher voice mail and email accounts will be available.

Mr. Brown said in conclusion that while Caddo is technology rich, Caddo is lacking in technicians needed to support the 30,000 pieces of classroom equipment. He highlighted the

volume of repair requests and the lack of funds to outsource the much needed repairs, and stated that in preparing the budget needs for the coming school year, he will be submitting these needs for consideration in order to support the achievement of the goals in the Caddo Master Technology Plan.

#### **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE JANUARY 20, 2004 CPSB MEETING**

The superintendent reviewed the proposed agenda for the January 20, 2004 school board meeting and discussion followed as summarized.

**Approval of Resolution to Join Louisiana Schools Self-Insured Group.** The superintendent announced that legal counsel is reviewing this and the board will be provided additional information relative to this item.

**Fair Share Proposal.** Mr. Burton stated his intent to bring a proposal to the board on January 20<sup>th</sup> and asked Mr. Hudson if he had been successful in contacting those individuals he had requested? Jeff Hudson stated staff has met with various community groups and a third meeting is scheduled for Wednesday afternoon (Jan. 7<sup>th</sup>) to review an amended draft proposal from previous meetings. He anticipates something being available for the Fair Share Committee to review for making a recommendation to the board. Mr. Festavan clarified this is a board project and staff has only been facilitating the committee's work. He added once the committee has reviewed the proposal, which could possibly be revised following the Wednesday meeting, staff is prepared to move forward with a document as the committee requests them to. Mr. Burton requested a meeting of the Fair Share Committee on January 13<sup>th</sup> to peruse the document and prepare something to be submitted to the board for its consideration on January 20<sup>th</sup>.

Mr. Guin stated that at board members' stations is a proposal for two motions relative to this item and asked if the manner in which this item is currently listed on the agenda would allow both motions to be considered or if there is a need to revise the wording or add another item?

The president indicated it is his understanding that the committee has discussed both issues presented in Mr. Brooks' request, and he has shared this information with Mr. Brooks. He further added since the committee has addressed both issues, he recommends leaving it with the committee and when the recommendation comes to the board from the committee, and a board member desires to amend/revise the committee's recommendation, a motion can be made by any board member to do so. Mr. Guin said he only wants to make sure the way the item is worded on the agenda will allow a board member to do just that if he/she chooses to do so. Legal counsel Abrams stated that in reviewing the motions, one addresses the Fair Share proposal and the other a disparity study, it would be his recommendation to revise the wording of the agenda item to read *Fair Share Proposal/Disparity Study* in order to cover both issues. He added the disparity study is an issue that was considered in the committee meetings and revising the wording of the agenda item might better cover both for possible consideration. Mr. Guin stated he understands this may not necessarily be the recommendation of the committee, but he just wishes to make certain the agenda item is written broad enough to allow for amendments. Mr. Brooks stated the plan at board members' stations is the plan he will be proposing. He believes his proposal will allow the board to move forward in addressing this matter and not delay it any longer.

**Consider Proposal for Reduction of Attorney Fees.** Mrs. Crawley stated that since this matter was brought to her attention last October, she formulated a plan for addressing it; however, since that time, additional input has been received and she plans to make some revisions and have something to present to the board in the mailout for consideration at the January 20<sup>th</sup> meeting. Mr. Brooks indicated he is interested in legal counsel explaining to the board and the public the reason for the increased expenses and the number of cases still pending. Mr. Burton also stated that in considering the history of Caddo's legal problems, this is not a matter that can be addressed overnight as some of the money being paid now is because of the number of backlog cases and also, the increase in the salary of the attorney was needed, but the plan must be analyzed for the entire system as he does not desire to see the system to become backlogged again.

Mr. Guin stated that regarding this issue, he is requesting that Mr. Abrams and staff survey like school districts and do a comparison of legal expenses and present to the board a report of their findings.

**Superintendent's Report.** The superintendent stated that updates will be provided to the board on construction projects and on the South Highlands and Atkins Elementary Schools Performing Arts Centers.

**Executive Session:** The superintendent announced that the tenured employee hearing has been resolved and requested that this item be pulled from the agenda.

## **ADDITIONS**

Mr. Wayt requested that an item be added to the agenda titled *Proposal to Commission a Long-Range Study for a School System Infrastructure Plan*.

Mrs. Tyler stated that at Board Member Guin's request for a report from the infrastructure committee for the bond proposal, a meeting will be held on Thursday, January 8<sup>th</sup> at 5:00 and a report of the results will be presented to the board for its consideration at the January 20<sup>th</sup> meeting. The board president asked that this report be listed under Superintendent's Report.

Mr. Henderson requested that an item be added to the agenda titled *Consideration of A Proposal for Pay Increase for Crossing Guards*. Mr. Guin asked staff to address this since he understands crossing guards are not employees of the Caddo Parish School System. The superintendent said Caddo Parish pays to the city a portion of the crossing guards' salaries and they are paid by the city. Caddo can agree to add monies to our share. She said staff will look at what the city is doing and prepare a report and possible additional funding that might be available to address this request.

Mr. Henderson asked the superintendent the status of his request for the Auditing Department to conduct a review of the Legislative Auditor's Report and the board's response to that report. The superintendent said she received information from the staff on Monday and a report will be completed by the end of the week for submission to the board.

Mr. Guin asked that a status report on *Updating Caddo's Grievance Policy and the Committee's Recommendation on the Discipline Policy* be added to the Superintendent's Report.

**Consent Agenda.** The president recommended that item 17 be postponed and items 9-11 and 13-16 as the consent agenda. *Mr. Henderson moved, seconded by Mrs. Armstrong, approval of the proposed agenda and consent agenda for the January 20<sup>th</sup> meeting. Vote on the motion carried unanimously.*

## **CPSB WORK SESSION (PRESENTATION OF THE PROPOSED AGENDA AND CONSENT AGENDA)**

The president polled the audience for input on the proposed agenda for the January 20<sup>th</sup> school board meeting.

**Adjournment.** *Mr. Henderson moved, seconded by Mrs. Armstrong, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:30 p.m.*



**January 20, 2004**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, January 20, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum: Phillip Guin, Eursla Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps, Jerry Tim Brooks, Rick Seaton, Gard Wayt, Ginger Armstrong and Willie Henderson. Also present were Ollie S. Tyler, secretary, and Reginald Abrams, legal counsel. Mr. Burton gave the invocation and led in the Pledge of Allegiance.

**CONSIDERATION OF MINUTES OF THE DECEMBER 16, 2003, DECEMBER 23, 2003, DECEMBER 30, 2003 AND JANUARY 6, 2004 MEETINGS**

*Mr. Burton moved, seconded by Mrs. Hardy, approval of the minutes of the December 16, 2003, December 23, 2003, December 30, 2003 and January 6, 2004 meetings as submitted in the mailout. Motion carried unanimously.*

**ESTABLISH THE AGENDA AND PROPOSED CONSENT AGENDA**

Mr. Ramsey proposed that items 9-11, 14-15 be categorized as the consent agenda, that item #12 “Approval of Resolution to Join Louisiana Schools Self-Insured Group” be pulled, that item #13 “Approval of the Cooperative Endeavor Agreement on Mutual Use of Sports Facilities with the City of Shreveport and Caddo Parish School Board” be postponed, that item #17 Consideration of a Proposal for Pay Increase for Crossing Guards” be removed from the agenda and placed under Superintendent’s Report, that item #18 “Fair Share Proposal/Disparity Study” be postponed until February and split into two items, and postpone Item 23.C. “Report from Infrastructure Needs Committee for Possible Bond Proposal” until special called meeting January 27<sup>th</sup>.

**SPECIAL PRESENTATION(S)/RECOGNITIONS(S)**

**Semi-Annual Report on Goals & Objectives.** Superintendent Tyler shared with the board a semi-annual progress report on meeting the goals and objectives for the district. She said the focus has been on the 45,000 students in Caddo Parish and their education, and presented the South Highlands Academic and Performing Arts Magnet Elementary choir that recently performed at Governor Kathleen Blanco’s inauguration. The choir, under the direction of Ms. Sandra Ryan and Ms. Marcia Harper, sang for the board and audience. Mr. Keith Burton is the principal of South Highlands. Mrs. Tyler unveiled for the board and audience the campaign to ensure that all of Caddo’s employees embrace the mission whereby the mission statement will be placed in every school and in every department. That mission statement reads: *In the Caddo Parish Public School System our mission is to improve the academic achievement of all students and overall district effectiveness. We have high expectations for everyone – students, teachers, administrators, parents, community volunteers and support groups.* Highlights of the report included a month-by-month list of accomplishments beginning in July, including receipt of \$5 million used to reinstate employees affected by implementation of the RIP Policy, a department-by-department assessment to determine how staff could best improve delivering services to the schools, monthly public appearances in the community and with partnerships, crafting and implementing a Choice Plan as mandated under No Child Left Behind, a data analysis on all schools relative to the LEAP and IOWA tests, a retreat of the superintendent and the Caddo Parish School Board, a consolidation of funds (local, state and federal) to address 28 school positions not included in the general fund budget, establishment of a new alternative program at Alexander Learning Center for over-age elementary students, opening school for approximately 45,000 students, relocating the program at Laurel Street ECE Center to Green Oaks High School, development of a District Improvement Plan for addressing 23 high priority schools, assessment of instructional needs of all schools, adding 65 teachers back to the district through Title II and EEF funds, training for additional personnel for Choice Schools, expansion of the Gifted and Talented program, training 583 school-based employees with Character Education, reducing the pupil teacher ratio particularly in grades 4 and 8 since these grades now have a higher bar to pass.

The district was also successful in securing funding for 20 additional teaching positions in the high priority and choice schools as well as behavior intervention specialists and content coaches,

implementing a reorganization plan to allow for more services assigned to work directly with the schools, the board approving an initiative to allow for the purchase of 100 new air conditioned buses with a promise that each year older buses will be replaced with air conditioned buses. She announced that on Thursday a news conference will be held to reveal the first 10 of these new air conditioned buses. The board approved 2003-04 goals and objectives, and staff began the process of developing school improvement plans using the state template as a model, reduced central office personnel by reassignment of personnel directly in the schools, implemented the new STAR teacher induction program, held ribbon cutting ceremonies for the new health clinic building at Atkins, conducted an open house for the EAST and MST labs at Keithville Elementary/Middle School and Southwood High School, evaluated and consolidated funding to provide better and more effective services to the schools, acquired \$10 million through supplemental allocations, received \$933,000 for technological upgrades through the e-rate application, trained and/or offered course work to teachers and paraeducators through the local universities, continued to partner with local colleges and universities for Caddo's three Professional Development Schools (Midway, Mooretown and EBWilliams Stoner Hill), increased the ending balance by \$1.6 million as a result of a favorable insurance renewal rate, completed 88% of the schools' work orders, recognized and awarded certification to Caddo's Nationally Certified Librarians, recognized National Merit Finalists, implemented a board-approved seven-period day at Woodlawn High School to provide extra remedial instruction, received \$1.03 million in tobacco fund money for textbooks in all schools, especially high priority schools, and acquired new business partners for human and financial resources for the schools.

**Recognitions.** On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators and other guests also were recognized.

**4-H Week.** Lola Boone, extension agent for LSU, expressed appreciation to the Caddo Parish School Board for their continued support of the LSU Ag Center 4-H Youth Program. Miss Brandi Andrews (C E Byrd 4-H member and president of the Junior Leadership Club) and Emi Prothro (University 4-H member) presented a tray of cookies to the board members. Ms. Boone also recognized other 4-H students and parents in attendance.

**Alliance for Education After-School Academy Grants.** Scott Hughes, president of the Alliance for Education, presented on behalf of the Alliance Board of Directors a donation in the amount of \$62,696 to fund (transportation and salaries for teachers) the after-school academy concept at 14 Caddo Parish schools to assist at risk 4<sup>th</sup> grade students. The schools include Arthur Circle, Cherokee Park, Claiborne, EBW Stoner Hill, Mooringsport, Mooretown, Newton Smith, Queensborough, Riverside, Shreve Island, Summer Grove, Sunset Acres, University and Westwood. He said \$19,024 has already been divided among the 14 schools and sent to them to assist in purchasing supplies, etc. to begin the academies in the spring.

**United States Senate Youth Program Recipient.** Mrs. Anderson recognized Andrew Abreo from Caddo Magnet High School as the only student from Louisiana chosen to attend the 42<sup>nd</sup> annual United States Senate Youth Program. She announced he will be traveling to Washington, D. C. in February to represent the state. Mary Rounds is the principal at Caddo Magnet High School.

**Louisiana Association of Computer Using Educators Middle School Teacher of the Year.** Katie Franklin was recognized as the only teacher in Louisiana named the middle school teacher of the year by the Louisiana Association of Computer Using Educators. Ms. Franklin is a teacher at Linwood Middle School. Monica Jenkins-Moore is the principal at Linwood Middle School.

**National PTA Parental Involvement Certificate of Excellence Award.** South Highlands Performing Arts Elementary Magnet and Captain Shreve High School were recognized for having been named by the National PTA for receiving the parental involvement award. Mr. Keith Burton is the principal at South Highlands and Jo Holiday is the president of the PTA. Dr. Sandra McCalla is the principal at Captain Shreve High School and Julie Dean is the PTA President, and Janet Davis is the past president.

**National Technical Honor Society Inductees.** Mrs. Anderson recognized Ron Adams and Gard Wayt for being inducted into the National Technical Honor Society for their work relating to scholarships and technical education.

**Legion of Valor Bronze Cross for Achievement Awards.** Mrs. Anderson recognized Lt. Col. Richard Miller, supervisor of Caddo's JROTC program. Col. Miller recognized Legion Valor Award recipients and Col. Robert E. Johnson (Commander of 8<sup>th</sup> Brigade, Western Region, Huntsville, Alabama) who presented medals to (1) Cadet Lt. Col. Joseph Hubley (Caddo Magnet High School), (2) Cadet Lt. Col. Latika June (Green Oaks High School), (3) Cadet Major Ashley Mitchell (Huntington High School), and (4) Cadet Lt. Col. LaSondra Daniels (Woodlawn High School). Superintendent Tyler presented each with a certificate and President Ramsey presented each a pen and pencil set. Administrators, parents and other visitors were also recognized.

In recognition of the many years of outstanding service to Caddo Public Schools, Lt. Col. Daniel Durr presented to Lt. Col. Richard Miller the Department of the Army's Outstanding Civil Service Award. Accomplishments during Col. Miller's tenure in Caddo schools, from January 1984 – January 2004, were also highlighted.

**Presentation to 2003 CPSB President.** On behalf of the Caddo Parish School Board, Board President Larry Ramsey presented to Willie Burton a special presentation in appreciation for his leadership as president of the Caddo Parish School Board in 2003.

**Recess.** The board president called for a 10-minute recess at approximately 5:32 p.m. and the meeting reconvened at approximately 5:52 p.m.

## **VISITORS**

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on matters of concern to the Federation. Mrs. Lansdale spoke in support of a Fair Share proposal and encouraged the board to ensure that the door is open to competing economic viewpoints through a Fair Share plan. She also addressed the proposed bond proposal and that the executive board of the Caddo Federation of Teachers/Support Personnel cannot support the proposed bond proposal as it perpetuates the undereducation of children of Caddo Parish by not addressing issues such as smaller classroom ratio, materials and supplies, textbooks and competitive salaries. She said the Federation encourages the board, while recognizing the views of the committee, to further recognize the board's greater responsibility to the entire school system before going forth.

Sherry Kircus, representative of PFLAG, addressed the board on the possibility of presenting to Caddo teachers an informational program to help them better understand homosexuality and help prevent bullying in Caddo schools. Ms. Kircus shared with the board an incident where a Houston student attending CLOSE-UP in Washington, and while with a group of students from a Shreveport high school, was exposed to homophobia being used as humor and when she asked them to stop, the anti-gay rhetoric was turned against her the remainder of the week. Ms. Kircus, contacted by this student as a representative of PFLAG, was asked to intervene. She met with the counselor and the CLOSE-UP sponsor at the Shreveport school and they were unaware of the incident. She said the program they offer would promote awareness and give school personnel ways to address homophobic bullying.

Jerry Kircus, PFLAG, addressed the board on their responsibility to provide a safe environment for all the children. He said he knows the board is genuinely concerned about the safety of its students; however, he doesn't believe the board is fully aware of the bullying of gays and lesbians in the schools. With bullies always looking for justification of their efforts and being prone to pick on gays and lesbians, the need is to take away the bullies excuse. He believes offering this proposed workshop for teachers is another way we can help protect the children.

Steve Caldwell, PFLAG, addressed the board on why he believes offering a workshop for teachers on bullying of gays and lesbians will not only benefit the bi-sexual students but also the heterosexual students. He shared statistics of victims of harassment as they relate to absenteeism, depression, lower grades, abuse of alcohol and drugs, and being victims of other

violence in the school. Training teachers how to intervene in these situations has proven to be successful in that students are less likely to be harassed, and they also feel safer.

Ed Bradley, speaking on behalf of the Committee of 100, addressed the board on the proposed bond proposal. He said the bond proposal before the board is critical and encouraged the board to go forward with it. Mr. Bradley stated he represents concerned businesses in Caddo and Bossier and the issues this bond proposal addresses structurally will make a difference in the education of our students. He said environment matters in the children's education; and if we are to better educate our children, it is critical we provide an environment conducive to learning and teaching.

Kenneth Krefft, member of the Infrastructure Needs Committee, addressed the board on the proposed bond proposal for April 17<sup>th</sup>. He said that while the schools' needs for air and heat is indisputable, his only concern is the time of the election and he does wish the school board to have flexibility in the unlikely event a school is destroyed by a tornado or fire and will not be rebuilt, or if a school(s) is to be closed in the next several years, that the money doesn't have to be spent for a school no longer there. Also, he believes Roman Numeral VIII., upgrading the lighting, is very important and requested that the board consider allowing the superintendent to undo what her predecessor has done in virtually reducing the general fund reserve to almost nothing and if there is any money left over after the lighting (2008-09), that the board consider using the overage to build a solid general fund budget reserve. He encouraged the board to speak to people about the importance of this bond issue.

James Carter, citizen, addressed the board on the proposed bond proposal, stating that if our children's education is our primary objective, and if the No Child Left Behind initiative is one of the basic focuses of today's business, and if we are fair and business minded when it comes to the children's needs, it will be important that all the people in the community come together with due diligence to make sure we strive to afford all our children all the available opportunities to excel in life both socially and educationally. Good sound and effective educational situations for all Caddo's children should be priority. He encouraged everyone to put aside differences and come together harmoniously and work together for the common good for all of the children. He asked the board to adopt the proposed bond proposal and work hard for its passage.

Harry Truslow, member of the Infrastructure Needs Committee, shared with the board the many schools he visited as a member of the Citizens Education Committee and how he heard over and over again that air conditioning, technology and lighting were major issues needing addressed in the schools and he encouraged the board to adopt and support passage of this proposed bond proposal.

Vanetta Blackburn, citizen, asked the board to reconsider one of its objectives in its plan for overall improvement of academic performance and district effectiveness. She said while this objective is an effort to have diversity in the school staff, she believes the methods being enforced to achieve this are promoting discrimination. She said the goal as stated in the plan gives the impression that qualifications are secondary to race even though the goal is to recruit, train, evaluate and retain high quality staff. She shared her discouragement in attempting to be employed in Caddo Parish and highlighted her attempts over the past several months. She asked the board to investigate her situation and to make clear the hiring practices and procedures.

Pastor Dennis Everett, Lake Bethlehem Baptist Church, commended the spirit of excellence in the current administration and spoke in support of the proposed bond proposal. He said the proposals are long overdue for Caddo's schools and he understands the importance of the other things mentioned. He encouraged the board to make a decision for what's best for our children and employees in providing an environment that is conducive to learning and teaching.

John Baldwin, Caddo principal, addressed the importance in the decision the board makes to either move forward in providing the kind of technology and physical environment necessary to assure that every child is exposed to a quality education or reject a good faith attempt to make much needed progress. He said many hours have been devoted to studying the needs of the school system and an attempt to gather input from all constituencies. The message is clear that our physical plants must be upgraded. While the public did not trust the intent of the last bond proposal and thus its failure, he feels this time can be different since all stakeholders have been consulted in preparing the proposal and the focus is on the interest of the children and not hidden

agendas. He believes the superintendent and the current board are clearly attentive to the needs of the children and will lead the effort to pass this needed proposal. This is a beginning and he believes if this bond issue passes and we are good stewards of the funding, he believes the public will be more amenable to funding other needs, including teacher salaries. However, now is not the time to ask for additional revenues, but for those who serve Caddo schools to demonstrate good faith in focusing on the children. He encouraged every board member to support the recommended initiative.

Pat England, Caddo Association of Educators, stated that the Caddo Association of Educators believes that employees' working conditions are also students' learning conditions. She said in order to address these needs, sufficient funds are needed in order to do so, thus the CAE supports the action of the board to move forward for these funds.

Craig Lee, citizen, addressed the board on the issue of economic parity (Fair Share); and while there are a lot of advocates for the bond issue, he was instrumental in helping kill the last bond issue because of inconsistencies. He addressed the board having in place attorneys and other professionals to guide them in decisions relative to financial investments and when it came to doing an economic parity program, there was no professional contractor. He asked the board to adopt an economic parity program that has teeth and stressed the need for such a program to be in place before the proposed bond proposal. He also requested a copy of the bond proposal.

James Pannell, NAACP, addressed the board on the continued lack of a fair share program in Caddo Parish. He said the Caddo Parish School System is the number one employer in the City of Shreveport, and assumes they are the only one that does not have a program in place. He pointed out that the Caddo Parish School Board put a committee in place over a year ago to come up with a Fair Share Program or proposal. He stated the district has goals and objectives and ways of charting progress toward meeting those goals; however, the proposed Fair Share plan has nothing in it relative to setting goals and meeting them. He stated this is an important issue and encouraged the board to take it serious and show the people the board is serious by hiring someone experienced in drawing up Fair Share programs.

Dr. Artis Cash, citizen, addressed the board on the proposed Fair Share program and that the board has the opportunity to address the inequities that have been dispersed because of the "good ol' boy" system. He stated he appreciates the work of the current administration; but is concerned when he sees fair share participants being cut out. He said he would like to invite the board to a news conference on Thursday morning.

Dr. Phillip Rozeman, Alliance for Education and Infrastructure Needs Committee, addressed the board on his discouragement from some of the comments heard at today's meeting and that contrary to some of these concerns expressed, the work of the task force was the most extensive grassroots assessment that has ever been done in Caddo Parish, having considered 3500 surveys completed by educators, having visited every school in the parish, and having received input from over 400 people at community forums. This committee's vision states "a learning environment for every child in every school, and a working environment for every teacher in every school". The vision is also based on standards and equity, and the committee will stand by that. He added there are no hidden agendas in this group who volunteered hundreds of hours of time to do this. It is not a shopping list approach, nor is it a what's in it for me, but only that this group looked at a systemwide needs assessment. He said he understands concerns mentioned and he agrees with those concerns; however, it is important the learning environment that our students are placed in. He encouraged the board to focus on this being a children's issue, not an adult issue.

## **EVALUATION OF SUPERINTENDENT FOR SALARY ADJUSTMENT PRUSUANT TO CONTRACT**

*Mr. Burton moved, seconded by Mr. Wayt, that rather than going into executive session that the board accept the Semi-Annual Progress Report of Superintendent Ollie Tyler as an evaluation of her effort and achievement in assessing the school system's needs and in developing an initial plan for the overall improvement of academic performance and approve the increase in her base salary by \$5,000 pursuant to her superintendent's contract. Vote on the motion carried unanimously.*

## CONFIRM THE CONSENT AGENDA

*Ms. Phelps moved, seconded by Mrs. May, approval of the consent agenda. Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

### Agenda Item No. 9.A.

**Personnel Recommendations.** Per request from the superintendent, Mary Nash Robinson, assistant superintendent/human resources, introduced the following personnel appointments as recommended by the superintendent and approved by the board: LaTonyia London, Counselor at Woodlawn High School; Deborah Alexander, Assistant Principal of Instruction at Keithville Elementary/Middle School for the Spring Semester of 2003-2004; Rudgerick Van Brown, Assistant Principal of Administration at Vivian Elementary/Middle School; and James E. Outley, Assistant Principal of Administration at Green Oaks High School. Family, friends and school administrators were also recognized. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the positions to which they were appointed.

### Agenda Item No. 9.B.

**Requests for Leaves.** The following requests for leaves were approved by the board as recommended by the superintendent.

#### Certified Positions:

Catastrophic Illness, December 5-19, 2003

Julie McWilliams, Teacher, Riverside Elementary, 6 years

#### Classified Positions:

Leave Without Pay, January 12-May 26, 2004

Margaret Little, CNP Food Technician, Caddo Middle Magnet, 8 years

Leave Without Pay, Spring Semester (2003-2004 School Year)

Dixie Deaver, Teacher Aide, Donnie Bickham Middle, 2 years

#### Request of the Board:

Rescind leave without pay approved at December board meeting for Cheryl Patterson

### Agenda Item No. 9.C.

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the other personnel transactions report dated December 12, 2003 through January 12, 2004 and the job descriptions for Executive Assistant to Superintendent/Communications, Chief Internal Auditor and Administrator of Risk Management as submitted in the mailout.

### Agenda Item No. 10.A.

**Bids. Approval of Bids – Sale of Used Tire Casings.** The board approved the bid of M&M Tire Sales totaling \$3.91 unit price for the Sale of Used Tire Casings as recommended by staff and as submitted in the mailout on the bid tabulation sheet.

### Agenda Item No. 10.B.

**Request for Sale/Lease. Agriculture Lease – Herndon School.** The board approved the bid of D B Melder totaling \$1,500/per year for Agricultural Lease of Herndon as recommended by staff and as submitted in the mailout on the bid tabulation sheet.

### Agenda Item No. 10.C.

**Approval of Bids (Capital Projects/Construction).** Arthur Circle Classroom Wing Addition, Project 2003-101. The board approved the bid of Integrity, Inc. for the sum total of \$1,048,000 for Project 2003-101 "Arthur Circle Classroom Wing Addition" as submitted on the bid tabulation sheet and provided at board members' stations today.

### Agenda Item No. 11

**Approval of Education Excellence Fund (EEF) Expenditure Plans.** The board approved the disbursement of the Education Excellence Fund (EEF) balances as submitted in the mailout.

#### **Agenda Item No. 14**

**Approval of Budgets for 2003-2004 Caddo Parish Adult Education and Vocational Education.** The board approved the budgets for the FY2003-2004 Caddo Parish Adult Education and Vocational Education as submitted in the mailout.

#### **Agenda Item No. 15**

**Approval of 2003-2004 Caddo Parish Test Security Policy Revision.** The board approved the revised 2003-2004 Caddo Parish Test Security Policy as submitted in the mailout.

### **APPROVAL OF PROPOSED 2004-2005 SCHOOL CALENDAR**

Jackie Lansdale, Caddo Federation of Teachers/Support Personnel, addressed the board on the proposed calendar and that the committee that submitted the proposed calendar looked at the things that worked last year, as well as those things that did not work. She said the committee felt it important to back up the start of school so there are not students at the beginning of the school year who do not know what grade they will be in. She indicated the main problem the committee had is ending the first semester at the Winter Break created two unequal semesters. She explained that in the current year calendar by ending the first semester at the Winter Break, there were 10 less days in the fall semester than in the spring semester and this is extremely devastating to students on the block schedule since that equals to approximately one month of academic time. Another concern was in shortening the semester, students were only allowed three days of unexcused days before they failed. She also said the committee looked at the possibility of having the exam before the break and finishing the semester after the break; however, administrative staff didn't agree. She stated the proposed calendar comes from the committee directly to the board, and not to the schools, because the committee felt there was ample representation from all the groups represented on the committee.

*Mr. Guin moved, seconded by Mr. Burton, approval of the proposed 2004-2005 school calendar.* Mr. Guin stated his agreement with concerns expressed from members of the community regarding finishing up the first semester after the Christmas holidays. He said after visiting with the Superintendent, she has agreed to allow the two weeks after Christmas holidays to be a time of review and final exams. He is concerned about those teachers who assign special projects and mass homework assignments during the holidays and he would like to see all major projects, research papers completed prior to the holidays and upon return it would be strictly a review and the finals. The superintendent stated she has visited with staff members and if the board directs staff to end major activities before the Winter Break, then students will not be assigned mandatory assignments. Staff did talk about sending home review work, but it would be at the student's and family's discretion; and if the board approves this calendar with that direction, staff will do that. Mr. Guin asked if he needed to amend his motion to approve the calendar. Mrs. Tyler responded the need for the minutes to reflect this so there is not any discussion at the building level relative to the board's intent when adopting this calendar. Mrs. Hardy expressed her support of the motion. Mr. Henderson stated for many years the process of adopting a school calendar involved consultation with the Caddo PTA and referenced the correspondence at board members' stations from the PTA in opposition to the proposed calendar, and asked if the PTA had representation on the committee? The superintendent responded they did and that following the committee's recommendation, Mrs. Day went back to the PTA board and members regarding the recommended calendar. The letter is the position of that organization in opposition to the proposed calendar to not end the first semester when students leave for Christmas break. Mrs. Day responded she did voice her concerns about the proposed calendar; however, it was the consensus of the committee to accept the calendar before the board today. She did take the calendar back to the members of the Caddo PTA at which time they voiced their opinion that they preferred the semester ending at Christmas. Mr. Henderson stated he appreciates the responses and after hearing the comments, he supports the calendar.

Mr. Wayt stated his concern over the motion on the floor because every call he has had from parents and teachers has said the break needs to be at Christmas and not after the Christmas break; therefore, he will have to vote against it. He asked if the calendar can't be moved up a week since we now get the grades back in time and this is not the problem it once was? Mrs. Tyler responded that one of the reasons is high school students must attend summer school a certain number of hours to receive Carnegie units and summer school does not end until the first week in August. If students have not passed their required Carnegie units, they must attend summer school to be able to graduate. Mr. Wayt asked if summer school could begin a week or so earlier? Mrs. Tyler further explained that another problem is the heat and how the students are affected by the intense heat at the beginning of school. Mrs. Gunn said there are two sessions for summer school, so the first session begins as soon as possible after the last day of classes in May.

*Mrs. Armstrong moved, seconded by Mr. Burton, to accept the calendar as presented with the stipulation that all major projects be completed prior to Christmas holidays, and further, that upon returning, the first two weeks of January will be used for review and test finals of the first semester.* Mrs. Armstrong stated that in light of the discussion, she believes this substitute motion will offer an opportunity for the staff to direct administrators and teachers to complete all the work prior to the Christmas holidays and free up the students to enjoy the holidays and come back ready to review and take the finals. Ms. Phelps said she too is concerned about the proposed calendar and appreciates the answers to questions; however, she asked Mrs. Day if the PTA is in agreement with the calendar with the stipulation? Mr. Seaton asked if there is a record of the vote of the committee members on the calendar? Mrs. Gunn responded it was discussed, each had an opportunity to go back to respective groups about the proposed calendar and bring back input to the committee, and it was the consensus of the group to present the calendar before the board. Mr. Seaton indicated his understanding is how high schools are affected and everyone wanted to try and determine a way to complete exams before Christmas break; however, after discussion, he supports the substitute motion on the floor.

Mr. Wayt asked if the substitute motion creates any additional problems? Staff responded no; but, it gives staff the verbage to share with the schools when distributing the calendar approved by the board.

*Mr. Burton moved, seconded by Mrs. Crawley, to call for the question on all substitute motions and motions. Vote on the motion carried unanimously.*

*Vote on the substitute motion carried with Board members Wayt and Henderson opposed and Board members Guin, Hardy, Burton, Crawley, May, Phelps, Brooks, Seaton, Ramsey and Armstrong supporting the substitute motion.*

## **CONSIDER PROPOSAL FOR REDUCTION OF ATTORNEY FEES**

*Mrs. Crawley moved, seconded by Mrs. Armstrong, that Risk Management will continue to resolve claims as usual and become the routing agent to attorneys other than the General Counsel for all lawsuits involving Risk Management responsibilities; Risk Management will also review invoices pertaining to those cases.* Mrs. Crawley stated an attempt is being made to try to reduce attorney fees, and prior to the year 2000, this is how it was done – Risk Management put the cases together, reviewed them, decided if they should settle or decide if legal advice was needed and routed them accordingly, and the invoices came back to them. In the year 2000, it was changed and everything funneled through the General Counsel and she is attempting to get it back to that as a way to immediately reduce our legal expenses. She said she visited with Risk Management and it is believed the amount could be over \$100,000. In looking at our legal fees, maybe \$100,000 could come out of this. She stated legal fees in 1998-99 were \$185,000, in 1999-2000 fees were \$140,000, and the system changed and fees were \$165,000. Then the current system was put into place and the amount went to \$300,000. She believes this change will save approximately \$100,000 and put us back to the \$185,000 amount. Ms. Phelps asked the maker of the motion if the amount for the reduction came from the Risk Management Department? Mrs. Crawley answered yes. Ms. Phelps inquired of legal counsel to address specifics as to how we can save in this regard? Mr. Abrams answered it depends on what the maker of the motion is requesting be reduced or eliminated from General Counsel's oversight. He referenced the motion in that Risk Management would resolve claims as usual and become the routing agent to attorneys other than General Counsel and that Risk Management will also



review the invoices pertaining to the cases, and if the intent is that only Risk Management will do the routing and only review cases, then he could give the board a number. However, his understanding of the intent of the motion is that it would not be one where Risk Management just routes the cases and reviews bill, but the intent is that no longer would any attorney report through the General Counsel and no longer would General Counsel have oversight of the legal system and in that case the number would be different. In looking at the latest numbers concerning the litigation as stated since March 2002 when the system was put into place, the report indicates we had around 118 new cases and they were resolved. If he reviewed each of these cases, the majority of them would cost \$125/hour @ .3, which is \$37.50 per case. If the paralegal reviews it, the cost is \$45/hour @ .3 or \$9.00, and for 118 cases this comes to \$1,062.00. The cost at \$37.50 per case times 118 cases would be \$4,425 for a total of \$5,487.00, which is the amount he attributes to the actual routing of 118 cases over the past two years. He added he normally reviews all the invoices at one time, which is approximately two hours and equates to approximately \$250 per month. So, if the intent is just on routing of lawsuits, Mr. Abrams said the savings is about \$5,487 over the two-year period, plus the \$250 per month for two years. The routing aspect is no problem, but based on the legal services agreement, the contract provides that General Counsel has oversight over all other attorneys in the contract. In addition, it is the duty that notwithstanding any other legal assignment, General Counsel shall take any action necessary on an expedited basis to protect the Caddo Parish School System, which means as General Counsel, he needs to know what is going on in these cases to be able to act on behalf of the school system. He also stated the contract provides that General Counsel will provide quarterly reports to the board and unless the reports are provided through Risk Management to him, he will not be able to provide those reports to the school board. Further, he added the dollar amount for review of cases under his general oversight would be dependent upon the severity of the case as to the amount of time it would require and the attorney keeping him informed, i.e. the Pine Grove litigation in which the board wants to stay informed, he would need to spend more time on this to stay abreast of and keep the board informed. Mr. Abrams, for clarification on the motion on the floor, stated any of the counsels can be eliminated with 15 days notice and the board's amendment of the contract.

*Mr. Brooks moved, seconded by Mrs. Hardy, to postpone Item 19 to February.* Mr. Brooks stated he needs more information before voting on this item. Mrs. Armstrong said she wishes to make it clear this does not change the General Counsel at all, and has absolutely nothing to do with General Counsel and perhaps this can be discussed with more information on exactly what the contract says and help clarify and address the issue at hand. She stated there is a need to free up money for addressing support personnel raises, and other issues along the way and this is a way to start and be able to provide money for our employees, hiring additional teachers, materials and supplies, etc. *Mr. Burton called for a point of order in that the motion is to postpone and discussion should be to the motion to postpone.* Mr. Seaton expressed he does have concerns and supports postponing as he believes it will allow the board time to get additional information for review. Mr. Henderson said he supports the motion to postpone; however, if the motion to postpone fails, he asked to be recognized to speak. *Mrs. Hardy called for a point of order in that she seconded the motion on the floor and has not been recognized.* Mrs. Hardy stated she supports postponing this item. She said the board studied the legal system for over a year and adopted the system now in place, and she agrees the General Counsel for the district needs to know what is going on and asked the board to support postponing this item.

Mr. Wayt stated he supports postponing this item as he believes it will allow the time to clarify the numbers that have been mentioned. Mr. Guin stated he agrees with the motion to postpone; however, he asked if the motion to postpone passes and the board does not request staff for updated information, then the board will be voting on the same thing before them tonight. He agrees with what he is reading and hearing regarding our legal fees, but we have not seen good documentation that compares the caseload we have today to that of three years ago. Mrs. Crawley stated for clarification that this has been being studied since October and she has contacted former board members for feedback, as well as community people and staff and is presenting numbers verbally shared with her. She said that every month this is postponed is money, and if everyone is going to seriously consider this, that is fine; but if it is just a postponement, then the board might as well vote.

Mr. Abrams stated that for clarification, the figure of \$5487 is strictly related to receiving and routing the information, and secretarial moving of the files over the past two years. The general

oversight is not included in that figure, as of course it takes more time and he did not calculate that amount and the \$250 a month is an estimation on review of the bills.

Mr. Burton stated he wishes to clarify that some board members talked to about the approved legal system voted against the proposal in place. *Mr. Burton moved, seconded by Mr. Guin, to call for the question to end debate on all motions and substitute motions. Vote on the motion carried unanimously.*

*Vote on the substitute motion to postpone carried with Board member Crawley opposed and Board members Guin, Hardy, Burton, May, Phelps, Brooks, Seaton, Wayt, Ramsey, Armstrong and Henderson supporting the motion.*

## **PROPOSAL TO COMMISSION A LONG-RANGE STUDY FOR A SCHOOL SYSTEM INFRASTRUCTURE PLAN**

*Mr. Wayt moved, seconded by Mr. Henderson, that the Caddo Parish School Board authorize the superintendent to advertise for a long-range study of our infrastructure needs by an outside organization and that we accept the offer made by the Alliance for Education to pay for that study, (up to 50%), and that the total cost not exceed \$50,000.* Dr. Phillip Rozeman, Alliance for Education, confirmed the stated importance of looking at infrastructure needs, i.e., new construction, new items for the future of Caddo Parish. He said it is difficult in this environment to do this objectively in looking at a long-term solution; but believes it is important enough to offer up to \$25,000 toward addressing this proposal.

Mr. Burton inquired where the additional \$25,000 is coming from? Mr. Wayt answered from the Caddo Parish School System. Mr. Burton stated he asked this question because a group addressed the board tonight about getting a consultant for the Fair Share program and wonders if he will get the same support from the board for a consultant for the Fair Share program as for the infrastructure study. Mr. Seaton stated that he today became aware of a national organization (Council for Great City Schools) that works with larger school districts and might possibly have the resources and personnel to assist us. Mr. Wayt said he has spoken with that organization and they can help us with the work, Caddo would just have to become a member to take advantage of it. Mr. Henderson asked if the maker of the motion intended for the funds to come from the General Fund? Mr. Wayt answered in the affirmative. Mr. Henderson asked if it is possible these funds can come from another fund, i.e. capital projects budget? Mrs. Tyler asked staff to respond if it is possible to spend money from capital projects budget to pay for a consultant? Mr. Wreyford responded it may be possible, but would want the bond counsel to review the wording of the propositions which went to the voters when the millages were approved to specifically insure this expense is allowed in the capital projects fund. Mr. Henderson said he thought this might be an option to consider.

*Mr. Guin moved, seconded by Mr. Burton, to postpone this item until February.* Mr. Guin explained he brings the substitute motion because the board is in violation of its own policy when a motion is brought to the table for a vote and there has been no supporting documentation provided to the board that would be needed in order for the board to make a good, solid decision. He said he doesn't want to vote against it, but he cannot vote for it when he has not received information he needs to make a decision. Mr. Burton stated he has similar concerns and others have asked for consultant work and there is a need to look at the whole picture. Ms. Phelps stated she is not against the proposal, but supports postponing this item because in trying to meet the many needs in the parish, she doesn't believe this is the proper time to address this. She said she will not vote for it even if we find the funds, because she doesn't believe it fair to support a consultant for the infrastructure plan and not the fair share plan. She also stated she believes a consultant needs to look at the proposed fair share plan to make certain it is a plan and not just framework for a plan and she would want someone with that expertise to do so. Ms. Phelps asked if additional information will be available for this item in February? Mr. Ramsey responded additional information will be available or it will not come back on the agenda. *Vote on the motion to postpone carried unanimously.*

## **SUPERINTENDENT'S REPORT**

**Update on Capital Projects Construction.** The superintendent announced staff forwarded in the mailout an update on the Capital Projects Construction and staff is available for questions.

**South Highlands and Atkins Performing Arts Centers.** Mrs. Tyler asked Steve White to provide a brief update on this item. Mr. White stated the request was made for him to develop a plan for the funding of the performing arts center at South Highlands first and to Atkins second. He stated a plan submitted to the superintendent brings funding from three sources: (1) an existing allotment of \$400,000 which has been carried forward for 4 years for this project, and staff proposes leaving this allotment in place, (2) a subsequent \$500,000 hopefully from the proposed bond issue, and (3) an additional \$300,000 from next year's capital projects budget to bring the total to \$1.2 million for the project. The cost for the Atkins multi-purpose room includes a budget of \$400,000; however, it has not been determined how this might be funded in the coming year's capital projects budget, either a single allotment from one year or possibly a two-year allotment. Mrs. Tyler added that staff pulled the minutes relative to the Atkins multi-purpose room and over the past few years nothing had been done even though the board did make a commitment, thus she has asked staff to draft a plan for the board's consideration.

**Update on Caddo's Grievance Policy and the Committee's Recommendation on the Discipline Policy.** Mrs. Tyler reported that Assistant Superintendent Mary Robinson submitted a report to the board on this request. Mr. Guin expressed his appreciation for the report and clarified his understanding that staff will be looking at some different drafts and coming back to the board in March with a recommendation.

**Report on Auditing Department's Review of Legislative Auditor's Report and Response to that Report.** Mrs. Tyler stated Jeff Howard is present at the meeting to address any questions the board may have. Mr. Howard highlighted that staff tried to take the legislative audit report and address every finding and recommendation in that report, noting agreement or disagreement, and what should be done to address it. Staff also tried to address any additional issue needing addressed that the legislative auditor did not address in their report. Mr. Henderson stated he appreciates the report and suggested the board take the time to review the report and come back to staff with any questions.

## **NEW BUSINESS**

Mr. Ramsey announced there will be a special called meeting of the board at 4:30 p.m. on Tuesday, January 27, 2004, to address the bond proposal.

*Mr. Burton moved, seconded by Mrs. Crawley, to suspend the rules for the purpose of changing the February 3<sup>rd</sup> Executive Committee meeting to Thursday, February 5. Vote on the motion to suspend the rules carried with board members Guin, Burton, Crawley, May, Phelps, Brooks, Seaton, Wayt, Ramsey, Armstrong and Henderson. Mrs. Hardy was absent for the vote.*

*Mr. Burton moved, seconded by Mrs. May, that the February Executive Committee be changed from Tuesday, February 3<sup>rd</sup> to Thursday, February 5<sup>th</sup> at 4:00 p.m. Vote on the motion carried with Board members Guin, Burton, Crawley, May, Phelps, Brooks, Seaton, Wayt, Ramsey, Armstrong and Henderson supporting the motion. Mrs. Hardy was absent for the vote.*

## **ANNOUNCEMENTS AND REQUESTS**

Mr. Brooks asked Mr. Toppett the procedure to be followed for issuing the new buses. Mr. Toppett explained that the procedure followed the past three years will be followed. He stated he met with the superintendent and assistant superintendent and the buses will be assigned based on route mileage.

Mr. Guin requested that the superintendent address the concerns/issues brought to the board during the visitors section and include in a response to the board the staff's understanding concerning how we proceed in the hiring process. He stated he remembers the previous board discussing this same issue and specifically what direction to go in hiring, and that direction was go with the most qualified. Mrs. Tyler responded staff recommends the most qualified and she will follow up with the visitor and staff to address this issue immediately.

Mr. Burton requested, regarding the Fair Share consultant, that when the board addresses this issue in February that staff provide information on the availability of funds to hire a consultant.

Mr. Burton also announced that Superintendent Tyler has been recognized by the Afro-American Society students at Southern University as their *Leader of the Year*. He stated this award has been given over the past 25 years to people who have made important contributions to the community, i.e. Rep. Alphonse Jackson, Sen. Greg Tarver, Rev. Harry Blake, Rev. E. E. Jones, Sister Margaret, Mrs. Eddie Jones. This program is planned for February 19<sup>th</sup>.

Mrs. Armstrong requested, in light of making requests for Atkins multi-purpose room, that staff readdress the infrastructure needs at Walnut Hill Elementary/Middle School. She said this is the fastest growing school in southwest Caddo Parish with an antiquated one-half gym, an inadequate cafeteria, and other serious infrastructure concerns. She also asked to be a part of the discussions for addressing these needs and referenced an informal plan developed a few years ago on how to address some of these needs.

Mr. Seaton asked if the superintendent could get more detailed information about the Council of Great City Schools, i.e. cost of joining, services provided through a membership.

Mrs. Phelps asked Don Toppett to provide her information about a kindergarten student's bus that was late so she can get back with a parent that phoned her about the situation.

### **EXECUTIVE SESSION**

*Mr. Henderson moved, seconded by Mrs. Crawley, to suspend the rules to add an item to the executive session to hear an update on threatened litigation. Vote on the motion carried with Board members Hardy, Burton, Crawley, May, Phelps, Brooks, Seaton, Wayt, Ramsey, Armstrong and Henderson voting in favor of the motion. Mr. Guin was absent for the vote.*

*Mr. Henderson moved, seconded by Mrs. Crawley, to add an item to the executive session to discuss threatened litigation by Mr. Elliott Stonecipher regarding response to public records request as a result of correspondence dated January 13, 2004 from attorney John Settle. Vote on the motion carried with Board members Guin, Hardy, Burton, Crawley, May, Phelps, Seaton, Wayt, Ramsey, Armstrong and Henderson voting for the motion. Mr. Brooks did not vote.*

*Mr. Burton moved, seconded by Mrs. Crawley, to go into executive session for up to 10 minutes concerning Litigation Update Re: Ronnie K. Banks v. CPSB et.al., and threatened litigation by Mr. John Settle. Vote on the motion carried unanimously and the board went into executive session at approximately 8:25 p.m.*

The board went back into open session at approximately 9:40 p.m. and requested that an executive session be added to the agenda at the special called meeting on January 27<sup>th</sup> to further address the threatened litigation.

**Adjourn.** *Mrs. Armstrong moved, seconded by Mrs. Hardy, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 9:44 p.m.*

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Ollie S. Tyler, Superintendent

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Larry E. Ramsey, President

**January 27, 2004**

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 4:00 p.m. on Tuesday, January 27, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum: Phillip R. Guin, Eursla D. Hardy, Willie D. Burton, Charlotte Crawley, Lola May, Tammy T. Phelps, Jerry Tim Brooks, Rick Seaton, Gard Wayt, Ginger Armstrong and Willie Henderson. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. Mr. Henderson gave the invocation and led the Pledge of Allegiance.

## **VISITORS**

*Mr. Wayt moved, seconded by Mrs. May, to suspend the rules to allow visitors to address the board. Vote on the motion carried with Board members Guin, Burton, May, Seaton, Wayt, Ramsey, Armstrong and Henderson supporting the motion.*

Mr. Brooks and Mrs. Hardy arrived at approximately 4:12 p.m. Mrs. Crawley and Ms. Phelps arrived at approximately 4:18 p.m.

Mr. Burton noted for parliamentary information that according to new state rules, visitors wishing to address the board shall be permitted to do so prior to a motion being made on that topic, so it is not necessary to suspend the rules.

Dr. Rod Masteller, pastor of Summer Grove Baptist Church, addressed the board in support of the bond proposal. Dr. Masteller expressed his appreciation for the heart of the leadership of our schools in wanting the very best for our students and our city. He shared his concern for the people in Shreveport who are leaving and the need if something is declining to make an investment to rebuild it. He expressed his appreciation for what this committee is saying and supports the proposed bond issue.

Steve Skrivanos, representing the Committee of 100 (a council of business leaders in the area), stated this group's support for the bond proposal and its speedy passage.

Kenneth Krefft, member of Caddo Citizens Education Task Force, spoke in support of the bond proposal and encouraged any additional monies available to be donated to lighting. He encouraged public *Support the Bond Proposal* meetings and announced that the Broadmoor Neighborhood Association will hold such a meeting on March 23<sup>rd</sup>. He stated he understands the \$88.29 million is a renewal of the 9.79 mills and will not increase taxes. This is simply about improving the schools we have and is for the overall betterment of the community.

Dennis Everett, Sr., citizen, said too often good things are defeated because they are pitted against other things that are good and we all must admit improving our schools is a good thing. He said Fair Share is also a good thing, but the problem is we have created an either/or situation and it should be a both/and situation. He said there can be no Fair Share if our children are denied the opportunity to learn in an atmosphere conducive to learning and our children have a stake in this. He urged the board to pass the bond proposal so long overdue improvements can be adequately funded. He also urged the board to take up the issue of Fair Share at a later time as this too is a valid issue.

Virginia Shehee, citizen, spoke in support of the proposed bond issue. She shared her awareness of how important this issue is for our children, as the children cannot learn in an environment that is not conducive to learning. She stated the need is there and believes it would be unconscionable if we do not pass this bond issue.

Ann Stokes, member of the Education Task Force, stated this group began meeting in August 2002; and after visiting every school in Caddo Parish, learned from teachers, administrators, parents and students that the number one issue is air conditioning, because of the environment. She also addressed the importance of the other issues on the bond proposal as indicated by those they visited with. She stated the bond proposal is good, it's equitable, it's for the children, and will be the best thing for the children. She encouraged the board's support of the bond proposal.

Robert Rhodes, citizen and parent, stated his support (and that of Rev. E. Edward Jones) for the proposed bond issue because of what it will do for the learning process of students they are involved with daily. He said with 40 years experience in education, he can appreciate what the bond issue says about the concern for the students in terms of their progress.

James Green, City Councilman, spoke in support of the bond proposal and urged all to remember this is being done for the children and we need to make them the priority.

Dr. Artis Cash stated the children are our future and it is important that we do the right thing. He said he believes this bond issue will right a lot of wrongs because there has been too much unfairness in the past and that's the reason we are where we are today. Children are the priority and he is encouraged with the number in attendance today because it is an indication that people are concerned. He said he believes the board has already determined the vote today to put the bond proposal out there for April 17 and said that is what the board needs to do. However, he said it is always good to do homework first and make certain that each individual area is addressed. He is in support of the children and their needs. He also stated his support for a new school in the southeast Shreveport and encouraged the board's support of the bond issue.

Harry Truslow, member of the Community Task Force and the Infrastructure Needs Committee, shared that he is excited this issue is finally before the board and assured the board this has not been a quick or hurried process. Since the report was submitted, the committee has continued to work to validate their efforts, they have coordinated efforts with staff at central office and the bond proposal is a good proposal. Mr. Truslow stated the main reason the volunteers devoted the time to this is they all care about all the children in the parish. He said this proposal is not everything that needs to be done; however, it is a good start; and he encouraged the board to support it.

Forrest Dunn, Louisiana State Exhibit Museum, stated in the past if the board passed a resolution as to exactly where monies will be spent, the majority of the people in Shreveport supported it. He said a Speakers Bureau, made up of the committee members, to support passage of this bond proposal will be beneficial rather than the board carrying the load. It will be beneficial to get the word out to the public.

Richard Lavergne, principal at C. E. Byrd High School, on behalf of the high school principals, spoke in support of the proposed bond proposal. He stated that Caddo Schools has a lot of needs and the superintendent has worked diligently to support the schools and their needs. He said the group endorses the proposal submitted by the Education Task Force and their comprehensive investigation. The recommendations will provide a good learning environment for all students and he encouraged the board to move forward as quickly as possible with the bond issue.

Jan Holliday, principal at Youree Drive Middle School, and on behalf of the middle school principals, spoke for the unanimous support of the proposed bond proposal by the Middle School Principals Association. She expressed appreciation for the work of the Caddo Citizens Education Task Force and applauded their efforts to assess and prioritize the needs of every school in the parish. Mrs. Holliday said the Middle School Principals encourage the board to approve the bond proposal because of the benefits it will provide to the students in this school district, and believe the voters will support the good-faith effort to improve the learning environment in the schools.

Jackie Lansdale, Caddo Federation of Teachers/Support Personnel, said it is a matter of priority and the board has the charge of assessing that. Mrs. Lansdale said when she first met with the bond committee, she was told the greatest priority reported by teachers was a need for new air conditioners. She stated it seemed strange to their organization because they continually hear different priorities, i.e. overcrowded classrooms, a lack materials and supplies, and no textbooks in the classrooms. She said they were told the survey was for capital needs, so the CFT resurveyed and put the needs they heard from teachers along with the Education Task Force and the results were number 1 need was increase salaries for teachers and school workers, money for materials and supplies, reduce classroom sizes, textbooks, technology, etc. She shared a comparison of Caddo's salary schedule with those of surrounding districts, and the fact that if Caddo wants to continue to be competitive, a comparison needs to be done on Caddo's salaries to those of the surrounding districts. She reminded the board they cut 136 teacher positions in this current year's budget. She stated the proposal presented is a nice, economic package, but it

goes beyond that and the board needs to address the other priorities in the district. She asked the board to consider any change in the package to include other priorities of equal importance without changing the dollar amount.

Ophelia Nicholson, friend for education, spoke in favor of the Capital Improvements Plan and asked the board to support these needs, as the children come first.

Phillip Penneywell, member of the task force, spoke in support of the bond issue. He said having had the opportunity to visit all the schools, data was collected to support the recommendation submitted to the board and encouraged the board to support this bond issue because it is the right thing to do for the students in Caddo Parish.

Scott Hughes, President of the Alliance for Education, stated that the real reason we are here today is to ask the board to put this proposal before the people. The bond proposal is well thought out, is well crafted, and while there will never be enough money to address all the needs, this proposal needs to go to the people. It's the right thing to do at the right time, it will benefit all the children and is something the entire community can support. He expressed his disappointment of having recently read in the newspaper that this is a rushed effort, because those who have worked on this project have been doing so for over a year. He said this all came after the failed bond issue in 2002 when the Alliance, the Chamber of Commerce, the NAACP came together and began discussions which have brought it to the point of being before the board today. He said when the committee met, there were no district lines, but only what would be best for the children of Caddo Parish. Mr. Hughes stated there are two ways the board can look at this – adult issues (salaries, Fair Share, etc.) or children issues (sitting in a classroom with no air). He said the agenda for the committee is taken from the Belden Daniels report – rebuild our community around our neighborhood schools and this bond issue is a way to establish common ground and move forward, and this is the best use of this money to reach the most children at the right time.

James Pannell, Shreveport Chapter of NAACP, first requested that the board look at the system in place for visitors to sign up and speak, because he knows several people came in after him and signed up to speak and they have gone before him. He stated there are less than 100 people in the room today and if you listen to those speaking in favor of the bond issue, one could assume everything is fine, but everything is not fine with the voters. He said it is not a question of whether the bond issue is good or not good. He is before the board to ask them to set the bond issue for July to allow time for the board to get its house in order. He said the same people speaking in favor of this bond issue are the same ones that supported the last bond issue that lost, and when you lose, you look back and ask why and determine how to make the negatives into positives. One of the problems was no Fair Share and that problem has still not been addressed. He stated he has been in discussions with board members about how to settle these problems and progress has been made, but we are not there yet. He also said he is insulted by calling a board member and being told they do not have time to talk to him, and he will not be treated this way.

Craig Lee, executive director of Committee for Equity and Economic Development in Shreveport, echoed comments made by James Pannell. He stated he has heard comments like student's progress, enhanced learning, we care about all the children in the parish, noise free a/c, building our community around neighborhood schools and asked when did air conditioners become so important? He said if air conditioners are so important in 2004, why were they not important 10 years, 15 years ago? At the end of the day what is so important is academic excellence and education of students and Booker T. Washington doesn't have any books in its library, but a gym for Booker T. Washington is promised and test scores are 41, which he says does not make any sense. He said in Shreveport where status quo has been the name of the day, this issue is not about education, but about money, and he sees this as hypocrisy.

Larry English, citizen, spoke in support of the bond issue and the fact there are a lot of side issues that are very valid. However, he remembers sitting in Linear High School in an unairconditioned room and that is not an environment conducive to learning. He said he wishes we could increase the bond proposal amount to be able to address all the issues. He said this bond proposal has been discussed a lot and he believes this bond proposal addresses some important issues. He encouraged the board to come back in the future and address the other issues needing addressing.

## **REPORT FROM INFRASTRUCTURE NEEDS COMMITTEE FOR POSSIBLE BOND PROPOSAL**

Dr. Phillip Rozeman, spokesperson for the Infrastructure Needs Committee, first commended the board and staff on the semi-annual report and how everyone worked together to come from a budget shortfall to raise new revenue, reorganized in a way to put millions of dollars back in the classroom, and moved more central office staff back into the classroom. Dr. Rozeman highlighted the work of the Citizens Education Task Force who volunteered hundreds of hours of their time to evaluate the infrastructure needs of Caddo's schools, the 3500 school personnel and parents who took the time to complete surveys, and the 400 plus who attended the community forums. He said what is needed and what is wanted is a learning environment for every child in every school and a working environment for every teacher in every school, and it needs to be built on standards and equity. He said air conditioning is the top priority and problems in this area affect every aspect of learning and a working environment. With the median age of 17 years on most air conditioners and most of the central and heat units at the end of their life or will be in the next five years, it is obvious something needs to be done. Children cannot learn if they are sweating or shivering, or if they are sick because of poor air quality. Teachers cannot teach if they are speaking above noisy air conditioners or if they are constantly turning them on and off for the children to be able to hear. He said the second priority is technology updates and this is the area where the Citizens group made its strongest changes from the original draft proposals submitted by school administrations; because the committee recognizes that children who graduate without technology skills are graduating illiterate and what began as a \$600,000 figure grew to \$6.6 million in this proposal. He highlighted the many opportunities available for teaching and learning and the availability for teachers to be able to communicate with parents from the classroom. The third priority is lighting updates because many schools have not been updated since they were built. This will allow for these updates along with addressing the other priority needs rather than waiting until after the other infrastructure needs are completed. He highlighted the high priority capital projects of full gymnasiums at Booker T. Washington and Northwood and a performing arts center at South Highlands which have been on the project list for nearly two decades. Dr. Rozeman said the fourth priority is Maintenance improvements and it is believed that savings the district will see in air conditioning/heating repair can be used to meet other maintenance needs, capital projects money will be freed up because of the upfront spending on air conditioning and lighting and this money will be able to fund more capital projects in more of the individual schools. He said the presentation thus far has focused on answering the question of "What happens if we choose to go forward with this proposal?" He said "What happens if we choose to not go to the community and ask for their help?" He said the air conditioning, heating, lighting, maintenance, and technology issues are still there and unless the money falls from the sky or every mechanical contractor in town decides they will donate millions of dollars in services, the maintenance and capital projects will be decimated for the next decade. He stated the work of the citizens committee is not a shopping list approach and no one asked what's in it for me, or counted the dollars per school or per school board member district; however, it is an approach based on standards and equity. He said the best approach to infrastructure needs in a service sector is based on standards; it makes business sense, and in the school setting, it makes moral sense. He encouraged the board to decide on the standard for all the children and all the facilities, and meet that standard. He concluded by saying he sees the concerns raised by various groups and he has those same concerns; however, those needs cannot be funded through long-term bonds. He stated these concerns and additional issues are valid and important and need to be addressed in the near future, but not with this bond issue. He encouraged people to look closely at the bond issue and the bond issue of 2002 and note the many differences. Also, he asked them to look closely at the hearts of the people who support this proposal and have put hundreds of hours of work into it, and support its passage.

## **APPROVAL OF RESOLUTION ACCEPTING AND APPROVING THE CAPITAL IMPROVEMENTS PLAN RECOMMENDED BY THE INFRASTRUCTURE NEEDS COMMITTEE**

*Mr. Seaton moved, seconded by Mr. Wayt and Mrs. Hardy, approval of the following resolution accepting and approving the Capital Improvements Plan as submitted by the Infrastructure Needs Committee and as recommended by the superintendent.*

Mr. Seaton stated he understands there are other issues needing addressed by the board, but he appreciates the process followed and the results presented; and he believes it will be nice to say



that when this is done, there will be central air conditioning in every single school in Caddo Parish and this is important. Mr. Wayt stated it is important that everyone understand this is about improving the environment for learning and improving the environment for teaching. He said there are many, many things money is needed for, but none more important than these – a quality and conducive environment to learning and teaching. He said it is also important to say we are in fact working on the other issues that have been addressed and working on solutions in the not too distant future; however, this should not take away from the focus of this bond issue.

Mr. Guin expressed his appreciation for the work the task force has done. He noted comments made by visitors about those needs not covered in this proposal, but said the merits of the plan before the board today far outweigh the negatives. He said he would like to see the board move forward with long-range plans relative to infrastructure, because even though this is a good start, there are a lot of additional things that need to be addressed. He said he feels comfortable in placing this proposal to the public, because it was not a hurried decision since the committee spent 10 months preparing their report and they have discussed it with the board for many months. Mr. Guin stated the board does understand from a district standpoint what monies are there and what monies are going into their district and it was good to have a committee of non-board members to look at the items from a different perspective than board members, even though it is board members' responsibility to respond to constituents in their individual districts. However, he said it is important the board understand if this goes to the public, it will be the board's bond proposal and it will be the board's responsibility to make certain the public is educated on what is in the proposal and what can be done in the future to address the other needs brought before the board today.

Mr. Brooks stressed the importance of the board addressing the other needs and issues brought to the board and stated he would like, once the bond issue is passed, for Dr. Rozeman and a committee to overlook these things and make certain the board does what it says it will do. Mrs. Hardy expressed her appreciation and congratulations to the committee for the many hours devoted to this project and the exemplary job they have done.

Mrs. Crawley stated she believes that everyone addressing the board has spoken the truth and there really isn't any disagreement between the different surveys conducted. She said she hopes that Caddo's teachers will not vote against the bond issue because they believe the board is saying air conditioning is the most important thing in the classroom, because it is known that research shows that the teacher is the most important element in the classroom. However, this bond issue is not about that, but the physical structure and how they can be improved and noted a national survey which gave Louisiana an *A* for Accountability and *D* for Environment. Also, she said in a truly Democratic society, everyone would be voting, thus she will vote to bring this matter before the voters and let the people decide if air conditioning is the number one issue in the children's learning environment.

Ms. Phelps asked for clarity on the list of schools where window units will be replaced, and if there will be monies to be used for additional classrooms at Eden Gardens since this school does not need air conditioning and heating service? The superintendent answered if there is an air conditioning situation needing replaced, this money will be used to address that; however, this is not the only condition attempting to be addressed at the schools, because computers will be placed in every classroom, teachers will get telephones and lighting upgrades will be made at Eden Gardens. Steve White stated the Maintenance Department provided him a list of a physical count on all window air conditioning units and if Eden Gardens is not included, it is an error. He stated, however, that he knows absolutely there are 2,035 window air conditioning units to be replaced in this bond proposal, and all the window air conditioning units will be replaced. Ms. Phelps asked the superintendent about a comment by one of the committee members on the postponement of the date for the bond issue and not putting money into any school that might be closing and if there is indication that any school closing might take place in the next 5 to 10 years? The superintendent stated there is no indication at this time that this is a possibility in the next 5 to 10 years.

Mr. Henderson stated when he came on the board approximately one year ago he found the Education Task Force at work and he has been very impressed and pleased with their work. Having worked in public education all of his adult life, he has not seen the kind of support for other issues involving public education as he sees with this particular issue. He announced he supports allowing the voters the opportunity to address this need, and he will vote for this

proposal. He has also heard the comments about additional pressing needs and concerns in the district and encouraged those who are in support of this proposal to also join with the board to address these other important issues. He also wants everyone who addressed the board to be assured it is his intent to address these very real needs and concerns.

Mrs. May concurred with comments of the other board members and stated she plans to introduce a proposal for our Fair Share Program at the February Executive Committee meeting and a resolution at the next regular board meeting asking for significant minority participation.

Mr. Ramsey asked the superintendent if any of the dollars in this bond proposal can be used for books? The superintendent answered they cannot and neither can they be used for salaries. Mrs. Tyler asked Grant Schleuter, bond counsel, to also address this question. Mr. Schleuter explained to the board that general obligation bonds of this type can only be used for capital improvements and not for operating expenses, salaries, or textbook acquisition (other than in connection with building and equipping a new school facility). Mr. Ramsey asked if there will be any new taxes? Mr. Schleuter stated the taxpayers are currently paying 9.7 mils to service the outstanding general obligation bonds of the school district and this proposal will not result in an increase above that current 9.7 mils the taxpayers are paying. This means no new taxes. Mrs. Armstrong indicated she hoped the media heard this loud and clear.

*Mr. Burton moved, seconded by Mrs. May, to call for the question. Vote on the motion to end debate carried unanimously.*

Mr. Ramsey asked Mr. Schleuter about the discrepancy and since the board's intent is to replace all window units, is it necessary to change the wording to address this. Mr. Schleuter said that is correct, and what he heard in all infrastructure needs committee meetings; however, if there is a typographical error, it simply needs to be noted and this will be addressing it adequately. Mr. Ramsey asked staff to confirm the total number of window units to be 2,035. Mr. White responded that is correct – 2,035 window units.

*Vote on the motion to approve the following resolution carried unanimously.*

#### **RESOLUTION**

A resolution accepting and approving the CAPITAL IMPROVEMENTS PLAN recommended by the INFRASTRUCTURE NEEDS COMMITTEE, designating purposes for which proceeds of a proposed bond issue will be budgeted, and otherwise providing with respect thereto.

WHEREAS, the INFRASTRUCTURE NEEDS COMMITTEE has submitted its recommendations concerning capital improvements projects, together with a recommendation that the foregoing be funded through not exceeding \$88,290,000 of general obligation bonds; and

WHEREAS, the Parish School Board of the Parish of Caddo, State of Louisiana, now desires to accept and approve said recommendations as herein provided and to let the citizens of Caddo Parish know for which projects the proceeds of the bonds will be budgeted;

NOW, THEREFORE, BE IT RESOLVED by the Parish School Board of the Parish of Caddo, State of Louisiana (the "School Board"), acting as the governing authority of the Parishwide School District of Caddo Parish, Louisiana (the "District"), that:

SECTION 1. This School Board hereby accepts and approves the CAPITAL IMPROVEMENTS PLAN recommended by the INFRASTRUCTURE NEEDS COMMITTEE, a copy of which is on file with this School Board and available for public inspection. In order to provide funding for the capital improvement program set forth therein, this School Board will submit to the voters for their consideration a proposition authorizing the issuance of not exceeding \$88,290,000 of general obligation bonds. Upon approval of the bond proposition by the voters, the proceeds thereof shall be applied, to the extent feasible, to the specific projects set forth in said report. This School Board does hereby commit and pledge itself to so budget such bond proceeds for said respective projects.

This resolution having been submitted to a vote, the vote thereon was as follows:

Member	Yea	Nay	Absent	Abstaining
Phillip R. Guin	x	_____	_____	_____
Eursla Hardy	x	_____	_____	_____
Willie D. Burton	x	_____	_____	_____
Charlotte Crawley	x	_____	_____	_____
Lola May	x	_____	_____	_____
Tammy T. Phelps	x	_____	_____	_____
Jerry Tim Brooks	x	_____	_____	_____
Rick Seaton	x	_____	_____	_____
Gard Wayt	x	_____	_____	_____
Larry Ramsey	x	_____	_____	_____
Ginger Armstrong	x	_____	_____	_____
Willie Henderson	x	_____	_____	_____

And the resolution was declared adopted on this, the 27th day of January, 2004.

/s/ Ollie S. Tyler  
Secretary

/s/ Larry E. Ramsey  
President

**APPROVAL OF RESOLUTION CALLING A SPECIAL ELECTION IN CADDO PARISH TO ISSUE GENERAL OBLIGATION BONDS**

*Mr. Guin moved, seconded by Mrs. Hardy, approval of a resolution calling for a special election in Caddo Parish in April 2004 to Issue General Obligation Bonds.*

Mr. Schleuter stated the three observations regarding the election call and the proposition to be submitted to the voters include (1) it can only be used for capital improvements, (2) 9.7 mills is current rate taxpayers are paying, and (3) the text of the proposition incorporates the Capital Improvements Plan as recommended by the Infrastructure Needs Committee and as approved by the School Board and it has to be used for those specific projects.

*Vote on the motion carried unanimously and the following resolution was approved.*

**RESOLUTION**

A resolution ordering and calling a special election to be held in the Parishwide School District of Caddo Parish, Louisiana, to authorize the incurring of debt and issuance of bonds therein; making application to the State Bond Commission in connection therewith; and providing for other matters in connection therewith.

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 the 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, Section 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 and Chapter 6-A of the Louisiana Election Code, and other constitutional and statutory authority, a special election is hereby called and ordered to be held in the District on SATURDAY, APRIL 17, 2004, 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. R.S. 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 proposition, to-wit:

PARISHWIDE SCHOOL DISTRICT PROPOSITION  
(BONDS)

SUMMARY: AUTHORITY TO ISSUE NOT EXCEEDING \$88,290,000 OF 25 YEAR GENERAL OBLIGATION BONDS FOR 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, INCLUDING, TO THE EXTENT FEASIBLE, THOSE SPECIFIC SCHOOL PROJECTS SET FORTH IN THE "CAPITAL IMPROVEMENTS PLAN" RECOMMENDED BY THE INFRASTRUCTURE NEEDS COMMITTEE AND APPROVED BY THE SCHOOL BOARD ON JANUARY 27, 2004, TITLE TO WHICH SHALL BE IN THE PUBLIC, SAID BONDS TO BE PAYABLE FROM AD VALOREM TAXES.

Shall the Parishwide School District of Caddo Parish, Louisiana (the "District"), incur debt and issue bonds not exceeding Eighty Eight Million Two Hundred Ninety Thousand Dollars (\$88,290,000), to run twenty-five (25) years from date thereof, with interest at a rate not exceeding eight per centum (8%) 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, INCLUDING, TO THE EXTENT FEASIBLE, THOSE SPECIFIC SCHOOL PROJECTS SET FORTH IN THE "CAPITAL IMPROVEMENTS PLAN " RECOMMENDED BY THE INFRASTRUCTURE NEEDS COMMITTEE AND APPROVED BY THE SCHOOL BOARD ON JANUARY 27, 2004, title to which shall be in the public; 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?

SECTION 2. Publication of Notice of Election. A Notice of Special Election shall be published in The Times, a daily newspaper of general circulation within the District, published in Vivian, Louisiana, and being the official journal of the School Board and the District, 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 of the 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 Parish School Board Office, 1961 Midway Street, Shreveport, Louisiana, on TUESDAY, MAY 4, 2004 at FOUR THIRTY O'CLOCK (4:30) P.M., and shall then and there in open and public session proceed to examine and canvass the returns and declare the result 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 therefor 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 Tuesday, May 4, 2004, as provided in Section 3 hereof. All registered voters in the District will be entitled to vote at the special election, and voting machines shall be used.

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-Officio Parish Custodian of Voting Machines of Caddo Parish and the Registrar of Voters of Caddo Parish, as notification of the special election, 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 special election as herein provided, and in the event said election carries for further consent and authority to issue, sell and deliver the Bonds as provided for therein. 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 each series of 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 each series of the aforesaid bonds of the District is hereby fixed at a sum not to exceed 70% of 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. Bond Counsel fees may be paid from the proceeds of said bonds and shall 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 may 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 employment and of the fee herein designated, 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.

This resolution having been submitted to a vote, the vote thereon was as follows:

Member	Yea	Nay	Absent	Abstaining
Phillip R. Guin	x	_____	_____	_____
Eursla Hardy	x	_____	_____	_____
Willie D. Burton	x	_____	_____	_____
Charlotte Crawley	x	_____	_____	_____
Lola May	x	_____	_____	_____
Tammy T. Phelps	x	_____	_____	_____
Jerry Tim Brooks	x	_____	_____	_____
Rick Seaton	x	_____	_____	_____
Gard Wayt	x	_____	_____	_____
Larry Ramsey	x	_____	_____	_____
Ginger Armstrong	x	_____	_____	_____
Willie Henderson	x	_____	_____	_____

And the resolution was declared adopted on this, the 27th day of January, 2004.

/s/ Ollie S. Tyler  
Secretary

/s/ Larry Ramsey  
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 the Parishwide School District of Caddo Parish, Louisiana (the "District"), on January 27, 2004, NOTICE IS HEREBY GIVEN that a special election will be held within the District on SATURDAY, APRIL 17, 2004, 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 proposition, to-wit:

PARISHWIDE SCHOOL DISTRICT PROPOSITION  
(BONDS)

SUMMARY: AUTHORITY TO ISSUE NOT EXCEEDING \$88,290,000 OF 25 YEAR GENERAL OBLIGATION BONDS FOR 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, INCLUDING, TO THE EXTENT FEASIBLE, THOSE SPECIFIC SCHOOL PROJECTS SET FORTH IN THE "CAPITAL IMPROVEMENTS PLAN" RECOMMENDED BY THE INFRASTRUCTURE NEEDS COMMITTEE AND APPROVED BY THE SCHOOL BOARD ON JANUARY 27, 2004, TITLE TO WHICH SHALL BE IN THE PUBLIC, SAID BONDS TO BE PAYABLE FROM AD VALOREM TAXES.

Shall the Parishwide School District of Caddo Parish, Louisiana (the "District"), incur debt and issue bonds not exceeding Eighty Eight Million Two Hundred Ninety Thousand Dollars (\$88,290,000), to run twenty-five (25) years from date thereof, with interest at a rate not exceeding eight per centum (8%) 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, INCLUDING, TO THE EXTENT FEASIBLE, THOSE SPECIFIC SCHOOL PROJECTS SET FORTH IN THE "CAPITAL IMPROVEMENTS PLAN " RECOMMENDED BY THE INFRASTRUCTURE NEEDS COMMITTEE AND APPROVED BY THE SCHOOL BOARD ON JANUARY 27, 2004, title to which shall be in the public; 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?

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 School, 1950 Northside Rd., Shreveport
002	Lakeview United Methodist Church, 5550 S. Lakeshore Dr., Shreveport
003	Bethune Middle School, 4331 Henry Street, Shreveport
004	Woodlawn High School, 7340 Wyngate Blvd., Shreveport
005A	Cherokee Park Elementary School, 2010 Algonquin Trail, Shreveport
005B	Cherokee Park Elementary School, 2010 Algonquin Trail, Shreveport

006 Stoner Hill Elementary Lab School, 2127 C E Galloway Blvd., Shreveport  
 007 Knights of Columbus Hall, 220 East Stephenson St., Shreveport  
 008 Shreve City Baptist Church, 2810 Knight Street, Shreveport  
 009 Shreve Island Elementary, 836 Sewanee Place, Shreveport  
 010 A. C. Steere Elementary, 4009 Youree Drive, Shreveport  
 011 Arthur Circle Elementary School, 261 Arthur Street, Shreveport  
 012 Broadmoor Middle Lab School, 441 Atlantic Ave., Shreveport  
 013A Broadmoor Middle Lab School, 441 Atlantic Ave., Shreveport  
 013B Broadmoor Middle Lab School, 441 Atlantic Ave., Shreveport  
 014 Knights of Columbus Hall, 220 East Stephenson St., Shreveport  
 015 Byrd High School Learning Center, 700 Kings Hwy., Shreveport  
 016 Haynes Avenue Baptist Church, 610 Haynes Avenue, Shreveport  
 017 Byrd High School Learning Center, 700 Kings Highway, Shreveport  
 020 Byrd High School Learning Center, 700 Kings Highway, Shreveport  
 021 Pierremont Mall, 4801 Line Avenue, Shreveport  
 022A Pierremont Mall, 4801 Line Avenue, Shreveport  
 022B Pierremont Mall, 4801 Line Avenue, Shreveport  
 023 Pierremont Mall, 4801 Line Avenue, Shreveport  
 024 South Highlands Elementary School, 831 Erie Street, Shreveport  
 025A Werner Park Elementary School, 2715 Corbitt St - Hearne Ave. Ent.,  
 Shreveport  
 025B Werner Park Elementary School, 2715 Corbitt St - Hearne Ave. Ent.,  
 Shreveport  
 026 Betty Virginia Park Rec. Bldg., 4010 Line Avenue, Shreveport  
 027 Mall St. Vincent, 1133 St. Vincent Avenue, Shreveport  
 028 Caddo Parish Health Unit, 1035 Creswell Ave., Shreveport  
 029 B T Washington High School, 2104 Milam St., Shreveport  
 030A Atkins Branch Shreve Mem. Library, 2709 Hassett Ave., Shreveport  
 030B Atkins Branch Shreve Mem. Library, 2709 Hassett Ave., Shreveport  
 031 Galilee Baptist Church, 1500 Pierre Avenue, Shreveport  
 032 Mall St. Vincent, 1133 St. Vincent Avenue, Shreveport  
 034A Caddo Heights Elementary School, 1702 Corbitt Street, Shreveport  
 034B Caddo Heights Elementary School, 1702 Corbitt Street, Shreveport  
 035 Linwood Middle School, 401 W 70th Street, Shreveport  
 036 Sunset Acres Elementary School, 6514 West Canal Blvd., Shreveport  
 037 Queensborough Elementary School, 2701 Catherine Street, Shreveport  
 038 Hollywood Middle School, 6310 Clift Ave., Shreveport  
 039 Our Lady of the Blessed Sacrament, 2932 Murphy Street, Shreveport  
 040 Ingersoll Elementary School, 401 North Holzman St., Shreveport  
 041 Bilberry Park Recreation Center, 1905 Alabama Street, Shreveport  
 042 Newton Smith Elem. School, 3000 Martin Luther King Jr. Dr., Shreveport  
 043 Hillsdale Elem. School, 3860 Hutchinson St., Shreveport  
 044 Shreveport Job Corps Center, 2800 West College Street, Shreveport  
 045A Lakeshore Elementary School, 1807 San Jacinto Ave., Shreveport  
 045B Lakeshore Elementary School, 1807 San Jacinto Ave., Shreveport  
 046 Fair Park High School, 3222 Greenwood Rd., Shreveport  
 047 Ford Park Baptist Church, 5755 Yarbrough Road, Shreveport  
 048 Haynes Avenue Baptist Church, 610 Haynes Avenue, Shreveport  
 049A Youree Drive Middle School, 6008 Youree Drive, Shreveport  
 049B Youree Drive Middle School, 6008 Youree Drive, Shreveport  
 050 Caddo Middle Magnet School, 7635 Cornelious Lane, Shreveport  
 051A 81st Street ECE Center, 8108 Fairfield Ave., Shreveport  
 051B 81st Street ECE Center, 8108 Fairfield Ave., Shreveport  
 052 Woodlawn High School, 7340 Wyngate Blvd., Shreveport  
 053 Sunset Acres Elementary School, 6514 W. Canal Blvd., Shreveport  
 054 Judson Street Elementary School, 3809 Judson Street, Shreveport  
 055 Hillsdale Elem. School, 3860 Hutchinson Street, Shreveport  
 056A University Elem. School, 9900 Smitherman Drive, Shreveport  
 056B University Elem. School, 9900 Smitherman Drive, Shreveport  
 057 Pine Grove Elem. School, 1700 Caldwell Street, Shreveport  
 058 Caddo Heights Elem. School, 1702 Corbitt Street, Shreveport  
 059 Linwood Middle School, 401 West 70th Street, Shreveport

060	Morning Star Baptist Church, 5340 Jewella, Shreveport
061	Mooretown ECE Center, 3913 Powell Street, Shreveport
062	Summerfield Elementary School, 3131 Ardis Taylor Drive, Shreveport
063	Summerfield Elementary School, 3131 Ardis Taylor Drive, Shreveport
064	Stoner Hill Elementary Lab School, 2127 C E Galloway Blvd., Shreveport
066	Grawood Christian School, 10420 Grawood School Road, Keithville
067	West Shreveport Elem., 2100 Weinstock Street, Shreveport
068	Shreve Memorial Library, 8303 Line Avenue, Shreveport
069	Westwood Elementary School, 7325 Jewella Ave., Shreveport
070	Westwood Elementary School, 7325 Jewella Ave., Shreveport
071	J.S. Clark Middle School, 351 Hearne Avenue, Shreveport
072	Baptist Student Center, LSU-S, 8701 Youree Drive, Shreveport
073A	David Raines Center, 2325 David Raines Rd., Shreveport
073B	David Raines Center, 2325 David Raines Rd., Shreveport
074	Northside Elementary School, 1950 Northside Road, Shreveport
075	Shreve Memorial Library, 8303 Line Avenue, Shreveport
076A	University Elementary School, 9900 Smitherman Drive, Shreveport
076B	University Elementary School, 9900 Smitherman Drive, Shreveport
077A	Holy Trinity Lutheran Church, 8895 Youree Drive, Shreveport
077B	Holy Trinity Lutheran Church, 8895 Youree Drive, Shreveport
078	Calvary Baptist Church, 9333 Linwood Avenue, Shreveport
079	Calvary Baptist Church, 9333 Linwood Avenue, Shreveport
080	Mooretown ECE Center, 3913 Powell St., Shreveport
081	Newton Smith Elementary School, 3000 Martin Luther King Jr Dr., Shreveport
082	North Highlands Elem. School, 885 Poleman Road, Shreveport
083	Ford Park Baptist Church, 5755 Yarbrough Rd., Shreveport
084	Western Hills Baptist Church, 4153 Pines Rd., Shreveport
085A	Huntington High School, 6801 Raspberry Lane, Shreveport
085B	Huntington High School, 6801 Raspberry Lane, Shreveport
086	Oak Park Elem. School, 4941 McDaniel Dr., Shreveport
087	Huntington High School, 6801 Raspberry Lane, Shreveport
088A	Calvary Pentecostal Church, 6811 Woolworth Road, Shreveport
088B	Calvary Pentecostal Church, 6811 Woolworth Road, Shreveport
089	Summerfield Elem. School, 3131 Ardis Taylor Dr., Shreveport
090A	Summer Grove Elem. School, 2955 Bert Kouns Industrial Loop, Shreveport
090B	Summer Grove Elem. School, 2955 Bert Kouns Industrial Loop, Shreveport
091A	Ridgewood Middle School, 2001 Ridgewood Dr., Shreveport
091B	Ridgewood Middle School, 2001 Ridgewood Dr., Shreveport
092	Forest Hills Elem. School, 2005 Francais Drive, Shreveport
093	Southern Hills Elem. School, 9075 Kingston Road, Shreveport
094A	Summerfield Estates, 9133 Baird Road, Shreveport
094B	Summerfield Estates, 9133 Baird Road, Shreveport
095A	Hamilton - Caddo Branch Library, 2111 Bert Kouns, Shreveport
095B	Hamilton - Caddo Branch Library, 2111 Bert Kouns, Shreveport
097A	Ellerbe Road United Methodist Church, 10130 Ellerbe Church Road, Shreveport
097B	Ellerbe Road United Methodist Church, 10130 Ellerbe Church Road, Shreveport
098	Mall St. Vincent, 1133 St. Vincent Avenue, Shreveport
099	Stoner Hill Elementary Lab School, 2127 C E Galloway Blvd., Shreveport
122A	The Police/Fire Academy, 6440 Greenwood Rd., Shreveport
122B	The Police/Fire Academy, 6440 Greenwood Rd., Shreveport
123	Grawood Christian School, 10420 Grawood School Rd., Keithville
124	Keithville Elem./Middle School, 12201 Mansfield Rd., Keithville
125	Keithville Elem./Middle School, 12201 Mansfield Rd., Keithville
126	Caddo Fire District Number 6, 10377 Linwood Avenue, Shreveport
127	LSU Pecan Station, 10300 Harts Island Rd., Shreveport
128A	Grace Community United Methodist Church, 9400 Ellerbe Road, Shreveport
128B	Grace Community United Methodist Church, 9400 Ellerbe Road, Shreveport
129	Shreve Island Elementary School, 836 Sewanee Place, Shreveport
130	Lakeview Baptist Church, 4520 Tacoma Blvd., Shreveport
132A	Caddo Fire District No. 4, Central Station, 8240 Colquitt Rd, Keithville
132B	Caddo Fire District No. 4, Central Station, 8240 Colquitt Rd, Keithville
133	Calvary Pentecostal Church, 6811 Woolworth Road, Shreveport



134	Caddo Fire District No. 3 Substation No. 4, 2745 Jolly Napier Rd., Shreveport
135	Lakeview Baptist Church, 4520 Tacoma Blvd., Shreveport
136A	Blanchard Elementary School, 402 Birch Ave, Blanchard
136B	Blanchard Elementary School, 402 Birch Ave, Blanchard
137A	Northwood High School, 5939 Old Mooringsport Road, Shreveport
137B	Northwood High School, 5939 Old Mooringsport Road, Shreveport
138A	Donnie Bickham Middle School, 7240 Old Mooringsport Road, Shreveport
138B	Donnie Bickham Middle School, 7240 Old Mooringsport Road, Shreveport
139	Mooringsport Community Center, 603 Latimer Street, Mooringsport
140	Caddo Fire District No. 7, Substation 4, 312 Gray Street, Belcher
141	Caddo Fire District No. 7, Substation 4, 312 Gray Street, Belcher
142	Oil City Community Center, 310 Savage St., Oil City
143	Vivian Elem./Middle School, 100 W. Kentucky Ave., Vivian
144	North Caddo High School, 201 Airport Dr., Vivian
145	Caddo Fire District No. 7, Substation No. 2, 5487 Adger Street, Gilliam
146	Deep South Gift Shop, 17558 U.S. Highway 71, Mira
147	Village Hall, 10093 Main Street, Rodessa
149	Village Hall, 10093 Main Street, Rodessa
150	Ida Community Center, 6955 Cedar Lane, Ida
151	Hosston Town Hall, 15669 US Hwy. 71, Hosston
154	Gilliam Village Hall, 12825 Main Street, Gilliam
155	Belcher Village Hall, 411 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, 9381 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 and Chapter 6-A 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. R.S. 18:1287, will make due returns thereof to said Governing Authority, and NOTICE IS HEREBY FURTHER GIVEN that the Governing Authority will meet at its regular meeting place, the Parish School Board Office, 1961 Midway Street, Shreveport, Louisiana, on TUESDAY, MAY 4, 2004, at FOUR THIRTY O'CLOCK (4:30) P.M., and shall then and there in open and public session proceed to examine and canvass the returns and declare the result 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.

THUS DONE AND SIGNED at Shreveport, Louisiana, on this, the 27th day of January, 2004.

ATTEST:

/s/ Larry Ramsey  
President

/s/ Ollie S. Tyler  
Secretary

## **SUPERINTENDENT'S REPORT**

**Update on Booker T. Washington.** The superintendent referenced the article in today's newspaper on the update on Booker T. Washington's Library and added that staff knew this particular situation existed for over two years; it was not an overnight situation. She reported plans have been put into place, the board has approved the replacement of all the textbooks and this year approximately \$57,000 has been spent toward this effort. Also, the PTA has also begun a campaign to ask community members to partner with the school system to expedite the process. Another group will piggy-back on this and ask others to assist in this project and a news conference will be held soon announcing this. She also said she researched this project and staff

is continuing to seek funds to expedite replacing these books. Mr. Seaton asked the superintendent what created the problem (mold on the books) and if the problem has been corrected prior to placing new books in the library? Mrs. Tyler said she met with staff today and is uncertain if the problem is mold or moisture created in the textbooks as a result of a faulty system and will provide the information to the board. Mr. Henderson also expressed appreciation for help being offered to replace these books, but encouraged the board to assume the responsibility and possibly work toward putting this on a faster track and asked the superintendent to bring to the board any way this process might be expedited.

### **EXECUTIVE SESSION**

*Mr. Guin moved, seconded by Mr. Burton, to go into executive session for up to 10 minutes for the purpose of discussing litigation. Vote on the motion carried unanimously and the board went into executive session at approximately 5:35 p.m.*

The board went back into open session at approximately 6:37 p.m.

**Adjournment.** *Mrs. Armstrong moved, seconded by Mrs. May, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:37 p.m.*

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Ollie S. Tyler, Secretary

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Larry E. Ramsey, President

**February 5, 2004**

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 6:30 p.m. (immediately following the Executive Committee meeting) on Thursday, February 5, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum: Phillip R. Guin, Eursla D. Hardy, Charlotte Crawley, Lola May, Tammy T. Phelps, Jerry Tim Brooks, Rick Seaton, Gard Wayt, Ginger Armstrong and Willie Henderson. Mr. Ramsey announced that Mr. Burton had to leave to teach a class. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were omitted.

**PERSONNEL RECOMMENDATION(S)**

*Mrs. Armstrong moved, seconded by Mr. Wayt, approval of the personnel recommendation as recommended by the superintendent and included in the mailout. Vote on the motion carried unanimously.*

Mary Nash Robinson, assistant superintendent of human resources, introduced the following appointment approved by the CPSB: (1) Jan Holliday, director of certified personnel. This appointment will receive the appropriate salary as reflected by the Caddo Parish School Board salary schedule applicable to the position to which they were appointed. Administrators, family and other guests present also were recognized.

**RESOLUTION FOR ACCEPTANCE OF HORSESHOE ENTERTAINMENT, L.P. DBA HORSESHOE CASINO AND HOTEL DONATION TO CADDO PARISH SCHOOL BOARD FOR CADDO MIDDLE CAREER & TECHNOLOGY SCHOOL**

*Mr. Henderson moved, seconded by Mrs. Hardy, approval of the resolution for acceptance of Horseshoe Entertainment, L.P. dba Horseshoe Casino and Hotel Donation to Caddo Parish School Board for Caddo Middle Career & Technology School. Vote on the motion carried unanimously and the following resolution was approved.*

**RESOLUTION**

This is a resolution to accept the donation of Horseshoe Entertainment, L.P. d/b/a Horseshoe Casino and Hotel.

WHEREAS, Caddo Middle Career & Technology School currently utilizes career modules in its career exploration program;

WHEREAS, Mr. Jack Binion, Chief Executive Officer of Horseshoe Entertainment, L.P. d/b/a Horseshoe Casino and Hotel, has expressed a desire to enhance the educational goals and the opportunities for the students of Caddo Middle Career & Technology School by providing access to additional career modules;

WHEREAS, Horseshoe Entertainment, L.P. d/b/a Horseshoe Casino and Hotel desires to donate the sum of \$28,896.40 for the purchase of additional career modules as noted on Exhibit 1 attached to this Resolution;

WHEREAS, LSA-R.S. 17:381 allows for parish school boards to accept and administer any donation that may be made to them for educational or literary purposes;

WHEREAS, the Caddo Parish School Board does hereby desire that the donation be accepted from Horseshoe Entertainment, L.P. d/b/a Horseshoe Casino and Hotel for the purpose of enhancing the career exploration program through the purchase of the career modules on Exhibit 1; and

WHEREFORE, BE IT RESOLVED THAT the Caddo Parish School Board hereby accepts the donation of \$28,896.40 from Horseshoe Entertainment, L.P. d/b/a Horseshoe Casino and Hotel for the purchase of the additional career modules for Caddo Middle Career & Technology School to enhance the career exploration program; and

BE IT FURTHER RESOLVED THAT the Caddo Parish School Board express its gratitude and sincere appreciation to Mr. Jack Binion, Chief Executive Officer of Horseshoe Entertainment, L.P. d/b/a Horseshoe Casino and Hotel for the donation to benefit the students of Caddo Middle Career & Technology School.

This resolution having been submitted to a vote, the vote thereon was as follows:

Member	Yea	Nay	Absent	Abstaining
Phillip R. Guin	X			
Eursla Hardy	X			
Willie D. Burton			X	
Charlotte Crawley	X			
Lola May	X			
Tammy T. Phelps	X			
Jerry Tim Brooks	X			
Rick Seaton	X			
Gard Wayt	X			
Larry Ramsey	X			
Ginger Armstrong	X			
Willie Henderson	X			

And the resolution was declared adopted on this the 5th day of February, 2004.

\_\_\_\_\_  
/s/ Ollie S. Tyler  
Secretary

\_\_\_\_\_  
/s/ Larry E. Ramsey  
President

Mr. Frank Williams, Vice President of Governmental Affairs for Horseshoe Casino, on behalf of Jack Binion and Horseshoe Hotel and Casino, presented a check to Caddo Middle Career & Technology School for \$28,896.40 to be used for the career modules. Curtis Hooks, principal, and Dottie Bell, teacher, expressed thanks and appreciation to the board and Horseshoe for their confidence in and support of Caddo Middle Career & Technology School.

#### EXECUTIVE SESSION

*Mr. Guin moved, seconded by Mrs. Hardy, that the Caddo Parish School Board approve staff's recommendation in Jamario Dangerfield's readmittance appeal. Vote on the motion carried unanimously.*

**Adjournment.** *Mr. Henderson moved, seconded by Mrs. Crawley, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:40 p.m.*

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Ollie S. Tyler, Secretary

\_\_\_\_\_  
Larry E. Ramsey, President

**February 5, 2004**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:00 p.m. on Thursday, February 5, 2004, with President Larry Ramsey presiding and Willie Henderson and Ginger Armstrong present being a quorum. Other school board members present were Phillip R. Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps, Jerry Tim Brooks, Rick Seaton, and Gard Wayt. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mrs. Crawley gave the invocation and led in the Pledge of Allegiance.

## **PRESENTATIONS**

**2002-03 Financial Audit Report.** Ben Wreyford, director of finance, stated the board had an agreement with KPMG auditors to annually conduct an audit of the Caddo Parish School Board records and introduced Steve Gullatt with KPMG. Mr. Gullatt highlighted the reports prepared by the auditors, beginning with the clean opinion on the financial statements. He referenced the new reporting format implemented last year that includes a management's discussion and analysis highlighting what happened throughout the year. He also said in the new format all the assets and liabilities of the school system are pulled together, and this report shows a \$1 million increase in net assets. The General Fund balance went down \$3.5 million during fiscal 2003, leaving an undesignated General Fund balance of \$10 million, an amount that includes accruals for sales taxes. He explained two reports are submitted on compliance and internal controls, one on financial statements and one on Federal programs. These audits concluded four findings – one at the financial statement level (budgets for special revenue funds) where public input is required for special budgets over \$250,000, and this has been done. Three additional findings at the Federal financial assistance level included (1) a comparability test showing three schools not comparable to the others in this category. That test was rerun this year and everything is now in order. (2) Employees spending time on more than one Federal program are required to submit a report twice a year on how they spent their time in each program and one individual had only submitted one report. This can easily be rectified. (3) The School Board was late in filing a project completion report required on the TANF Program, however this also has been rectified. Mr. Gullatt also highlighted three identified items in the management letter: (1) On fixed assets, internal auditors continue to go out into the field and inventory fixed assets, and it continues to be an issue where they cannot find items that have been moved around, sold in salvage, etc. He added there has been significant improvement made in this area. In the new reporting format with fixed assets being included in the financial statements, and depreciation being calculated in this format as well, Mr. Gullatt stated it is recommended that these fixed asset records be updated monthly as opposed to annually. He also reported that at the end of each year, accruals are made for outstanding expenses and the auditors conduct tests to make certain these items are captured and this year found some additional items needing to be accrued. It is recommend that the payables are held open a little longer to make certain those that apply to the previous year are recorded properly. Also, in bank reconciliation, it was noted there were some old outstanding checks and it is recommended a process be put into place to regularly address this. Three additional reports highlighted included the SAS 61 letter which indicates the auditors' responsibilities and any issues the auditors may need to make the board aware of, and this year there are none. In the procedure report on performance and statistical data schedules required by the Legislative Auditor and the State of Louisiana auditors must review individual class roll books and verify the number of students in the class. There was only one instance where the number was one student off from the roll book. Also, a procedures report issued for the Caddo Educational Excellence Fund showed two items – (1) Revenue is not being received for this fund in the way the law is written, but is being done under another agreement. The management team continues to analyze this agreement and the consensus is this arrangement may no longer be the best arrangement and other options are being looked into. (2) Also, as part of this particular report, auditors select some individual expenses to make sure they qualify as educational enhancement expenditures, and announced there were approximately 5-7 out of 100 they were uncertain about and an explanation was sought from principals on these. He reported these reports are submitted to the Legislative Auditor who in turn reviews them and calls the auditors with any questions they may have. He explained that the local auditors of public bodies act as an arm of the Legislative Auditor.

Mr. Ramsey referenced a September 12<sup>th</sup> letter to the Legislative Auditor along with copies of the audit and asked if the local auditors are asked by the Legislative Auditor to investigate something, do the local auditors do this as well? Mr. Gullatt answered that is correct. Mr. Ramsey asked for Mr. Gullatt to explain what type of sample, percentage wise, is represented in this report? Mr. Gullatt answered that would be a difficult to answer, because they evaluate the School Board's financial picture from a risk perspective, dividing up the various processes that go on in the system and assigning a risk to each auditor with a goal to spend the appropriate amount of time in the areas where there is more risk. He also added their firm has an audit methodology as to how many items may be selected in a particular area, i.e. 30, 40, 50, and this is mainly a way to test controls and how they are working. Mr. Ramsey asked Mr. Gullatt to clarify the General Fund balance and how the number is determined? Mr. Gullatt responded that for the purposes of financial reporting, the General Fund balance includes a number of funds pulled together, but when this column is derived, items pulled out include items reserved for other things, i.e. contingencies, equipment replacement, and what's left is considered unreserved or undesignated. However, for financial purposes, if something occurs after June 30<sup>th</sup> (i.e. taxes collected in July for June), then this amount must be rolled back into June and accrued when the event occurred opposed to when the cash was received. He said sometimes this is a one to two month lag and could be \$4-5 million of that fund balance. Mr. Ramsey asked if the district is booking the amount in July and the auditor is reflecting the amount in June? Mr. Gullatt answered that is correct.

Mr. Henderson asked how long do auditors work in the system to prepare the financial audit? Mr. Gullatt said auditors come in May and June to do some interim work, then return, after the books are closed, in August until the middle of September, approximately 700-800 hours. Mr. Henderson referenced Mr. Gullatt's comment concerning the arrangement for receiving revenues from the boats and asked about opportunities the school board may have? Mr. Gullatt stated that in the original law, the school board was to be paid on the number of heads that came on the boats, and an agreement was reached between the boats, city and parish that it would be based on revenue take. He said Mr. Wreyford has been analyzing this each year to make sure that if it's based on number of people, it would be a certain amount, and if it's based on revenue, it would be a certain amount and over time the amount being received from the revenue agreement has been overtaken by what we could get if it were based on the number of people going on the boats. Mr. Henderson asked if the auditors had any recommendation in this issue? Mr. Gullatt indicated he would have to defer this to legal counsel. Mr. Henderson stated if we are not receiving less than we could be receiving, is this a business decision that would need to be made and if the board becomes involved in the process to make a change? Mr. Gullatt answered that is correct and the board would need to look at how much money the change would mean, because at the present time, it's approximately \$2-\$3,000. Mr. Henderson asked when auditors determine risk areas and the higher the risk, the more time spent in that area, and since in recent years across the country the amount of stealing that has taken place has increased, are auditors satisfied that the district has safeguards in place to protect Caddo from this type situation? Mr. Gullatt responded that the auditors responsibility with respect to fraud is taken very seriously; and because it has become such a hot topic in the audit community, quite a bit more is being done to try and identify what the fraud risks are and where they may be. In a school system, it's not the same as in the business world, but auditors do follow a process for identifying where the risks are and take steps to identify problems. He said they are not looking for fraud, but try to take the steps and caution to where if it is there, they will find it. Also, if something is there that the auditors do not feel comfortable with, it would be so noted in the report to the board. Mr. Henderson asked if the external auditors were familiar with the auditing of the schools and if the auditor feels it is adequate. Mr. Gullatt answered he does feel relatively comfortable with the amount of time and effort put into this process. He said reports from the internal audits are reviewed during the audit, and if something is spotted, these are the type things the Legislative Auditor calls the local auditor to address.

Mr. Wayt referenced the management letter, in particular Item #3 (year-end accruals). Mr. Gullatt answered that any business will have a lag time at the end of any period where information comes, i.e. sales taxes. Mr. Wayt asked if the net effect, in the event the auditor's recommendation is adopted, will improve or make worse the bottom line of the report? Mr. Gullatt indicated that subsequent to the school board, they do the test and move those expenses back into the appropriate period and if the auditor is diligent in doing the work, the net impact of going forward is not better or worse. Mr. Wayt asked if expenses would be increased? Mr. Gullatt said that is correct.

**Highly Qualified Presentation.** Wanda Gunn, Chief Academic Officer, introduced Kathy Mouton, State Department of Education. Ms. Mouton, Director of the Division of Professional Development in the Office of Quality Education, shared with the board a presentation on “Highly Qualified” teachers and paraprofessionals, highlighting details and changes of the program and requirements as they relate to a teacher or paraprofessional being classified as “Highly Qualified” in the new No Child Left Behind (NCLB) legislation. She shared information relative to professional development that would assist teachers to earn Continuing Learning Units (CLUs) toward reaching the “Highly Qualified” status in NCLB. Ms. Mouton stated she feels very optimistic about the focus on teacher quality, because no matter what implementation process is put in at the state level, everything is about the teachers and the students in the classroom. Teacher quality does matter and national support is now being received at the Federal level to assist teachers to do the best they can. Louisiana, because of its accountability system implemented in 1995-96, is ahead of the program implemented in 2002. She also explained that under Governor Foster, a Blue Ribbon Commission on Teaching Excellence was put into place and said processes need to be in place to insure all teachers have opportunities to develop their professional development skills, as well as opportunities to earn certification. Changes that are continuing to happen that districts need to be aware of include Federal mandates and state policy, and when looking at Federal mandates, state policy has to be amended to reflect those Federal mandates. Full implementation on the NCLB mandates are still being worked on, but in the meantime, the state is attempting to provide as much information as possible to the districts. She said it is all about helping our students, and helping our teachers who are helping our students.

She said the eight recommendations for the “Highly Qualified” definition were recently presented to the State Superintendents’ Advisory Council and will be presented to BESE at their meeting later this month. This definition is for the “new” teacher (one who comes into the system after July 1, 2002), as well as the definition for the *NCLB term not-new teacher* (those in the system prior to the enactment of NCLB) will be available in the very near future.

Ms. Mouton indicated there is a new certification structure in the university system with the elementary grades identified as 1-5, middle school as 6-8, and high school 9-12. She highlighted requirements for new teachers coming in that include a valid elementary school education teaching certificate or special education certificate that includes elementary grades. This is saying it is no longer allowable to have emergency, temporary or provisional waivers, which is moving toward the NCLB requirement that by 2005-06, all teachers in the classrooms are highly qualified and certified. She also said there is a content specific elementary education licensing exam (PRAXIS exam). Middle school teachers have the same basic requirements except they are middle school focused (their certification), and they must do at least one of the following: (1) pass the PRAXIS, (2) complete course work equivalent to a Major, or (3) earn a Master’s Degree in the content area. Secondary level is basically the same. For those that are not certified in the area they are teaching and do not match the definition for “highly qualified”, processes are having to be worked through to get them there.

For the teachers who have been in the classroom prior to the July 2002 implementation of NCLB and have teaching experience, characteristics being looked at include: a valid elementary school education teaching certificate and one of the following – (1) passed a licensing exam and be nationally board certified with, in elementary, 12 semester hours of the four CORE disciplines (English/Language Arts, Math, Science, Social Studies) or (2) go to the HOUSSE (Highly Objective Uniform State Standard of Evaluation) definition, which is a plan developed by the state to assist those experienced teachers in the classroom to earn the status of “highly qualified” according to NCLB. Louisiana’s HOUSSE definition is: *a not-new teacher in Louisiana is considered “highly qualified” if he/she is state certified and teaching in the area of certification and if he or she completes 90 Continuing Learning Units by 05-06.* This is what Louisiana has in lieu of the other criteria stated by NCLB. More specifically, Ms. Mouton explained that a Continuing Learning Unit is a professional development activity that builds capacity, helping a teacher to become a better teacher and is content focused. Any of the NCLB legislation materials will reflect the strong focus on the teachers knowing and being very adept at delivering the content they are teaching which will impact student achievement (which is another strong element of NCLB). Also in process is the development of a Louisiana Professional Development Guidance, a guide book for the district to use to provide professional development opportunities to teachers, a way to track those opportunities, and to be able to measure the

quality of those opportunities. Ms. Mouton stated the criteria are basically the same at the middle school level and the secondary (high school) level.

Ms. Mouton highlighted criteria identified for special education teachers and special components recognized by the special populations office. She said it is also important to note that the universities and post-secondary institutions are also involved in the redesign of their curricula and the state is working very diligently toward a Pre-K-16+ collaboration so the education process is not disjointed.

Ms. Mouton also announced that certification counselors are in place in each education region and they are there to assist the teachers and the certification process. The Teach Louisiana internet site has four informational areas and districts will be able to go to the site and actually pull up a teacher's certification status. The districts can also use this site to recruit teachers.

Additionally, Ms. Mouton stated the CLU is a way of measuring the participation of the teachers. The CLU is a recognition that all teachers as professionals are on-going, life-long learners and to continue to participate in continuing learning units, there needs to be some concept of what would qualify as a good "high quality" continuing learning unit. Again, it is content focused and is aligned with professional growth plans, which is currently required in Bulletin 1525. She stated that another key point is *district approved* and at this point, the state will not be approving all professional development but the districts will be and submitting the approved plans to the state. The state role will be to assist districts in understanding what the CLUs should look like.

A key date to remember is July 2002, the start date for new teachers, those required to earn 150 CLUs every five years to maintain relicensure. They will not have lifetime certification, but every five years will have to apply for relicensure, and they will have to earn 150 continuing learning units to apply for relicensure. Another important date is the retroactive date of January 2002, which applies to those teachers not needing the NCLB criteria for highly qualified, but have opted to use a continuing learning unit pathway in order to get "highly qualified" status and have until 05-06 to earn the CLUs. It says if a teacher is involved in professional development activities that are content focused and based on the content area they are teaching, then the teacher can provide documentation to the district for approval and forwarding to the state saying you have earned the CLUs. She also said it is important to know that in measuring a Continuing Learning Unit, one clock hour of active engagement in district approved high quality professional development equals 1 CLU. However, it is also important to note that it's not just sitting in a workshop to earn the units, but the professional development has to be related to the criteria. Also, educators must realize they are responsible for requiring documentation for the CLUs they have earned as prescribed by the district, and there are some districts that have electronic means for this and others are asking for state assistance in this area, but it is up to the district to determine how teachers will submit the documentation of their CLUs.

Who will be maintaining all the numbers has been a topic of a lot of discussion at the state department and the LEA (Local Education Agency) is responsible for maintaining documentation for educators, thus the district will establish the process and notify the state. She said the database has yet to be determined. Also, a second part is the requirement for a Statement of Assurance that says teachers have met the requirements for relicensure.

Ms. Mouton restated everything is being done to realign everything we do with the state and Federal mandates, and this is an on-going process. She highlighted things offered at the state level to help teachers earn Continuing Learning Units: LINC program (content focused work) currently in some schools, on-line professional development opportunities, Passport K-12 (higher ed passport system) in which LaTAAP teachers who are provided assistance and assessment will pass their information on to the Passport system.

Mrs. Crawley asked for clarification in that the state is now working to develop the definition of "highly qualified" and if what was shared today is it? Ms. Mouton said that is correct. Mrs. Crawley asked if when the state was considering this, was our information ranked with other states and how we rank with them – at the top, in the middle, at the bottom? Ms. Mouton said they did and we were up at the top. She explained that state leaders (superintendents, educators, teacher organizations) were called together and discussed the professional development process as well as the "highly qualified" definition. She said they also did extensive research of other states and what they were doing, as well as communicating with Washington as to what can and



can not be included in the definition, and attempted to honor all teachers who are certified by saying they are “highly qualified” and if they are not meeting what NCLB says, they will have until 2005-06 to earn that status. Mrs. Crawley asked if 90 hours is our definition and how does that compare with other states, those that rank #1 in money per child? Ms. Mouton asked for clarification in *ranking*? Mrs. Crawley explained in our accountability program we are holding teachers high in the area of accountability, but when you look at where we rank in the amount of money spent per student (in the 40s), doesn’t there need to be some balance? Ms. Mouton asked if she understands correctly that the question is how does Louisiana compare with other states that have a higher teacher salary? Mrs. Crawley answered in the affirmative. Ms. Mouton added the state did look at the Southern Regional Education Board states and the range is from 150 across the board to some states with 30 a year. She said they looked at what is currently being done in professional development and ensuring there will be enough time for teachers to accomplish the requirement in three years. She stated there is not a definite answer, because in some cases, there are no comparable pieces to compare as HOUSSE definitions may vary from state to state. Mrs. Crawley indicated she hopes we remain in line with those we compare to.

Mr. Ramsey announced that with this topic being such an important one and the time being limited today for this on the agenda, asked if the superintendent could make arrangements to bring Ms. Mouton back for a session addressing this issue.

Mr. Guin asked when the plans for this were made, where was the money? He said he has not heard any information on Federal monies for this, or state monies. He has only heard where teachers and districts will be paying for this increased education, and it seems districts are being asked to do more and more with NCLB and the state accountability, yet the funding becomes smaller and smaller. He requested that as discussions continue, to include funding as a part of that discussion. Ms. Mouton responded when she comes back to further discuss this issue, she will share funding possibilities from Title I, II, and V.

Ms. Phelps asked if during the discussion on qualifications it was determined this is the answer to low achieving students and ensuring that no child will be left behind? Ms. Mouton said it is known this is not the one answer that will resolve all issues, but teachers in the classroom need assistance in developing not only their knowledge, but also their delivering skills for meeting the needs of all learning styles and the different needs of students, i.e. the variables that impact student learning.

#### **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE FEBRUARY 17, 2004 CPSB MEETING**

The superintendent reviewed the proposed agenda for the February 17, 2004 school board meeting and discussion followed as summarized.

**Fair Share Proposal.** Mr. Burton announced that he and Mrs. May had been in contact with City officials concerning the City’s plan and will be providing board members with a copy of this plan to hopefully bring conclusion to this item.

**CPSB Appointment to Discipline Policy Review Committee.** Mr. Burton inquired if this is a board appointment or board member appointment? The superintendent explained that Mr. Guin asked staff to review the makeup of the Discipline Review Committee, following state guidelines on the composition, and bring a report to the board.

**Committee Appointments.** Mr. Burton noted that in the board president’s appointments to committees, board members serve in a non-voting capacity on these committees. Mr. Wayt also requested that the board president include with these appointments, a board appointee to work with the staff on the system-wide copier concept.

**Disparity Study.** Mr. Ramsey asked Mr. Brooks if Item #17, Disparity Study, is still on there? Mr. Brooks answered yes. Mr. Brooks said “I don’t know how this got mistaken, because you know I came out with a Fair Share Program and I want to put it on the agenda today for our next meeting, and the reason why is that we have been dealing with this for a year and a half and the thing is Mr. Chairman is that we’ve just got to do right.” Mr. Ramsey said o.k. Mr. Ramsey asked “Am I hearing you want to just address that under Fair Share?” Mr. Brooks said “I’m bringing a motion for the Fair Share Program.” Mr. Ramsey said “O.K., so we want to pull that

one?" Mr. Brooks said "I don't want to have anything to do with Disparity Study. Fair Share. I want to bring a motion."

**Proposal to Commission a Long-Range Study for a School System Infrastructure Plan.** Mr. Wayt requested that this item be modified to include a proposal to consider joining the Council for Great City Schools in order to obtain a long-range study. He also asked the superintendent to provide the board information on joining this organization. The superintendent stated this is a national organization whose members are school systems with student population of 35,000 or more. Consultant services are provided to districts that are members at no cost except for travel expenses and lodging. They will conduct the study and prepare a comprehensive report for the board. Membership in this organization also provides a monthly update on current practices in all areas of school, access to a network of large school systems throughout the nation, a networking with districts in similar size, as well as access to a wealth of knowledge. Mr. Wayt also stated that the motion will include the cost of \$9,000 for the membership, and he will recommend that the General Fund balance be revised to reflect this expenditure.

**South Highlands and Atkins Performing Arts Center.** Mrs. Armstrong asked for an explanation of consideration of the Atkins Performing Arts Center? The superintendent stated that in September-October, former board member Mike Powell brought this to the board and staff has researched the minutes where the board approved a multi-purpose room for Atkins. Mr. Festavan explained that these discussions began with the multi-purpose room for Judson being taken out of the general fund budget. Following the project for Judson came the board's consideration and approval of a multi-purpose room for South Highlands and following that for Atkins. The South Highlands multi-purpose room evolved into a performing arts center; however, it is still on the books as a multi-purpose room (\$400,000).

**Naming of Health Clinics at Atkins Elementary and Linwood Middle Schools.** Mr. Abrams announced that in order for the naming to occur, there is to be a 90-day period between the request and when the vote occurs, and the 90-days will pass in time to take care of this at the March meeting, so it needs to be addressed in April.

## ADDITIONS

The superintendent requested to add an agenda item "Approval of Cooperative Agreement between the CPSB and the Louisiana Endowment for the Humanities for a \$1 million grant." She announced that information will be provided in the mailout.

Mr. Guin stated that he made a request of staff to provide him with information regarding any records on demographic studies conducted on Caddo Parish School Board equipment from August 1999 through August 2001 and he read the response from staff as follows: *Research in the Information Technology Department indicates one computer was used for demographic studies from August 1999 through August 2001. This computer was removed from service the first week of October 2001 and has been in secured storage since that time. An inventory of the computer files relevant to demographic studies is as follows: four identical census tract maps of Lincoln Parish, date 4/25/01, time 8:02 a.m.; one census tract map of Ouachita Parish, date 2/21/01, time 3:24 p.m.; one Microsoft Excel spreadsheet, dated 7/06/2000, time 9:03 a.m. and on this spreadsheet is a comparison of the growth/decline of households by census tract for the period of 1990-1999 (this report is not titled, but census tracts are reflective of Lincoln Parish); and lastly, one Microsoft Excel spreadsheet dated 7/07/2000, time 12:18 p.m. (a comparison of the growth/decline of households in Lincoln Parish by census tract for the period 1990-1999 prepared for American Bank of Ruston.* Mr. Guin requested that a report be added under the Superintendent's Report addressing the following questions: (1) Is the individual assigned to this computer still employed by Caddo Parish School System? (2) What software was used in order to run these reports, if we know that? (3) What database was used to run these reports? (4) Were any Caddo Parish School Board policies broken by using this computer to run these reports? (5) Were any laws, under State of Louisiana or Federal, broken in order to do this? (6) Do we know who this work was done for? (7) Why are we doing work for Lincoln and Ouachita Parishes, and in particular American Bank of Ruston, on Caddo Parish School Board equipment? (8) Any data we might have accumulated that is not restricted by personnel file as far as any investigation that might have been done concerning these documents.

Ms. Tyler asked for clarification that Mr. Guin is referring to a response to his questions for the period of time August 1999 through 2001? Mr. Guin said his questions are directly related to the documents he received from staff in response to his original request that covers August 1999 through August 2001.

Mr. Seaton requested an item be added to the agenda to amend the previously adopted 2004-2005 school calendar. Mr. Seaton said he has had numerous calls wanting to have the exams prior to the Christmas break and he will bring a proposal to address these concerns.

Mr. Wayt requested that the superintendent explore and report back to the board at the earliest convenience any options, including the cost of those options, that might improve the fill rate for substitute teachers.

Mrs. Armstrong requested that a report be added under Superintendent's Report on the feasibility of a policy for an employee donation of days to aid co-workers when catastrophic illness/accidents have necessitated an employee using both current and accumulated days.

Mr. Seaton requested adding an agenda item "Consider Employment of In-house Counsel." He said that in looking at documents presented to the board since October, hiring an in-house attorney would save at least \$160,000 by changing the process from what it is and reducing some existing legal staff. He said he agrees the board should have a separate counsel, but believes it makes sense in a system the size of Caddo to have someone handling in-house counseling and believes a tremendous savings will be seen with this adjustment. He expressed this has nothing to do with the current general counsel, but believes it is a way we can control some of the expenses in the system. He stated information will be available in the mailout. Mr. Guin asked for clarification and since there is a plan in policy that covers all legal for the school system, would the plan not have to be redrafted and the policy revised? Mr. Seaton said what he plans to show is how the system would change.

Mrs. Crawley inquired about the presentation to the board on system-wide copiers and the status on moving this forward? The superintendent responded that staff had considered it, but there are no funds at the present time. She said if a districtwide program is implemented for copiers for every school, it will cost a lot of money and with the General Fund budget way down, it is not feasible to implement such a program at this time. Mrs. Crawley stated she thought the purpose of such a program would be to save money, so is staff saying after researching this, that it will not save money, but cost more money? The superintendent said at the present time, each school pays for their own copier; if the district goes to system-wide copiers where it is paying for all the copiers, it will cost a lot of money that the district does not have. As funds are restored in the General Fund budget, this item could be added with the understanding it would be a recurring expense each year. Mrs. Crawley addressed the issue of teachers being assessed a dollar amount each semester to be able to make so many copies, and asked the superintendent if she could check into those schools that may be charging teachers for copies. Mr. Wayt asked the superintendent if she would be opposed to the president appointing a board member to work with staff to develop a plan for integrating what is presently in the schools with a system-wide copier contract? He said he understands this cannot be done over night because it requires upfront money; but if we don't work toward implementing a system-wide contract, we will never be there. Mrs. Tyler indicated she would not be opposed.

Ms. Phelps asked Mr. Seaton to clarify if the appointment he is seeking is to replace the present legal counsel or add another salaried position? Mr. Seaton answered he is not looking to replace the board counsel, but to hire an in-house legal counsel, reduce some of the other attorneys that an in-house counsel could handle, and save money.

Mr. Brooks asked Mrs. Crawley to share with the board her rationale for wanting to reduce attorney fees? Mrs. Crawley stated that since the board has implemented the present legal structure, attorney fees have tripled and she is looking at options to cut these attorney fees. Mr. Brooks said one of the reasons for the high expense is when the present system was put into place, there were a number of cases pending and these have since been resolved/settled.

Regarding the legal expenses, Mrs. Hardy stated in reviewing the information at board members' stations, these are cases that have been addressed from the old system because they were not taken care of properly and in a timely fashion. With the new system, many have come up and

many resolved, so naturally expenses would be higher. She also reminded the board that policy dictates how the system is set up now, so revisions to policy would have to be considered if the process is changed.

Mr. Guin requested that when the data is being compiled that all variables are taken into consideration and the appropriate time is spent in looking at this issue before changes are made.

Mr. Abrams clarified the comparison of costs presented to the board on the administration of the legal system as it relates to Risk Management. He stated that in 2001-2002 when the new system went into affect, his cost for oversight and review and reassignment of the cases was approximately \$5,548 and at that time, there were over 120 cases reassigned and he had to review them and send to appropriate counsel. For 2002-03, the cost for oversight and review was \$4,546. In 2003-04, the cost has only been \$1,096, which is risk management issues, and this is because he no longer has to review all these, but staff can work directly with attorneys assigned to handle risk management matters.

Mr. Henderson stated that in reference to the request for Great City Schools and the infrastructure needs committee, he asked if those funds could come from capital projects. He stated staff researched this and reported these funds cannot come from capital projects, but must come from the General Fund. He also asked if, on the legal services, cases is another term for lawsuits? Mr. Abrams said that is his understanding; however, he did not gather the data, but he only reviewed the bills as to the cost associated with the assignment oversight. He understands if they are assigned to attorneys, there is a dispute or they are actually in litigation. Mr. Henderson asked if someone is injured while in our employ and a report filed in this office, is general counsel involved at that point? Mr. Abrams answered he is not. Mr. Henderson asked if general counsel becomes involved when other attorneys are involved and there is litigation pending? Mr. Abrams answered that is correct and the only time that will occur is when the Risk Management Department sends the request that it be assigned to counsel. Mr. Henderson also asked if we are sued and a case stays open a year or 10 years, what difference does it make? Mr. Abrams answered a lawsuit pending will cost approximately \$100 because it is sitting on the books and someone has to tend to it. Also, when a lawsuit sits around for a long period of time, the case usually does not get better, but it gets worse, and has more cost associated with it.

Mr. Seaton said he appreciates the discussion on this item, but his purpose is to look at this issue from a fresh perspective and it is obvious expenses have increased and he is interested in bringing it to a smaller affordable level.

Mrs. Crawley asked if cases sit around and cost more, wouldn't the legal fees for 2000-2001 be higher, not less? Also, she asked Mr. Abrams if any of the attorneys did any work that could have been done by Risk Management, or are the numbers reflecting strictly a lawsuit type question in which an attorney is required? Mr. Abrams said no and when you say cost associated with a lawsuit, it's the cost associated with actual litigation or actually the legal expenses for attorney fees. When referencing cost for a lawsuit, this is the cost you will pay in litigation to the claimant or as a result of a claimant, and a lawsuit that sits around and the case gets worse, there will be interest and additional fees. He further stated the cases assigned through his office are files at the point of needing an attorney to settle or it is a case that administration needs some help. Mrs. Crawley requested that staff work with Risk Management to determine if any work done by attorneys could have been done by the Risk Management Department. She also asked if there is a way to cut legal fees in Risk Management and how much? Mr. Festavan clarified that Mrs. Crawley is requesting staff to fine tune the figures presented to her so she can ascertain what those amounts reflect and if it could have been handled any other way. Mrs. Crawley answered that is correct.

Ms. Phelps asked why information on this matter was not provided ahead of time to allow time for review and to be able to ask questions? She requested that the rationale and suggestions from board members on agenda items be provided in advance.

### **CPSB WORK SESSION (PRESENTATION OF THE PROPOSED AGENDA AND CONSENT AGENDA)**

The president polled the audience for input on the proposed agenda for the February 17<sup>th</sup> school board meeting.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on the agenda item regarding the CPSB appointment to the Discipline Policy Review Committee, and asked if the other members of this committee were in place? In looking at the policy, which follows statute 416.8, requiring this committee to be in place each year and to include five classroom teachers elected by their peers, she stated that there has not been any official election to date in the schools to elect the teacher representatives and asked if this will be done in conjunction with the board electing their representative to the committee and how the election will take place? Regarding the item addressing the school calendar, Mrs. Lansdale asked if the calendar committee will reconvene to address the proposed amendment, and will consideration be given to taking exams before the Christmas holidays and ignore the students that will not have LEAP scores in by the time school begins? She reminded the board that the committee looked at the total (63,720) instructional minutes and the committee looked at all aspects and how students will be affected. She also stated if the calendar is amended at this point, there will be some students impacted.

**Consent Agenda.** The president recommended that items 5 and 19 be postponed, that item 17 be pulled and that items 10-14 and 22 be placed on consent. *Mr. Henderson moved, seconded by Mrs. Armstrong, approval of the proposed agenda for the February 17<sup>th</sup> meeting. Vote on the motion carried unanimously. Mr. Henderson moved, seconded by Mrs. Armstrong, approval of the consent agenda items. Vote on the motion carried unanimously.*

**Adjournment.** *Mr. Henderson moved, seconded by Mrs. Armstrong, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:30 p.m.*

**February 17, 2004**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, February 17, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Willie Burton, Charlotte Crawley, Phillip Guin, Eursla Hardy, Willie Henderson, Lola May, Tammy Phelps, Rick Seaton and Gard Wayt. Also present were Ollie S. Tyler, secretary, and Reginald Abrams, legal counsel. Mrs. Crawley led a silent prayer and the Pledge of Allegiance.

**CONSIDERATION OF MINUTES OF THE JANUARY 20, 2004, JANUARY 27, 2004, AND FEBRUARY 5, 2004 CPSB MEETINGS**

*Mr. Guin moved, seconded by Mrs. May, approval of the minutes of the January 20, 2004, January 27, 2004, and February 5, 2004 CPSB meetings.* Mr. Brooks said he has a question on the minutes in that the minutes say he pulled the Disparity Study and before the board passes the minutes, he wants the minutes straight. Mr. Ramsey asked Mr. Brooks which date – January 20<sup>th</sup>, 27<sup>th</sup>, February 5<sup>th</sup>? Mr. Brooks said the one about the Disparity Study, the last meeting. He said it came out in the minutes and he wants the minutes straight that he did not move to delete the Disparity Study. Mr. Ramsey asked that the minutes be reviewed on the recorder to make sure they match what was said and that the February 5<sup>th</sup> minutes be rewritten to read exactly as the words were spoken. *Mr. Seaton made a substitute motion, seconded by Mr. Wayt, to approve the minutes as amended to reflect the exact words of Mr. Brooks. Vote on the motion carried unanimously.*

**ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

Mr. Ramsey presented the agenda and proposed that items 9, 10. A., C. and D., 12, 13 and 20 be categorized as the consent agenda, that item #16 *“Formation of a Task Force for the Development of a Fair Share Type Plan (May) be pulled; and that Item #22 “Consider Employment of In-House Counsel” be postponed.*

Mr. Ramsey requested that the superintendent explain, even though it is on consent, Item #20 *“Approval of Cooperative Agreement Between the CPSB and the Louisiana Endowment for the Humanities for a \$1 Million Grant.”* The superintendent explained this item deals with an agreement between the school board and the Louisiana Endowment for the Humanities for a \$1 million grant which will provide for Caddo intensive professional development and course work for all our American History and Louisiana History teachers. It will also pay a stipend of \$1,000 for attending the seminar, it will provide funding for the teachers to purchase materials to take back to the classroom, and also educators will receive three hours of graduate credit work. She added it is an excellent opportunity for Caddo to receive high quality professional development as well as the teachers receiving the credit toward being “Highly Qualified” by 2006. She also announced that Dr. Sartisky told her if there is not enough funding in the grant, they will sometimes give funding up to \$200,000 to help Caddo meet the obligation made to the Caddo Parish School Board and the school district.

Mr. Wayt inquired about the appropriate time for asking that an item be continued. Mr. Seaton announced that regarding Item 21 *Consideration of Amendment to Previously Adopted 2004-2005 CPSB School Calendar*, he has checked with the Louisiana Board of Education, and there are concerns about the calendar as far as what is acceptable and what is not. He said his proposal has nothing to do with the Thanksgiving dates, but moves the calendar up two days in August, therefore allowing semester exams to be complete before Christmas. Mr. Ramsey asked if Mr. Seaton could wait until we are on that particular item and also allow staff to respond.

**SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent for communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators and other guests also were recognized.

**Anti-Drug and Conflict Resolution Poster and Essay-Poetry Winners.** The following students were recognized as winners in the Anti-Drug and Conflict Resolution Poster and Essay-Poetry Contest: Zachary Williams, Senior at Fair Park High School, was recognized as overall poster winner with the theme “United We Stand for a Drug-Free Land”; Tasia Tindle, student at C. E. Byrd High School, was recognized as the overall district winner in poetry; Davion Fleming, senior at Green Oaks High School, was recognized as the overall poster winner, with his theme being “Be a Peacemaker”; and Laurene Pettete, a student at C. E. Byrd High School, was recognized as the overall essay winner.

**United States Department of Education Presidential Scholars.** The following students from Caddo Parish Magnet High School were recognized as candidates for the United States Presidential Scholars Program, a program established to recognize and honor some of the nation’s most distinguished graduating seniors: Bradford Hargreaves and Frances E. Kelley. Scott Jennings was unable to attend as he is attending the Junior Olympics for Fencing.

**American Alliance for Health, Physical Education, Recreation and Dance Coordinator’s Award.** Kay Cochran, Blanchard Elementary, was recognized as one of only two in the United States selected as one of the 2004 Outstanding Jump Rope for Heart Coordinators of the Year. She will be recognized at the national conference of the American Alliance for Health, Physical Education, Recreation and Dance in New Orleans in April.

**Business Partnership.** Mr. Kevin McCotter, regional director of BellSouth, explained that many years ago a very strong and active manager in the Shreveport District began a partnership with the Caddo Parish Public Schools. He was especially focused on the Caddo Career and Technology Center and believed strongly in trying to help students acquire the type of skills that would make them more employable in the work force. Mr. McCotter announced the reason they are at the meeting today is to present a \$21,000 endowed scholarship that they are going to call *The BellSouth Volunteers H.M. Buddy Bonner Scholarship to the Caddo Career and Technology Center*. He said that amount will continue to be increased both with corporate BellSouth contributions as well as dollars raised from the BellSouth volunteers, both active and retired. Mr. McCotter introduced those present who have made this possible – Gayle Flowers, principal of Caddo Career & Technology Center; School Board member and Foundation President Gard Wayt; retired BellSouth volunteers Mr. & Mrs. John Haygood, current president of the BellSouth Retired Volunteer Association, Newt Dodd and wife Jackie, Eric Tooley, past president of the Retired Volunteers, and Vickie Pepper. He said these individuals served as role models at BellSouth and applauded the contribution these have played in his and Larry Ramsey’s careers. Mr. McCotter also introduced the honorees, Buddy and Mary Bonner.

**Recess.** The president called for a 5-minute recess at approximately 4:55 and the meeting reconvened at approximately 5:03 p.m.

## **VISITORS**

James Pannell, president of the Shreveport Chapter NAACP, addressed the board on Fair Share and the enormous amount of work put into the proposal on the agenda. He expressed his appreciation to those who worked many hours to work this out where everyone involved was somewhat satisfied, and asked for the board’s support in this good start for a plan for Caddo.

Jean Cason, representing the Caddo PTA, addressed the board on the 2004-2005 school calendar and specifically ending the first semester prior to the Christmas break. Ms. Cason said that wanting the semester to end before Christmas break is not just a matter of convenience or preference, but is a positive academic impact for students. She said the PTA membership unanimously opposes the previously approved calendar and wishes to see it changed. It is basically a matter of priorities – the best calendar for the most students. The PTA is aware that sacrifices will need to be made in order to change the calendar and the members are willing to do that. She shared specific ideas the PTA has for addressing these changes, i.e., identifying at-risk students early and implementing a remediation plan to assist students before they fail the LEAP in the spring. She indicated that members questioned the effectiveness and participation level of the existing remediation program and actual numbers of students involved, and asked if consideration had been given for the two-week Christmas break to be used as a time for remediation for those students in need.

Billy Roy Wayne addressed the board on “50 years after Brown”. His comments were centered around the statement from Chief Justice Earl Warren that “in these days it is doubtful that any child may reasonably be expected to succeed in life if he is denied the opportunity of an education.” His question to the board was: “Are all students in Caddo Public Schools being afforded an opportunity to a good education on equal terms.” Mr. Wayne said greater efforts must be made to channel present and future available funds to areas where they will best serve. He said there are too many classes that are overcrowded with overage students and bureaucratic red tape does not allow for expedient settings to be found for these students. These situations cause embarrassment for the student, which leads to disruptions and discipline problems in the classroom. Also, the inclusion of students with special needs in the regular classroom setting requiring modifications, accommodations and expectations requires a lot of the teacher’s time. He questions if this type environment actually deprives many students of a good education and results in many dropouts, especially at the high school level. He said there is more to be done and a higher standard of funding is needed for these local schools to address these critical needs.

Ann Wolf, representing Julie Dean (Captain Sheve PTA President) who could not be present because of illness, shared with the board Ms. Dean’s statement asking the board to reconsider the calendar and consider a calendar that ends the first semester before the Christmas break. She stated her understanding of the approved calendar was to address those students who are in limbo at the start of school until their test scores are received the first week in August. She stated she believes there are actually very few students affected by this, and asked why the board is willing to make mid-term testing more difficult for all Caddo Parish high school students when those students actually affected are in grades 4 and 8. She pointed out that high school students should be tested while information being tested on is fresh in their minds, and not after a two-week holiday. She asked the board to consider and do what is best for the greatest number of Caddo Parish students. She also announced that Diane May, Past President of PTA at Southwood, was also scheduled to speak in support of ending the first semester before Christmas break, however, is not present because her father is critically ill.

Mariah Underwood, second vice president of Green Oaks High School PTA and member of the District PTA board, voiced her sentiment that the board take another look at the calendar and consider starting two days earlier and completing all testing prior to the Christmas holidays.

Sheila Wimberly, president of the Turner PTA, addressed the board on changing the testing schedule and calendar, and asked the board to consider amending the calendar to allow testing prior to the Christmas break.

Ollie Wimberly III, student at Huntington High School, encouraged the board to change the testing schedule and calendar to allow for testing to be completed prior to the Christmas break.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on the Federation’s opposition to the proposed bond proposal. She expressed that the existing bonds are about to retire and could have been rewritten to include a bond proposal that could provide badly needed textbooks and supplies, address overcrowded classrooms, salaries, etc. without raising taxes. She said the board’s choice is to use the revenues to replace air conditioners, build new gyms, new performing arts center, lighting and technology. She said that while it is agreed there are needs in these areas, the board has chosen to ignore the real issues in raising student achievement. She said students in many classrooms are not provided adequate basic supplies and textbooks, and teachers are paying for needed supplies out of their pocket in addition to offsetting the school-based copier cost with their own money. Teachers have overcrowded classrooms, high numbers of IEPs, 504 students with multiple accommodations, after school professional development with no compensation, no salary adjustment for teachers aides who are now required to meet NCLB mandates, etc. She asked that the board address these issues which affect our children’s future.

## **CONFIRM THE CONSENT AGENDA**

*Mr. Guin moved, seconded by Mr. Burton, approval of the consent agenda. Vote on the motion carried with Board members Guin, Hardy, Burton, Crawley, May, Phelps, Brooks, Seaton, Wayt, Ramsey and Henderson supporting the motion. Mrs. Armstrong abstained. The superintendent summarized the board’s action and the following items categorized as the consent agenda.*



### **Agenda Item No. 9.A.**

**Personnel Recommendations.** Per request from the superintendent, Mary Nash Robinson, assistant superintendent/human resources, introduced the following personnel appointments as recommended by the superintendent and approved by the board: Tommy Armstrong, Administrator of Risk Management, and Jeff Howard, Chief Internal Auditor. Family, friends and school administrators were also recognized. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the positions to which they were appointed.

### **Agenda Item No. 9.B.**

**Requests for Leaves.** The board approved the following requests for leaves as submitted in the mailout.

#### Certified Personnel

##### Sabbatical Study Leave for 2004-2005 School Year

Cynthia Brunson, Supervisor Title I, 15.5 years

Alice Daniels, Teacher, Creswell, 13.5 years

Betsy Dodson, Teacher, Pine Grove Elementary, 11.5 years

Pamala Eakin, Teacher, Caddo Middle Magnet, 25.5 years

Mary B. Schuler, Teacher, Herndon Magnet, 14.5 years

#### Classified Personnel

Betty Baylor, Bus Driver, 28 years (Catastrophic Leave, 30 days)

Pamela C. Brooks, Child Nutrition, Captain Shreve, 4 years (Leave without pay, January 26, 2004-May 26, 2004)

### **Agenda Item No. 9.C.**

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the Personnel Transactions Report covering the period of January 13, 2004 through February 10, 2004 as submitted in the mailout.

### **Agenda Item No. 9E.**

**Renewal of Administrative Contracts.** The board approved renewal of administrative contracts as recommended by the superintendent and submitted in the mailout.

### **Agenda Item No. 10.C.**

**Add Project to 2004-2005 Capital Projects. Boiler Replacement at Fair Park, Project 2005-312.** The board approved adding the Fair Park boiler replacement project to the 2004-2005 capital projects as recommended by staff and submitted in the mailout.

### **Agenda Item No. 10.D.**

**Approval of Designer. Approval of change of designer to John Guth & Associates for Replacement of Chiller/Boiler at Cherokee Park, Project 2005-302, and Approval of Harriss Jambor & Associates for Project 2005-312, Boiler Replacement at Fair Park.** The board approved Harriss Jambor and Associates for the Boiler Replacement at Fair Park, Project 2005-312, and approved changing the designer for the Project "Replace Chiller/Boiler at Cherokee Park", Project 2005-302, to John J. Guth and Associates as recommended by staff and submitted in the mailout.

### **Agenda Item No. 12**

**Approval of Professional Development Inservice Day for J.S. Clark Middle School.** The board approved a professional inservice day for J.S. Clark as recommended by staff and submitted in the mailout.

### Agenda Item No. 13

**Approval of Combined Professional Inservice Day for Newton Smith, Northside and Pine Grove.** The board approved a combined professional inservice day for Newton Smith, Northside, and Pine Grove, as submitted in the mailout and recommended by the superintendent.

### Agenda Item No. 20

**Approval of Cooperative Agreement Between the CPSB and the Louisiana Endowment for the Humanities for a \$1 Million Grant.** The board approved the Cooperative Agreement between the CPSB and the Louisiana Endowment for the Humanities for a \$1 million grant as recommended by staff and submitted in the mailout.

### **APPROVAL OF BIDS (CAPITAL PROJECTS/CONSTRUCTION). SANITARY SEWER LIFT STATION AT ARTHUR CIRCLE, PROJECT 2004-042**

The superintendent stated that her recommendation to the board is to accept staff's recommendation to reject all bids and rebid the sanitary sewer lift station at Arthur Circle. Mr. Seaton stated he wishes to make clear the reason for rejecting the bids is a legal issue, in that it was done in 70 hours instead of 72 hours. It was not a budget or contractor issue and the intent is to rebid this project next week. Mr. White explained that an addendum issued in bids (which is a change in the scope of the work) must be issued 72 hours prior to bid time in accordance with public bid law. He stated an error was made on this particular bid due to the Martin Luther King holiday, and we did not allow for the 24 hours of this holiday. He added that all jobs are bid on Tuesday, therefore, all addendums must be issued prior to the same corresponding bid time the Thursday prior to the bid day. The engineer issued it at 4:00 on the Wednesday before bid day, not allowing for the 24-hour holiday delay. If the board approves staff's recommendation, this project will be put back out to bid, and that staff did seek board counsel in this decision and this is board counsel's recommendation. *Mr. Seaton moved, seconded by Mr. Guin, to approve staff's recommendation to reject all bids and rebid the Sanitary Sewer Lift Station at Arthur Circle, Project 2004-042. Vote on the motion carried with Board member Hardy opposed and Board members Guin, Burton, Crawley, May, Phelps, Seaton, Brooks, Wayt, Ramsey, Armstrong and Henderson voting in favor of the motion.*

### **ACCEPTANCE OF THE 2002-03 FINANCIAL AUDIT REPORT**

The superintendent stated that at the Executive Committee/Board Work Session, the 2002-03 Financial Audit Report was presented to the board and staff is asking the board to accept the report. Mr. Brooks asked about some board members receiving copies of this audit before the audit was completed and asked who went to Baton Rouge and dealt with this? Mr. Ramsey reminded Mr. Brooks this was the internal audit and asked for clarification on the question being asked, and if he had any information or suggestion pertinent to the agenda item? He also reminded board members that they are not to address other board members about matters in that way. *Mrs. Armstrong moved, seconded by Mrs. Crawley, acceptance of the 2002-2003 Financial Audit Report.* Mr. Guin asked for clarification on which audit the board is voting, and the superintendent explained this is the audit presented to the board at its last executive committee/board work session. *Vote on the motion carried with Board member Brooks opposed and Board members Guin, Hardy, Burton, Crawley, May, Phelps, Seaton, Wayt, Ramsey, Armstrong and Henderson supporting the motion.*

### **CONSIDER PROPOSAL FOR REDUCTION OF ATTORNEY FEES**

*Mrs. Crawley moved, seconded by Mrs. Armstrong, that Risk Management will continue to resolve claims as usual and become the routing agent to attorneys other than General Counsel for all lawsuits involving risk management responsibilities. Risk Management will also review invoices pertaining to these cases.* Mrs. Crawley stated she requested some additional information from staff and asked Mr. Festavan to share this with the board. Mr. Festavan stated that Mrs. Crawley had requested that he look up figures relating to our risk management legal services covering five years. Those figures are as follows: 1998-1999 the cost was \$7,616; for 1999-2000, \$7,218; 2000-2001, \$28,405; 2001-02 school year, legal fees went to \$57,687; and in 2002-2003, risk management fees went to \$168,445. He said there is a difference between 1998-

99 and 2002-03 of \$160,829, and a lot of things can be factored into this figure; but these are the basic numbers for five years. In addressing the second part of the request to provide any reason for the difference, Mr. Festavan stated that in 1998-99, the board paid \$75 an hour for attorneys, and beginning in 2001, the board paid \$125 an hour for attorneys. Also, the structure in legal billing was different than it is today in that retainers were paid for a certain amount of the legal costs. The legal structure today is a contract and the board is paying its bills. While in the previous legal structure when phone calls were made to the legal counsel, and these were charged to the retainer, today when calls are made, it costs the board. The process is much different today. Mrs. Crawley asked Mr. Festavan if staff could assist in explaining if and how any processes, specifically in Risk Management, might have changed that her motion is attempting to address? Mr. Festavan stated that before the year 2000, Risk Management made the assignment of claims to the legal departments that handled our claims. Risk Management would evaluate the claims up to a point, considering two circumstances – (1) if there was litigation against that claim, it automatically went to a lawyer out of Risk Management, or (2) if there was a problem with a case where there was pending litigation or a decision made by Risk Management that could lead to litigation, they would always pick up the phone and ask for legal counsel's advice. He said it is important to note that many times the advice by phone may not have been charged to the board (as it was in the retainer). Mrs. Crawley asked the board to support her motion. She said she understands the process has been changed and it now goes through folks who charge by the hour whereas before most of the work was done by Risk Management and we are now paying by the hour. She said she is asking the board to reverse the process to what it was years ago.

Mr. Brooks stated we need to deal with this at budget time and not at this time. He said he cannot vote on something that he has not heard about until today. Mrs. Hardy shared her agreement with this statement. She said we have spent a lot of time getting the present legal system in place, cases are moving better and we are going to pay for this. She asked that this item be pulled until a later date. She reminded the board there is a board policy that addresses this situation and before the board can vote on changing that policy, more information is needed. She asked the superintendent to share with the board copies of the policy that affects this issue.

Mr. Guin asked Mr. Festavan if he is correct in his understanding that prior to the current system in place, when a claim came in to Risk Management, Risk Management made the determination on whether the claim could be handled within the boundaries of Risk Management or whether the claim needed to be assigned to an attorney, and then Risk Management made that assignment to said attorney based on that decision. Mr. Festavan responded that is his understanding. Mr. Guin said it is also his understanding under the new policy passed two years ago that everything is identical with one exception and that is when the decision is made out of Risk Management whether or not it goes to the attorney, that assignment goes to Mr. Abrams, lead counsel, and Mr. Abrams makes the assignment to an attorney. Mr. Festavan answered that is correct. Mr. Guin stated with that said and with the motion on the table, the savings the school board attorney indicates we will see, based on the motion on the table, is approximately \$2,500 a year. He asked Mr. Festavan if he agrees with that figure? Mr. Festavan said based on what he has looked at, and if the attorney has run those figures on a reliable calculator, he would agree. Mr. Guin stated he believes Mr. Festavan was very clear when speaking to the board and the figures presented show considerable increases. Mr. Festavan said that is correct. However, he said those increases are not relevant to the motion on the floor. Mr. Festavan noted that when he began his explanation, he stated the figures he presented were low end, high end figures and a number of things can be read into this.

Mr. Guin asked Mr. Tommy Armstrong if he was correct in the statement made relative to the difference in the old and new is one step and that is *when a decision is made in Risk Management that a file goes to an attorney, that file goes to Mr. Abrams who makes the assignment as opposed to Risk Management making the assignment*. Mr. Armstrong said that is correct. But the decision as to whether or not it goes to an attorney still lies with Risk Management? Mr. Armstrong answered yes. Mr. Guin stated his concern is one of the things we picked up is included in the rough amount of \$2,500 per year for Mr. Abrams to make that assignment is the fact that Mr. Abrams takes on a sense of liability in reviewing the invoices from the assigned attorneys. He also stated he wants it clear that he is for cutting legal expenses, but it is his opinion that \$2,500 a year as far as what Mr. Abrams does in terms of viewing legal bills is no where near the numbers we are talking about. He added Mr. Festavan pointed out we were once on a retainer basis and now we are on an hourly charge. He also pointed out that

when the changes were made, the \$75 an hour retainer was not available because the previous attorney had gone up on the rates. Mr. Festavan said the board approved a raise in fees for the attorney at that time. Mr. Guin said in addressing the changes that occurred, we are not comparing apples to apples, and encouraged the board to vote against it.

Mr. Burton stated he believes the board needs to defeat the motion on the floor and that it is time the board began discussing the children in Caddo Parish. Mr. Burton asked to what degree, if passed, would the motion affect the contract with the present attorney? If we change contracts in the middle of the contract, isn't there some liability? He said the board needs to know information prior to the meeting when being asked to vote on something and he encouraged the board to vote against the motion.

Mr. Seaton asked the superintendent if the Department of Risk Management deals with personal injury cases, workers comp cases, employment, garnishments? Mr. Armstrong stated that Risk Management responds to all those issues, as well as safety issues to make sure those issues are minimized. When an accident happens, Risk Management investigates, makes a determination, and responds accordingly. Ms. Phelps shared that everyone is looking at ways to save money, and maybe when this comes up during budget time and board members have all the figures and relevant information, it will allow the board to make a better decision. Mr. Henderson asked Mrs. Crawley about the explanation of the savings and if she is satisfied with that response? Mrs. Crawley said she is not. Mr. Henderson stated the board has a legal services program and he has a concern about tinkering with one part of it and not addressing the entire program. He said it is important to know what impact changing a part of the program will have on the total program. He said in the current contract, the board is responsible for General Counsel with these attorneys that handle cases from Risk Management, and asked what happens to this part of the program if we remove General Counsel from it. He said he would support waiting to get additional information to support the numbers presented.

Mr. Wayt asked what motion is on the floor? Mr. Ramsey indicated the motion on the floor is the motion at board members' stations. *Mr. Wayt made a substitute motion, seconded by Mr. Henderson, that this matter be postponed and combined with Agenda Item #22 (Consider Employment of In-House Counsel) and that the entire matter of attorneys fees be considered in the whole and not in a series of pieces, and that the president appoint a task force of some of the board members to work with those administering the current legal system to look at the whole picture including the contract and its parts.* Mr. Wayt stated he believes we all want the same thing, to know that whatever it is we need to be spending on legal fees is in fact what we are spending, and it is difficult to make a decision when looking at pieces of the whole in a time when there has been drastic change in what is required of our legal system and how it is structured. He said many on the board today were not on the board when the present contract was adopted and we have heard a series of well-based suggestions, but they do not look at the whole picture. He said he would like to see the whole picture looked at in every way possible and a recommendation brought back to the board systemically. *Mr. Burton moved to amend the substitute motion, seconded by Mrs. May, to propose that the committee's recommendation be submitted during budget time when this matter is being addressed.* Mr. Burton stated his agreement in looking at this matter holistically, allowing time to analyze and look at the whole contract. He asked that the board support postponement of this matter until budget time. Mrs. Crawley asked that we not wait until budget time to address this matter as she remembers budget time last year to be extremely hectic and that is the reason she did a part of it, because she understood it could save us significantly. She said this is not new, as she has been discussing it since last October; each board member has been provided a copy of the contract, and she believes this is a small area that can save the district some money. She said we are not changing the agreement, and we may have to add a 15-day notice to it. Mr. Ramsey reminded Mr. Burton that budget time is now and the first report will be in March. Mr. Burton responded the budgets are not that difficult, because we do have a staff in place that prepares the proposed budget for the board, and as a result of timing, *Mr. Burton withdrew his amendment to the substitute motion.* Ms. Phelps said she understands we are in the budget process and inquired about the schedule. Mr. Ramsey stated staff has been in the budget process and highlighted a schedule of dates for addressing the budget beginning in March. *Ms. Phelps moved, seconded by Mr. Burton, to amend the substitute motion to include that the information be in a package and presented to the board by the time the draft comes to the Board on April 16.*

*Mrs. May moved, seconded by Mr. Burton, to call for the question. Vote on the motion to end debate carried with Board members Guin, Hardy, Burton, May, Phelps, Brooks, Seaton, Wayt, Ramsey, Armstrong and Henderson supporting the motion. Mrs. Crawley did not vote.*

*Vote on the amendment to the substitute motion carried with Board members Guin, Hardy, Burton, Phelps, Brooks, Seaton and Wayt supporting the motion. Board members Crawley, May, Ramsey, Armstrong and Henderson were opposed.*

*Vote on the substitute motion, as amended, carried with Board member Crawley opposed and Board members Guin, Hardy, Burton, May, Phelps, Seaton, Wayt, Ramsey, Armstrong and Henderson supporting the motion. Mr. Brooks did not vote.*

## **FAIR SHARE PROPOSAL**

*Mr. Henderson moved, seconded by Mr. Burton, that the Caddo Parish School Board adopt the Opportunity Caddo proposed policy developed by the Caddo Parish School Board Fair Share Committee and presented to the board on January 16, 2004 with the understanding that up to \$5,000 will be taken from the General Fund to pay for consultant fees to further develop and enhance that plan. Mr. Henderson urged the board to support this motion. He stated everyone agrees there is a need to address Fair Share and a lot of work has gone into trying to reach the compromise before the board. He said the motion provides an opportunity to further review the document, add to it, enhance it and for it to be brought back to the board until we have a document we feel meets the needs of the board and the community. He said he believes this document should be viewed as a living document with the understanding as we move forward and learn more about the process, things will change. Mr. Henderson said there are two factors at the heart of a Fair Share Program: (1) the board has to be committed to the concept and do everything to encourage, coerce, etc. to make certain the people involved understand the intent of the board and what we are trying to do; and (2) the appointment of a staff person who is knowledgeable and skilled in this area and will work to bring the players together and make this a reality. Mr. Burton stated his agreement with the comments made. Mr. Seaton stated his support of the motion and asked that we also take advantage of other resources available from other entities with a Fair Share Program. Ms. Phelps asked how the procedure will be followed to make certain someone is working with staff to insure we have someone with the needed expertise? Mr. Henderson answered that the proposal contains a provision to hire an individual to manage the Fair Share Program, and by approving the motion, that concept is approved. However, Mr. Henderson said until we get to that point, the superintendent and her staff will work to secure available resources to further develop this particular document. In working with other community entities, and despite the fact that it is believed this document has a lot of meat to it, we believe it can be even better and that is why he addresses in his motion the further enhancement of the plan. Ms. Phelps asked if she understands the superintendent and her staff will bring back to the board the procedure that this person, or consultant, will follow in looking to enhance the program? Mr. Henderson indicated that is correct.*

*Mrs. Armstrong asked if this policy is one in the same as the policy developed by staff and approved by legal counsel? Mr. Henderson answered that is correct. Mrs. Armstrong asked if legal counsel said the policy is what we as a school board can do, why are we going to pay up to \$5,000 for a consultant to say what our legal counsel has already said was right and proper for the Caddo Parish School Board to do? Mr. Henderson responded that when he visited with the people at the City and the Parish, he discovered they have put together a management system for their Fair Share Plan. He said we have a policy, but we need a means of managing that policy to include forms, ways of administering, how the system can work, and believes we can use the expertise of those who have done this. We have the basic policy from the committee, but it does not contain the necessary details to implement and manage it. He stated he believes we will do well to have funds available, up to \$5,000, to get us to where we have a document that not only has a policy in it, but also a management system. Mrs. Armstrong asked for clarification that the policy will not change; however, we will only add to it necessary forms and procedures for implementing it. Mr. Henderson said that is his understanding. Mrs. Armstrong asked Mr. Abrams if this is the right direction as a next step in the development of a plan? Mr. Abrams said his opinion is only legal, and the question as to whether the document itself is legal and acceptable will be determined as it passes whatever test it is challenged through litigation. He said the policy as presented is very similar to the plan developed by Caddo Parish and it also has many qualities included from the City of Shreveport's Plan. He said the present plan is a legal*

document that passes muster, but the committee doesn't profess to know everything about Fair Share and how to develop these type plans is an issue being addressed all over the country.

Mr. Henderson addressed a previous comment he made that it would never change; however, this is a living document and if anyone calls to the board's attention that something is wrong, the board can address and change it if necessary.

Mr. Wayt asked if it is not correct that this document would not prohibit us from using a person on the staff, one already employed, to staff this position? Mr. Henderson said that is correct, there is nothing, but staff prefers to add a person to do this job. Also, the staff and the board will have input in what the committee is doing and will be advised of what is happening as progress is being made. Also, the \$5,000 is a maximum and not necessarily an amount to be expended. Mr. Wayt also asked if this will come back to the board for final approval before anything is done? Mr. Henderson answered that is his understanding. Mr. Brooks stated he can support Mr. Henderson's motion except for the one staff person to manage the plan. He believes two staff persons are needed. Mr. Henderson stated that the sentence in the motion *for further development and enhancement* will provide for that kind of input to come back, however, he doesn't believe it necessary to change the motion at this time. Ms. Phelps shared that in discussing the legality of the document, some of the things she would like to see relative to procedures, is adding to the document where a contractor must give some effort of finding a minority contractor for example electricity. She believes something of substance is needed in the proposed plan so that we have someone to say we will have it documented that everyone will give a good faith effort to include minorities. *Mr. Burton moved, seconded by Mrs. May, to call for the question. Vote on the motion carried unanimously.*

*Vote on the main motion carried unanimously.*

#### **CONSIDERATION OF JOINING THE COUNCIL FOR GREAT CITY SCHOOLS AND COMMISSIONING A LONG-RANGE STUDY FOR A SCHOOL SYSTEM INFRASTRUCTURE PLAN (Wayt)**

*Mr. Wayt moved, seconded by Mrs. Armstrong, that the Caddo Parish School Board adopt a resolution to apply for a membership in the Council of the Great City Schools at a membership cost for this school year of \$9,483 with the funds to come from the Superintendent's Discretionary Fund.* Mr. Wayt stated this has been discussed several times and it is the intent to ultimately ask the Council of the Great City Schools to give us a quote on doing a long-range study; however, the first step is to apply for membership and their Executive Committee meets and votes on memberships on March 21<sup>st</sup>; therefore our first step is to draft a resolution applying for membership in that group, and subsequently ask them for other action. He encouraged the board members to support the motion. Mrs. Armstrong asked the superintendent to share with the board her experiences with this group. The superintendent stated that at the last board work session she shared with the board that the Council of the Great City Schools is an organization for large school districts of 35,000 plus in student population. In her work with this organization, they were able to come in and do studies in the different areas in the school district at no additional consulting fee, but only the expense for them to travel to the district. She added that in addition, the membership also affords the district networking opportunities throughout the nation with other districts the size of Caddo, publications with opportunities for resources we can utilize in our district, etc.

Mr. Guin asked if his understanding is correct that this organization meets to approve memberships in March? Mr. Wayt responded that is correct, March 21<sup>st</sup>. Mr. Guin asked what, in looking at the \$9,483 prorated for the remainder, is the remainder of the year? Mr. Wayt answered the year would end at the end of summer, when school begins again. He added that dues for a full school year is approximately \$28,000. Mr. Guin stated we are looking at approximately four months. Mr. Wayt said yes, about one third of the year and the amount may actually be less than the \$9,483 since that quote was made about one month ago. Mr. Guin stated he is not against it, but asked if we would be able to get our money's worth or should we ask for approval beginning August 1<sup>st</sup>? The superintendent answered that she could make some contacts with the organization and explore what they might be able to do in the remainder of this year. Mr. Guin asked Mr. Wayt if he would have an objection to postponing and asking the president to call a special called board meeting after the work session in March to allow for the superintendent to obtain additional information before making a decision? Mr. Wayt said he

doesn't have a problem with postponing it; however, he wanted it noted that this organization does work 12 months out of the year and he doesn't believe it matters if school is in session or not. He added that the moment we are approved as a member, we immediately have access to information from them concerning the 61 school districts nationwide that are members of this organization and we could immediately use that information to compare our system with them as it relates to legal fees, fair share proposals, accountability, etc. He believes the organization prorated this amount so we would not have to pay the full \$28,000 and believes we can make good use of it immediately.

Mr. Burton stated he had the same question regarding the timing and asked if we have identified needs we can present to them right away? The superintendent indicated she believes there are needs and we will be able to utilize the services of this organization immediately. Mr. Burton asked Mr. Wayt about travel and will they have prolonged stays in the community? Mr. Wayt answered they estimate the cost in advance and give the district a cap with a guarantee. Mr. Burton indicated his support of the motion. Ms. Phelps stated that she heard the need for an infrastructure study, but asked that the superintendent, along with other things, have a list of additional needs along with the infrastructure needs where we can utilize these services. *Mr. Seaton moved, seconded by Mr. Burton, to end debate. Vote on the motion to end debate carried with Board members Guin, Hardy, Burton, Crawley, May, Phelps, Seaton, Wayt, Ramsey, Armstrong and Henderson. Mr. Brooks did not vote.*

*Vote on the main motion carried with Board members Guin, Hardy, Burton, Crawley, May, Seaton, Wayt, Ramsey, Armstrong and Henderson supporting the motion. Ms. Phelps and Mr. Brooks did not vote.*

#### **CPSB APPOINTMENT TO DISCIPLINE POLICY REVIEW COMMITTEE**

*Mrs. Armstrong nominated Phillip Guin, seconded by Mrs. Hardy, as the CPSB appointment to the Discipline Policy Review Committee. Mr. Henderson moved that nominations be closed. Vote on the nomination of Phillip Guin carried unanimously.*

#### **COMMITTEE APPOINTMENTS**

Mr. Ramsey announced the following CPSB liaison appointments: Liaison to the Shreveport City Council-Phillip Guin; Liaison to the Shreveport Chamber of Commerce-Eursla Hardy; Caddo Parish Commission Liaison-Gard Wayt; Legislative Liaisons-Willie Burton and Willie Henderson; Caddo District PTA Liaison-Gard Wayt; Special Education Advisory Council Liaisons-Lola May and Tammy Phelps; Budget Committee-Ginger Armstrong, Willie Henderson, Rick Seaton, Charlotte Crawley, Jerry Tim Brooks; and Systemwide Copier Plan Liaisons-Gard Wayt and Charlotte Crawley.

#### **CONSIDERATION OF AMENDMENT TO PREVIOUSLY ADOPTED 2004-2005 CPSB SCHOOL CALENDAR**

The superintendent stated that the calendar presented recommending that school start two days earlier will put the board in a situation where hundreds of students will not know if they will be promoted to the next grade or retained. She said information from the State Department indicates August 13<sup>th</sup> is the first day we will know on-line whether or not students have passed or failed the summer LEAP Remediation. Also, because of the new requirements to pass 4<sup>th</sup> grade LEAP, it is anticipated that approximately 1,400 or more students will be retained based on this year's LEAP testing and we need to know those who will be promoted before the start of the school year. *Mr. Seaton moved, seconded by Mr. Wayt, to postpone this item and refer it to the Calendar Committee, asking the Calendar Committee to reconvene to discuss.* Mr. Seaton stated that he learned from the Louisiana Department of Education that basically this proposed calendar, as well as the calendar approved by the board in January, are not acceptable to the state according to the number of minutes per semester, and thus it appears some additional time needs to be spent on this. Mr. Ramsey announced that legal counsel has advised that an approved calendar has to be submitted by the 28<sup>th</sup> of February. Mr. Wayt stated he understands it is policy to have an approved calendar by February 28<sup>th</sup>, however, he has been informed that a calendar has been approved as late as April by suspending the rules. He asked if we need some additional time, is there a way this can be done? Mrs. Hardy asked the superintendent about the 2004-2005 calendar and if the calendar presented is staff's calendar? Mrs. Tyler indicated it's not a staff

calendar, but a calendar recommended by the Calendar Committee. Mrs. Hardy asked if the superintendent recommends that calendar? The superintendent said she does, and added that staff may need to tweak the minutes for the 4 x 4 schools, but we are able to do that within the boundaries of that same calendar. *Mrs. Hardy moved, seconded by Mr. Burton, that we accept this calendar.*

*Mr. Seaton called for a point of order.* Mr. Ramsey announced there is a substitute motion on the floor. It was explained that we have an approved calendar and Mrs. Hardy withdrew her motion. Mr. Ramsey asked for a point of clarification from the superintendent regarding the issues brought up and if these calendars will pass the scrutiny of the state board? Mrs. Gunn reported that she contacted the state department and talked with the person who works directly with elementary and secondary education and they have no clear-cut number of days per semester, but only that each semester be as equal as possible. She stated Caddo has chosen 177 days, (the minimum requirement is 175, but two days are added in the calendar to allow for inclement weather). We also have the required 63,720 minutes, and most of the schools do have on a daily basis more minutes than the 63,720 minutes. Mr. Ramsey asked if there is a problem with the 4 x 4? Mrs. Gunn said she checked with Ken Cochran, principal at North Caddo, and he reported he has more than enough days in the calendar to accommodate the calendar and added that Southwood reported the same thing.

Mr. Burton asked why do we have a committee of citizens to work on the calendar and the superintendent to present a recommendation to the board and we don't respect that, why do we ask these people to do this work? He understands everyone is not going to be satisfied with whatever the final decision might be, but encouraged the board to vote against the change and postponing, and move forward in preparing for the next school term and what is best for the children.

Mrs. Crawley asked if her understanding is correct that in the block schedule, the 63,720 minutes must be divided by 2? Mrs. Gunn answered it is divided by four. Mrs. Crawley asked Mrs. Gunn if she feels secure that the schools on the block schedule will have the required number of minutes each semester? Mrs. Gunn responded the principals have assured staff they will. Mr. Brooks pointed out that we had many people put many hours into this and we can't just make changes without going through procedures. He encouraged the board to defeat the motion. Ms. Phelps asked Mrs. Gunn if those who are opposed to the calendar took into consideration the timing for the results for summer LEAP remediation, which also includes GEE remediation also and were they not present at the meeting when the final calendar was determined? Mrs. Gunn said this topic was discussed and at the time it was discussed, we did not know the exact date, but everyone was aware that it was around August 13<sup>th</sup>. Ms. Phelps asked if they were aware their opposition would not allow for students to have their results in time? Mrs. Gunn said that is correct and this will affect approximately 3,000 students. Mr. Wayt asked for clarification that it is important to understand that the voices heard today do not represent a community within our area, but 58 schools all over Caddo Parish, and the feeling is unanimous that there should be a way we can accommodate the beginning of school after the test scores for remediation students are received and still be able to finish the first semester before the Christmas break, and it is also his personal feeling that this can be done. He stated committees are forced to rely upon the information they receive relative to not being able to do something because of something else. He said there is serious doubt this answer is sufficient, and he hopes we will allow more time for a more definitive answer as to why it takes so long to get test scores and be able to look at another plan that will allow finishing the first semester before Christmas.

*Mr. Burton moved, seconded by Mrs. May, to call for the question to end debate. Vote on the motion carried with Board member Henderson opposed and Board members Guin, Hardy, Burton, Crawley, May, Phelps, Brooks, Seaton, Wayt, Ramsey and Armstrong supporting the motion.*

*Vote on the main motion failed with Board members Guin, Hardy, Burton, May, Phelps, Brooks, Ramsey and Armstrong opposed and Board members Crawley, Seaton, Wayt, and Henderson supporting the motion.*



## **SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** Mrs. Tyler announced that the update on construction projects was presented at the work session and staff is present to answer board members' questions.

**South Highlands and Atkins Performing Arts Center.** The superintendent announced that a report has been shared with the board.

**Consideration of a Proposal for Pay Increase for Crossing Guards.** The superintendent stated that information was mailed to board members on the request for a possible pay increase for the crossing guards. Mr. Henderson stated he appreciates the information and that he believes staff is still anticipating additional information comparing what Caddo does to that of other districts.

**Report Demographic Studies Conducted on CPSB Equipment from August 1999 through August 2001.** The superintendent reported that legal counsel has requested that he be given an opportunity to review the information from the report given, and after legal review, the information will be given to board members.

**Report on Options for Improving Fill Rate for Substitute Teachers.** The superintendent announced that information was made available on the fill rate and stated that staff is present to answer board members questions. Mr. Burton stated we definitely are having some problems with substitutes, not only the quality, but also the quantity. Mr. Barr commented on information he prepared and that the superintendent had forwarded to the board through the *Weekly Briefings* regarding some options for addressing this issue. He stated that Priority #1 was to try and provide incentives for teachers to be present. He said he has not been able to provide cost figures but if teachers are present, there will be fewer vacancies to fill each day and it also ensures that students are being taught by their regular teacher, which hopefully will result in higher test scores. He said he is also working on developing a pool of people that we can use to go to work if we called them at 7:00 in the morning, and we are trying to put in additional phone lines so we can contact all the substitute teachers on each call up per day. Mr. Burton asked if there are substitutes in 4<sup>th</sup> grade classrooms for four to six weeks at a time. Mr. Barr answered we do have what is classified as long-term substitutes. Some of these may be in classrooms for as long as a semester, however, he cannot say if they are in 4<sup>th</sup> grade or 8<sup>th</sup> grade classes. Mr. Burton stated that with testing coming up, it is important to have qualified teachers in the classroom, especially in those crucial grades where students are held accountable. Mr. Barr reminded board members that long-term subs are recommended by the principal. Mrs. Crawley asked Mr. Barr about the percentage fill and asked if a school is not going through the substitute system, but are securing their own subs, will this affect the fill ratio? Mr. Barr said absolutely, especially since we have directed schools to make sure substitutes have a job number which means it has been filled through the SEMS System. Mrs. Crawley asked if she understands correct that if we have several schools filling their own subs, it could lower our fill ratio? Mr. Barr said the conclusion he draws from this is if the substitute does not have a job number, the substitute should not expect to be paid. Mrs. Crawley stated she is trying to determine how realistic the fill ratio might be. Mr. Barr responded that the number is becoming more realistic all the time, and schools have secured their own subs, but at this point they know they should have a job number, which means they should come through the SEMS system.

Mr. Brooks stated he believes Mr. Barr is overloaded and he shouldn't be the one dealing with this. Mr. Brooks asked Mr. Barr if this is bringing any problems on him? Mr. Barr said absolutely or he wouldn't be standing here. Mr. Wayt stated that he read Mr. Barr's report and appreciates the time put into it. He asked that staff bring this report back to the board with his best estimate on each cost item. Incentives to be present would be a good thing, but what would be an estimated cost for this, also the cost for a SWAT team, more telephone lines, if we pay substitutes more, what would staff suggest that cost be, and also the idea of paying subs bi-weekly would be a great incentive and what would this cost be. Regarding outsourcing, what would it cost to resume this? He said he knows this will be time consuming, but he believes the board would be interested in this information and that it would be very helpful in making decisions regarding this very important area.

Mrs. Hardy stated that she understands the importance of having qualified substitute teachers and we had this under the outsourcing program, and asked what type of problems are we having? Mr. Barr stated the problem is we don't have as many people willing to work each day as we did with the outsourcing method. He said most of the ones that worked for the outsourcing firm work for us; we do screen applicants to make sure they meet the qualifications set forth by the board and those are the only ones the SEMS system will call to work and the only ones the personnel department will put to work. Mrs. Hardy asked if there are times we don't have a substitute to replace a teacher? Mr. Barr said almost everyday that happens in that we don't fill all the vacancies. He added that is the reason for the options presented so we can try to make sure there are substitutes for each teacher for each day. Mrs. Hardy said she was not familiar with these problems when we were under the outsourcing policy. Mr. Henderson commented that those in education for any time know that there has always been a problem with substitutes and some principals do a better job than others, and he believes that you will never have a situation where you have a quality substitute in every classroom everyday. Mr. Henderson asked Mr. Barr what it would take to add telephone lines? Mr. Barr responded that he checked on this and found that we presently have enough extensions within the school system to do that, however, he has not received a response back from SEMS as to whether or not that many lines (4) can be added to the present system without any additional cost. The superintendent reported that staff will share that information with the board once it has been received from the company. Mr. Henderson stated that in the past we had a situation where the capacity of the system limited our ability to add lines (trunks), and this is something that was true 10 years ago, and he hopes that this has been corrected, because he believes this is an option that would be fairly inexpensive and could have positive results. He also believes the bi-weekly pay would help a great deal and asked the superintendent to become personally involved in this option to do whatever is reasonable.

Ms. Phelps asked if adding the additional lines would only allow us to be able to call more people? Mr. Barr responded that adding additional lines will provide a means by which SEMS can offer at least one job to every substitute employee on the system. Ms. Phelps asked if we not presently have that ability? Mr. Barr said not each time the system comes up to call out. Ms. Phelps asked which option presented could remedy the problem? Mr. Barr responded he believes providing incentives for teachers to be present each day would be the number one option. Ms. Phelps asked what type of incentives? Mr. Barr answered his department has been working on this, however, it is not at the point to be presented to the board. Ms. Phelps asked what would the number 2 incentive be? Mr. Barr stated that would be combining a couple of things - add the additional phone lines, pay substitutes bi-weekly, in addition to providing the incentives to be present.

Mr. Brooks stated that last year Kavanaugh did an outstanding job and he doesn't understand why new people come on the board and make motions to change the program that was doing a good job. They did the evaluations, they did it all. He added the way it is now, it is too much manpower for Mr. Barr.

The superintendent stated staff will follow up on the board's request and provide the board with information as soon as possible on these options and a comparison of what it would be like to do some of the things suggested by board members.

**Report on Feasibility of a Policy for an Employee Donation of Days to Aid Co-workers when Catastrophic Illness/Accidents Necessitate an Employee using both Current and Accumulated Days.** The superintendent stated board counsel has asked that he be given an opportunity to explore this request.

## **UNFINISHED BUSINESS**

## **NEW BUSINESS**

Mr. Guin requested that an item be added under Superintendent's Report on next month's agenda for a report concerning the top five public records request, who made them, and a dollar amount for attorney fees and staff associated with those requests. His reason for this is we continue to hear about attorney fees and he wishes the public to know the reason for some of these attorney fees.

## ANNOUNCEMENTS AND REQUESTS

Mr. Burton announced that in celebrating Black History Month, we have some members of the CPSB who are a part of that, including Willie Henderson who served temporarily as the interim superintendent of Caddo Public Schools, Jerry Tim Brooks played tennis against Althea Gibson at the Lakeside Recreation Center, Lola May, Tammy Phelps is the youngest to ever be elected to the CPSB, and Eursla Hardy who marched in 1968 for Civil Rights.

Mr. Burton also announced that on February 19, 2004, at 10:00 at Southern University, Superintendent Ollie Tyler will be recognized by the students at Southern as the Leader of the Year, an honor bestowed upon historical leaders in this area. Board members were invited to attend.

**New Board Member Orientation.** Mr. Ramsey requested that the minutes reflect on Thursday, February 12, 2004, a new board member orientation was held and board members in attendance included Tammy Phelps, Rick Seaton, Gard Wayt, Willie Burton, Lola May, and Larry Ramsey. Mr. Ramsey announced that this orientation will credit board members who attended with points toward meeting the required education hours.

Mrs. Hardy requested that the superintendent look at the T Buildings at Northside Elementary as there is no cover for the students to walk under in inclement weather.

Mrs. Hardy requested that the superintendent look at the possibility of curtains for the stage at Newton Smith.

Mrs. Crawley asked the superintendent to look into how long a new teacher coming into the system in January would have to wait before receiving their first paycheck. Mr. Wreyford explained that it would depend on the exact day as payroll schedules are set in advance. He further explained it could be February for the first regular check; however, several years ago, a new procedure was implemented to avoid this situation and give the new teachers a choice to wait or receive some advance pay, and he believes this has solved the problem. Mrs. Crawley, for clarification, asked if someone started January 5<sup>th</sup> and they elected to get paid twice a month, would they be able to get paid on the 15<sup>th</sup> and the 30<sup>th</sup>? Mr. Wreyford said it would not be that early, as there would have to be some lead time in order to get the first paycheck and he could look at the schedule and provide her something in writing. Mrs. Crawley stated she heard that if someone begins on January 5<sup>th</sup>, their paycheck on February 15<sup>th</sup> would only be for a couple of weeks in January, and that is a long time to wait for a little money.

Mr. Seaton asked staff to check the board lights again as they appear to be malfunctioning. The superintendent stated that she has asked staff to follow up on getting this matter corrected.

Mr. Seaton also asked that the results of the copier survey conducted in the fall in the schools relative to who pays for copiers be provided to the board. The superintendent responded that Mr. Hudson presented a report to the board on these results and she will provide a copy to the board.

Mr. Henderson announced Willie Burton, in his capacity as LSBA President, appointed him to serve as a representative for the state at the Federal Relations Network Conference held in Washington, D.C. February 1-3, 2004. He stated it was very informative conference and an opportunity for public educators to petition our elected officials in four areas: (1) Title 1 funding, (2) Child Nutrition Program funds, (3) No Child Left Behind, and (4) Special Education. He said some had the opportunity to visit with their congressperson from our particular district and announced that Senator Landrieu was one of two congressional leaders recognized by the organization for their work with vouchers in the No Child Left Behind legislation. Mr. Burton also added that this session was very informative.

Ms. Phelps commented on the new board member orientation and expressed her appreciation to staff for the information provided them.

## EXECUTIVE SESSION

*Mr. Burton moved, seconded by Mrs. Hardy, to accept the recommendation of staff for students Cameron Christaw and Michael Pea. Vote on the motion carried with Board members Guin,*

*Hardy, Burton, Crawley, May, Phelps, Seaton, Wayt, Ramsey, Armstrong and Henderson supporting the motion. Mr. Brooks was absent for the vote.*

**Adjournment.** *Mr. Guin moved, seconded by Mrs. Hardy, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 7:45 p.m.*

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Ollie S. Tyler, Secretary

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Larry E. Ramsey, President

**March 2, 2004**

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 5:45 p.m. (immediately following the Executive Committee meeting) on Tuesday, March 2, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum: Phillip R. Guin, Eursla D. Hardy, Charlotte Crawley, Lola May, Tammy Phelps, Jerry Tim Brooks, Rick Seaton, Gard Wayt, Ginger Armstrong and Willie Henderson. Willie Burton was absent. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were omitted.

## **PERSONNEL RECOMMENDATIONS**

*Mr. Guin moved, seconded by Mr. Wayt, to approve the personnel recommendations as recommended by the superintendent and submitted in the mailout. Mr. Brooks requested that the Youree Drive recommendation be pulled. Mr. Ramsey responded that the motion on the floor is to approve the personnel recommendations. Mr. Brooks made a substitute motion, seconded by Mrs. Hardy, to pull the Youree Drive recommendation. Mr. Brooks stated that he thought we hired from within, that if there is a vacancy like a principal or assistant principal, that the position is usually filled from within that school and we don't go outside. Mr. Ramsey stated that legal counsel has ruled you cannot pull anything that is on the table. Mr. Abrams said the motion is to pull the recommendation of the superintendent and the superintendent has made the recommendation. He stated a proper motion would be to vote on the two individuals (recommendations) separately or vote for Youree Drive separate from the other. Mr. Brooks said everyone needs to know about this recommendation. Mr. Ramsey announced that the substitute motion on the floor is improper and the motion now on the floor is to approve the superintendent's recommendation. Mr. Wayt called for a point of order. Mr. Brooks made a substitute motion, seconded by Mrs. Hardy, to separate the motion and vote on Youree Drive separately. Mr. Brooks stated that we have always hired within and we don't need to get caught up in a trap. He said it's not fair for someone to be at a school 25 years and know that school and we bring someone in from outside the school. Mr. Wayt said he does not mind separating the issues, but he will support the superintendent's recommendation, whether it is together or if it is separated, and encouraged the board to do so also. Ms. Phelps asked if this is the way it is normally done and is there a reason it is being done differently? The superintendent answered we have always hired principals based on the best-qualified person for the position and we do go to other schools and appoint principals. Ms. Phelps indicated someone else had asked the question about why it was done differently, was it because there was a qualified person from another school? The superintendent responded she has made the recommendation based on the best-qualified person for this school, and that is what we have always done. Mr. Henderson stated the motion on the floor is to separate rather than debate the merits of the motion, and agrees if the maker of the motion wants to separate, however his vote will not be affected by it. Vote on the motion to separate carried with Board member Ramsey opposed, and Board members Guin, Hardy, Crawley, May, Phelps, Brooks, Seaton, Wayt, Armstrong and Henderson supporting the motion.*

*Mr. Wayt moved, seconded by Mr. Guin, approval of the previous question on the original motion, with the exception of Youree Drive. Vote on the motion carried unanimously.*

*Mr. Wayt moved, seconded by Mr. Guin, to accept the superintendent's recommendation regarding Youree Drive. Mr. Wayt said he believes this is an issue about confidence in the superintendent and he has ultimate confidence in the superintendent's judgment and supports the superintendent's recommendation. Mr. Guin said he doesn't believe this is a challenge of the superintendent's recommendation and that we have a CPSB policy that states hiring practices and those procedures are followed everyday. Ms. Phelps reiterated that this is not a question of the superintendent's recommendation, but she asked the questions for informational purposes in that she didn't know. Mr. Wayt called for the question, seconded by Mrs. Armstrong. Vote on the motion to end debate carried with Board member May opposed and Board members Guin, Hardy, Crawley, Phelps, Brooks, Seaton, Wayt, Ramsey, Armstrong and Henderson supporting the motion.*

*Vote on the motion regarding the Youree Drive recommendation carried with Board member Brooks opposed and Board members Guin, Hardy, Crawley, May, Phelps, Seaton, Wayt, Ramsey, Armstrong and Henderson supporting the motion.*

Mary Nash Robinson, assistant superintendent for human resources, introduced the following personnel appointments approved by the board: (1) Yvondra S. Whitmore for the position of Professional Development Specialist, and (2) Arleen A. Hague for the position of principal of Youree Drive Middle School. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the position to which they were appointed. School administrators, family and friends present were also introduced.

### **EXECUTIVE SESSION**

*Mr. Henderson moved, seconded by Mrs. Crawley, to go into executive session for 10 minutes for the purpose of discussing prospective litigation regarding written demand by Claire Sharp, the Sharp Law Firm, on behalf of Rene Spataro. Vote on the motion carried unanimously. The board recessed at approximately 6:03 p.m. and went into executive session at approximately 6:10 p.m. Ms. Phelps left the meeting at the recess. The board went back into open session at approximately 6:42 p.m.*

**Adjournment.** *Mr. Henderson moved, seconded by Mrs. Armstrong, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:43 p.m.*

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Ollie S. Tyler, Secretary

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Larry E. Ramsey, President

**March 16, 2004**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, March 16, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Willie Burton, Charlotte Crawley, Phillip Guin, Eursla Hardy, Willie Henderson, Lola May, Tammy Phelps, Rick Seaton and Gard Wayt. Also present were Ollie S. Tyler, secretary, and Reginald Abrams, legal counsel. Mrs. May gave the invocation and led the Pledge of Allegiance.

### **CONSIDERATION OF MINUTES OF THE FEBRUARY 17, 2004 AND MARCH 2, 2004 CPSB MEETINGS**

*Mr. Guin moved, seconded by Mrs. May, approval of the minutes of the February 17, 2004 and March 2, 2004 CPSB meetings as submitted in the mailout. Vote on the motion carried unanimously.*

### **PUBLIC HEARING – NAMING OF HEALTH CLINICS AT ATKINS ELEMENTARY AND LINWOOD MIDDLE SCHOOLS**

The superintendent stated a request was made to name the health clinics at Atkins Elementary and Linwood Middle Schools in memory of Alvin Mims, former school board member who passed away in December 2003. She said in accordance with CPSB Policy, the public hearing is held to receive input one month prior to the CPSB taking any action, and the superintendent recommends that these facilities be renamed as requested. Mr. Ramsey declared the public hearing open. After the third request for comments and there being none, he declared the public hearing closed.

### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

The superintendent presented the agenda and Mr. Ramsey proposed that items 10-12, 15, 17-18, 20-21, 25-27, and 29 be categorized as the consent agenda, that item 16 “Approval of the Cooperative Endeavor Agreement on Mutual Sports Facilities with the City of Shreveport and Caddo Parish School Board”, and item 23 “Consideration of a Proposal for Pay Increase for Crossing Guards” be pulled; that item 22 “Request for Update of the RIF Policy” be placed under Superintendent’s Report; and that item 24 “Proposed Summer School Policy for Hiring Teachers” be postponed. Mr. Burton corrected the wording on item 28 to change the name to *Eddie Jones West Shreveport Elementary School*. The superintendent announced that the Executive Session is cancelled.

### **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Mary Nash Robinson, assistant superintendent for human resources, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators and other guests also were recognized.

**LSBA Artwork Contest Winner.** Katie Sexton, student at Youree Drive Middle School, was recognized as the 1<sup>st</sup> Place winner in the 5-8 grade category of the Louisiana School Boards Association Artwork Contest for 2004. Her artwork was exhibited in the Lafayette Convention Center’s foyer during the Louisiana School Boards Association annual convention.

**DECA Winners.** The following Caddo Career students were recognized for awards received during the DECA State Leadership Conference in Baton Rouge: Arielle Carter (Captain Shreve), 3<sup>rd</sup> Place Marketing Research Writing Event; Rachal Lester (Caddo Magnet), 3<sup>rd</sup> Place Marketing Research Writing Event; Brandon Fletcher (Byrd), 3<sup>rd</sup> Place Food Marketing Associate Level; Dequindra Smith (Fair Park), 2<sup>nd</sup> Place E-Commerce Business Plan Event; Antoinette Randle (Fair Park), E-Commerce Business Event; Emily Carpenter (Byrd), 2<sup>nd</sup> Place Food Marketing Research Event; Robert Bryant (Woodlawn); 1<sup>st</sup> Place Business Service Marketing; Jimarse’ Brown (Green Oaks), 1<sup>st</sup> Place International Marketing Business Plan; and Delilah Dale (Byrd), 1<sup>st</sup> Place Hospitality and Recreation Research Event.

## VISITORS

Cynthia Henderson, president of Caddo Association of Educators, addressed the board on the April 17<sup>th</sup> bond election and encouraged the voters and CAE members to support this bond proposal. She stated with the approval of this bond proposal, over \$88 million will be dedicated to improve the working conditions of employees and the learning environment of Caddo's students with no new taxes. She referenced information being distributed by another employee organization that may cause some employees to not support the proposal because there is no money to support salary increases. She stated these funds, if approved, cannot be used for salaries, textbooks and materials & supplies; and it will be necessary for the board to go back to the voters in 2006 and ask them to renew the money that provides a 10% pay increase to certified employees and an 8% increase for classified employees. If the message is sent to the public not to approve the April 17<sup>th</sup> proposal, she asked what will the public do in 2006? If that tax is not renewed, salaries will be reduced by the 10% or 8%. She said all students in Caddo Parish deserve a learning environment that includes air conditioning systems that are quiet and do not interfere with teaching, improved lighting, and technology enhancements. She stated that CAE is urging every registered voter to vote yes for the proposal and encourage friends, relatives and neighbors to join in this support.

Carolyn Rhymes, president-elect of the Caddo Association of Educators, reiterated the strong support of CAE for the bond election on April 17<sup>th</sup>. She said the organization feels the needed study was done when every member of the task force visited every school in Caddo Parish last year and gave every school employee a voice regarding the concerns, and listed air conditioning and lighting at the top of the list. She stated a vote for the bond renewal is a vote for the children, because improving their learning environment is also improving the employees' working environment. She offered the help of the CAE members in any way possible to help pass the April 17<sup>th</sup> bond proposal.

Karola Whitehead, CPSB paraprofessional, addressed the board on her responsibilities as a teacher's aid for the past 12 years. Mrs. Whitehead stated that last year when she learned she would have to have an associate degree or pass a state mandated test to meet the qualifications of No Child Left Behind, she completed the necessary college course work through the system. Upon completion of the test, she learned she did not qualify for any additional assistance because she complied with the mandates. She encouraged the board to take a look at Caddo's salary schedule and reward those working hard to meet the challenges of No Child Left Behind.

Patsy A. Richardson, employee, addressed the board on her feelings that the district has not made any effort to recognize her dedication and loyalty as a Caddo employee. She reported that surrounding districts have implemented new salary schedules to provide additional compensation to teacher aides in recognition of the increased requirements of the NCLB legislation. She requested that the board, when contemplating the budget for the 2004-05 school year, restructure the current salary schedule to reflect these new requirements.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on matters of interest to the Federation, including the increase in the retirement contributions and the MFP monies received for certificated staff. She reminded the board that the most direct impact on student achievement is the quality of the instructor. Mrs. Lansdale stated that the salary schedule is a tool at the board's disposal that communicates what the board values, and can be used to encourage quality teachers to continue teaching in the classrooms. She asked that when the board reviews the salary schedule, that they also review the teachers aid salary schedule, since the current schedule reflects changes made under the Arthur Anderson study and does not address college hours, degrees, or testing requirements now mandated under the NCLB legislation. She said the intent of that legislation was to make sure that those providing academic assistance to the boys and girls met certain academic standards and the current salary schedule does not reflect those standards, but only addresses the number of years an employee has in the system. She encouraged the board to use the salary schedule to communicate the board's recognition of the requirements and compensate those who have met the requirements. She stated she has continued to receive calls from teachers who are required to stay after school for professional development, some times several days a week, and most of these are without compensation. She reported the Federation surveyed teachers, asking them such questions as *how many meetings, besides faculty meetings, are they required to attend per month?, how long were the meetings, and if teachers were compensated for the meetings?* She



said according to state law, teachers must instruct a minimum number of minutes, and teachers must receive two days of professional development training each year; and, if those number of days increase, the salary should increase. She added this has not happened yet, and according to the survey, teachers are being held many, many hours after school without compensation. She said that requiring these excessive hours without compensation is an unfunded mandate and meets the standard of being unreasonable. She reported the Federation is asking their state affiliate to secure an Attorney General's opinion regarding this matter and will present it to the board as soon as possible. Mrs. Lansdale also addressed the board's directive to assure at least \$50 of the materials and supplies allocation is to the classroom teacher and there is concern that teachers are being required to use this \$50 for everything – pencils, paper, even the required grade book. She asked if teachers are asked to furnish everything, what will happen to the additional M & S monies allocated to a particular school site and controlled by the principal at that site. She expressed the Federation's appreciation for the opportunity to serve on the Reduction in Force Policy Committee and the Grievance Policy Committee and looks forward to the Discipline Policy Review Committee. She asked that the board directly communicate with teachers and employees that they can be elected by their peers to serve on this committee. She also requested that the substitute teacher situation again be addressed because of the problems being encountered.

Mariah Underwood, parent, grandparent, and member of the PTA, stated that the PTA supports the bond issue, but there are concerns on how the board voted on a calendar that does not allow the students to complete testing prior to the Christmas holidays. She asked the board to reconsider and respect the opinion of the schools and PTAs to meet the needs of the students and allow testing to happen prior to Christmas break.

Kenneth Krefft, Broadmoor Neighborhood Association, stated that he addressed the board previously on the April 17<sup>th</sup> bond issue and is concerned about the *Myth* information being disseminated stating the general millage cannot be used for salaries and supplies. He said on October 18, 1997, the Caddo voters approved some propositions that addressed teacher salaries. He said the City of Shreveport uses a general millage to pay law enforcement and fire salaries, and this is something being done in cities throughout the state. He said if it were an ad valorem tax, it would be a myth; it would be illegal. He believes that \$2 million should have been added to the \$88.29 million for lighting, and approximately \$6 million for salaries and supplies. He referenced conversations he had with two well-known attorneys in the state who explained that it could have been done. He understands it can't be because of the way it is worded, but it could have been worded differently to address these other issues.

Charlotte Watson, principal, announced the elementary administrators support of the April 17<sup>th</sup> bond issue. She said this group understands and recognizes each school is different, but this bond issue is a wonderful opportunity to level the playing field and have a wonderful learning environment for all students and a wonderful teaching environment for the teachers.

Dr. Phillip Rozeman, Alliance for Education, shared the endorsements to date for the April 17<sup>th</sup> bond proposal as follows: Alliance for Education, Greater Shreveport Chamber of Commerce, Committee of 100, Caddo Association of Educators, NAACP, Caddo District PTSA, and Elementary, Middle and Secondary Principal Associations. He said the business community is involved and will communicate to their members, as well as be involved in advertising and issue oriented funding. He said enough money has been raised to effectively communicate the message through the media, and community leaders have taken the responsibility of communicating to service clubs in every part of the city. They are also working on individual endorsements, *Times* ads, and speaking out on building a better learning environment for all our children. He summed up his comments by stating he does not wish for any misunderstanding on our resolve, our commitment or determination to move forward on the bond issue.

### **CONFIRM THE CONSENT AGENDA**

*Mr. Burton moved, seconded by Mrs. Hardy, to confirm the consent agenda. Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

### **Agenda Item No. 10.A.**

**Personnel Recommendations.** Per request from the superintendent, Mary Nash Robinson, assistant superintendent/human resources, introduced the following personnel appointment as recommended by the superintendent and approved by the board: Marie Eakin, assistant principal of instruction at J.B. Harville/Oak Terrace Alternative School. Family, friends and school administrators were also recognized. This appointment will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the position.

### **Agenda Item No. 10.B.**

**Requests for Leaves.** The board approved the following requests for leaves as submitted in the mailout.

#### Certified Personnel

Sabbatical Leave-Medical, (February 16 through remainder of spring semester)

Patricia Moore, Teacher, Huntington High, 18.5 years

Catastrophic Illness (Beginning March 18 for 30 days)

Consitina Adams, Teacher, West Shreveport Elementary, 13.5 years

Catastrophic Illness (Beginning at noon on February 11 for 30 days)

Valarie Lloyd-Small, Teacher, Eighty-First Street ECE, 6.5 Years

Catastrophic Illness (February 23-27 – 5 days)

Rachael McCain, Teacher, Barret Elementary, 4.5 years

Catastrophic Illness (Beginning February 12 for 30 days)

Debbie Samhan, Teacher, Vivian Elementary/Middle, 6.5 years

#### Classified Personnel

Catastrophic Illness (30 days)

Patience A. Parish, Bus Driver, 2 years

Leave without pay, (March 8, 2004 through March 19, 2004)

Gloria A. Green, Technician/Cashier, Huntington High, 7 years

### **Agenda Item No. 10.C.**

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the Personnel Transactions Report covering the period of February 11, 2004 through March 10, 2004 as submitted in the mailout.

### **Agenda Item No. 11.A.**

**Approval of Bids.** The board approved the following bids as recommended by staff and submitted on the bid tabulation sheets. (1) Printing Press for Caddo Career Center – AB Dick Company for the printing press for Caddo Career Center totaling \$46,534. (2) Middle School Athletics – Aluminum Athletics totaling \$35.00; Green Sports USA totaling \$1,549.30; Riddell All American totaling \$1,172.00; BSN Sports totaling \$1,405.26; Moore-Seigler SportsWorld totaling \$9,034.48; Football America totaling \$4,307.20; Wilson Sporting Goods totaling \$1,705.20; (3) Playground Equipment for 81<sup>st</sup> Street ECE – RJR Enterprises totaling \$26,948.61; (4) Computer Software for Title I – SVE & Churchill Media totaling \$39,465.00; and (5) Computer Software for Libraries – the unit price bids of Tom Snyder Productions totaling \$20.00 and Educational Resources totaling \$7.85.

**Approval of Bids (Capital Projects/Construction).** The board approved the bid of A & R General Contractors for the sum total of \$1,164,390 for Project 2003-107, Westwood Classroom Wing Addition, as recommended by staff and submitted in the mailout.

### **Agenda Item No. 12**

**Approval of Annual Independent Auditors.** The board approved the five-year proposal of Allen, Green & Williamson, LLP, as Caddo's annual independent auditor, as submitted in the mailout.

**Agenda Item No. 15**

**Approval of Allocation of Caddo Educational Excellence Fund Interest to Schools.** The board approved the allocation of the Caddo Educational Excellence Fund Interest to schools as recommended by staff and submitted in the mailout.

**Agenda Item No. 17**

**Approval of Resolution to Join Louisiana Schools Self-Insured Group.** The board approved the resolution to join the Louisiana Schools Self-Insured Group as recommended by staff and submitted in the mailout.

**Agenda Item No. 18**

**Approval of Reading First Job Descriptions.** The board approved the *Reading First* job descriptions as submitted in the mailout.

**Agenda Item No. 20**

**Approval of Starting Points Preschool Program Grant.** The board approved the Starting Points Preschool Program Grant application as recommended by staff and submitted in the mailout.

**Agenda Item No. 21**

**Approval of High School Proposals.** The board approved the high school course proposals for SY2004-05 for Byrd and Southwood High Schools as recommended by staff and submitted in the mailout.

**Agenda Item No. 25**

**Sale of Norris Ferry Road Property.** The board approved the CPSB beginning the process of selling the 20 acres of school board property located on Norris Ferry Road by public bid to the highest bidder, with the minimum acceptable bid being \$300,000 or the current appraised value, whichever amount is higher.

**Agenda Item No. 26**

**Approval of Revision in Agreement between VOA and the Caddo Parish School Board Related to 21<sup>st</sup> Century Community Learning Center Program.** The board approved the revision in the agreement between the VOA and the Caddo Parish School Board related to the 21<sup>st</sup> Century Community Learning Center Program as recommended by staff and submitted in the mailout.

**Agenda Item No. 27**

**Approval to Reinstate Administrative Assistant Position at Southwood High School.** The board approved reinstating the Administrative Assistant at Southwood High School as requested by staff and submitted in the mailout.

**Agenda Item No. 29**

**Approval of Resolution of Continued Employment.** The board approved a resolution of continued employment as recommended by staff and included in the mailout.

**REVISION OF 2003-04 GENERAL BUND BUDGET**

*Mrs. Crawley moved, seconded by Mr. Guin, to postpone this item until April 6<sup>th</sup> at a special called meeting.* Mrs. Crawley stated that staff has provided her with some information, which she does not believe the other board members have received, and she would like time to review this information prior to voting on the proposed revision to the budget. Mr. Guin asked the superintendent if there is a reason why this item cannot be postponed until a special meeting on

April 6<sup>th</sup>? The superintendent, after inquiring of staff, stated this will not delay anything. Mr. Guin said he has some questions and if it were an emergency, he would recommend moving forward. However, he noted the difference in the projections of the ending balance on the original budget and the projected ending balance with this revision, which includes pay raises and other items needing further discussion. He added because of past statements that the board has rushed through some decisions, he would prefer postponing and allowing an opportunity for questions to be answered prior to voting on this item. The superintendent responded there is no emergency, only that staff is pushing to get next year's budget completed and presented to the board, and each delay only puts staff that much further behind in completing the budget process. She said she hopes the board trusts the superintendent to present them with the truth and the staff has worked very hard to add over \$4 million to the budget, which is a positive difference from what staff began with. She added this information was sent to the board members last week to afford time for board members to call staff with any questions; however, if the board wishes to delay, staff will be glad to answer any questions board members may have. Mr. Guin asked the board president if the motion on the floor passes, if he would have any opposition to calling a special called meeting on April 6<sup>th</sup>? Mr. Ramsey said he would schedule a special called meeting for April 6th. Mr. Brooks asked the superintendent if there is anything in the budget revision for support personnel raises? The superintendent responded that support personnel received raises in September and it is not in this budget revision. Mr. Burton stated he will support the superintendent and encouraged board members to call the numbers listed on the agenda to get answers to their questions prior to the meetings. *Vote on the motion to postpone carried with Board member Brooks opposed and Board members Guin, Hardy, Burton, Crawley, May, Phelps, Seaton, Wayt, Ramsey, Armstrong and Henderson supporting the motion.*

#### **DISTRIBUTION OF 2003-04 MFP PAY RAISES**

*Mr. Wayt moved, seconded by Mr. Burton, approval of Option IB. for the distribution of the 2003-04 MFP Pay Raises as recommended by the superintendent and as submitted in the mailout.* The superintendent stated that staff recommends Option IB., of the several options sent to the board, for the distribution of the MFP pay raises. She stated this option asks the board to add an additional \$48,000 to what the state department has sent so that every certificated employee will be increased \$600 a year. She said staff is also asking the board to approve distributing the first lump sum in April, which is what a survey of the teachers indicated they would like. This lump sum check will be retroactive to September. The rationale addresses teacher ranking where the entry level teacher will receive a certain amount and that is how we are ranked, how we pay our teachers, and how we are ranked with other school districts. She said there are 3,371 certificated employees in Caddo (not including the superintendent), and they all will receive the same amount retroactive to the beginning of the year (September). It will be included in the salary schedule for the 2004-2005 school year.

Mr. Wayt added it is his understanding there is nothing in this proposal that will prevent or change the opportunity for revisiting the salary schedules in the coming year, but it is about the catch-up money from MFP funds. Mr. Burton stated his support for raises for our employees. Mr. Guin asked the superintendent if one of the options (IIB.) is an option that builds in a step program in the raises, and if the board adopted this option and moved the Bachelors figure to \$600, what would the total contribution for Caddo be? The superintendent indicated staff did not have that information today, but information is available if the board chooses to give an additional \$100 to everyone based on this schedule. She said adding another \$100 to the Bachelors figure would require the board spending a lot more money from the General Fund. Mr. Guin asked if it is correct that Option IIB. is an additional \$53,000 (above the \$48,200 in IB.)? Mr. Wreyford stated that in looking at Option IIB. and increasing only the Bachelor figure to \$600, a broad estimate for the 3,371 certificated employees, of which more than half are at the Bachelor Degree level, would mean approximately \$250,000. Mrs. Tyler stated staff would need to know the number of teachers with a Bachelor's Degree in order to give an accurate figure. Mr. Guin stated his understanding is Option IB. means that the funds we receive from MFP and an additional \$48,200 from the board will fund a \$600 increase for all certificated staff and if the board elects Option IIB., it would mean the MFP monies plus an additional \$101,000, and the difference between the two options is an additional \$53,000, and based on the information Mr. Wreyford shared, the amount would be increased by another \$25-\$30,000. Mr. Wreyford explained the amount would be approximately another \$250,000. The superintendent stated if it is left as it is and only the Bachelor degree section changed, the number of teachers would need to be known so we could add to the \$101,000 the number times 100.

Mr. Henderson stated his support of the superintendent's recommendation, but stated he is very sensitive to the graduated scale proposed and there is a lot to be said for an employee who has made the sacrifice to earn the degree and spend the time in the system for some compensation to be derived. He also said that recruiting teachers is one of the highest priorities of the school system and as the superintendent said, and many realize, that whenever the teacher salary schedule is discussed, it generally refers to a Bachelor Degree with no experience. He believes if we are to remain competitive and be out front, that particular part of the salary schedule needs to be protected and he believes that is exactly what the superintendent's recommendation is attempting to do. He stated he supports the superintendent.

Mrs. Crawley stated that possibly IIA, which is graduated so there is \$200 difference between Bachelors and Masters, and the \$48,200 from IB. could be used as a sign-on bonus for every first year teacher, which would help in the argument that teachers are not getting paid when they first begin working but have to wait six weeks for the first pay check. She believes this will not only help us in recruiting new teachers, but will place us at the top, as well as maintain the integrity of the graduated program (difference between a Bachelors and Masters). She would like to encourage our teachers to be the best teachers in the classroom, and she always wants to vote for the one that will encourage our teachers to lean toward their own education. Mrs. Crawley stated she would like to make a substitute motion. Mr. Wayt called for a point of order in that according to *Roberts Rules of Order* a board member cannot make a substitute motion after they have debated. *Mr. Burton called for the question, seconded by Mrs. Hardy, to stop debate. Vote on the motion carried with Mrs. Crawley opposed and Board members Guin, Hardy, Burton, May, Phelps, Brooks, Seaton, Wayt, Ramsey, Armstrong and Henderson supporting the motion.*

*Vote on the main motion carried with Board member Crawley opposed and Board members Guin, Hardy, Burton, May, Phelps, Brooks, Seaton, Wayt, Ramsey, Armstrong and Henderson supporting the motion.*

#### **USE OF SCHOOL BUSES BY SOUTHERN UNIVERSITY SHREVEPORT**

*Mr. Guin moved, seconded by Mrs. Armstrong, approval of the use of school buses by Southern University Shreveport for their Educational Talent Search program as submitted in the mailout. Vote on the motion carried with Board members Guin, Hardy, Crawley, May, Phelps, Brooks, Seaton, Wayt, Ramsey, Armstrong and Henderson supporting the motion. Mr. Burton abstained since he is employed by Southern University Shreveport.*

#### **REQUEST TO BEGIN THE PROCESS FOR RENAMING WEST SHREVEPORT ELEMENTARY SCHOOL TO EDDIE JONES WEST SHREVEPORT ELEMENTARY SCHOOL**

Mr. Burton presented information listing the rationale and justification for this request and asked the superintendent to begin the process for renaming West Shreveport Elementary School to Mrs. Eddie Jones West Shreveport Elementary School in accordance with CPSB Policy FF.

#### **SUPERINTENDENT'S REPORT**

The superintendent reported that staff did forward to board members either through the mailout or the *Weekly Briefings* reports on all items listed on the agenda and staff is available to answer any questions.

**Report on Substitute Teacher Situation.** Mr. Seaton stated that some of the items for addressing this situation seemed to be fairly small financially and asked the superintendent if she anticipates bringing a recommendation to the board for addressing this situation? The superintendent answered that during budget deliberations for 2004-2005, staff will be bringing a recommendation to the board for addressing this matter.

**Preliminary Report on School System Needs.** The superintendent stated that a preliminary list of school system needs was provided in the mailout and staff will be bringing to the board a more comprehensive list of needs in the future. Mr. Henderson stated that during deliberations on the merits of proposing a bond election, much was said about additional needs in the schools system. He stated that he asked for this list as the board recognizes there are many, many needs

(some which were mentioned and some which were not), and he wants everyone to know that the board is still committed to finding a way to address those needs. He expressed his appreciation for the information staff provided and for staff's intent to bring forward a plan for addressing all these needs.

**Update on Booker T. Washington High School Library Situation.** Mr. Burton stated that he has been in conversation with the superintendent about this situation and she has assured him that everything is progressing very well for addressing this need. Ms. Phelps asked the superintendent about the five-year timeframe to address the library situation at BTW? The superintendent responded that staff is working diligently to reduce the timeframe and so far, staff has been able to process all the textbooks, with over 44,000 books now on the shelves. Caddo has spent \$66,583.40 and in looking at the 2004-05 budget and if things continue the way they are, staff anticipates bringing a revision to the board as to a change in expediting the process and getting the additional books on the shelf. Ms. Phelps indicated she would like this relayed to the public correctly that it could be within the five-year projection and not necessarily five years. Mr. Henderson reported that when attending the Federal Relations Network Conference in Washington and visiting Congressman McCrery's office, this need was shared and a grant application received that might provide additional funding for the BTW library. Mr. Burton asked about technical workers to assist in the libraries and if it is possible for them to be assisting in the library at BTW? The superintendent responded that all the books have been placed on the shelves at BTW and at this time, there is nothing else for them to assist with. Mr. Burton requested that the superintendent continue her updates on the BTW library situation as well as textbooks as there is a concern that inner city schools do not have textbooks to take home.

Mrs. Crawley asked if all items turned into the superintendent as requests are placed under Superintendent's Report since she does not see her requests listed on the agenda? The superintendent stated that responses to board members' requests are forwarded to the board; however, if the board wishes to handle it differently, staff can make that change. Mrs. Crawley asked if she placed *Report* by the request, would the item be added? The superintendent said she would if that is what she requested.

**Request for Update of the RIF Policy.** Mr. Abrams reported that he met with staff and representatives of the CAE and CFT to begin the process of redrafting the policy. A second meeting is scheduled for Thursday to review some revisions, and he anticipates having something for the board's consideration by the work session.

## **UNFINISHED BUSINESS**

### **NEW BUSINESS**

### **ANNOUNCEMENTS AND REQUESTS**

Mr. Guin requested that an item be placed on the agenda in April titled *Policy BDDC*.

Mr. Wayt expressed his appreciation for having served on the board for the past eight months and extended to the board best wishes and Godspeed in the future, and that he looks forward to continuing to work with the board as an interested, concerned and much more knowledgeable citizen.

Mr. Burton asked that staff provide an update on the Hendrix school building.

Mr. Seaton stated that with LEAP testing this week, he would encourage board members in a move of solidarity to take a portion of this test. He stated it is his understanding that in the new building at Fairfield one of the alternate bids included sinks in the kindergarten and first grade classrooms, and since that bid was not taken, some parents have expressed a desire to donate the sinks and money to get the plumbing done. Mr. Festavan responded that he and his staff will take this under consideration and check further into it as it may be more detail than just adding a sink to the rooms, and report back to the board. Mr. Seaton also shared his appreciation for the opportunity and experience of serving on the board, recognized the superintendent and board secretary for their assistance, and challenged the board to always do what is best for all the students in Caddo Parish.

Mr. Ramsey introduced Bonita Crawford and Barry Rachal, newly elected board members for Districts 8 and 9.

**Adjournment.** *Mr. Burton moved, seconded by Mrs. May, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:02 p.m.*

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Ollie S. Tyler, Secretary

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Larry E. Ramsey, President

**April 6, 2004**

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 5:40 p.m. (immediately following the Executive Committee meeting) on Tuesday, April 6, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum: Phillip Guin, Eursla Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps, Jerry Tim Brooks, Bonita Crawford, Barry Rachal, Ginger Armstrong and Willie Henderson. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge were omitted.

## **PERSONNEL RECOMMENDATIONS**

*Mr. Henderson moved, seconded by Mrs. Hardy, approval of the personnel recommendations as recommended by staff and submitted in the mailout. Vote on the motion carried unanimously.*

Mary Nash Robinson, assistant superintendent for human resources, introduced the following personnel appointments approved by the board: (1) Stephanie Parker-Grant for the position of Counselor at Ridgewood Middle School, and (2) Travis Smith, Assistant Principal of Walnut Hill Elementary/Middle School. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the position to which they were appointed. School administrators, family and friends present were also introduced.

## **VISITORS**

Rev. James Green addressed the board in support of the bond issue. He stated we do not need to hold the students hostage and this is an opportunity for the board to use its influence to make this bond issue a success and empower the children for success.

Rev. Dennis Everett spoke in support of the bond issue and thanked the board for the work they continue to do for the students in Caddo Parish. He announced approximately 100 ministers of the Baptist Ministers Fellowship voted to support this bond issue. He said he has discovered that board members' constituents may not fully understand where board members stand on this issue and encouraged board members to work in their individual districts to allow their constituency to know where they stand. He stated he believes all will agree that this is something for the students and thanked the board for the work they do. He added he looks forward to coming back to the board in the future on some additional issues, but now this is the issue on the table.

Lewis McCulloch, on behalf of the Middle School Principals Association, spoke in support of the bond proposition. He asked the board what message are we sending if we don't provide betterment for our most precious commodity and resource – our children? He encouraged all to look at the issue on its own merits, because with no capital outlay from the state for capital projects in the schools, it becomes a local initiative to fill this void. While at one time Caddo Parish had the ability to generate great wealth, that is no longer the case, and we must all work together toward a solution that's in the best interest of students and citizens in Caddo Parish.

John Baldwin, on behalf of the High School Principals Association, spoke in support of the bond issue as they believe it is in the best interest of the students the district serves. He stated the improvements in the campuses that will result in its passage on April 17<sup>th</sup> will assure that the physical plants all meet the same standards. The replacement of window units with central air will allow students in all schools to receive instruction in an appropriate setting. He said it is unfortunate that the importance of this issue has been clouded by a campaign of misrepresentation, distortion and fabrication. He stated there are school employees that do not possess detailed knowledge of bond issues and revenue streams in public education and have been told that the monies this renewal would generate could be used for salaries and it has been communicated that this bond money cannot be used for recurring expenses. Mr. Baldwin highlighted the progress made with the current board and the newly appointed superintendent. He added no one is disputing the need to pay employees as generously as possible, reminding everyone that all classified employees received a pay raise in September and additional checks will be sent to certified employees this month. However, those who support public education need to look at the bigger picture and do what is right for those we serve – the children – and pass the April 17<sup>th</sup> bond proposal. Mr. Baldwin also noted that the one organization speaking in opposition to the bond proposal is also opposing a raise that will benefit 29 of its own members.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on the proposed 2003-2004 budget revision. She said a budget is a process that allows for the setting of priorities, elevating some items above others. She said in last year's budget a decision was made by the board to cut classroom-teaching positions to trim the budget by \$6.8 million. A number of support personnel positions were also cut and with the exception of the \$14.00 local pay raise for teachers and the small amount adjusted for support employees working beyond the school year, all pay increases have



been a pass through from the state. She stated the board has now identified the fiscal picture is not as bleak as projected and identified money out of the current budget to be allocated for pay. She said everyone agrees all employees need to receive an increase; however, we understand every dollar must be counted and sacrifices made, and encouraged the board to consider teacher aides in future salary considerations as this group of employees is now required to do more under the No Child Left Behind legislation. She said even though they have fulfilled new criteria, they have not to date received the pay commensurate with their performance and asked the board to address the salary schedule of these employees, which will indicate the board recognizes their dedication to the boys and girls in Caddo's classrooms.

Dr. Phillip Rozeman addressed the board and commended the board for acting in a fiscally prudent manner. He said the board has worked at the input level to increase money into the budget and to decrease overhead in the budget. He also believes the board's decision to go forward to the public asking them to work on a long-term approach is also fiscal prudence. This will help keep Caddo from going the way of other school districts that have allowed their school buildings to crumble. Dr. Rozeman announced that meetings with numerous people and groups over the past several weeks have resulted in total support of the bond issue and what the board has done. He said the positive message of the bond issue will continue to be communicated to the community over the next couple of weeks through the electronic and print media. The Citizens for Quality Schools has been formed to help communicate with the public so the community understands the importance of investing in public education. Funding for this effort is from the Alliance for Education, the Committee of 100, the CAE and Citizens Education Task Force. He invited all board members to attend a news conference on Wednesday, April 7<sup>th</sup>, at which time all organizations that have endorsed this bond issue will be announced. These will outline why they support this bond issue. He also invited everyone to read the endorsements from *The Forum*, a publication that typically does not do political endorsements, but felt strongly about this bond issue. He again thanked the board for their fiscal prudence and for taking this important issue to the public and allowing the public the opportunity to help public schools.

#### **REVISION OF 2003-2004 GENERAL FUND BUDGET**

The board president announced that he has asked the superintendent to consider postponing the segment regarding raises and asked the superintendent to respond. The superintendent stated that in dialogue with the board president to remove this portion of the presented revision, and stressed that this is a revision to the General Fund and things the board has already acted on, she is willing to ask the board to look at Item K, which is Classified Salary equity, later if the board can move ahead with the revisions for today as there are only four items on this revision the board has not acted on. She further stated that staff feels equity is a real problem for those employees and most of these employees are school-based employees. However, if the board wishes to remove that portion today, she will compromise, because there is a need to move forward with the other revisions. She added the board has approved the other revisions except for the last four items.

Mr. Ramsey stated his recommendation is to pull Item K for later review and entertain a motion for the remainder of the items.

*Mrs. Armstrong moved, seconded by Mrs. Hardy, approval of the revision in the budget to approve G, H, I and J.*

Mrs. Armstrong said the superintendent articulated these well and we do need to move forward. She added the board has previously approved all the items above, and this is just simply an additional revision that needs to be made at this time.

*Vote on the motion carried unanimously.*

**Adjournment.** *Mr. Guin moved, seconded by Mrs. Hardy, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:05 p.m.*

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Ollie S. Tyler, Secretary

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Larry E. Ramsey, President

**April 6, 2004**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, April 6, 2004, with President Larry E. Ramsey presiding and Willie Henderson and Ginger Armstrong present being a quorum. Other school board members present were Phillip Guin, Eursla Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps, Jerry Tim Brooks, Bonita Crawford and Barry Rachal. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Ms. Phelps gave the invocation and led in the Pledge of Allegiance.

## **PRESENTATION**

**MST Presentation.** The superintendent introduced Jeff Roberts, Math Science Technology (MST) Program Coordinator, who shared with the board an update on the MST Program at Keithville Middle and Southwood High Schools that was implemented last school year with the primary emphasis being the infusion of technology in all areas of the core curriculum. He said this was done to enhance students' critical thinking skills as well as promote technological literacy which will enhance and improve standardized test scores. In developing and expanding the program, he said a goal was set to identify modules or technological subcomponents to parallel the precepts of the MST Program. One of the modules is EAST (Environmental and Spacial Technologies lab) at Southwood High School and Mr. Roberts shared with the board how the objectives of the EAST lab parallel with the MST Program with the objectives being threefold: (1) improve access to and knowledge of technology for students and teachers, (2) enhance professional development of teachers and students in both discovery based student-centered instruction and in technological proficiency, and (3) expand effective coordination of the program and encourage community and industry participation and support of the MST Initiative. He stated the success of the program is largely due to the students' engagement in active learning through community-based, service-oriented projects. He said the program is designed in a manner where all students are facilitated, from the special education level student to the advanced placement student. Collaborative work is encouraged with teachers, other students and especially mentors in areas of professional study. Mr. Roberts indicated that the information exchange has transformed from a traditional style of classroom to a technology based environment, enhancing critical thinking skills associated with authentic real world applications as the major focus. He introduced facilitators and students associated with the EAST Program at Southwood High School and recognized their achievements. Superintendent Tyler, Board President Ramsey and Board Member Armstrong assisted in presenting certificates to the following students for achievement in training in the program throughout the 2003-2004 school year. Facilitators Carolyn Miscowski and Lloyd Rushing were recognized for successful completion of Phases 1, 2 and 3 training in the EAST Project. Students recognized for their accomplishments in the program included: (1) Heather Lincoln and Brittany Simpson - certification in the areas of preliminary GeoSpacial Training and GeoSpacial projects; Joseph Wang and Jonathan Jackson - certification in areas of Windows 2000; Aaron Woods Lee and Raymond Stinson - certification in the areas of Introductory Softimage 3D Animation; Jessica Lee and Sarah Moore - certification in the area of web design and media training. Additional recognitions were the 8 member EAST Conference team – Corey Black, Katy Cofeld, Jonathan Jackson, Nina Larue, Jessica Lee, Heather Lincoln, Brittany Simpson and Joseph Wang, who recently represented the MST Program and the EAST Program at the EAST Conference in Little Rock. He announced Southwood is one of only two schools in the state that has an EAST lab and the only school that has an EAST lab, MST Program and a proposed robotics program for the fall of 2004, being second to none in the state of Louisiana in incorporating technology and the use of this technology, which is exemplified by these students who achieved an excellent certification in their first year in the EAST Program. The main project the students presented at the regional conference was centered around a web design project and members of the web design team included Jessica Lee (sophomore, lead web design member, administrator on the project); Joseph Wang, Brittany Simpson, Heather Lincoln, Bradley Franklin, T. Thomas and Katy Cofeld. He pointed out that this began when Joe Brown, director of technology, came to them with an idea that Caddo Parish needed web site development for each school within the system, as well as at central office. The idea was presented to the students who immediately went to work on this project creating a template of the web designs that will facilitate each of the schools in Caddo Parish as well as multiple inner department offices. He added that each of the students introduced today are working with Synapse (a professional web design multimedia company) as interns, training on a daily basis. Synapse has conducted a cost analysis of this

project and has determined that the savings to the Caddo Parish School Board from this project alone will be approximately \$259,000 to \$444,000, depending on the time and quality of work these students put out. He expressed appreciation for the board's support and enthusiasm and concluded that he looks forward to the future development of this program.

### **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE APRIL 20, 2004 CPSB MEETING**

The superintendent reviewed the proposed agenda for the April 20, 2004 school board meeting and discussion followed as summarized.

**Policy BDDC.** Phillip Guin stated that proposed revisions to CPSB Policy BDDC have been placed at board members' stations, which addresses information at board meetings. He stated that legal counsel has reviewed the proposed revisions which basically encourages board members and staff to provide board members with agenda information prior to the work session rather than at the board meeting. He added this does not mean the board cannot address situations that arise, but to do so would require a 2/3 vote of the board rather than a majority vote if the information is not addressed during the work session. Mr. Abrams addressed one of the concerns relative to bids and that this may be an exception, because of dates bids are received and opened and he will an additional revision to reflect this. Mr. Burton asked Mr. Guin to further address the revision that requires a 2/3 vote for consideration of items not on the work session schedule. Mr. Guin responded that one of the problems has been backup information for agenda items is not received until after the work session and he understands this will occur under some circumstances, so he is not saying an item cannot be addressed under any circumstances. However, if staff can provide information between the work session and the board meeting, it can be considered, but it will require a 2/3 vote of the board in order to do so as opposed to a majority vote. Mr. Burton indicated he doesn't believe this is privy to *Robert's Rules of Order* concerning adding agenda items, and more specifically the stipulation of 2/3 vote of the board. He added that something of importance for the board should be considered by a majority vote. Mr. Abrams indicated the board can approve it to be a majority or 2/3. Mr. Burton indicated he could support the revised policy if the revision is made a majority vote rather than 2/3. He added the policy is an umbrella because we want to get the information early, but the umbrella allows for making changes and we need to be more friendly toward board members if they desire to bring up an issue, and it shouldn't require 2/3 vote which will set a precedence that will hurt people. Mr. Guin said there are basically two choices – (1) put the 2/3 in the policy, or (2) state that nothing will be acted on that is brought to the board after the work session unless it constitutes an emergency and the problem legal counsel has with this option is determining what constitutes an emergency and who makes that determination. Mr. Burton emphasized the current policy was implemented to allow a work session and a meeting and if something of concern came up in the interim, a board member could contact the board president about getting it on the agenda. He hates to go to the 2/3 vote method as this might impede a board member's efforts to get something on the agenda. He encouraged the board members to be diplomatic about this and he will recommend this friendly change.

Mr. Abrams stated the intent on the motion the way the policy is written is to put the backup material for the agenda items being presented on the Wednesday before the regular meeting and not special called meetings. He said the intent is to provide the information prior to the executive committee/work session or during the work session. He said the language being added to reflect adding an agenda item with a 2/3 vote is being done with the intent the board can by a 2/3 majority vote act on an item, not to pass an item, but to only add it to the agenda for discussion. Mr. Burton said he understands and disagrees with the 2/3 vote and believes it should be a simple majority.

Mr. Henderson asked for clarification and if the maker is indicating if information is not provided to the board by the executive committee/work session, that in order for it to be considered at the regular board meeting, it would take 2/3 of the board members voting to agree to add it to the agenda. Mr. Guin answered it would have already been on the agenda but in order to hear it or vote on it, it would require the 2/3 vote. Mr. Guin expanded on his comments and the problems he has, for example, the item on last month's agenda regarding pay raises and the MFP and he believes if the board had the work session in order to work through the discussion, the board could have possibly come up with a solution, but the board did not get the backup information until after the work session, and when questions were asked at the board

meeting, the information/answers were not available. He believes the policy needs to be updated. Mr. Henderson asked if Mr. Guin's proposed revision would not allow the board to vote on an item for which backup material was not provided without a 2/3 vote of the board. Mr. Guin answered 2/3 vote of the board would be required in order for the board to hear the item. He also added that the reason bids needs to be removed from this is because many times there are circumstances regarding bid openings that come after the work session.

Mrs. Crawley asked if the only criteria for getting an item on the agenda for which there is no backup information is for the president to put it on the agenda, so either way a majority or 2/3 greatly changes the process. She said she is in favor of what is stricken from the proposed revision.

Ms. Phelps asked for further clarification. Mr. Abrams explained that the manner in which it is written is the agenda item is already placed on the agenda and the intent is the backup material will be at the work session in order to discuss it and that the board cannot act on an item unless the backup material for that item is received by the work session. He also stated this issue can be difficult but he is proposing wording the policy in a way the board will be able to consider items that come in late and hopefully avoid any compromise. Ms. Phelps asked about the policy for an item not on the agenda. Mr. Abrams said this does not address suspending the rules by a 2/3 vote and adding an agenda item for action. Mr. Brooks said he supports Mr. Guin and Mr. Burton and encouraged the board to move on.

**Proposed Summer School Policy for Hiring Teachers.** Mrs. Crawley announced that she has received staff's recommendations and requested this item be pulled for now.

**Naming of Health Clinics at Atkins Elementary School and Linwood Middle School.** Mrs. May stated that she has received telephone calls regarding Fairfield Elementary and explained Fairfield is not included in this proposal because the unit at Fairfield is a mobile unit and not a facility similar to Atkins and Linwood.

## **ADDITIONS**

Mrs. Armstrong requested an item be added to the agenda to adopt a resolution to seek an A.G.'s opinion as to whether there is a procedure we can use for employees to donate a portion of their accumulated days to other employees with catastrophic illnesses. Mrs. Armstrong stated she feels very strongly about this issue as something that will benefit our employees, since no one knows when we might have a need for help. She hopes the board can adopt a policy that will allow us to help one another in this way. She said other systems have this practice, and she forwarded this information to the superintendent.

Mr. Rachal stated that he has worked very hard to teach his children to be giving and helpful and it seems we are making it difficult for employees to help other employees. He stated he supports this proposal and encouraged other board members to support it also.

Mrs. Hardy stated she has worked 30 years in the school system. She stated she has received copies of letters and she is very sympathetic of the individual's needs. She added that she worked for the district for 30 years and had numerous things happen to her and she had to use her days and was not given any additional days. She understands this could be helpful in this situation; however, believes the board should be cautious and look at the whole picture. Every employee is given a certain number of days and should safeguard them and not use them frivolously. She said she understands circumstances happen that we have no control over, and encouraged the board to take an indepth look at this matter.

Mr. Guin requested an item under Superintendent's Report (and not necessarily this month, but whenever) for the purpose of allowing the superintendent to respond to visitors at last month's meeting relative to Caddo's paraprofessionals and how we can build a differential in next year's budget to reward those completing certification under No Child Left Behind. He stated the superintendent has said some of the Title I monies are being used to help those in Title I schools complete certification, but there is a need to assist those not in Title I schools. Mrs. Crawley indicated she already has an item under superintendent's report addressing this matter and his name could be added to it.

Mr. Henderson requested an item under Superintendent's Report titled *Paperless Board Mailout Packet*. Mr. Henderson asked that the superintendent direct appropriate staff to do necessary research and be prepared to make a recommendation on a plan for implementation no later than August 2004. Mr. Henderson reported on his visits with several school boards at the NSBA annual convention and they all indicated implementing a paperless mailout system has saved them the salaries of three employees, 3 days a month, not counting postage, paper, fuel, copying, etc. He said he believes the board should take the lead in this area, and asked that as a part of the plan, a learning parallel of 2, 3, or 4 months be considered in order to get accustomed to changing from the paper to the paperless system.

**Grants for Over Identification of Minority Students.** Mrs. Gunn explained that Caddo had two \$15,000 grants approved earlier this year and the training was to occur last summer. With the change in the director of special education and others in staffing, this has been revised to encounter that training with more schools to help teachers understand what to look for when students are experiencing special needs.

**Consent Agenda.** The president recommended items 9-13 and 16-23 as the consent agenda. *Mr. Henderson moved, seconded by Mrs. Armstrong, approval of the proposed consent agenda items. Vote on the motion carried unanimously. Mr. Henderson moved, seconded by Mrs. Armstrong, approval of the proposed agenda for the April 20<sup>th</sup> CPSB meeting. Vote on the motion carried unanimously.*

The president polled the audience for input on the proposed agenda for the April 20<sup>th</sup> meeting.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on Policy BDDC and that as public servants who make decisions affecting the employees, it is important that the board have information on decisions they make as early as possible. She said their organization did not have the opportunity to provide input in the latest salary information. If it is the board's purpose for full disclosure and public discourse, it is helpful to have all the information available at the board's work session so it can be discussed. Relative to the discipline policy listed under Superintendent's Report, it is still unknown who will be elected to sit on this committee and consistency in the disciplinary policies is very important and encouraged this effort to move forward. Lastly, and relative to the sick bank policy, Ms. Lansdale stated she realizes this proposal is not to circumvent other board policies, but she understands this would be volunteer days a person could willingly donate to another employee. She said their organization provided information in this regard in the past and would like to volunteer to provide additional information to the board as this is considered.

Pat England, Caddo Association of Educators, urged the board to keep in mind in the development of CPSB Policy BDDC the importance of the public knowing what the board will be acting on. Regarding the attempt to address donation of sick leave days, Ms. England stated this practice has already been implemented in other parishes in the state and it becomes a benefit the board can offer to employees if it so wishes by acting on a legal document, an *Act of Donation*, that is completed, signed and notarized.

**Adjournment.** *Mr. Henderson moved, seconded by Mrs. Armstrong, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:40 p.m.*

**April 20, 2004**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, April 20, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum: Ginger Armstrong, Jerry Tim Brooks, Willie Burton, Bonita Crawford, Charlotte Crawley, Phillip Guin, Eursla Hardy, Willie Henderson, Lola May, Tammy Phelps, and Barry Rachal. Also present were Ollie S. Tyler, secretary, and Reginald Abrams, legal counsel. Ms. Phelps gave the invocation and led the Pledge of Allegiance.

### **CONSIDERATION OF MINUTES OF THE MARCH 16, 2004 AND APRIL 6, 2004 CPSB MEETINGS**

*Mr. Guin moved, seconded by Mrs. Hardy, approval of the minutes of the March 16, 2004 and April 6, 2004 CPSB meetings as submitted in the mailout. Vote on the motion carried unanimously.*

### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

The superintendent presented the agenda and Mr. Ramsey proposed that items 9-13, 16-24, and 27 be classified as consent, and that items 25 “*Resolution to Seek an Attorney General’s Opinion for Procedure Whereby Employees Can Donate a Portion of Accumulated Days to Other Employees with Catastrophic Illnesses*” and 28 “*Approval of Resolution to Retire Jersey Number of C. E. Byrd Softball Player*” be pulled. The president explained that item 25 is being pulled as legal counsel has researched this item and advised there is an old Attorney General opinion regarding this situation and he will provide the board with a new policy for its consideration at the next work session. Mrs. Armstrong announced she will bring this item back to the board at the May work session. Mr. Ramsey stated that item 28 is being pulled at the request of Mrs. Crawley as this situation will be handled, as it has in the past, at the school level. Board members were encouraged to attend any ceremonies for addressing this matter.

### **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators and other guests also were recognized.

**National American String Teacher Association - National Orchestra Festival Winner.** Kyle Stewart, senior at Caddo Magnet High School and president of the Caddo Magnet High School Orchestra, was present as a member of the Caddo Magnet High School Chamber Orchestra who placed First as the top high school orchestra in the United States during the National Orchestra competition held at Southern Methodist University, March 12-13, 2004. Mrs. Johnette LeBlank, orchestra conductor, and Principal Mary Rounds were also recognized.

**Louisiana Skills USA Champions and Louisiana VICA Advisor of the Year.** Mrs. Anderson announced that 57 students from the Caddo Career & Technology Center competed in the Louisiana Skills USA Championships March 31-April 2, 2004 at the Louisiana Technical Center and Caddo Career & Technology Center, showcasing their skills in leadership, career and technical areas and job skill demonstrations. Four of Caddo’s students were elected to statewide offices; and the VICA sponsor, Debra Bothel, was selected as the state of Louisiana’s VICA Advisor of the Year. The following students were recognized for awards in the following contest areas: Connor Beech, Architectural Drafting (Northwood); Dustin Bogan, Job Skill Demonstration (Huntington); David Bush, Major Appliance Repair (Southwood); Cameron Douglas, Collision Repair (Huntington); Casey Olden, Heating, Ventilation, & Air Conditioning (Southwood); Brandon Schultz, Technical Drafting (C. E. Byrd); John Schurman, Job Interview (Caddo Magnet); Keith Shively, Advertising Design (Southwood); Danielle Sumler, Health Occupation Portfolio (Fair Park); Victoria Bullard, Opening/Closing Ceremony Team (Northwood); Lindsey Cortese, Opening/Closing Ceremony (Caddo Magnet); Dorea Elmadih, Opening/Closing Ceremony (Southwood); Erica Gibson, Opening/Closing Ceremony (Southwood); Amber Humphries, Opening/Closing Ceremony and State Officer (Reporter)

(Northwood); Charity Hutchison, Opening/Closing Ceremony Team (Caddo Magnet); Kristin Kennedy, Opening/Closing Ceremony Team (Northwood); Lateka June, Health Occupation Knowledge Bowl Team (Green Oaks); Lauren Stork, Health Occupation Knowledge Bowl Team (Northwood); Kelly Baxter, State Parliamentarian (C. E. Byrd); Da'Rell Osborne, State Chaplain (C. E. Byrd); and Nicole Watson, State Secretary (Northwood). Advisors to the Skills USA present were George Jackson and Mrs. Debbie Bothel. Mrs. Bothel was also recognized as the Louisiana Advisor of the Year. Mrs. Gayle Flowers is the principal at Caddo Career & Technology Center. Principals from the home high schools were also recognized.

**Radio Shack Corporation National Teacher Award Recipient.** Mrs. Lisa Johnson, science teacher at BT Washington High School, was recognized as one of 110 educators across the country receiving the Radio Shack National Teacher Award this year for demonstrating a commitment to academic excellence in math, science and technology. Mrs. Johnson teaches physical, environmental and earth sciences and has done so for 13 years. Radio Shack awarded Mrs. Johnson \$3,000 for this recognition. Dr. Curley White is the principal.

**Louisiana Rewards for Academic Growth.** Mrs. Anderson announced the following 15 schools that met or surpassed their growth target and the amount awarded to each for their achievement. Schools ranked *Recognized Academic Growth* include Blanchard Elementary, \$9,067, Meredith Haynes is principal; Green Oaks, \$13,547, Cleveland White is principal; Herndon, \$17,851, Cooper Knecht is principal; Ingersoll, \$5,418, Jerry Paige is principal; Oil City, \$7,625, Mike Irvin is the principal; Queensborough, \$8,194, Marie Hines is the principal; Vivian, \$15,011, Renea Tolbert is principal; and Walnut Hill, \$32,557, Albert Hardison is the principal. Schools receiving *Exemplary Academic Growth* awards were Claiborne, \$12,784, Michelle Franklin was present to represent Claiborne; Fairfield, \$10,260, Kathleen Barberousse is the principal; Mooringsport, \$7,179, Cynthia Williams is principal; North Highlands, \$16,000, Mary Ann Sweeters is principal; Shreve Island, \$22,585, Dr. Karen Eason is principal; Southern Hills, \$22,258, Janie Moran is the principal; and Jack P. Timmons, \$7,670, Paula Nelson is principal. Mrs. Anderson announced that the per pupil amount for the *Recognized Academic Growth* awards is \$21.85 and per pupil amount for the *Exemplary Academic Growth* awards is \$32.78. The total award amount to Caddo Parish is \$208,005.21.

**Recess.** The board recessed at approximately 5:09 p.m. and reconvened at approximately 5:18 p.m.

## **VISITORS**

Scott Hughes, President of the Alliance for Education, addressed the board by first thanking the board for having the leadership and courage to put the bond election to the people. He said he believes the people spoke and the victory sent a message that they believe in the process followed and in the leadership offered by the Caddo Parish School Board. Mr. Hughes thanked the individual members of the Citizens Education Task Force formed by the Alliance for Education, as well as the members of the CPSB Infrastructure Needs Committee for assisting in the successful passage of the bond election. He also expressed appreciation to the various community organizations that helped make passage of the bond election possible: Alliance for Education, Baptist Ministers Fellowship, Caddo Association of Educators, the Caddo District PTSA, Caddo Retired Teachers Association, Committee of 100, Mayor's Commission on Education, Caddo Parish Mayors Steve Taylor and Ernest Lampkins, NAACP, Shreveport Chamber of Commerce, Caddo Principals and Directors, The Times, The Forum, The Sun, and TV Stations, Congressman McCrery, State Senator Lydia Jackson, Virginia Shehee and Rev. Harry Blake. Mr. Hughes said he learned through this process that it took courage for the Board to accomplish this and great leadership, and he expressed his appreciation to Dr. Phillip Rozeman and Superintendent Tyler. He added that his group looks forward to working with the board as the monies are implemented over the next several years.

Jackie Lansdale, president of the Caddo Federation of Teachers and Support Personnel, addressed the board on the need to adjust the salary schedule for Teacher Aides who are now required to do more as a result of the No Child Left Behind Act, and stated it is the position of the Federation that differentials in Teacher Aides Salary Schedules should reflect not only the additional requirements to pass the Para Pro Test, but also additional dollars for college hours. She asked that the board carry through with this and provide an updated salary schedule. She also extended congratulations to the board on the successful passage of the Bond Proposal on

Saturday, April 17<sup>th</sup>. She said the Federation reluctantly took the position of opposition to the proposal as it was written because of concern for the members the Federation represents and the industry charged to protect – public education. She said the Federation believes the retirement of the '85 proposal should have been structured to include a tax proposition to include what teachers and employees said were top priority needs – classroom sizes, textbooks, materials and supplies, and attracting and retaining quality employees. She stated that while the proposal was written as general obligation bonds excluding the recognition of any of those needs, these needs must still be addressed to meet the mandate of providing the opportunity of a quality education to all the boys and girls in the district. She stated the superintendent recognized many of these priorities (increase in number of teacher positions to reduce student/teacher ratio in the classroom, the need for special programs for all overage students in elementary and middle schools, the need to increase teacher pay without reducing work force to remain competitive, textbooks in all core areas, internet needs, facility needs and continue to upgrade school buses) in her correspondence titled “School System Needs” to the board in the March mailout packet. She said the CFT/SP will continue to support these needs as the board moves in the budget process. She stated the board earlier addressed the fact that the financial picture from last year is not nearly as bleak as was first projected, and the CFT asked the board to reassess the student/teacher ratios in this year’s budget to restore actual classroom teachers. She also asked for a further investigation as to how funds, and materials and supplies allocated at the school sites. She stated that even though allotments are per pupil in the budget, the site-based administrator determines what actually reaches the classroom and this many times amounts to a disparate treatment between schools, which impacts instruction. Mrs. Lansdale also addressed the board’s identifying a committee to look at a system-wide copier contract allowing for the economy of scale in terms of copy costs in terms of classroom needs and asked that those findings be revealed for inclusion in the upcoming budget process. She also addressed the need for textbooks and the process by which they are ordered and stored at the school site. She noted many times a school will have additional textbooks while another school has a shortage and suggested that textbooks should be stored and distributed from a central location. She concluded by stating that the leadership and members of the Federation stand ready to assist the superintendent in addressing these priorities.

Cynthia Henderson, president of the Caddo Association of Educators, applauded the Caddo Parish School Board for the initial steps taken to place the bond proposal on the ballot April 17<sup>th</sup>. She stated the passage of this bond package will provide a better learning environment for all teachers, support professionals and students. She stated the CAE is proud to have been a supporter of this bond issue and to be a part of a community that believes education is the key to everything. She said the CAE commends the school board and the Citizens Task Force for their efforts in communicating this vision and looks forward to working with the board in the future as we strive to make every school a quality school. She stated that our children are our greatest investment and having quality teachers and support professionals in every classroom is vital to our children’s success and asked the board and superintendent to enthusiastically support a compensation package for our teachers and support professionals. She also thanked the superintendent for her leadership in rallying the entire community for the good of all children.

Ozzie Stewart addressed the board on behalf of a Caddo employee that is suffering from a catastrophic illness and is in need for assistance in the donation of sick leave days from fellow employees. She encouraged the board to support this employee’s need for additional sick leave days and offered her assistance to help create a plan of action for donating sick leave time.

Beverly Pickett, parent, shared with the board her concerns over a second grade reading book with inappropriate language throughout it and asked the board about the process for selecting books that are in our school libraries as well as the process for having this book removed from all the libraries. She stated she believes the book is a wonderful book with a very important message; however, there are publishers that provide specially adapted versions that have removed offensive language from books without disturbing the content.

John Long, citizen, addressed the board on his concern for improper teaching of history in our schools and encouraged the board to seriously look at revising what is being taught in the history books that is poisoning the minds of our children in grades K-12.

Shannon Jett, paraprofessional, asked the board to seriously consider changing the salary schedule to assist paraprofessionals who are striving to meet the mandates of No Child Left



Behind. She asked the board for their support of the support personnel and for the opportunity to show the board what they can do in the classroom along with the teachers.

Kathy Cogley, paraprofessional, asked for the board to reconsider their opinions for raises for the support employees.

Dr. Phillip Rozeman, Citizens Education Task Force, expressed his appreciation to the board for their courage to not advocate their responsibility, but to meet it, and for choosing to think past the short-term and to create a long-term better learning environment for students and teachers. He commended the board for following through on the previous commitment in 1995 to not let the school buildings crumble, for involving citizens in the process, for stimulating civic engagement and for letting the people make up their own minds. He said despite all the negatives on the timing for the bond election, this proposal passed with 64% voting in favor of it, winning 82% of the precincts. He said the board was correct to have faith in the people. The people believe the board was fiscally prudent, and that it was the right thing to do. He encouraged the board to take a look at the names listed earlier in the visitors' comments and to thank those people for what they did in support of public education. He also encouraged the board to consider utilizing the services of the Council of the Great City Schools for assistance in formulating a master plan for new construction and maintenance in the future and to consider having a quarterly work session (possibly in conjunction with the Executive Committee Work Session) to receive reports from staff on the status of not only this bond issue but the 1995 bond issue. He said the Citizens' Infrastructure Needs Committee is willing to be present and participate in these.

## **CONFIRM THE CONSENT AGENDA**

*Mr. Burton moved, seconded by Mr. Guin, approval of the consent agenda. Vote on the motion carried with Board members Guin, Hardy, Burton, Crawley, May, Brooks, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion. Mrs. Phelps was not present for the vote.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

### **Agenda Item No. 9.A.**

**Personnel Recommendations.** Per request from the superintendent, Mary Nash Robinson, assistant superintendent/human resources, introduced the following personnel appointments as recommended by the superintendent and approved by the board: Joannette Hill, assistant principal of instruction at Captain Shreve High School, and Phyllis Belk, Title I supervisor for 2004-05. Family, friends and school administrators were also recognized. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the positions.

### **Agenda Item No. 9.B.**

**Requests for Leaves.** The board approved the following requests for leaves as submitted in the mailout.

#### **Certified Personnel**

##### **Sabbatical Study for 2004-2005 School Year**

Catherine Green, Teacher, Caddo Middle Magnet, 24 years

##### **Sabbatical Study for Fall Semester, 2004-2005 School Year**

Kasie Mainiero, Teacher, Summerfield Elementary, 3 years

##### **Leave Without Pay (Personal) for 2004-2005 School Year**

Cassie Harwell, Teacher, University Elementary, 9 years

##### **Catastrophic Illness, May 11-27, 2004**

Linda Killen, Teacher, Judson Elementary, 12 years

##### **Catastrophic Illness (Beginning March 10 for 30 days)**

Kimberly Heflin, Teacher, Mooringsport Elementary, 3.5 years

##### **Leave Without Pay, April 19-23, 2004**

Lydia Gunn, Teacher, Caddo Middle Magnet, 2.5 years

#### **Classified Personnel**

##### **Leave Without Pay, March 22, 2004 – March 26, 2004**

Robert Blount, Security Coordinator, 2 years

Catastrophic Leave (April 19, 2004 for 30 days)

Judy Byrd, Bus Driver, 6 years

Leave Without Pay, March 3, 2004 – August 16, 2004

Carolyn Howard, Child Nutrition Cashier, 5 years

Leave Without Pay, March 3, 2004 – Undetermined

Dorothy Leftridge, Maintenance Laborer, 21 years

Catastrophic Leave, March 5, 2004 – April 23, 2004

Sharon A. Jackson, Bus Driver, 19 years

#### **Agenda Item No. 9.C.**

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the Other Personnel Transactions Report dated March 11, 2004 through April 6, 2004 as submitted in the mailout.

#### **Agenda Item No. 10.A.**

**Approval of Bids.** The board approved the following bids as recommended by staff and as indicated on the bid tabulation sheets submitted in the mailout. (1) Furniture and Equipment – Ensemble Office totaling \$9,163.80; Indeco Sales totaling \$30,171.04; Nelson Eqpt. totaling \$10,839.00; Office Outlet totaling \$19,832.50; School Specialty totaling \$7,368.85 and Virco Inc. totaling \$75,038.04 for furniture and equipment. (2) Food Service Paper and Supplies – Fuqua Paper totaling \$51,476.75; Long’s Preferred totaling \$94,758.35 and Pilgrims Food totaling \$28,187.75 for paper and supplies. (3) Food and Supplies (Canned and Frozen Foods, Fish, Poultry, Eggs, Meat, and Specialty Items) – Unit price bids of Farmer’s Seafood, Gerlach Meat, Lance, Inc., Long’s Preferred and Pilgrim’s Food for food and supplies.

#### **Agenda Item No. 10.B.**

**Request for Sale.** The board approved holding the annual auction for the sale of surplus used vehicles on Saturday, June 5, 2004.

#### **Agenda Item No. 10.C.**

**Add Project to 2004-2005 Capital Projects Budget.** The board approved adding Project 2005-312 “Boiler Replacement at Fair Park” to the 2004-2005 Capital Projects Budget.

#### **Agenda Item No. 10.D.**

**Approval of Bids (Capital Projects/Construction).** The board approved the following bids as recommended by staff and as submitted on the bid tabulation sheets submitted in the mailout. (1) Linwood Roof Gym & Classrooms, Project 2005-213, be awarded to Johnny’s Roofing for the sum total of \$109,075; (2) Sanitary Sewer Lift Station at Arthur Circle, Project 2004-042, be awarded to The Payne Company for \$44,490; (3) Huntington Roof Buildings G, I, K & Canopies, Project 2005-208 be awarded to Johnny’s Roofing for the sum total of \$244,994; (4) Claiborne Roof Main Building, Project 2005-220, be awarded to Ball Contracting for the sum total of \$61,995; (5) Ingersoll Roof Building “G”, Project 2005-219, be awarded to Hefner’s Roofing for the sum total of \$66,860; (6) Southern Hills Parking Lot, Project 2005-221, be awarded to Sumrall Construction for the sum total of \$252,380; (7) Forest Hill Elementary School Parking Lot, Project 2005-222, be awarded to Thomson General Contractors for the sum total of \$209,581; (8) Energy Conservation/Lighting Retrofit at Herndon, Project 2005-401, be awarded to Bossier Electrical for the sum total of \$198,500; (9) HVAC “A” Wing Replacement at Summer Grove, Project 2005-304, be awarded to Thermo Technics for the sum total of \$93,927; (10) Replace Chiller/Boiler at Claiborne, be awarded to Thermo Technics for the sum total of \$281,720; (11) Boiler Replacement at Fair Park, Project 2005-312, be awarded to The Payne Company for the sum total of \$523,599; (12) Fair Park Roof Building “C”, Project 2005-217, be awarded to Ball Contracting for the sum total of \$36,980; (13) Lighting Retrofit at Caddo Middle Magnet, Project 2005-402, be awarded to Camus Electric for the sum total of \$243,600; (14) HVAC Cafetorium at West Shreveport, Project 2005-305, be awarded to Dupree Heating & Air Conditioning for the sum total of \$120,500; (15) Carpet Replacement at Various Schools, Project 2005-204, be rebid due to no response from bidders; (16) Floor Removal (Abatement) for Carpet Replacement, Project 2005-204A, be awarded to Abatement Services for the sum total of

\$9,999; (17) Floor Tile Replacement at Various Schools, Project 2005-205, be awarded to B & J Floor Service for the sum total of \$118,322; and (18) Floor Removal (Abatement) for Floor Tile Replacement, Project 2005-205A, be awarded to Abatement Services, Inc. for the sum total of \$125,771.

#### **Agenda Item No. 11**

**Request for School Bus Transportation by Shreveport Green/ShrevCORPS.** The board moved approval of the request from Shreveport Green/ShrevCORPS to use school buses for the period June 1-August 6, 2004 as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 12**

**Request for Bus Transportation – Arc of Caddo-Bossier.** The board moved approval of the request from Arc of Caddo-Bossier to use one wheelchair/handicapped accessible school bus to transport Caddo students to a summer program for disabled students June 7-11, 2004 and June 14-18, 2004 as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 13**

**Request for Use of School Buses by Providence House.** The board moved approval of the request from Providence House to use school bus transportation June 7 – July 30, 2004, Monday through Friday, for a summer educational/recreational program for Caddo Parish students residing at the Providence House.

#### **Agenda Item No. 16**

**Revision to Grants for Over Identification of Minority Students.** The board moved approval of the revised grants budget for the Over Identification of Minority Students as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 17**

**Authority for Superintendent to Sign Teacher Contracts for the 2004-2005 School Year.** The board moved approval to authorize the superintendent to sign teacher contracts for the 2004-2005 school year.

#### **Agenda Item No. 18**

**Professional Development Day Request for Donnie B. Bickham Middle School.** The board moved approval of the request for a Professional Development Day for Donnie B. Bickham Middle School and Northwood High School as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 19**

**PROJECT S.A.F.E. (Schools Achieving Friendly Environments) Grant Proposal for \$1.18 Million.** The board moved approval of the PROJECT S.A.F.E. (Schools Achieving Friendly Environments) Grant proposal for \$1.18 million.

#### **Agenda Item No. 20**

**High School Course Proposals for SY2004-05.** Move approval of the high school course proposals for Southwood High School for SY2004-05 (MST Robotics Curriculum) as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 21**

**Offering the Talented Arts Program During the School Day.** The board moved approval of offering the Talented Arts Program during the school day as recommended by staff and submitted in the mailout.

### **Agenda Item No. 22**

**Approval of Amendment of Policy KIAD – Parent Conferences.** The board moved approval of the amendment to Policy KIAD – parent conferences as recommended by staff and submitted in the mailout.

### **Agenda Item No. 23**

**Approval of Interagency Agreements.** The board moved approval of interagency agreements for offering the required services to students with disabilities residing in the parish as recommended by staff and as submitted in the mailout.

### **Agenda Item No. 24**

**Job Description for Fair Share Administrator.** The board moved approval of the proposed job description for the administrator of the Fair Share Program as submitted in the mailout.

### **Agenda Item No. 27**

**Revenue Adjustments to 2003-04 General Fund Budget.** The board approved revenue adjustments to the 2003-04 General Fund Budget as recommended by staff and submitted in the mailout.

### **NAMING OF HEALTH CLINICS AT ATKINS ELEMENTARY SCHOOL AND LINWOOD MIDDLE SCHOOL**

*Mrs. May moved, seconded by Mr. Henderson, approval of naming the health clinics at Atkins Elementary School and Linwood Middle School in memory of former school board member Alvin Mims. Mrs. May stated that she worked many years with Mr. Mims while at Northwood and on the Caddo Parish School. She said Mr. Mims contributed much to the educational system and to the students in Caddo Parish and encouraged the board to support the motion. Mr. Henderson stated his second of this motion is out of respect for his friend Alvin Mims and his dedication to the cause of public education throughout Caddo Parish, to the children of District 6 in particular, as well as all children in the district, to the work of the board and the betterment of the community. Mr. Brooks asked about the policy in place for naming buildings? Mr. Ramsey responded Caddo does have a policy and the policy was followed by law, a 90-day process which includes holding a public hearing to receive input. Mrs. Armstrong stated that Alvin Mims was a champion of the citizenry of Caddo Parish, not just with the School Board but other facets of service and she expressed her appreciation for Mrs. May bringing this to the board and she supports the motion.*

*Mr. Burton moved, seconded by Mrs. Armstrong, to call for the question. Vote on the motion to end debate carried with Board member Brooks opposed and Board members Guin, Hardy, Burton, Crawley, May, Phelps, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion.*

*Vote on the main motion carried with Board members Hardy and Brooks opposed and Board members Guin, Burton, Crawley, May, Phelps, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion.*

Mr. Ramsey recognized members of Mr. Mims' family present at the meeting.

### **POLICY BDDC**

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, urged the board to insure that information is provided at the work session in order to allow full discussion before passage. She cited an item on the previous month's agenda in which all information was not readily available in time to prepare for discussion prior to the board taking action. She added the work session is a public setting that provides discussion and explanation in a non-confrontational forum and failure to provide full discussion before positions are taken forces these concerns to be aired at a time, place and in a manner oftentimes viewed by others as

confrontational. A free and open sharing of information provided in the work session would eliminate this.

*Mr. Guin moved, seconded by Mrs. Crawley, approval of the changes on Policy BDDC as was in the mailout. Mrs. Crawley stated she believes if we don't have the information and study it carefully, the board is negligent of its responsibility, and she believes this will help the board have more credibility and knowledge. Mr. Burton stated he agrees with getting the information in advance of the work session, but doesn't believe a motion is needed to address this. However, he said he doesn't agree with the motion as it tends to usurp the board members' rights to bring something to the board before the regular meeting since there is a two-week span between the work session and the regular meeting. He added he believes it disfranchises the board member's community if he cannot bring issues during that time period without a 2/3 vote. He understands the intent to get the information to the board for the work session and wholeheartedly agrees, but he does not want to see where a board member can't call the board president and have something added to the agenda. Mrs. Phelps reiterated Mr. Burton's comments and wishes that it were a 100% vote of all the board and the board would know to get all the information before discussing it. She stated her support to be able to put something on the agenda with the president's approval if something comes up between the work session and the regular board meeting. Vote on the motion carried with Board members Burton, Phelps, Ramsey and Henderson opposed and Board members Guin, Hardy, Crawley, Crawford, Rachal and Armstrong supporting the motion. Mrs. May was absent for the vote and Mr. Brooks did not vote.*

## **RENAMING WEST SHREVEPORT ELEMENTARY SCHOOL TO MRS. EDDIE JONES WEST SHREVEPORT ELEMENTARY SCHOOL**

Mr. Burton stated this item will be on hold until a public hearing is held and the 90-day process is followed.

## **SUPERINTENDENT'S REPORT**

**Update on Construction Projects.** The superintendent reported weekly reports have been provided on the construction projects through the *Weekly Briefings* and staff is present to answer any questions the board may have. Mr. Brooks inquired about the status of Pine Grove. Mr. Festavan stated that Pine Grove is still in litigation and it is not appropriate to discuss at this time. Mr. Abrams stated he will give a report at next month's meeting.

**Council of Great City Schools Application.** Mrs. Tyler stated that the Caddo Parish School Board's application for membership in the Council of Great City Schools has been approved and the district will not have to pay the \$9,000 for membership for the remainder of this year, but the CGCS will allow the membership to begin immediately and they will invoice the district for 04-05. The superintendent stated she will bring an item at the next meeting for board approval.

**Caddo's Grievance Policy and Committee's Recommendation on Discipline Policy.** The superintendent announced that because some returns had not been received, staff was going back to make sure names were submitted at the building level and a report will be made to the board.

**Update on Booker T. Washington High School Library Situation.** The superintendent reported that staff continues to work with this situation and will bring an update to the board as soon as the budget process is complete.

**Update on the RIF Policy.** Mr. Abrams stated that he has presented a draft of proposed revisions to the superintendent and it should be ready for the board's work session in May.

**Salary Schedule for Aides who meet the NCLB Standards.** The superintendent reported that staff submitted to the board today a review by the Human Resources Department and is working to bring to the board some salary schedules and recommendations after 2004-05 budget deliberations.

**Paperless Board Meeting Mailout/Packet.** The superintendent reported that staff is exploring this request and will bring a report to the board as soon as staff obtains additional information.

## UNFINISHED BUSINESS

### NEW BUSINESS

**RIF Policy.** Mr. Ramsey asked that the RIF Policy be placed on next month's agenda.

Mrs. Armstrong asked that an item be added to next month's meeting relative to the donation of days to employees for the purpose of catastrophic illnesses.

Mr. Guin requested that the superintendent engage in discussions and obtain information from the previous vendor (Kavanaugh Professional Temp Joint Venture) to obtain the possibility, cost and logistics of restoring the Kavanaugh/Professional Temp Substitute Services agreement for services to commence for the 2004-2005 school year, and that the superintendent report back to the board in time for action as part of the 2004-2005 budget approval process. He further requested that an item be placed on the agenda for action at the CPSB May 18<sup>th</sup> regular meeting (or sooner as part of any called meeting for the adoption of the 2004-2005 General Fund Budget, if applicable), titled *Restoration of Substitute Services from Kavanaugh/Professional Temp for the Caddo Parish School Board for 2004-2005 School Year*. Mr. Guin also announced a motion and rationale will be in the mailout for the work session.

Mrs. Tyler asked if the board is asking staff to bring back a recommendation on these requests prior to the budget process, because it will be difficult to do so before that time? Mr. Guin said his request is to contact them and basically bring it to the board during the budget process and allow the board an opportunity to make it a part of the budget, if the board chooses to do so. The superintendent inquired if Mrs. Crawley's written request for a modified teacher's aide salary schedule is for staff to bring a schedule for approval or for consideration in the budget process? Mrs. Crawley said she would like to see these things in at least one of the proposals from staff for consideration in the budget process.

Mrs. Hardy asked about the status of curtains for Newton Smith Elementary School? The superintendent responded she will ask staff to follow up on this request.

Mr. Henderson asked staff to provide board members another copy of the calendar for the budget work sessions? The superintendent said she will send another copy in the *Weekly Briefings*.

Mrs. Crawley asked about the status of the committee formed to look at copy machines and stated she would like an opportunity to review the copy survey information with the committee.

Mrs. Phelps requested an update on the overage children, particularly at Linwood and Bethune and what practice may be implemented next year.

Mr. Ramsey requested that the superintendent communicate with the Infrastructure Needs Committee about the possibility of serving as a task force to develop and present to the board for approval a plan of implementation for the expenditure of the \$88.29 million that will be acquired from the proposition that voters approved Saturday, April 17<sup>th</sup>. He said he believes it will be good to have others assist in prioritizing and monitoring these items. He also asked the superintendent and appropriate staff to research the possibilities of awarding teachers monetary supplements at the end of the budget year 2004-2005 for meeting certain criteria, i.e. perfect attendance, acquiring national board certification status and this measure is intended to provide incentives for teachers until the board is financially able to raise salaries for our employees. Mr. Ramsey stated this incentive would be from funds that are available and not recurring costs.

Mr. Ramsey announced that because state law requires the results of the April 17<sup>th</sup> election to be examined by the governing body and the results declared in an open public session, a special called meeting will be held on Tuesday, May 4, 2004 for that purpose.

Mr. Ramsey also shared with board members a tentative agenda for the board retreat scheduled for Friday, April 30, and Saturday, May 1, 2004, as well as a questionnaire for board members to complete and provide input for the session on Saturday. Mrs. Hardy announced she will not be able to attend the retreat on Saturday because of a prior commitment, but will make every attempt to attend the Friday session.

Mrs. Hardy also asked if someone on staff could assist her in understanding the change in the prescription plan.

Mr. Brooks asked if there was a group to work on the retreat. Mr. Ramsey said he asked the executive committee for input and after reviewing the calendar to determine when the facilitator was available and staff's availability, determined that this date was the best time. Mr. Ramsey apologized for any inconvenience and stated that he and others have made changes in their schedule to accommodate this date and encouraged board members to make every effort to attend. Mr. Brooks announced he will not be able to attend.

### **EXECUTIVE SESSIONS**

Mr. Guin asked staff if the students are present for the hearings and if the parents are in agreement with staff's recommendation? Staff responded the students are present and the parents are in agreement with the staff's recommendation. *Mr. Guin moved, seconded by Mrs. May and Mr. Burton, to approve the two readmittance appeals (Small and Marshall) as per staff's recommendation. Vote on the motion carried unanimously.*

**Adjournment.** *Mr. Guin moved, seconded by Mrs. May, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:30 p.m.*

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Ollie S. Tyler, Secretary

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Larry E. Ramsey, President

May 4, 2004

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 6:38 p.m. (immediately following the Executive Committee meeting) on Tuesday, May 4, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum: Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy T. Phelps, Bonita Crawford, Barry Rachal, Ginger Armstrong and Willie Henderson. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were omitted.

**PERSONNEL RECOMMENDATIONS**

*Mr. Henderson moved, seconded by Mr. Burton, approval of the personnel recommendations as recommended by the superintendent and included in the mailout. Vote on the motion carried unanimously.* Mary Nash Robinson, assistant superintendent for human resources, introduced the following personnel appointments approved by the board: (1) Gerald Sandidge, assistant principal of Alexander Learning Center; (2) Travis Harrington, assistant principal of Administration at Broadmoor Middle School; and (3) Walter Brown, assistant principal of instruction at Ridgewood Middle School. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the position to which they were appointed. School administrators, family and friends present were also introduced.

**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, APRIL 17, 2004**

*Mr. Henderson moved, seconded by Mrs. Hardy, approval of the following 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, April 17, 2004. Vote on the motion carried unanimously and the following resolution was approved.*

RESOLUTION

A resolution providing for canvassing the returns and declaring the result of the special election held in the Parishwide School District of Caddo Parish, Louisiana, on Saturday, April 17, 2004, to authorize the incurring of debt and issuance of bonds 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 the Parishwide School District of Caddo Parish, Louisiana (the "District"), that:

SECTION 1. Canvass. This Governing Authority does now proceed in open and public session to examine the official tabulations of votes cast at the special election held in the Parishwide School District of Caddo Parish, Louisiana, (the "District"), on SATURDAY, APRIL 17, 2004, to authorize the incurring of debt and issuance of bonds therein, and said Governing Authority does further proceed to examine and canvass the returns and declare the result of the special election.

SECTION 2. Proces Verbal. A Proces 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 Result. The result 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:



MEMBERS:	YEAS:	NAYS:	ABSENT:	ABSTAINING:
Phillip R. Guin			X	
Eursla Hardy	X			
Willie D. Burton	X			
Charlotte Crawley	X			
Lola May	X			
Tammy Phelps	X			
Jerry Tim Brooks			X	
Bonita Crawford	X			
Barry F. Rachal	X			
Larry Ramsey	X			
Ginger Armstrong	X			
Willie Henderson	X			

And the resolution was declared adopted on this, the 4th day of May, 2004.

/s/Ollie S. Tyler  
Secretary

/s/Larry E. Ramsey  
President

PROCES VERBAL AND PROCLAMATION OF THE CANVASS OF THE VOTES CAST AT THE SPECIAL ELECTION HELD IN THE PARISH WIDE SCHOOL DISTRICT OF CADDO PARISH, LOUISIANA, ON SATURDAY, APRIL 17, 2004.

BE IT KNOWN AND REMEMBERED that on Tuesday, May 4, 2004, at four thirty o'clock (4:30) p.m., at its regular meeting place, the Parish School Board Office, 1961 Midway Street, Shreveport, Louisiana, the Parish School Board of the Parish of Caddo, State of Louisiana (the "Governing Authority"), acting as the governing authority of the Parishwide School District of Caddo Parish, Louisiana (the "District"), and being the authority ordering the special election held therein on Saturday, April 17, 2004, with the following members present: Eursla Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps, Bonita Crawford, Barry Rachal, Larry Ramsey, Ginger Armstrong and Willie Henderson.

There being absent: Phillip Guin and Jerry Tim Brooks.

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 proposition, to wit:

PARISHWIDE SCHOOL DISTRICT PROPOSITION  
(BONDS)

SUMMARY: AUTHORITY TO ISSUE NOT EXCEEDING \$88,290,000 OF 25 YEAR GENERAL OBLIGATION BONDS FOR 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, INCLUDING, TO THE EXTENT FEASIBLE, THOSE SPECIFIC SCHOOL PROJECTS SET FORTH IN THE "CAPITAL IMPROVEMENTS PLAN" RECOMMENDED BY THE INFRASTRUCTURE NEEDS COMMITTEE AND APPROVED BY THE SCHOOL BOARD ON JANUARY 27, 2004, TITLE TO WHICH SHALL BE IN THE PUBLIC, SAID BONDS TO BE PAYABLE FROM AD VALOREM TAXES.

Shall the Parishwide School District of Caddo Parish, Louisiana (the "District"), incur debt and issue bonds not exceeding Eighty Eight Million Two Hundred Ninety Thousand Dollars (\$88,290,000), to run twenty-five (25) years from date thereof, with interest at a rate not exceeding eight per centum (8%) 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, INCLUDING, TO THE EXTENT FEASIBLE, THOSE SPECIFIC SCHOOL PROJECTS SET FORTH IN THE "CAPITAL IMPROVEMENTS PLAN " RECOMMENDED BY THE INFRASTRUCTURE NEEDS COMMITTEE AND APPROVED BY THE SCHOOL BOARD ON JANUARY 27, 2004, title to which shall be in the public; 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?

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 proposition as hereinabove set forth at the following polling places, to-wit:

Precinct	POLLING PLACES Location	VOTE TABULATION	
		FOR	AGAINST
001	Northside Elementary School, 1950 Northside Rd., Shreveport	26	7
002	Lakeview United Methodist Church, 5550 S. Lakeshore Dr., Shreveport	41	36
003	Bethune Middle School, 4331 Henry Street, Shreveport	49	3
004	Woodlawn High School, 7340 Wyngate Blvd., Shreveport	42	15
005A	Cherokee Park Elementary School, 2010 Algonquin Trail, Shreveport	54	12
005B	Cherokee Park Elementary School, 2010 Algonquin Trail, Shreveport	33	7
006	Stoner Hill Elementary Lab School, 2127 C E Galloway Blvd., Shreveport	4	2
007	Knights of Columbus Hall, 220 East Stephenson St., Shreveport	19	7
008	Shreve City Baptist Church, 2810 Knight Street, Shreveport	50	45
009	Shreve Island Elementary, 836 Sewanee Place, Shreveport	38	49
010	A. C. Steere Elementary, 4009 Youree Drive, Shreveport	57	41
011	Arthur Circle Elementary School, 261 Arthur Street, Shreveport	81	55
012	Broadmoor Middle Lab School, 441 Atlantic Ave., Shreveport	65	54
013A	Broadmoor Middle Lab School, 441 Atlantic Ave., Shreveport	32	22
013B	Broadmoor Middle Lab School, 441 Atlantic Ave., Shreveport	33	29
014	Knights of Columbus Hall, 220 East Stephenson St., Shreveport	48	24
015	Byrd High School Learning Center, 700 Kings Hwy., Shreveport	28	15
016	Haynes Avenue Baptist Church, 610 Haynes Avenue, Shreveport	120	77
017	Byrd High School Learning Center, 700 Kings Highway, Shreveport	27	7
020	Byrd High School Learning Center, 700 Kings Highway, Shreveport	48	23
021	Pierremont Mall, 4801 Line Avenue, Shreveport	69	31
022A	Pierremont Mall, 4801 Line Avenue, Shreveport	42	29
022B	Pierremont Mall, 4801 Line Avenue, Shreveport	63	22
023	Pierremont Mall, 4801 Line Avenue, Shreveport	22	5
024	South Highlands Elementary School, 831 Erie Street, Shreveport	81	33
025A	Werner Park Elementary School, 2715 Corbitt St - Hearne Ave. Ent., Shreveport	15	7
025B	Werner Park Elementary School, 2715 Corbitt St - Hearne Ave. Ent., Shreveport	11	11
026	Betty Virginia Park Rec. Bldg., 4010 Line Avenue, Shreveport	46	28
027	Mall St. Vincent, 1133 St. Vincent Avenue, Shreveport	52	28
028	Caddo Parish Health Unit, 1035 Creswell Ave., Shreveport	2	0
029	B T Washington High School, 2104 Milam St., Shreveport	64	6
030A	Atkins Branch Shreve Mem. Library, 2709 Hasset Ave., Shreveport	44	10

030B	Atkins Branch Shreve Mem. Library, 2709 Hasset Ave., Shreveport	43	12
031	Galilee Baptist Church, 1500 Pierre Avenue, Shreveport	38	6
032	Mall St. Vincent, 1133 St. Vincent Avenue, Shreveport	15	6
034A	Caddo Heights Elementary School, 1702 Corbitt Street, Shreveport	31	8
034B	Caddo Heights Elementary School, 1702 Corbitt Street, Shreveport	20	10
035	Linwood Middle School, 401 W 70th Street, Shreveport	16	5
036	Sunset Acres Elementary School, 6514 West Canal Blvd., Shreveport	12	8
037	Queensborough Elementary School, 2701 Catherine Street, Shreveport	24	4
038	Hollywood Middle School, 6310 Clift Ave., Shreveport	42	9
039	Our Lady of the Blessed Sacrament 2932 Murphy Street, Shreveport	52	5
040	Ingersoll Elementary School, 401 North Holzman St., Shreveport	38	5
041	Bilberry Park Recreation Center, 1905 Alabama Street, Shreveport	39	6
042	Newton Smith Elem. School, 3000 Martin Luther King Jr. Dr., Shreveport	9	2
043	Hillsdale Elem. School, 3860 Hutchinson St., Shreveport	6	3
044	Shreveport Job Corps Center, 2800 West College Street, Shreveport	25	5
045A	Lakeshore Elementary School, 1807 San Jacinto Ave., Shreveport	19	8
045B	Lakeshore Elementary School, 1807 San Jacinto Ave., Shreveport	38	10
046	Fair Park High School, 3222 Greenwood Rd., Shreveport	29	9
047	Ford Park Baptist Church, 5755 Yarbrough Road, Shreveport	49	32
048	Haynes Avenue Baptist Church, 610 Haynes Avenue, Shreveport	69	45
049A	Youree Drive Middle School, 6008 Youree Drive, Shreveport	47	25
049B	Youree Drive Middle School, 6008 Youree Drive, Shreveport	48	46
050	Caddo Middle Magnet School, 7635 Cornelious Lane, Shreveport	77	12
051A	81st Street ECE Center, 8108 Fairfield Ave., Shreveport	44	2
051B	81st Street ECE Center, 8108 Fairfield Ave., Shreveport	29	6
052	Woodlawn High School, 7340 Wyngate Blvd., Shreveport	31	6
053	Sunset Acres Elementary School, 6514 W. Canal Blvd., Shreveport	23	17
054	Judson Street Elementary School, 3809 Judson Street, Shreveport	60	13
055	Hillsdale Elem. School, 3860 Hutchinson Street, Shreveport	18	5
056A	University Elem. School, 9900 Smitherman Drive, Shreveport	76	51
056B	University Elem. School, 9900 Smitherman Drive, Shreveport	53	45
057	Pine Grove Elem. School, 1700 Caldwell Street, Shreveport	22	4
058	Caddo Heights Elem. School, 1702 Corbitt Street, Shreveport	30	12
059	Linwood Middle School, 401 West 70th Street, Shreveport	44	5
060	Morning Star Baptist Church, 5340 Jewella, Shreveport	37	2
061	Mooretown ECE Center, 3913 Powell Street, Shreveport	35	8
062	Summerfield Elementary School, 3131 Ardis Taylor Drive, Shreveport	49	31

063	Summerfield Elementary School, 3131 Ardis Taylor Drive, Shreveport	11	12
064	Stoner Hill Elementary Lab School, 2127 C E Galloway Blvd., Shreveport	29	11
066	Grawood Christian School, 10420 Grawood School Road, Keithville	26	34
067	West Shreveport Elem., 2100 Weinstock Street, Shreveport	30	8
068	Shreve Memorial Library, 8303 Line Avenue, Shreveport	85	33
069	Westwood Elementary School, 7325 Jewella Ave., Shreveport	35	32
070	Westwood Elementary School, 7325 Jewella Ave., Shreveport	28	21
071	J.S. Clark Middle School, 351 Hearne Avenue, Shreveport	71	17
072	Baptist Student Center, LSU-S, 8701 Youree Drive, Shreveport	51	48
073A	David Raines Center, 2325 David Raines Rd., Shreveport	34	4
073B	David Raines Center, 2325 David Raines Rd., Shreveport	39	4
074	Northside Elementary School, 1950 Northside Road, Shreveport	28	0
075	Shreve Memorial Library, 8303 Line Avenue, Shreveport	106	70
076A	University Elementary School, 9900 Smitherman Drive, Shreveport	59	31
076B	University Elementary School, 9900 Smitherman Drive, Shreveport	57	39
077A	Holy Trinity Lutheran Church, 8895 Youree Drive, Shreveport	68	29
077B	Holy Trinity Lutheran Church, 8895 Youree Drive, Shreveport	57	40
078	Calvary Baptist Church, 9333 Linwood Avenue, Shreveport	14	7
079	Calvary Baptist Church, 9333 Linwood Avenue, Shreveport	10	16
080	Mooretown ECE Center, 3913 Powell St., Shreveport	44	13
081	Newton Smith Elementary School, 3000 Martin Luther King Jr Dr., Shreveport	43	6
082	North Highlands Elem. School, 885 Poleman Road, Shreveport	67	38
083	Ford Park Baptist Church, 5755 Yarbrough Rd., Shreveport	95	24
084	Western Hills Baptist Church, 4153 Pines Rd., Shreveport	90	36
085A	Huntington High School, 6801 Raspberry Lane, Shreveport	30	19
085B	Huntington High School, 6801 Raspberry Lane, Shreveport	39	14
086	Oak Park Elem. School, 4941 McDaniel Dr., Shreveport	86	6
087	Huntington High School, 6801 Raspberry Lane, Shreveport	25	22
088A	Calvary Pentecostal Church, 6811 Woolworth Road, Shreveport	12	17
088B	Calvary Pentecostal Church, 6811 Woolworth Road, Shreveport	11	12
089	Summerfield Elem. School, 3131 Ardis Taylor Dr., Shreveport	56	26
090A	Summer Grove Elem. School, 2955 Bert Kouns Industrial Loop, Shreveport	26	21
090B	Summer Grove Elem. School, 2955 Bert Kouns Industrial Loop, Shreveport	37	30
091A	Ridgewood Middle School, 2001 Ridgewood Dr., Shreveport	37	30
091B	Ridgewood Middle School, 2001 Ridgewood Dr., Shreveport	28	30
092	Forest Hills Elem. School, 2005 Francais Drive, Shreveport	71	70

093	Southern Hills Elem. School, 9075 Kingston Road, Shreveport	37	42
094A	Summerfield Estates, 9133 Baird Road, Shreveport	31	22
094B	Summerfield Estates, 9133 Baird Road, Shreveport	49	21
095A	Hamilton - Caddo Branch Library, 2111 Bert Kouns, Shreveport	71	60
095B	Hamilton - Caddo Branch Library, 2111 Bert Kouns, Shreveport	65	70
097A	Ellerbe Road United Methodist Church, 10130 Ellerbe Church Road, Shreveport	58	58
097B	Ellerbe Road United Methodist Church, 10130 Ellerbe Church Road, Shreveport	59	43
098	Mall St. Vincent, 1133 St. Vincent Avenue, Shreveport	15	11
099	Stoner Hill Elementary Lab School, 2127 C E Galloway Blvd., Shreveport	24	5
122A	The Police/Fire Academy, 6440 Greenwood Rd., Shreveport	59	11
122B	The Police/Fire Academy, 6440 Greenwood Rd., Shreveport	55	8
123	Grawood Christian School, 10420 Grawood School Rd., Keithville	33	33
124	Keithville Elem./Middle School, 12201 Mansfield Rd., Keithville	7	4
125	Keithville Elem./Middle School, 12201 Mansfield Rd., Keithville	47	40
126	Caddo Fire District Number 6, 10377 Linwood Avenue, Shreveport	14	28
127	LSU Pecan Station, 10300 Harts Island Rd., Shreveport	9	12
128A	Grace Community United Methodist Church, 9400 Ellerbe Road, Shreveport	74	38
128B	Grace Community United Methodist Church, 9400 Ellerbe Road, Shreveport	73	50
129	Shreve Island Elementary School, 836 Sewanee Place, Shreveport	30	33
130	Lakeview Baptist Church, 4520 Tacoma Blvd., Shreveport	13	6
132A	Caddo Fire District No. 4, Central Station, 8240 Colquitt Rd, Keithville	32	42
132B	Caddo Fire District No. 4, Central Station, 8240 Colquitt Rd, Keithville	45	43
133	Calvary Pentecostal Church, 6811 Woolworth Road, Shreveport	45	36
134	Caddo Fire District No. 3 Substation No. 4, 2745 Jolly Napier Rd., Shreveport	25	20
135	Lakeview Baptist Church, 4520 Tacoma Blvd., Shreveport	31	29
136A	Blanchard Elementary School, 402 Birch Ave, Blanchard	25	35
136B	Blanchard Elementary School, 402 Birch Ave, Blanchard	27	32
137A	Northwood High School, 5939 Old Mooringsport Road, Shreveport	34	23
137B	Northwood High School, 5939 Old Mooringsport Road, Shreveport	36	20
138A	Donnie Bickham Middle School, 7240 Old Mooringsport Road, Shreveport	35	36
138B	Donnie Bickham Middle School, 7240 Old Mooringsport Road, Shreveport	30	26
139	Mooringsport Community Center, 603 Latimer Street, Mooringsport	28	26
140	Caddo Fire District No. 7, Substation 4, 312 Gray Street, Belcher	11	20
141	Caddo Fire District No. 7, Substation 4, 312 Gray Street, Belcher	7	7
142	Oil City Community Center, 310 Savage St., Oil City	10	21
143	Vivian Elem./Middle School, 100 W. Kentucky Ave., Vivian	56	51

144	North Caddo High School, 201 Airport Dr., Vivian	24	23
145	Caddo Fire District No. 7, Substation No. 2, 5487 Adger Street, Gilliam	2	5
146	Deep South Gift Shop, 17558 U.S. Highway 71, Mira	18	10
147	Village Hall, 10093 Main Street, Rodessa	11	1
149	Village Hall, 10093 Main Street, Rodessa	6	2
150	Ida Community Center, 6955 Cedar Lane, Ida	14	13
151	Hosston Town Hall, 15669 US Hwy. 71, Hosston	8	14
154	Gilliam Village Hall, 12825 Main Street, Gilliam	9	3
155	Belcher Village Hall, 411 Charles Street, Belcher	5	15
156	Oil City Community Center, 310 Savage St, Oil City	14	17
157	Mooringsport Community Center, 603 Latimer St, Mooringsport	17	22
158	Blanchard Elem School, 402 Birch Ave, Blanchard	64	34
159	Greenwood City Hall, 9381 Greenwood Road, Greenwood	94	101
	ABSENTEE	192	103
	TOTALS	6,156	3,523
	MAJORITY FOR		2,633

The polling places above specified being the only polling places designated at which to hold the said election, it was therefore shown that there was a total of 6,156 votes cast IN FAVOR OF the Proposition and a total of 3,523 votes cast AGAINST the Proposition, as hereinabove set forth, and that there was a majority of 2,633 votes cast IN FAVOR OF the Proposition as hereinabove set forth.

Therefore, the Governing Authority did declare and proclaim and does hereby declare and proclaim in open and public session that the Proposition as hereinabove set forth was duly CARRIED by a majority of the votes cast by the qualified electors voting at the said special election held in the District on Saturday, April 17, 2004.

THUS DONE AND SIGNED at Shreveport, Louisiana, on this, the 4th day of May, 2004.

ATTEST: /s/ Larry E. Ramsey  
President

/s/ Ollie S. Tyler  
Secretary

#### PROCLAMATION

I, the undersigned President of the Parish School Board of the Parish of Caddo, State of Louisiana, the governing authority of the Parishwide School District of Caddo Parish, Louisiana (the "District"), do hereby declare, proclaim and announce that the proposition submitted at the special election held in the District on Saturday, April 17, 2004, was CARRIED 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 4th day of May, 2004.

/s/ Larry E. Ramsey  
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 the Parishwide School District of Caddo Parish, Louisiana (the

"District"), do hereby certify that the foregoing \_\_\_\_\_ ( ) pages constitute a true and correct copy of the proceedings and Proces Verbal made by said Governing Authority on Tuesday, May 4, 2004, providing for canvassing the returns and declaring the result of the special election held in the District on Saturday, April 17, 2004, to authorize the incurring of debt and issuance of bonds therein.

IN FAITH WHEREOF, witness my official signature and the impress of the official seal of the District at Shreveport, Louisiana, on this, the 4th day of May, 2004.

/s/ Ollie S. Tyler  
Secretary

(SEAL)

**Adjournment.** *Mr. Burton moved, seconded by Mrs. Crawley, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:45 p.m.*

\_\_\_\_\_  
Ollie S. Tyler, Secretary

\_\_\_\_\_  
Larry E. Ramsey, President

**May 4, 2004**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, May 4, 2004, with President Larry Ramsey presiding and Willie Henderson and Ginger Armstrong present being a quorum. Other school board members present were Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps, Bonita Crawford, Barry Rachal. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Ramsey gave the invocation and led in the Pledge of Allegiance.

## **PRESENTATIONS**

**Distinguished Educator's End-of-the-Year Report – Woodlawn High School and Bethune Middle School.** The superintendent introduced Mrs. Janis Bernard, administrator for the Distinguished Educator Program for the state. Mrs. Bernard introduced Sue Babers, Distinguished Educator assigned to Woodlawn High School, and Mrs. Naomi Hill, Distinguished Educator assigned to Bethune Middle School. Mrs. Bernard expressed appreciation to the superintendent and staff for support throughout the school year and introduced Mrs. Sue Babers who shared with the board her report on Woodlawn High School for 2003-04. Mrs. Babers recognized Dr. Tammy Turpin, Distinguished Educator in Monroe. Mrs. Babers stated that the Distinguished Educator Program is in its 5<sup>th</sup> year in Louisiana and assigns specially trained personnel to school improvement schools in fourteen districts to assist in their school improvement efforts. She expressed her appreciation of the administration and faculty at Woodlawn for their active support of school improvement efforts, as well as the superintendent and central office staff's continued support of the program. Mrs. Babers said progress has been made at Woodlawn toward the goals outlined in the school improvement plan which focuses on the school improvement's four indicators – math and English/Language Arts on the ITS and GEE. She said the school improvement plan is a living, evolving plan that will truly guide efforts to achieve the adequate yearly progress required by No Child Left Behind. Mrs. Babers reported that Woodlawn has made progress each year since the 2001 baseline school performance scores. She announced that in 2003, the school performance score was 36.8 and this year Woodlawn will need a school performance score of 45 to avoid being labeled a School Improvement III school. Improved academic achievement has been the basis for the revised schedule, instructional strategy and collaborative project implemented at Woodlawn during the 03-04 school year. She announced that for the second year Woodlawn received \$55,320 in funding from the Funds for Improving Education. She said Woodlawn also received \$17,720 in LINC funding for study groups which provided opportunity for on-going, job embedded staff development. Mrs. Babers announced that in October 2003, Woodlawn received SACS accreditation for another five years. Mrs. Babers also reported that a pilot program was implemented in which 17 special education and regular education classes were combined to empower the special needs students to master the same subject area as the regular education students. Students and teachers have praised the effectiveness of this partnership. Woodlawn utilized extra resources provided by the district, including two content coaches, a behavioral interventionist, two additional teachers, two compass labs and a Reading 180 lab and Mrs. Babers shared students' experiences as a result of these resources. Some of the programs highlighted included the seven-period day implemented in January to provide an extra period for mastery and enrichment, a tutoring partnership established with LSUS for certified math tutors, a pre-GED Options III program for those not working toward a high school diploma but a GED and skills certificate, Title I funding to provide extra staffing in the Core content areas, update technology and purchase supplementary instructional materials. In reviewing the 2003-04 monthly reports, Mrs. Babers highlighted a few of the outstanding issues: (1) A majority of the school population scored in the lowest quartile in reading and math, and (2) the most critical academic area needing improvement is in English/Language Arts on the GEE21 as the school failed to make adequate yearly progress in this area. She added that the students with disabilities subgroup failed to make adequate yearly progress in reading and math. Students taking the ELA/GEE21 in 2003 scored lower than those students taking it in 2002 and this decrease resulted in the school not meeting its No Child Left Behind annual measurable objective in English/Language Arts. She announced that on the 2003 ITED, the ninth grade students exhibited a weakness in the reading subtest with a reading total in the 22<sup>nd</sup> National Percentile Rank, falling from the 27<sup>th</sup> percentile in 2002. She added that the transitional (8.5) students scored in the 11<sup>th</sup> NPR in reading on the 2003 ITED test.



Mrs. Babers reported that mathematics achievement is also an area of concern for Woodlawn; however, the number of students scoring Approaching Basic or above on the GEE 21 Math increased from 26.9% in 2002 to 40.9% in 2003. This increase allowed Woodlawn to meet its NCLB annual measurable objective for Math in 2003. (2) The need for structured daily activities and assessments to ensure implementation of the district curriculum. (3) The self-contained special education classes are not meeting the needs of the students. (4) A large number of students will be promoted to the ninth grade at Woodlawn for the 2004-2005 school year without having passed either part of the LEAP 21.

Mrs. Babers stated that an important part of her role as a Distinguished Educator is to make recommendations for strategies and programs which will improve student achievement, and highlighted her recommendations as they relate to curriculum, instruction and assessment. (1) Develop a plan to test students' reading levels and to address the reading deficits within the school. She reported that next year all students' reading levels will be assessed using the STAR reading assessment and those reading at the fourth grade level or below will be placed in the READ 180 lab for 90 minutes daily. Woodlawn will have four READ 180 labs that will accommodate 240 students. (2) Develop a core content guide that includes structured daily activities and assessments to ensure implementation of the district curricula. She stated that as the district revises its curriculum to include the Grade-Level Expectations, a daily guide with structured activities and assessments should be developed in the four content areas, with professional development staff and content area supervisors coordinating this effort. She also said the core content teachers at Woodlawn are in the process of developing departmental strategies for implementation in the 2004-05 school year to ensure all students learn the required skills. (3) Increase the inclusion of special education students into regular education classes. Mrs. Babers stated that with 22% of Woodlawn's population in the NCLB Students with Disabilities subgroup, it is imperative that these students receive the content knowledge to be successful on the GEE21 exams. She reported that some of the special education teachers were not following the district curriculum scope and sequence, thus a pilot was implemented where seventeen regular ed and special ed classes were combined in January, and plans are for these co-teaching opportunities to continue in 2004-2005. (4) Encourage more collaboration between district special education personnel and regular education supervisors. Mrs. Babers stated this is necessary with the inclusion of special education students in the regular classroom so they can work together to provide the necessary support for both groups. She added it is important that these two departments function as one entity and not as separate divisions. She also stated that guidelines for the role of the special education teacher in the implementation of inclusion should be developed. (5) Develop a plan to address the remedial needs of the ninth graders who have not passed either part of the eighth grade LEAP 21. Mrs. Babers stated that the parish Pupil Progression Plan provides for the automatic promotion of eighth grade students to the ninth grade if they have already been retained for one year, have met the attendance requirements for the regular school year and for summer school, and have retaken the LEAP 21 in summer school. She said Woodlawn will be receiving a number of students in the fall that have not been successful in the 8<sup>th</sup> grade nor passed the LEAP 21. These students will need more individual attention and remediation in reading and basic math, as well as daily English and math remediation if they are to be successful.

Mrs. Babers concluded by stating that Woodlawn has a vision and perseverance for helping the students succeed and that the administration and staff know that many of the students must travel a great distance in the accountability process. When looking at students' needs to drive the instruction and increase the knowledge of strategies to assist the low-achieving students and supported by leadership at the instructional level, change and growth will happen. She expressed appreciation to the board for its continued support of the school improvement effort and the distinguished educator program at Woodlawn.

Mrs. Naomi Hill, distinguished educator at Bethune Middle School, highlighted the accomplishments, outstanding issues and recommendations for Bethune. She stated that her primary job since coming to Bethune in December has been to assist the school staff in improving student achievement. Mrs. Hill reported that students, parents, principal and staff have been exceptional in their acceptance of her assistance, as well as the superintendent and her staff have addressed her concerns for requests and recommendations. She commended Bethune and its staff for the following accomplishments: (1) Receipt of a CSRP (Comprehensive School Reform Program) grant for \$56,482 which funded INTECH training for teachers and the purchase of additional classroom technology. She added receipt of these funds is anticipated for

next year and they will be used to train additional teachers and purchase additional technology. (2) Training for teachers from the Strategic Instruction Model and in Tools for Teaching, a classroom management system. (3) Additional instruction time was provided in after-school tutoring programs. (4) Additional resources, including two content coaches, a behavioral interventionist; two teachers, a Compass Lab and a Read 180 lab, were provided by the district. (5) The school's commitment to ensure all students were tested on the LEAP and Iowa Tests resulted in a nearly 100% completion. (6) Eighth grade students at Oak Terrace returned to Bethune to be tested with the general student population. (7) Test-taking strategies were intensively stressed for the three weeks prior to testing.

Mrs. Hill's review of her monthly reports indicated that: (1) the effectiveness of teacher planning, instruction and assessment of student learning continues to vary from classroom to classroom; (2) data is not used on a regular basis to improve instruction and meet student needs; (3) significant numbers of over-age, unmotivated students result in behaviors that are disruptive to learning; and (4) student achievement is low in reading and mathematics. Mrs. Hill expounded on the most critical academic areas of English/Language Arts on the LEAP 21 and reading vocabulary on the ITBS. She reported that overall performance on the LEAP 21 and the ITBS is below grade level; and while the percentage of students who were Proficient in English/Language Arts was 18.9% in 2003 (a decline of 2% from the 2002 percent), the percent Proficient in Math was 17.8% (an 8% increase above 2002). She added that while there was a positive increase in math, over 60% of the students scored Unsatisfactory. She also added that (5) there is a need for more professional development in the areas of lesson planning and assessment of student learning; (6) planning, consistency, follow-through and communication need to be improved, and (7) there are large numbers of referrals to the office by teachers.

In order to increase school effectiveness and improve student achievement, Mrs. Hill shared the following recommendations: (1) Monitor planning and instruction for focus on student outcomes, higher-level thinking strategies and provisions for individual differences. In order to accomplish this, it is recommended that teacher planning be centered on student learning and differentiating classroom instruction with a variety of strategies used in classroom instruction. Lesson plans should be checked for coverage of the district curricula, frequent classroom observations with immediate feedback to teachers and department meetings held more frequently for continuity of student learning. (2) Examine data from many sources to evaluate instruction and student progress. A collaborative effort among teachers, guidance counselors, and the administration is needed to identify students who are not successful in school. Such specific interventions as tutoring, mentoring, parental contacts, resolution of attendance and tardy issues will assist the unsuccessful students. Development of quarterly assessments for 6<sup>th</sup> and 7<sup>th</sup> grades would help provide feedback on student progress. (3) Identify specific needs of the overage student and determine a plan of action based on those needs. Mrs. Hill stated the need for the administration to develop a plan to address academic weaknesses and social and emotional needs of the overage student inclusive of remediation, mentoring, behavior intervention, counseling and anger management. She reported that a committee to study these issues and alternatives was started in April and will make recommendations to the principal next week. (4) Provide instruction that is based on State Standards and Benchmarks and is focused on student outcomes and strategies for higher-level thinking. Mrs. Hill stated that a thorough understanding of the contents of the Louisiana Standards and Benchmarks is essential for teachers and administrators and the instructional focus should be directed toward classroom strategies that will promote student mastery of these skills and concepts. She added that full-time coaches in the areas of English/Language Arts and Mathematics have been beneficial this year and it is recommended these are continued next year. (5) Mrs. Hill said there is a need for more professional development in the areas of lesson planning and assessment of student learning, and (6) increase collaboration and professional learning among teachers and administrators through job-embedded professional development activities, forming student groups to examine topics such as lesson study, examination of student work and inclusion of Grade-Level Expectations in lesson planning.

Mrs. Hill reported that in the area of planning and communication, an outstanding issue is the need to improve planning, consistency, follow through and communication. She stated at present there is no consistency in holding leadership team and grade level team meetings, and there are no guidelines for discussion in meetings. She also said that directives to staff and school policies such as dress code, tardiness and hall behavior are not regularly enforced, nor is there a long-range calendar of events for school activities. Recommendations for this area include working

toward an atmosphere of shared responsibility among faculty and staff for the improvement of the school by holding weekly leadership team meetings, encouraging input from faculty and staff, and putting expectations in writing to share with all faculty and staff. In the area of classroom/building management, Mrs. Hill noted the large numbers of referrals to the office by the teachers. She said that classroom management continues to be a problem with some teachers as well as hall behavior when changing classes which creates tension leading to fighting and bullying, an inordinate number of students being tardy, and significant instructional time lost due to these disruptions. To address this area, it was recommended that behavior be monitored and consequences for inappropriate behavior consistently implemented. It was suggested that high expectations for appropriate student behavior should be the norm and consistency is a critical component in any successful management plan. Mrs. Hill concluded her presentation by saying that changes are occurring at Bethune Middle School and all issues are being addressed. She said she believes Bethune will succeed because the teachers, administrators and staff are willing to make an honest effort to examine the issues necessary for improvement and expressed her appreciation to the superintendent and staff for their support.

Mrs. Hardy asked the distinguished educators if they observe teachers or principals for the purpose of their evaluation? Mrs. Babers and Mrs. Hill answered they do not. Mrs. Hardy asked if their report is designed to be used by supervisors to evaluate the performance of school personnel? They answered it is not. Lastly, Mrs. Hardy asked if the central office staff has been supportive and helped the principal to improve the school? They answered yes. Mrs. Hardy indicated the reason for her questions is Bethune Middle School is in corrective action and is in need of additional support and supervision.

Mr. Burton expressed his appreciation to Mrs. Babers and Mrs. Hill for their presentations and asked to what degree the distinguished educators would include parental involvement in their recommendations? He added that without the parent, it will be difficult to encourage these schools to do better. The superintendent answered this is a district problem and the distinguished educators are working to help us improve by working directly with the leadership teams at the schools and staff is working with the team and instructional leaders at the schools to get parents involved. She added this is difficult since we have no control over the parents, but are continually trying to involve them. The role of the distinguished educator is to ensure that instructional strategies are being implemented and to work collaboratively with staff to improve the school. Mr. Burton said he agrees, but believes the recommendations coming from the distinguished educators should include parental involvement. Mrs. Babers stated that Woodlawn has recently opened a Parent Center with Title 1 funds, so the effort is being made to provide more activities and hopefully engage the parents in those activities. Regarding the over age students, Mr. Burton asked if the No Child Left Behind and the local accountability programs are actually leaving children behind? Mrs. Babers said she does not believe that to be true, because she believes for the first time, we are looking at all children and all schools and trying to improve the academic achievement of each child. Mrs. Hill said she too believes this is true that we are looking at the whole child and trying to assist them in being successful.

Mr. Henderson expressed his appreciation for the excellent report submitted by Mrs. Babers and Mrs. Hill. He asked about the monthly report? Mrs. Babers explained that weekly meetings are held with the principals and a monthly report is prepared and given to the principal and school director, in addition to meeting with the chief academic officer. He asked if the principals were made aware of the issues included in the monthly reports? Mrs. Babers answered that is correct.

Mr. Henderson asked if the outstanding issues reported today are the same issues reported last year? Mrs. Babers answered that the reading and math scores being low was reported last year and progress has been made since last year partly because of the use of the Reading 180 Lab. She said the Read 180 Lab will only accommodate 60 students, so they are proposing two additional Read 180 Labs for next school year from Title I funding as well as CRT funds for a third READ Lab. Mr. Henderson asked if she could characterize her feelings about the progress the school has made on the outstanding items from last year? Mrs. Babers answered she believes progress has definitely been made and there has been a definite change in the administration and staff and everyone is now working with the distinguished educators where they are ready to do something to get out of corrective action. Mr. Henderson asked about the lack of coordination between the general and special education departments. Mrs. Babers said with the implementation of the No Child Left Behind legislation, the special education students must make the same progress as the regular ed students, so they must be exposed to the same

curriculum. She added that this year this program was piloted in 17 classes at Woodlawn and because it worked so well, Woodlawn will move forward with full inclusion in the next school year. Mr. Henderson asked about the incoming 9<sup>th</sup> graders test scores and asked how the feeder schools rank relative to school performance scores? Mrs. Babers answered that the feeder schools are not in school improvement. Mr. Henderson stated that he doesn't see why a concerted effort can't be made to implement these things if we believe they will make a difference. He also agrees with Mr. Burton's statement that parental involvement is a key to the success in improved student achievement. Mr. Rachal questioned about the decline in 6<sup>th</sup> graders scores and the improvement in the 7<sup>th</sup> grade scores? Mrs. Hill answered the pair of scores was from the previous year, so basically they just swapped places. The scores were last year's and the year prior and they did show improvement. Mr. Rachal asked with the 6<sup>th</sup> graders declining is the situation getting worse? Mrs. Hill stated she was not here during the two years of scores, but she knows there are some excellent 6<sup>th</sup> grade teachers in place that are delivering the instruction quite well. Mr. Rachal asked about the dress code and if this issue is so big, we can't get it under control? Mrs. Hill responded they are looking at a different model to be used for positive behavior enforcement starting with the beginning of the school year. Mr. Rachal expressed appreciation to the distinguished educators for their hard work.

Ms. Phelps stressed the importance of parental involvement and commented on Woodlawn and Bethune being recognized at the PTA awards for growth in numbers of parents involved at these two schools and encouraged the distinguished educators to include involvement in the PTA as part of their recommendations.

#### **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE MAY 18, 2004 CPSB MEETING**

The superintendent reviewed the proposed agenda for the May 18, 2004 school board meeting and discussion followed as summarized.

**Overage Students.** Ms. Phelps asked the superintendent about the status of her previous request on overage students and a plan for addressing this matter? The superintendent responded staff is crafting a plan and will provide that information as soon as it is available.

**Restoration of Substitute Services from Kavanaugh/Professional Temp for the CPSB for 2004-2005 School Year.** Mr. Henderson stated that the staff presented to the board a few weeks ago a list of recommendations that could possibly help improve the fill rate and asked about the impact of implementing some of those recommendations and cost figures for doing so. He also referenced communication from Kavanaugh in which some cost figures presented differ from what he thought they would be, and that he is interested in more than just General Fund figures, but also any external funds.

Mr. Rachal requested some additional information regarding the staffing of substitutes inhouse along with dollars that have been spent.

Mrs. Crawley requested that principals be surveyed for input on their experiences with the two substitute systems. The superintendent announced that she will ask the school directors to survey the principals for their input.

Mrs. Armstrong stated she has visited with personnel in the schools in southern Caddo Parish relative to their experience with Kavanaugh and SEMS and she said it was important to note that with the SEMS system, there is closer input as to who the sub will be in the classroom. With Kavanaugh, they didn't necessarily know who the sub would be.

**Revisions to RIF Policy.** Mr. Henderson asked if the professional organizations had an opportunity to review the recommended revisions? Mr. Abrams stated the professional organizations were included in the process of submitting feedback on the proposed revisions. Mr. Rachal also stated his support of this proposal. Mrs. Hardy requested the superintendent and staff to look at teachers who have exhausted all their available days in a year without any catastrophic reason and how this impacts the students in those teachers' classrooms. Mr. Ramsey thanked Mrs. Hardy for her comments and stated that is one of the items that came out of the board retreat and the superintendent is already addressing it. Legal counsel requested that this item be changed to read *Revisions to CPSB Policies GCPA and GDPA*.

**Proposed Policy GCBD/D2 or Professional Staff Sick Leave Donation.** Mrs. Armstrong stated this proposal is part of a benefit package for all Caddo's employees. She said members of the board who have been in the classroom know of situations where employees have been in real need of extra days and rather than penalizing them when they exhausted all their leave, it affords their peers an opportunity to donate days to help them out in catastrophic situations. She encouraged the board to support this item which supports all Caddo employees.

**Update on Booker T. Washington High School Library Situation.** Mr. Burton inquired about the status of this situation and monies in the budget to complete this project. Mrs. Tyler stated staff has not only placed provisions in the budget to help with the library books at Booker T. Washington, but has written a grant that, if approved, will allow for completion of this project.

**Fair Share RFP.** The superintendent reported the position has been advertised and staff stated that to date, 26 applications for the position have been received; and applications will be received until the closing date next week.

**Approval of Grant Proposal for Fair Park Community Character Education Initiative and Job Descriptions for Project Staff.** Mr. Ramsey asked if this is a Federal grant and if it is a five-year grant? Mrs. Tyler answered it is a \$500,000 grant for five years. He asked if there is any commitment beyond five years? Mrs. Tyler answered it is for five years and legal counsel has reviewed the assurance statements. Mr. Abrams said there is nothing in the assurance statements referencing any commitment beyond the five years; however, we do not have a copy of the Federal contract. Mrs. Tyler said staff will be able to answer this question as soon as the Federal contract is received. Mr. Ramsey said he asks this question because we are currently in the budget process and he is more than willing to accept any grant monies, but just wishes to know what the commitment will be beyond the five years.

**Budget.** Mr. Ramsey announced that he will be scheduling meetings of the budget committee (Ginger Armstrong, Bonita Crawford, Willie Henderson, Charlotte Crawley and Eursla Hardy (in the place of Jerry Tim Brooks who is unable to serve) to review the proposed 2004-2005 budget. Once the dates are set, he announced a schedule will be forwarded to all board members.

## **ANNOUNCEMENTS**

Mr. Burton announced there are several pieces of legislation being considered at the Legislature now that need board response, including SB220 (Voucher Bill), HB796 (regarding the 1991 proposal concerning unfunded mandates) which exempts government entities from unfunded mandates (with the exception of school boards), SB773 which will allow foundations to supplement superintendents pay in that parish, and the travel bill which put a cap on school board travel expenditures. Mr. Burton encouraged board members to contact our local legislative delegation members regarding these bills. The superintendent stated she also has another piece of proposed legislation that needs the board's attention and she will mail a packet of information on these matters to the board.

Mr. Ramsey announced that Barry Rachal has agreed to serve as the liaison to the Caddo Parish Commission. Mr. Ramsey also announced that for required board member educational credit, all board members with the exception of Willie Burton were in attendance on Friday, April 30<sup>th</sup> and board members attending on Saturday included Phillip Guin, Charlotte Crawley, Lola May, Tammy Phelps, Bonita Crawford, Barry Rachal, Larry Ramsey, Ginger Armstrong and Willie Henderson. Mr. Henderson requested that staff explore the possibility of board members attending the retreat being presented certificates as well as the appropriate number of credits.

## **NEW BUSINESS**

Mr. Ramsey requested that an item be placed under Superintendent's Report on the agenda that the superintendent and staff develop a plan to further engage the community in the education process in an effort to expand the objectives of Priority Goal IV.

**Consent Agenda.** The president recommended items 11-13, 15, 17-19, and 21-32 as the consent agenda. *Mr. Henderson moved, seconded by Mrs. Armstrong, approval of the proposed agenda and proposed consent agenda items. Vote on the motion carried unanimously.*

The president polled the audience for input on the proposed agenda for the May 18<sup>th</sup> meeting.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on the proposed budget and noted the decrease in the 2002-03 year to 2004-2005 year and asked if this is reflective of the 97 teaching positions that were not restored? She also questioned if the increase between the 2003-2004 is reflective of last year's MFP monies and if consideration has been given to the upcoming MFP monies, which she understands we will know what those dollar amounts will be because we can use last year's numbers? She encouraged the board to recognize that when the board receives this letter that it says the monies are to be dedicated to and become a permanent part of the teachers' salary schedule. She also asked about the teachers aide salary schedule and if any adjustment is reflective in the figures presented? Mrs. Lansdale also expressed dismay in the decrease in the supplies and equipment monies, and mentioned the fact that some districts in south Louisiana have used some of the tobacco money for materials and supplies. Regarding the Kavanaugh issue, Mrs. Lansdale stated that she is beginning to hear the outcry for help in this area and the definite need to have qualified people filling these positions.

Mildred B. Pugh, former board member and chairperson of the Centralites, addressed the board on the proposal to change the name of West Shreveport Elementary School to Mrs. Eddie Jones West Shreveport Elementary School and noted the history behind the naming of facilities in Caddo Parish, including West Shreveport Elementary School. She recognized the many facilities in the community named for Mrs. Eddie Jones and the many accomplishments and contributions made by Mrs. Jones. Mrs. Pugh requested that the board not consider renaming the school for this distinguished person, but that they consider naming a facility within the school, i.e. cafeteria, for this person for the benefit of our history. She cited others in the education system over the years who have made outstanding contributions to the educational system and for which auditoriums, cafeterias, performing arts centers, etc. were named. Also, Mrs. Pugh shared history of the educational leaders whose pictures are displayed at West Shreveport and the important role they played in the leadership of West Shreveport Elementary School. Also, she noted the many other facilities that have been named for Mrs. Jones in Caddo Parish and the opposition is not against naming a portion of the school facility for Mrs. Jones, but that the board not rename the entire school for Mrs. Jones, as she was not the only person on the faculty that contributed to that community, and asked them not to remove the history from this building.

Michael Williams, citizen and graduate of West Shreveport Elementary School, addressed the board in support of renaming West Shreveport Elementary School to Mrs. Eddie Jones West Shreveport Elementary School. Mr. Williams shared with the board the impact Mrs. Jones had on his life while a student at West Shreveport. He believes naming West Shreveport after Mrs. Jones is the right thing to do and encouraged the board to support this request. He said the intent is not to take away from any of the previous educators or the history of this school, but to recognize Mrs. Jones efforts to go beyond the call of duty. He said this is a great opportunity for the board to recognize Mrs. Jones' efforts in the education of many Caddo students, and asked the board to bestow this honor on Mrs. Jones and rename the school.

Pat England, Caddo Association of Educators, addressed the board on the proposed 04-05 budget and her observance on page 6 of the document predicted revenues of \$281,000,000 and that the board needs to spend \$291,000,000. She said she knows there are funds included for any possible increase in insurance premiums, etc., and if the board is anticipating a shortfall, then a lot of work will need to take place between now and July 1. She cited a similar situation two years ago and reminded the board that the retirement situation is not a one-year slump, but a recurring situation.

Bishop Fred Caldwell addressed the board on his support of the renaming of West Shreveport Elementary School after Mrs. Eddie Jones. Bishop Caldwell noted Mrs. Jones going above and beyond the call of duty not only at West Shreveport Elementary, but beyond the school into the community and this is a fitting tribute to her contributions and achievements. He recommended the board favorably consider this proposal.

**Adjournment.** *Mr. Henderson moved, seconded by Mrs. Armstrong, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:25 p.m.*

**May 14, 2004**

The **Caddo Parish School Board (CPSB)** met in *special session* on Friday, May 14, 2004 at 4:30 p.m. with President Larry E. Ramsey presiding and the following board members present being a quorum: Willie Burton, Bonita Crawford, Charlotte Crawley, Phillip Guin, Willie Henderson, Lola May, Tammy Phelps and Barry Rachal. (Mr. Ramsey announced that Mrs. Armstrong is out of town and Mrs. Hardy was unable to attend.). Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Ramsey gave the invocation and led in the Pledge of Allegiance.

The president announced that the purpose for the special session today is to declare the vacancy of District 7 and call for a proclamation for a special election. *Mr. Henderson moved, seconded by Mr. Burton, approval of a proclamation declaring a vacancy in District 7 and calling for a special election due to the death of School Board member Jerry Tim Brooks as follows:*

**PROCLAMATION**

*WHEREAS, the Caddo Parish School Board has received notification of the death of Jerry Tim Brooks, member of the Caddo Parish School Board from District 7, on May 12, 2004;*

*WHEREAS, his death has created a vacancy in Caddo Parish School Board District 7 and the unexpired term of office in which the said vacancy exists will end on December 31, 2006 and exceeds one year.*

*NOW THEREFORE the Caddo Parish School Board does hereby issue this Proclamation pursuant to LSA-R.S. 18:602(E)(2) ordering a special election to fill the said vacancy in Caddo Parish School Board District 7 for the remainder of the unexpired term as follows:*

- (1) The Special Primary Election shall be held on Saturday, September 18, 2004; and*
- (2) The Special General Election shall be held on Tuesday, November 2, 2004.*

*The dates for qualifying for the candidates in the Special Election shall be August 4, 2004 – August 6, 2004.*

*This proclamation shall be published in the official journal of Caddo Parish and a copy thereof shall be sent by certified or registered mail to the Clerk of the First Judicial District Court of Caddo Parish, Louisiana and to the Louisiana Secretary of State as required by law.*

*Vote on the motion carried unanimously.*

**NOTIFY THE PUBLIC IN ACCORDANCE WITH STATE LAW, PROCEDURE TO BE FOLLOWED TO APPOINT AN INDIVIDUAL TO FILL THE DISTRICT 7 VACANCY (INTERIM POSITION), SET A DATE FOR INTERVIEWS AND SELECT AN INTERIM APPOINTMENT TO FILL THE DISTRICT 7 VACANCY**

*Mr. Henderson moved, seconded by Mr. Burton, that the following procedures be established for filling the District 7 vacancy:*

*That the following procedures for filling the District 7 position be advertised in the official journal;*

*That applications for filling the Caddo Parish School Board District 7 position be addressed to the President of the CPSB and accepted by hand delivery at the superintendent's office located at 1961 Midway Avenue, Shreveport, Louisiana until 12 noon on Wednesday, May 19, 2004;*

*That interviews of candidates will follow the following format:*

**FORMAT FOR INTERVIEW SESSION – (Up to 10 minutes per candidate)**

- I. Each candidate will present an opening statement addressing the following:
  - A. His or her reasons for desiring to serve as interim board member from District 7**

*B. His or her special skills or experience to offer as a board member from District 7; and*

*C. His or her perspective on the role of a board member*

*II. Each candidate will be allowed to make any final summary statement if time permits.*

*Interviews to be held at a special board meeting to be held on Thursday, May 20, 2004 at 4:30 p.m. at the Caddo Parish School Board office board room, 1961 Midway Street, Shreveport, La.*

*Vote on the motion carried unanimously.*

*Mr. Henderson moved, seconded by Mr. Burton, that there be a special board meeting to be held Thursday, May 20, 2004 at 4:30 p.m. for the purpose of interviewing candidates for the District 7 vacancy and for selecting an interim appointment. Vote on the motion carried unanimously.*

Mr. Guin announced that at each board member's station is a copy of a House Concurrent Resolution which passed in the House and is expected to pass in the Senate requesting the Shreveport City Council to rename the Lakeside Golf Course in honor of Jerry Tim Brooks.

## **VISITORS**

Preston Edwards, citizen from District 7, addressed the board on the timeframe and format to be followed for filling the interim appointment to District 7. He said that citizens in District 7 will formulate a committee to recommend to the board someone they would select to serve on an interim basis until an election is called. He said they believe this group would best know of someone who would best serve the interest of the children and people in District 7 from an educational standpoint. He said with the timeframe the board has established in moving forward, he does not know if this will allow them the time to bring the group together and come to the board to express to the board who they believe is the right person to represent District 7. Mr. Ramsey stated that by state law and statute, the situation must be addressed within 10 days or the Secretary of State will appoint someone. Mr. Henderson commented that if the speaker recognizes the motions passed today, and wishes to share with the board its input, the board will have an opportunity to take their input into consideration. Mr. Burton added that the practice has been that there has not been campaigning during the interview period, but interested citizens can contact board members in support of a candidate.

**Adjournment.** *Mr. Henderson moved, seconded by Mrs. May, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 4:47 p.m.*

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Larry E. Ramsey, President

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Ollie S. Tyler, Superintendent



**May 18, 2004**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, May 18, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum: Ginger Armstrong, Willie Burton, Bonita Crawford, Charlotte Crawley, Phillip Guin, Eursla Hardy (Mrs. Hardy arrived at approximately 4:43 p.m.), Lola May, Tammy Phelps, and Barry Rachal. Mr. Ramsey announced that Mr. Henderson is absent due to a death in the family. Also present were Ollie S. Tyler, secretary, and Reginald Abrams, legal counsel. Following a moment of silence in memory of Mr. Jerry Tim Brooks, Mr. Ramsey gave the invocation and led the Pledge of Allegiance.

#### **CONSIDERATION OF MINUTES OF THE APRIL 20, 2004 AND MAY 4, 2004 CPSB MEETINGS**

*Mr. Burton moved, seconded by Mr. Guin, approval of the minutes of the April 20, 2004 and May 4, 2004 CPSB meetings. Vote on the motion carried unanimously.*

#### **PUBLIC HEARING ON 2004-05 ANNUAL CONSOLIDATED BUDGET**

Mr. Ramsey declared the public hearing open on the 2004-05 annual consolidated budget. There being no speakers, Mr. Ramsey declared the public hearing closed.

#### **PUBLIC HEARING – RENAMING WEST SHREVEORT ELEMENTARY TO MRS. EDDIE JONES WEST SHREVEPORT ELEMENTARY SCHOOL**

Mr. Ramsey announced that this public hearing will be held following agenda item No. 9 (Visitors).

#### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

The superintendent presented the proposed agenda and announced there were five items added to the agenda since the worksession needing board action in order to address them. Mr. Ramsey announced that Item 33 will be postponed until June. *Mr. Burton moved, seconded by Mr. Guin/Mrs. May, to add items 34, 35, 36 and 37 in accordance with CPSB policy. Vote on the motion carried unanimously.* The board president proposed that items 11-13, 15, 17-19, 21-32, and 34-36 be classified as the consent agenda.

*Mr. Guin moved, seconded by Mrs. Hardy, to suspend the rules for the purpose of adding a resolution honoring Mr. Brooks. Vote on the motion carried unanimously.*

#### **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators and other guests also were recognized.

**School Law Poster, Essay and Photography Contest Winner.** Mrs. Anderson stated May 17<sup>th</sup> was the anniversary of the Brown vs. Board of Education decision and the Shreveport Bar Association sponsored an essay and poster contest so students could express themselves on the topic *To Win Equality by Law: Brown vs. Board of Education at 50*. The following students were recognized as winners in the competition: Gold Medal Winner – Darius Johnson, 11<sup>th</sup> grade student at C. E. Byrd High School and Silver Medal Winner – Brandi Andrews, 11<sup>th</sup> grade student at C. E. Byrd High School. Mr. Lavergne, principal, and Barbara Hollis, assistant principal, were also recognized. Ms. Shannan Hicks, representing the Shreveport Bar Association, was also recognized as the chair of Law Day. Ms. Anderson announced that the students' essays are on display at the Louisiana State Exhibit Museum for the month of May.

**Gulf South Summit K-12 Service Learning Educator of the Year.** Ms. Pateece Davis, teacher at Broadmoor Middle Laboratory School, was recognized as the recipient of the Gulf

South Summit Award for Outstanding Contributions to K-12 Service-Learning, Civic Engagement and Positive Youth Development. Mrs. Anderson announced that Ms. Davis and her students received this award in recognition of their involvement in community projects such as recycling Christmas trees, water quality testing program, recycling of phone books and school supplies. Mr. Louis Cook is the principal at Broadmoor Middle Lab.

## VISITORS

Gail Griffin, president of the Cherokee Park Neighborhood Association and member of the Shreveport Bossier Neighborhood Association, addressed the board in support of the renaming of West Shreveport for Mrs. Eddie Jones. She said this is a most appropriate honor to bestow upon this wonderful person, someone who touched many lives. She encouraged the board to support the renaming of West Shreveport Elementary.

Mildred B. Pugh, for clarity, stated that when she addressed the board at its meeting to set the agenda she trusts the board understood her, because the paper indicated she said Central became West Shreveport or vice versa. She said the history is not in that fashion, because Central and West Shreveport exist as independent sites today with a history established in the 1920s. She reiterated that she hopes the records, and she checked the minutes to see if this information is recorded, and not hearing the tape, will be straight. Regarding Item 38.C., she asked that the board in receiving its update on the Booker T. Washington library would be sensitive to the fact that when this school was erected, the library was on the second floor of the main building. She added that the renovation process approved by the staff created a library from a Title I building that is substandard for a library and you will continue to have the same problem as before with mildew until the board takes a look at the fact this is not the type of building for a library.

Mary Taylor Shaw, parent, addressed the board on the need for an additional counselor at North Caddo High School. She shared with the board her concern for this and the fact that her daughter did not get to graduate because she lacks ½ credit. She believes this is the counselors' job and believes additional staff support may keep this from happening to someone else.

Dr. Fay M. Greene, citizen, addressed the board on the renaming of West Shreveport Elementary School to Mrs. Eddie Jones West Shreveport Elementary. She said that West Shreveport is a historical school within itself, and that as a world traveler, she has many times been asked about West Shreveport Elementary. She shared with the board her association and work with Mrs. Eddie Jones, but her belief that an educational building should be tied to the one who worked to get it where it is. She added that West Shreveport became a school known all over and this was under the administration of the principal, Mr. Edward L. Green, Sr., cafeteria person Ms. Gussie Pryor, and they provided for the needs of the children and the community at West Shreveport. She said this school is an institution that has helped others through the years and Mrs. Jones was a wonderful worker at the school, and asked that the board take this information into consideration when considering renaming West Shreveport.

Claudia Goodie, employee, addressed the board about her concern for paraprofessional pay and asked the board to please consider raising the paraprofessional salaries.

Rosie Coleman, bus driver, addressed the board on concerns over the changes in the Transportation Department over the past three years. She stated seniority is no longer a priority even with the issue of school buses. She said the buses are now issued according to how long the routes are and senior drivers believe this is a slap in the face. She explained there are buses in the inner city with seniority bus drivers and some of these buses are unsafe. She questions if transportation is concerned about all children or just some children. She referenced the pay schedules and overlapping which allowed bus drivers to work field trips and still run their routes and this is no longer allowed, as well as work they have done and not been paid. She asked about some of the new procedures put into place, i.e. bus drivers having to be buzzed in before they can enter the office. She recognized bus drivers present and asked the board to address these concerns in the Transportation Department.

Jeannie Milne, parent, addressed the board on concerns about the GEE21 test and seniors who will not be able to march with their class because they did not pass this exam. She referenced special education students who will be allowed to march with their class and receive only a certificate, and she is not asking that these students be given their diploma; but only that they can

walk with their class with the option to attend summer school and retake the test. She asked the board to consider revising the CPSB policy to allow students to walk with their class when they have earned their credits, but have only not passed the GEE.

Jackie Lansdale, president of Caddo Federation of Teachers/Support Personnel, referenced the recent bond election and that those supporting it were not in favor of including a tax initiative to support teacher and support employee pay. She stated that Caddo has in the past been competitive in the regional market in terms of ability to recruit and retain qualified teachers, and the concern over the possible passage of a tax initiative by Bossier Parish that will put this in jeopardy. She stated for this reason it is most important to examine every opportunity possible to keep quality employees in the classroom. She added that the 2004-05 budget affords the opportunity to address many of the issues such as materials and supplies; however with many of Caddo's teachers and paraprofessionals having to reach into their own pockets to furnish many of the materials and supplies needed to meet the needs in the classroom, there does not appear to be positive adjustment in the budget to address this matter. She asked the board to reconsider this item before going into another school year with students facing shortages in basic academic materials. Regarding salaries, she stated that the position remains in that the growth monies must be directed where the legislature intended – in the classroom. She referenced the \$600 increase that Caddo teachers received across the board while certificated administrators received greater amounts. With the MFP projected growth monies for the 2004-2005 school year appearing to be down, it will be most important to make certain every available dollar goes to the classroom and not spread thin by including greater increases for those not at the school site. She addressed the adjustment made in the support employee pay at the beginning of the current school year to make permanent the \$500 allocation from the Legislature the year before. She added that in April many classified managers received pay increases from the general fund which was increased by the other half of the growth monies, some exceeding \$1,100, yet teachers aides have not received any compensation for meeting the additional standards required in the No Child Left Behind legislation. In recent board meetings, the need to recognize this has been expressed, yet there is no indication in the proposed budget. She encouraged the board to address this need for the upcoming school year. She also addressed the discrepancy in bus driver pay in that 30-year employees make the same as first year employees and asked the board to address this group of employees. In conclusion, Mrs. Lansdale asked the board that in looking at ways to spend the \$9 plus million identified by the superintendent in March, to look at the needs of the students and employees as have been identified.

#### **PUBLIC HEARING – RENAMING WEST SHREVEPORT ELEMENTARY TO MRS. EDDIE JONES WEST SHREVEPORT ELEMENTARY SCHOOL**

Mr. Ramsey declared the public hearing open for renaming West Shreveport Elementary School to Mrs. Eddie Jones West Shreveport Elementary School.

Dr. Fay Greene stated that educational facilities should be named for those who have worked for the total development of the school and not one specific area. She said the history of West Shreveport began in the 1920s and Mr. Greene was at the school for approximately 40 years. This is what needs to be considered when seeking to rename an institution.

Michael Williams shared with the board his experience with Mrs. Eddie Jones at West Shreveport and that he believes education is not defined just in the classroom, but outside the classroom also. He said Mrs. Jones worked hard toward excellence of all children and history will reflect that other facilities have been named for important women who have made a difference. Mr. Williams stated that Mrs. Jones had a special anointing and impacted the lives of many in the community, going beyond the scope of education, and believes she needs to be honored for her contributions. Mr. Williams expressed his appreciation for the board's support.

There being no additional speakers, the president declared the public hearing closed.

#### **CONFIRM THE CONSENT AGENDA**

*Mr. Burton moved, seconded by Mr. Guin, approval of the consent agenda. Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

### **Agenda Item No. 11.B.**

**Requests for Leaves.** The board approved the following requests for leaves as submitted in the mailout.

#### **Certified**

##### **Sabbatical (Study), Fall Semester, 2004-05 School Year**

Gary Clarke, Teacher, Youree Drive Middle School, 6 years

##### **Sabbatical (Medical), Fall Semester, 2004-05 School Year**

Hollis Thompson, Teacher, Captain Shreve, 20 years

##### **Sabbatical (Study), 2004-05 School Year**

Ramona Ponder, Teacher, Broadmoor, 10 years

##### **Leave Without Pay (Personal), 2004-05 School Year**

Karen Bird, Instructional Specialist, Special Programs Center, 15 years

Brandy McIntyre, Teacher, Broadmoor Middle Lab, 6 years

##### **Leave Without Pay (Personal), Spring Semester, 2004-05 School Year**

Kasie Mainiero, Teacher, Summerfield Elementary, 3 years

##### **Leave Without Pay (Medical), April 27-May 27, 2004**

Imelda Hood, Teacher, Oak Terrace/J. B. Harville, 5 years

##### **Catastrophic Illness , April 22-May 27, 2004**

Gail Kirby, Teacher, Bethune Middle, 3 years

#### **Classified**

##### **Catastrophic Leave, March 1, 2004 (noon) until April 20, 2004**

Estelle Kelley, Bus Driver, Transportation Dept., 21 years

### **Agenda Item No. 11.C.**

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the Other Personnel Transactions Report dated April 28, 2004 through May 10, 2004 as submitted in the mailout.

### **Agenda Item No. 12.A.**

**Approval of Bids.** The board approved the following bids as recommended by staff and as indicated on the bid tabulation sheets submitted in the mailout: (1) Upholstering Bus Seats – Billy M. Jones total unit price of \$46.50 for upholstering of bus seats. (2) Projector Lamps – Oklahoma Lighting Dist. totaling \$12,501.87 for projector lamps. (3) M & S Library Supplies – Gaylord Bros. totaling \$534.79; The Library Store totaling \$139.92 and School Specialty totaling \$1,033.69 for library supplies. (4) M&S Physical Education Supplies – BSN Sports totaling \$2,866.58, Gregg United Sports totaling \$2,935.32 and Moore-Sigler Sports World totaling \$298.23 for PE Supplies. (5) M&S First Aid Supplies – EverReady First Aid totaling \$10.36; Henry Schein totaling \$1,141.89, MedSupply totaling \$144.11; Moore Medical totaling \$1,440.82 and United Health totaling \$1,267.03 for First Aid Supplies. (6) M&S Digital Duplicator Supplies – C. F. Biggs totaling \$5,487.00 for Digital Duplicator Supplies. (7) Scan Converters for Technology – CCV Software totaling \$21,269.76 for scan converters.

### **Agenda Item No. 12.B.**

**Approval of Bids (Capital Projects/Construction).** Move approval of the following bids as recommended by staff and as submitted in the mailout. (1) Carpet Replacement at Various Schools, Project 2005-204 be awarded to Stephenson's Floors for the sum total of \$25,218. (2) Fire Alarm & Fire Safety at Various Schools (Central, Queensborough, Stoner Hill & Walnut Hill), Project 2005-310A be awarded to J. D. Electric for the sum total of \$225,130. (3) Riverside Roof Entire Campus, Project 2005-209 be awarded to Hefner Roofing for the sum total of \$154,230. (4) HVAC Auditorium at Fairfield, Project 2005-306 be awarded to Air Repair for the sum total of \$169,440. (5) West Shreveport Re-roofing, Phase II, Project 2005-214 be awarded to Grosjean Contractors for the sum total of \$61,280. (6) Replace Chiller/Boiler at Cherokee Park, Project 2005-302 be awarded to Thermo-Technics, Inc. for the sum total of \$250,798. (7) Fire Alarm & Fire Safety at Various Schools (Caddo Heights, Caddo Middle Magnet, Claiborne & Summerfield), Project 2005-310B be awarded to Camus Electric for the sum total of \$186,000. (8) Fire Alarm & Fire Safety at Various Schools (Mooringsport, Vivian,

West Shreveport), Project 2005-310C be awarded to Jack Spring Electric for the sum total of \$109,335. (9) HVAC Auditorium Building at Arthur Circle, Project 2005-303 be awarded to The Payne Company for the sum total of \$118,599. (10) Sanitary Sewer Replacement at Atkins, Project 2005-307 be awarded to Berg, Inc. for the sum total of \$69,400. (11) Summer Grove Wings B & C, Project 2005-218 be rebid.

#### **Agenda Item No. 13**

**Sales and Use Tax Commission 2004-2005 Budgets.** The board approved the Sales and Use Tax Commission 2004-2005 budgets as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 15**

**Resolution Authorizing Advertising for the Sale of General Obligation Bonds.** The board approved the resolution authorizing advertising for the sale of General Obligation Bonds as submitted in the mailout.

#### **Agenda Item No. 17**

**Revisions to CPSB Policies GCPA and GDPA.** The board approved proposed revisions to CPSB Policies GCPA and GDPA as submitted in the mailout.

#### **Agenda Item No. 18**

**Proposed Policy GCBD/D2 or Professional Staff Sick Leave Donation.** The board approved the proposed Policy GCBD/D2 or Professional Staff Sick Leave Donation as included in the mailout.

#### **Agenda Item No. 19**

**Membership Dues for Council of Great City Schools for 2004-2005.** The board approved the membership dues for Council of Great City Schools for 2004-2005 as submitted in the mailout.

#### **Agenda Item No. 21**

**Bus Usage Agreement – Caddo Parish Sheriff’s Department – Summer Gun Program.** The board approved the bus usage agreement for the Caddo Parish Sheriff’s Department Summer Gun Program as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 22**

**Youth Enrichment Programs (YEP) Agreement for 2004-2005.** The board approved the Youth Enrichment Programs (YEP) agreement for 2004-2005 as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 23**

**Signing Incentive Opportunities/Certified Teachers.** The board approved the signing incentive opportunities for certified teachers as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 24**

**Resolution Authorizing Superintendent to Sign all Contracts or Agreements with City of Shreveport for Workforce Investment Act Funds.** The board approved a resolution authorizing the superintendent to sign all contracts or agreements with the City of Shreveport for Workforce Investment Act Funds as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 25**

**Grant Proposal for Fair Park Community Character Education Initiative and Job Descriptions of Project Staff.** The board approved the grant proposal for Fair Park’s

Community Character Education Initiative and Job Descriptions for Project Staff as recommended by staff and submitted in the mailout.

**Agenda Item No. 26**

**Adoption of Foreign Language Textbooks.** The board approved the adoption of foreign language textbooks as recommended by staff and submitted in the mailout.

**Agenda Item No. 27**

**Adoption of K-12 Music Textbooks.** The board approved the adoption of K-12 music textbooks as recommended by staff and submitted in the mailout.

**Agenda Item No. 28**

**Adoption of K-12 Art Textbooks.** The board approved the adoption of K-12 art textbooks as recommended by staff and submitted in the mailout.

**Agenda Item No. 29**

**Adoption of K-5 Handwriting Textbooks.** The board approved the adoption of K-5 handwriting textbooks as recommended by staff and submitted in the mailout.

**Agenda Item No. 30**

**McKinney-Vento Grant for 2004-2005.** The board approved the McKinney-Vento Grant for 2004-2005 as recommended by staff and submitted in the mailout.

**Agenda Item No. 31**

**Revision of IDEA Part B Preschool Budget (2003-2004).** The board approved the revision of IDEA Part B Preschool budget for 2003-2004 as recommended by staff and submitted in the mailout.

**Agenda Item No. 32**

**Donation of Property – Worley Observatory.** The board approved the donation of property – Worley Observatory – as recommended by staff and submitted in the mailout.

**Agenda Item No. 34**

**Request for Bus Transportation – LSUS-LaPrep.** The board approved the request for bus transportation by LSUS-LaPREP as recommended by staff and submitted in the mailout.

**Agenda Item No. 35**

**Resolution for Participation in Legal Action Against State Legislature for Unfunded Mandates.** The board approved a resolution for participation in legal action against the State Legislature for unfunded mandates as submitted in the mailout.

**Agenda Item No. 36**

**LSBA Membership Dues.** The board approved the LSBA Membership Dues for 2004-05 as submitted in the mailout.

**2004-05 CONSOLIDATED ANNUAL BUDGET**

*Mrs. Armstrong moved, seconded by Mrs. May, approval of the 2004-2005 Consolidated Annual Budget.* Mrs. Armstrong stated she believes staff has presented a very good budget to work from, very open discussions have been held on the proposed budget and she supports the superintendent in this budget and moving forward. Mrs. May also said three work sessions were

held on the budget with lots of dialogue and she supports moving forward by adopting the proposed budget for the 2004-2005 school year. Mr. Rachal also stated his agreement with the discussions held and credited the superintendent for her due diligence in handling the retirement fund situation. He said understanding the circumstances with the retirement situation this year and crediting the superintendent's incredible work over the past year to have a reserve, he hopes that in the future we will approve a budget where the revenues exceed the expenditures. Mr. Burton shared his agreement and supports the superintendent's hard work in preparing this budget. He reminded the board of concerns shared by paraprofessionals and others in the system and expressed his desire that hopefully we will be able to revisit the budget during the year and find a way to address these concerns. Mrs. Crawley said she would like for the board to allow a little longer before approving a budget because she is waiting to receive a proposed aides salary schedule and would like to see goals set in writing addressing the approximate six issues that have been shared with the board and staff. She added that she would like to have goals in writing to work toward as money becomes available. Mrs. Hardy expressed her total support of the budget presented. *Mr. Burton moved, seconded by Mrs. May, to call for the question and end debate. Vote on the motion carried unanimously.*

*Vote on the main motion carried with Board members Crawley and Crawford opposed and Board members Guin, Hardy, Burton, May, Phelps, Rachal, Ramsey and Armstrong supporting the motion.*

### **RESTORATION OF SUBSTITUTE SERVICES FROM KAVANAUGH/ PROFESSIONAL TEMP FOR THE CPSB FOR 2004-2005 SCHOOL YEAR**

*Mr. Guin moved, seconded by Mr. Burton, that pending relief from the Legislature on the budgeted \$7.5 million payable to the teachers retirement fund or other new monies, that the Caddo Parish School Board engage or restore the services of Kavanaugh/Professional Temporaries Joint Venture to commence with the 2004-2005 school year on such price, terms and other essential provisions to be provided by the superintendent after discussions with the previous vendor (Kavanaugh/Professional Temporaries Joint Venture). Mr. Guin stated that he has previously shared his stance on this issue and he knows money is a major object; however, he understands it is very likely we will get some major relief off the budget within the next 30 days and he would like the board to consider this a priority issue if in fact the relief comes. Mrs. Phelps asked if after the relief comes, she would like some additional information on cost comparison of Kavanaugh vs. in-house with staff. The superintendent shared with the board that in addition to previously provided information, staff has just today received additional information that she will share with the board. She also stated that whatever happens with the funding on the Teacher Retirement funds, the district is facing a \$7.5 million unexpected increase. She indicated staff has looked at the desire to give employees an increase, however, funding will not address it at this time. She added if monies are available to address the substitute situation, that is a \$750,000 expenditure. She shared with the board that she wished the money was available, but it is not there. She highlighted the cut in services to children last year and how 82 of the original cut 300 plus positions were brought back because the services they provided and in an effort to reach the mandates of No Child Left Behind. She added that 39 teaching positions will be brought back, and there is a need to bring back over 200 positions; but, we do not have the money. Mrs. Tyler stated she wishes every issue could be addressed; but we don't have the money. She added that if the board wishes to look at cutting the work force again, where everyone can have a raise, a lot more positions will be cut to do so. She explained that staff is doing everything possible to address the mandates, by putting in programs that will help the children and meet the mandates of the No Child Left Behind Law. Mr. Rachal said he agrees with Ms. Phillips and he too would like some additional information on the costs involved in Kavanaugh vs. Caddo staff. He added that our responsibility is to provide for the children and in the event we are not adequately doing so by providing an adequate teaching staff, we need to look at the actual cost and he would like to see actual cost figures of having the substitute system internally. He requested supporting numbers as to our actual cost.*

*Mrs. May moved, seconded by Mrs. Crawley, to postpone this until the board has a clearer picture as to where the funds will come from. Mrs. Crawley said this is only one of the six issues she referenced earlier in discussing the budget and believes all six should be in writing, as this one is, and ranked, and she encouraged the board to postpone until we get all the issues in writing. Vote on the substitute motion carried with Board members Guin, Hardy and Burton*

*opposed and Board members Crawley, May, Phelps, Crawford, Rachal, Ramsey and Armstrong supporting the motion.*

**APPROVAL OF BUS USAGE AGREEMENT – SOUTHERN UNIVERSITY – SHREVEPORT NATIONAL YOUTH SPORTS PROGRAM**

*Mrs. Armstrong moved, seconded by Mr. Guin, approval of the bus use agreement for Southern University's Shreveport National Youth Sports Program. Mr. Burton announced he will abstain since he is an employee of Southern University. Vote on the motion carried with Board members Guin, Hardy, Crawley, May, Phelps, Crawford, Rachal, Ramsey and Armstrong supporting the motion and Board member Willie Burton abstaining.*

**RESOLUTION HONORING JERRY TIM BROOKS**

*Mrs. Hardy moved, seconded by Mrs. Armstrong that the following resolution honoring Jerry Tim Brooks be approved and presented to Mr. Brooks' family.*

**R E S O L U T I O N**

Whereas, Mr. Jerry Tim Brooks, believed that education is the lifeblood for students and that education represents an investment in their future; and

Whereas, this belief led to his career in education and later to election to the Caddo Parish School Board where he impacted policies that were student-centered; and

Whereas, in January 1982, he began his service for the students in District 7, as well as all students in Caddo Parish; and

Whereas, since 1991, he has served three terms as 1st Vice President and three terms as 2nd Vice President. He also represented the Caddo Parish School Board on numerous committees; and

Whereas, Mr. Brooks was known for his persistent drive to get the job done for the students in his district and in the parish. He was an advocate for the employees in the system and was a champion for equality at every level.

NOW, THEREFORE, BE IT RESOLVED, that the Caddo Parish School Board, the superintendent and staff extend heartfelt condolences to Mr. Brooks' sons, sisters, brothers, other family and friends; and

BE IT FURTHER RESOLVED, that this resolution be presented to the family as an expression of our sympathy.

May 22, 2004

*Vote on the motion carried unanimously.*

Mr. Ramsey announced that arrangements for Mr. Brooks' services include visitation on Friday, May 21, 2004, 6-8 p.m. at Morning Star Baptist Church and final rites at 11 a.m. on Saturday, May 22, at Morning Star Baptist Church on Jewella. Mr. Ramsey also announced that board members' donations will go to the Jerry Tim Brooks' Scholarship Fund.

**SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** Mrs. Tyler announced that the update on the CPSB construction projects has been forwarded to board members and staff members are present to answer board members' questions.

**Caddo's Grievance Policy and Committee's Recommendation on Discipline Policy.** The superintendent announced that staff has completed the recommendations and at the board's pleasure, this item can be placed on next month's agenda for the board's consideration.



**Update on Booker T. Washington High School Library Situation.** The superintendent announced that an update on this situation was given during the budget planning process. Mr. Burton expressed his appreciation to the superintendent and staff for restoring the books in the BTW library.

**Salary Schedule for Aides who meet the NCLB Standards.** Mrs. Tyler announced that this issue was addressed and information shared with the board. The superintendent announced that she will provide an additional update to the board.

**Plan to Further Engage the Community in Education Process.** The superintendent reported that staff has begun the dialogue with community groups working with Dr. Daniels and will report back to the board after Dr. Daniels' visit. Staff is also evaluating its programs and a decision as to consolidation in an effort to save money.

**Report on Possibilities of Awarding Teachers Monetary Supplements at the end of the Year for Meeting Certain Criteria.** The superintendent announced this item is pending based on what happens at the Legislature this session with the retirement and insurance increases.

## **ANNOUNCEMENTS AND REQUESTS**

Mrs. Hardy stated that she previously requested the superintendent to look at the impact on students when a teacher is out of the classroom an extended amount of time and asked the superintendent to look at ways we can have dedicated and committed teachers in the classrooms, especially in the fifth grade.

Mr. Burton stated his concern over the number of substitute teachers in a classroom and problems with students passing the exams. He also would like Mrs. Tyler to follow up on this matter.

Mr. Ramsey announced that on item number 33, he is requesting this item to be postponed until June to allow all board members an opportunity to appoint a representative to this task force for prioritizing and monitoring the issues in the \$88 million bond issue.

Mr. Burton asked the superintendent to provide him an explanation of allocation of new buses and the procedures followed.

Ms. Phelps asked the superintendent about the types of suspensions at Linwood Middle School (and she will possibly want Bethune and J. S. Clark later), consequences, gender and grade.

Ms. Phelps also asked that the superintendent provide information on the long-range infrastructure plan and how the Council of the Great City Schools can assist the district before it implements some of the bond issue approved improvements.

Mrs. Armstrong also asked the superintendent to follow up on the Council of the Great City Schools coming in and immediately evaluating our school system, and concerns such as personnel, salaries, jobs, the entire infrastructure of our system, so we will have a better handle on the issues of the school system.

Mr. Rachal shared his total agreement with contacting the Council of the Great City Schools as soon as possible as he has reviewed the services they provide and believe they have insight and valuable information in areas our district could benefit from.

Ms. Phelps inquired about the Parent Center being open in the summer and if staff could look at the cost of keeping it open at least through summer school.

Mrs. Tyler announced that a high school graduation schedule is at board members' stations.

## **EXECUTIVE SESSION**

Mr. Abrams announced that regarding the update on the Pine Grove litigation, depositions have been taken the last couple of days and a mediation (settlement) conference is scheduled for July 1<sup>st</sup> and if there is no resolution, it will go to trial on July 21<sup>st</sup>.

Regarding the update on Julie Cavalier vs. CPSB, he will have an update at next month's board meeting.

**Adjournment.** *Mr. Guin moved, seconded by Mrs. Crawford, for adjournment. Vote on the motion carried and the meeting adjourned at approximately 6:02 p.m.*

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Ollie S. Tyler, Secretary

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Larry E. Ramsey, President

**May 20, 2004**

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, May 20, 2004, with President Larry E. Ramsey presiding and the following school board members present being a quorum: Ginger Armstrong, Bonita Crawford, Charlotte Crawley, Phillip R. Guin, Eursla Hardy, Willie Henderson, Lola May, Tammy Phelps and Barry Rachal (Mr. Rachal arrived at approximately 4:35). Also present were Secretary Ollie S. Tyler and Legal Counsel Reginald Abrams, staff and other visitors. Mrs. Armstrong gave the invocation and led the Pledge of Allegiance.

## **VISITORS**

The president polled the audience for visitors that might desire to address the board. *Mr. Burton called for a point of order in that the board will not be making a motion at today's meeting.* Mr. Ramsey stated he will adhere to board counsel's direction to allow visitors wishing to do so to address the board. There being none, the board proceeded with the interviewing of candidates.

## **INTERVIEW CANDIDATES FOR THE DISTRICT SEVEN CPSB VACANCY**

The president announced that the CPSB would proceed with interviewing candidates for the District Seven vacancy. He outlined the format the board would follow as described: *Each candidate's interview session will be up to 10 minutes; each candidate will present his or her reasons for desiring to serve as interim board member from District 7; each candidate will present his or her special skills or experience to offer as a board member from District 7; and each candidate will present his or her perspective on the role of a board member.* The president announced if time permits, each candidate will be allowed to make a final summary statement.

The following candidates were interviewed: Willie JC Critton (4535 Alton Street); and Lillian Priest (3734 Claiborne Ave.). Mr. Raymond Green withdrew his candidacy.

## **APPOINTMENT OF INTERIM CPSB REPRESENTATIVE TO FILL THE DISTRICT SEVEN VACANCY**

The president announced there were two candidates and each candidate's name would be announced and board members each would have one vote. As each candidate's name was announced, the following votes were cast: Willie JC Critton – (7 votes – Guin, Hardy, Burton, Phelps, Crawford, Rachal, Ramsey); and Lillian Priest – (3 votes – Crawley, May, Henderson). The president announced that Willie JC Critton would fill the interim term for District 7.

Mrs. Hardy introduced members of Jerry Tim Brooks' family present at the meeting.

**Adjournment.** *Mr. Burton moved, seconded by Mr. Guin, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:10 p.m.*

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Ollie S. Tyler, Secretary

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Larry E. Ramsey, President

**June 1, 2004**

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 6:13 p.m. (immediately following the Executive Committee meeting) on Tuesday, June 1, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum: Phillip Guin, Eursla D. Hardy, Willie Burton, Lola May, Tammy T. Phelps, Willie J.C. Critton, Bonita Crawford, Ginger Armstrong and Willie Henderson. The president announced that Mrs. Crawley and Mr. Rachal were out of town because of prior commitments. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were omitted.

#### **PERSONNEL RECOMMENDATIONS**

*Mr. Burton moved, seconded by Mr. Guin and Mrs. Hardy, approval of the personnel recommendations as recommended by the superintendent and included in the mailout. Vote on the motion carried unanimously.* Mary Nash Robinson, assistant superintendent for human resources, introduced the following personnel appointments approved by the board: (1) Interim assignments to permanent include Steven Celestine, principal at Central Elementary; Tracey Harris, principal at Newton Smith Elementary; Kenneth Wood, principal at Southwood High School; and Samoine Terrell, assistant principal of Broadmoor Middle Laboratory School; (2) Sherile Smith, CLC Counselor at Green Oaks High School; (3) Chenita McDonald for the position of assistant principal at Woodlawn High School; (4) Pam Bloomer, elementary supervisor of reading; (5) Yvette Lavergne, elementary supervisor of social studies; and (6) Booker White, Fair Share Administrator. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the position to which they were appointed. School administrators, family and friends present were also introduced.

#### **REQUEST FOR BUS TRANSPORTATION FOR MT. CANAAN BAPTIST CHURCH CAMP FOR CADDO PARISH PUBLIC SCHOOLS' STUDENTS**

*Mr. Burton moved, seconded by Mrs. May, approval of the request for bus transportation for Mt. Canaan Baptist Church camp for Caddo Parish Public Schools' students as submitted in the mailout. Vote on the motion carried unanimously.*

#### **REQUEST FOR BUS TRANSPORTATION FOR GREENWOOD ACRES FULL GOSPEL BAPTIST CHURCH EAGLES SUMMER CAMP FOR CADDO PARISH PUBLIC SCHOOLS' STUDENTS**

*Mr. Burton moved, seconded by Mrs. May, approval of the request for bus transportation for Greenwood Acres Full Gospel Baptist Church Eagles Summer Camp for Caddo Parish Public Schools' students as submitted in the mailout. Vote on the motion carried unanimously.*

#### **APPROVAL OF CONTRACTUAL SERVICES WITH INTEGRATED NETWORK SYSTEMS FOR THE IMPLEMENTATION OF A DISTRICT-WIDE EMAIL AND CENTRALIZED COMPUTER MANAGEMENT SYSTEM FOR CLASSROOM AND ADMINISTRATIVE APPLICATIONS, NETWORK SECURITY AND VIRUS PROTECTION**

*Mr. Burton moved, seconded by Mrs. Hardy, approval of contractual services with Integrated Network Systems for the implementation of a district-wide email and centralized computer management system for classroom and administrative applications, network security and virus protection. Vote on the motion carried unanimously.*

#### **EXECUTIVE SESSION**

*Mr. Burton moved, seconded by Mrs. Hardy, to go into executive session for up to 20 minutes for the purpose of hearing an update on Julie Cavalier, et al vs. Caddo Parish School Board, et al – CV02-0695-S, USDC and Nathan Hamlett vs. CPSB No. CV02-1250-S, USDC, WDLA, Shreveport Division – Litigation Strategy. Vote on the motion carried unanimously.* Following a brief recess, the board went into executive session at approximately 6:40 p.m. The board went back into open session at approximately 7:35 p.m.

Ms. Phelps left the meeting at approximately 7:30 p.m.

*Mr. Burton moved, seconded by Mrs. May, to pay \$68,000 plus regular expenses for bus drivers' overtime over the last two years. Vote on the motion carried unanimously.*

**Adjournment.** *Mrs. Armstrong moved, seconded by Mr. Burton, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 7:38 p.m.*

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Ollie S. Tyler, Secretary

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Larry E. Ramsey, President

**June 1, 2004**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, June 1, 2004, with President Larry Ramsey presiding and Willie Henderson and Ginger Armstrong present being a quorum. Other school board members present were Phillip Guin, Eursla D. Hardy, Willie Burton, Lola May, Tammy Phelps, Willie J.C. Critton, and Bonita Crawford. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Guin gave the invocation and led in the Pledge of Allegiance.

#### **ADMINISTER OATH OF OFFICE**

The Honorable Carl Stewart, Judge, 5<sup>th</sup> Circuit Court of Appeals, administered the oath of office to Willie J.C. Critton, newly appointed interim representative for CPSB District 7.

#### **PRESENTATIONS**

**State 4-H Superintendents Award for 2004.** Ms. Lola Boone, of the LSU Extension Service for 4-H, shared with the board that their staff submitted Superintendent Tyler's name for the 4-H Education Leadership Award and announced that Mrs. Tyler has been named the recipient of this award. Mrs. Tyler will be formally recognized for this honor in Baton Rouge on June 22<sup>nd</sup> during the state competition. Ms. Boone presented a certificate noting this honor to Mrs. Tyler, and expressed appreciation to the Caddo Parish School Board for its support of the 4-H program.

#### **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE JUNE 15, 2004 CPSB MEETING**

The superintendent reviewed the proposed agenda for the June 15, 2004 CPSB meeting and discussion followed as summarized.

**Adoption of the 2004-2005 Child Nutrition Programs Budget.** Mrs. Tyler shared with the board information explaining the increase in cost for lunches and breakfasts for students and employees. Mrs. Armstrong inquired about the increase in cost and if we would see a savings if the type of menus went back to more home cooked meal items rather than pre-cooked, frozen type meals. Mrs. Tyler shared with board members documentation explaining the increase in this budget. Mrs. Jackie Brown, director of child nutrition programs, explained that the menus include a combination of convenience items as well as items prepared from scratch. Mrs. Armstrong asked if we went to more home cooked type meals, would this give the district a better edge? Mrs. Brown responded that food prices have gone up and she doesn't believe it will, because if you go to more from-scratch cooking, there will be a need for additional labor, which will drive up the price as well. Ms. Phelps asked if the menu will stay the same? Mrs. Brown said yes, there will be some convenience items and some scratch cooking.

**Request to Advertise for Bids for Agricultural/Hunting Lease of the Dixie Property.** Mrs. Tyler indicated that in the past this property has been leased for agricultural purposes only and this year we are asking that it be leased for hunting purposes, in addition to the agricultural purposes, which staff believes will yield more dollars for the district. Mr. Henderson inquired about the change that will allow this lease to be for hunting as well as agricultural purposes and staff's anticipation the district will receive additional funds. Mr. Festavan explained that for a number of years, the school board has leased a 450-acre tract of land north of Shreveport primarily for agricultural and grazing purposes; however it was learned last year that some hunting was taking place on this property. With the lease expiring in August 2004, discussions have been held with one of the lawyers about the interest expressed in the community to lease the land for hunting as well. Mr. Festavan explained that the bid-lease being proposed could, if approved by the board, significantly increase the value of the lease on the property. Mr. Henderson asked if the person securing the lease on the property would carry the liability for hunting? Mr. Festavan answered in the affirmative and that the law protects the school board because once property is leased for hunting rights, there is a statute protecting the school board from any liability. Mrs. Tyler said staff has worked diligently to bring in additional funding to help with infrastructure and capital project needs. Mr. Henderson asked if board action is needed to make certain these funds go toward capital projects? Mrs. Tyler answered in the affirmative and staff will be bringing a recommendation in this regard.

**Literacy in Our Neighborhood Grant.** The superintendent stated that staff is requesting board approval of the L.I.O.N. (Literacy in Our Neighborhood) Grant which will provide \$350,000 to complete stocking of the BTW library and libraries in some of the feeder schools.

**Appointment of Committee to Work with Staff to Develop a Plan for Expending the \$88.29 Million Acquired from the Bond Election of April 17, 2004.** Mr. Burton asked what authority will the committee have? Mr. Ramsey responded that the superintendent and staff will chair the committee and the committee will monitor and assist in the overview of the funds. He stated one of the things that came out in discussions was people believe funds were not appropriately expended and he believes there is a need to have a committee similar to the infrastructure needs committee to oversee the expenditure of the funds. Mr. Burton said he is alluding to the priority that might be already in staff's minds as to what degree the committee will be involved in the priorities. Mr. Ramsey said the committee will have input, but it will be up to the superintendent as to what is recommended to the board for approval. Mrs. Armstrong asked if each board member will have one appointee to this committee and there will be five appointees from the citizens' committee? Mr. Ramsey answered in the affirmative. Mrs. Armstrong inquired about the additional people from the task force? Mr. Ramsey said this allowed for persons from across the parish to serve on the committee, which can also be accomplished with the board appointees. Mr. Ramsey said this is being brought back to allow newly seated board members to name a representative on this committee. Mrs. Armstrong indicated she is not questioning this recommendation, but with the other significant number from the task force in addition to the 12 appointed by the board members and felt it would be weighted with what the task force ultimately wanted rather than what the superintendent and staff brought to the board as a recommendation. Mr. Ramsey said he doesn't believe this will be the case. Ms. Phelps noted that she would like for the responsibility to be with the superintendent and staff but the board has a responsibility to make certain those structure needs are addressed. Mr. Ramsey clarified that the staff, chaired by the superintendent, will bring a recommendation with the ultimate responsibility lying with the board as to how the funds will be expended. Ms. Phelps restated her opinion because previously it was the committee making the recommendations, and the board knows the needs of the schools and she wishes to assure the community that those needs will be addressed according to the school's needs.

**Renaming of West Shreveport Elementary School to Mrs. Eddie Jones West Shreveport Elementary School.** Mr. Burton stated there is a lot of support for adding Mrs. Eddie Jones name to West Shreveport Elementary School and encouraged the board's support at the meeting on June 15<sup>th</sup>.

**Revisions to CPSB Policy GBM.** Mr. Guin inquired about the proposed revisions from the committee and that the superintendent's recommendation is different from the committee's and asked the superintendent to highlight them. The superintendent explained that one of her recommendations is to remove the informal level, because this step is done anyway, talking to the employee before it becomes a grievance. This is in the opening statement of the policy to hopefully prevent it from becoming a grievance, and she recommends Level 1 being the first level rather than the informal level. She added she has checked with legal counsel to make certain Level 1 did not require representation. Level 1 will allow the supervisor and employee an opportunity to work out the grievance before it progresses. At Level 2, state law requires representation for the employee. Mr. Abrams verified this is correct. Mr. Guin stated the additional area is Level 3 where the disposition is made by the superintendent in place of the assistant superintendent of human resources? Mrs. Tyler responded that at Level 3, the assistant superintendent of human resources serves as the superintendent's designee. Mrs. Robinson indicated the only difference is presently the appropriate personnel director takes a part in the grievance procedure. Mr. Guin asked if at Level 2 and the number of days (10) and if the grievance is not resolved satisfactorily, the grievant may proceed to Level 3 by written request within 10 days (superintendent's recommendation) and the committee's recommendation states *if the grievance is not satisfactorily resolved within 10 working days, the grievant may proceed to Level 3 by making a request in writing on the form*, and he believes this shifts the burden from one area to the other when you move the 10 days from one part of the paragraph to another. Mrs. Robinson said the 10 days was supposed to hold. Mrs. Tyler said the 10 days stands and there is no problem with the 10 working days and she will add this back in the verbage.

Mr. Henderson asked the superintendent about changing the informal level so it is no longer a level and if in Level 1, the provision that the employee can have representation will be eliminated? The superintendent answered that is correct. Mr. Henderson stated it is in the informal process where the supervisor and the employee should be attempting to resolve any disagreement. He asked what is the difference between the informal process and Level 1? The superintendent responded that the informal part of the process is placed in the opening statement of the policy and this is where things are attempted to be worked out with no other persons involved. Mr. Henderson asked when this fails, is the process formalized and moved to Level 1, and asked why there is no representation at this level? The superintendent said this is the level in which writing takes place as to why the supervisor is not doing the employee fair and this will give the supervisor an opportunity to resolve the grievance at this level before everyone else becomes involved in the process. Mr. Henderson said he is concerned that this is what one is attempting to do in the informal process and that is to have the involved persons come together and attempt to resolve the matter before it becomes a grievance, and encouraged the superintendent to think about the wisdom at this point and if the employee is at a disadvantage. Mr. Ramsey inquired of legal counsel if the superintendent's recommendation is in compliance with state statute?. Mr. Abrams said yes because with regard to state statute, anytime a meeting is held between the employee and supervisor, it is not required they have representation; but only at the other levels when you go past the immediate supervisor. Ms. Phelps asked the superintendent who meets with the employee and supervisor at Level 1? She said the grievant is the employee who is grieving and there may be a concern about an assignment or working condition where the supervisor and grievant will talk about it informally, and the supervisor takes notes from the grievant. If a grievance is filed, her recommendation is that at Level 1, if the employee files a grievance, the supervisor has an opportunity to meet with the employee and attempt to resolve the grievance. Ms. Phelps asked who documents Level 1? The superintendent responded the supervisor does. Ms. Phelps asked about the situation whereby the grievance is with the employee's supervisor, and if it creates an uncomfortable situation? Mrs. Tyler said at Level 1 that is the person the grievance is filed with, and if it is that person, that's the person the employee answers to and that supervisor needs an opportunity to address the situation. Also, the grievant knows they will have the opportunity to move to Level 2. Ms. Phelps asked about Level 2? Ms. Tyler stated this allows the grievant to go beyond the immediate supervisor at Level 2 to have the appropriate personnel director (classified or certified), along with the employee's representative if they choose to do so (with 10 days notice).

Mrs. Crawford asked if the state does not require it, can we give the employee the option (to have representation) at this level? Mrs. Tyler said if both parties (supervisor and grievant) agree at Level 1. Mrs. Crawford asked if that option could be added into the Level 1 if both parties agree, since it is not required? Mrs. Tyler responded that is not her recommendation; however, if the board wishes to make that revision, she will do whatever the board wishes.

Mr. Critton asked if the informal level is in the introductory part of the policy? Mrs. Tyler answered in the affirmative. Mr. Critton stated he remembers in the past this was a formal level. He asked if when the first level appears to happen, representation is possible if both parties agree. Correct? If not, the employee talks with their immediate supervisor, and if it is not resolved, the employee can make a written request to proceed to the next level, which is the process to be followed at each level? Mrs. Tyler answered that is correct.

Ms. Phelps indicated her concern is the employee who is uncomfortable talking with their immediate supervisor when it is about them.

Mr. Guin asked about Level 1 and clarification as to when the employee meets with their immediate supervisor, the law allows for, if both parties agree, to have a representative present. Mr. Abrams said that is correct, but there is some uncertainty in this when two parties agree, and the current policy allows for representation at that particular level, but the statute says that at every level other than the first level, you shall allow for representation. Mr. Guin said his concern is there have been cases whereby when the initial meeting occurred, staff (an immediate supervisor) chose to have their supervisor in that meeting and asked if he is correct in interpreting that if that occurs at Level 1, the employee can have representation? Mrs. Tyler answered that is correct. Mr. Abrams said the Caddo Parish School Board policy is broader than the state statute, because Caddo has four levels and the state only has three. He said this doesn't hurt as you actually have more protection for the employee by having the extra level. The statute just states that each school board shall allow for representation at all levels of the grievance,



except for the procedure provided for in C.1, and at that level you don't have to have representation. Mr. Guin stated he just wants the clarification that if the staff is going to be allowed to have their supervisor present, it is only fair that the employee shall have their representation. Mrs. Tyler agreed.

Mr. Burton asked if its possible to go to Level 2 without going to Level 1, i.e. if the situation is volatile with the persons involved at Level 1. Mrs. Tyler indicated that the staff wants to show that we care about the employees in the district, and stated that one of her first actions as superintendent was to re-employ those people who were unemployed when positions were cut. The superintendent requested that everyone work together to cultivate unity in the district.

Ms. Phelps asked if the employee will know their supervisor will have representation present? Mrs. Tyler answered that staff will make sure of this, and this can be placed in the policy if the board wishes. Mrs. Armstrong stated this is one of her concerns also and she asked that we not assume anything with policy, but it needs to be written to follow and not deviate from it, so as to avoid any possible conflict between employees.

Mr. Henderson asked about a supervisor's supervisor being present and if that is the intent? Mrs. Tyler said that is not the intent. Mr. Ramsey said this is a very important process and he agrees there is a need to address these issues, but asked how can every minute situation be legislated? He asked if the policy addresses this issue and Mrs. Tyler said it does not, but staff can add that to the recommendation.

## **ADDITIONS**

Mr. Burton requested that an item *Interim Elections* be added to the agenda for June 15<sup>th</sup>. Mr. Burton said he brings this to the board for action to bring clarity to the process for filling interim positions on the board.

Mr. Guin requested that his previous item regarding substitutes be placed back on the agenda and that it remain on the agenda until (1) the funds are not available or (2) the board votes to dismiss it. Mr. Guin also asked that an item be placed on the agenda to address *funding for completion of the Capital Construction Building*.

Mrs. Armstrong asked staff if the land where the old Carver school is located is leased? Mr. Festavan answered it is. She asked if there have been any reports of problems on that site? Mr. Festavan said approximately 100. Mrs. Armstrong asked that an item be placed on the agenda under Superintendent's Report to research and approve funding to have the Carver site demolished and cleaned off. Mr. Festavan said EPA approval will need to be obtained because of the amount of asbestos in that facility and he will get previous figures updated.

Mrs. Tyler asked for direction from the board to address some confusion relative to the raises approved by the board in April for certificated employees. She stated it was her understanding the board approved raises for certificated employees along with raises from General Fund monies for the other employees on those salary schedules. She asked if it is necessary to add an agenda item, for clarification, that the board has approved those raises. Mr. Henderson stated he doesn't personally believe an agenda item is needed for this matter, because he believes the board understands the action that it took in this regard. He stated there is a serious need to move beyond Central Office vs. other people, because Central Office people are Caddo employees as well. These individuals earn their money also and the jobs they have were studied by experts and determined to have a value and the salary schedule reflects the value of each position at Central Office. Central Office employees are support people and the district cannot operate without the support personnel. He added that since these jobs have been studied and graded, and the only difference is one has to have a certificate and the other doesn't, how is it justified to give one a pay raise and not the other? He said if the state can do what they feel they need to do, Caddo has the responsibility of looking out for what is in the best interest of the school system, and he believes that is what the board's action reflects. Mrs. Hardy indicated her same feelings in this matter and asked the superintendent why, since the board has acted on this, is there a need to ask for another agenda item? Mrs. Tyler responded that information has been distributed to the contrary, saying the board did not approve these raises. She explained that 50% of the MFP money is earmarked for certificated people and went to those people and the remainder went into the General Fund and was used to pay a portion of the increase for employees on the same salary

schedule. The superintendent added she only makes the request in order to add an agenda item if further clarification is needed.

Ms. Phelps stated if an employee is given a salary schedule that shows the commitment as to what raises will be, this commitment needs to continue. She further added she wishes an agenda item be added to address the Grade 8, 9 and 10 pay increases that were postponed.

**Consent Agenda.** The president recommended items 11-12, 17-23, and 25-26 as the consent agenda.

The president polled the audience for input on the proposed agenda for the June 15th meeting.

Ms. Phelps asked for clarification on information provided to her on the Parent Center as she did not see any cost figures for keeping it open in the summer months. Mrs. Janis Parker, Director of Title I, explained that the Parent Center position is a 10-month position and staff has attempted to keep the Center open on weekends during the school year and there is no participation. At the present time, it is a cost factor, because to staff the Parent Center additional days will require an increase in her salary. She explained most of the parents request a packet and they come by to pick them up. The employee begins working two weeks prior to the opening of school and keeps the Parent Center open two weeks after the close of school.

Carolyn Rhymes, President of the Caddo Association of Educators, addressed the board on matters of concern of the CAE. She said the CAE is concerned about the changes being recommended by the superintendent to Policy GBM and that the informal level will no longer be a level of the grievance process. She said the superintendent's recommendation also does not allow for an employee to have representation present until the second level. She said the CAE knows that when the current policy is followed, 90% of the grievances are resolved during the informal or Level 1 procedures. She said the CAE's greatest concern with the recommended changes is that grievances will not be resolved at the lower levels and unnecessary appeals will be time consuming for all in the process. She added that the CAE served on the committee that spent many hours working on the policy revisions that are in compliance with the state statute, and believes the proposed policy submitted by the committee meets the state law requirement. She encouraged the board to look closely at the committee's recommendation when considering revisions to Policy GBM.

Pat England, executive director of Caddo Association of Educators, addressed the board on whether or not the current policy is legal. She stated that when the committee first met it was to clean up some of the language, especially titles, at Level 2. She expressed her concern about adversarial discussions as she has met with personnel at a Level 2 and has never experienced any adversarial situations. She stated the problem with the superintendent's proposal is most of the grievance hearings are resolved in the informal meeting or at Level 1 and she is afraid this will not happen if these recommended changes are made policy.

Jackie Lansdale, President of the Caddo Federation of Teachers/Support Personnel, stated it was the Federation that pushed to have the board relook at this policy; however, the problem being experienced was not anything at the site level, it was at the Central Office levels and there was a need to clean up the policy. She said she thought this is what came of the committee's recommendations and believes that what the superintendent is proposing is an erosion of the current policy. She said the policy is to resolve the issue at the lowest possible level and the current policy says there must be an informal meeting before a formal grievance is filed. If the effort was made to resolve at the informal level and it is unsuccessful, then a formal grievance is filed asking for representation. She encouraged the board not to erode the rights of the employees because they need this level of representation. Also, she addressed the teachers' aide salary schedule and encouraged the board to establish a salary schedule for this group of employees.

Gail Griffin, employee and representative of District 3, addressed the board on the renaming of West Shreveport Elementary School after Mrs. Eddie Jones. She stated Mrs. Jones has been very instrumental in District 3 as well as the rest of the community. Ms. Griffin highlighted the many things Mrs. Jones did for children throughout the years and encouraged the board to support honoring Mrs. Jones by renaming West Shreveport Elementary to include her name.

*Mr. Henderson moved, seconded by Mrs. Armstrong, approval of the proposed agenda and proposed consent agenda items. Vote on the motion carried unanimously.*

**Adjournment.** *Mrs. Armstrong moved, seconded by Mr. Henderson, for adjournment. Vote on the motion carried and the meeting adjourned at approximately 6:12 p.m.*

**June 15, 2004**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, June 15, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum: Ginger Armstrong, Willie Burton, Bonita Crawford, Charlotte Crawley, Phillip Guin, Eursla Hardy, Lola May, Tammy Phelps, Willie J.C. Critton, Barry Rachal and Willie Henderson. Also present were Ollie S. Tyler, secretary, and Reginald Abrams, legal counsel. Mrs. Crawford gave the invocation and led the Pledge of Allegiance.

**CONSIDERATION OF MINUTES OF MINUTES OF THE MAY 14, 2004, MAY 18, 2004, MAY 20, 2004 AND JUNE 1, 2004 CPSB MEETINGS**

*Mr. Burton moved, seconded by Mrs. May, approval of the minutes of the May 14, 2004, May 18, 2004, May 20, 2004 and June 1, 2004 CPSB meetings as submitted in the mailout. Vote on the motion carried unanimously.*

**APPROVAL OF RESOLUTION PROVIDING FOR THE OPENING OF THE SEALED BIDS RECEIVED FOR THE PURCHASE OF \$14,000,000 OF GENERAL OBLIGATION SCHOOL BONDS, SERIES 2004, APPROVING THE OFFICIAL NOTICE OF BOND SALE AND OFFICIAL STATEMENT IN CONNECTION THEREWITH AND AUTHORIZE THE PRESIDENT AND THE SECRETARY OF THE ISSUER TO SIGN COPIES THEREOF AS EVIDENCE OF THE APPROVAL THEREOF**

Mr. Ramsey polled the audience for comments and called upon Mr. C. Grant Schlueter of Foley & Judell, L.L.P., Bond Counsel, to advise the Parish School Board (the "Governing Authority") of the Parish of Caddo, State of Louisiana (the "Parish"), acting as the governing authority of Parishwide School District of Caddo Parish, Louisiana, as to what action was necessary in order to proceed with the reception of bids and sale of the Bonds.

Mr. Schlueter then reported to the Governing Authority that the first order of business was to open the bids received for the issue and to formally approve the official Notice of Bond Sale and the Official Statement that was prepared and distributed to the purchaser in connection with the sale of the Bonds. He stated that the Official Statement had been prepared with the assistance of the officials and staff of the Governing Authority and the Assessor's office and other local public officials, and that all members of the Governing Authority had been furnished a copy of the same for their review and approval.

The President then announced that it was time to open the sealed bids received for the purchase of the captioned Bonds, said Bonds having been advertised for sale by virtue of a resolution adopted on May 18, 2004. It was then stated that the Notice of Bond Sale which had been issued on May 18, 2004, calling for sealed bids for the purchase of the Bonds had been published in "The Daily Journal of Commerce", New Orleans, Louisiana, the "Times", Shreveport, Louisiana, and "The Bond Buyer", New York, New York in their issues of May 25, 2004. Mr. Schlueter then confirmed that the Bonds had been assigned a rating of "A+" by Standard and Poors Corporation and an "Aa3" by Moody's Investors Service. After calling for sealed bids for the purchase of the Bonds, it was announced that three (3) bids had been received for the purchase of the Bonds.

*Mr. Burton moved, seconded by Mrs. Hardy, approval of the following resolution providing for the opening of the sealed bids received for the purchase of \$14,000,000 of General Obligation School Bonds, Series 2004, approving the Official Notice of Bond Sale and Official Statement in connection therewith, and authorizing the President and the Secretary of the Issuer to sign copies thereof as evidence of the approval thereof. Vote on the motion carried unanimously.*

**RESOLUTION**

A resolution providing for the opening of the sealed bids received for the purchase of Fourteen Million Dollars (\$14,000,000) of General Obligation School Bonds, Series 2004 of Parishwide School District of Caddo Parish, Louisiana, approving the Official Notice of Bond Sale and Official Statement in connection therewith, and authorizing the President and the Secretary of the Parish School Board to sign copies thereof as evidence of the approval thereof.

BE IT RESOLVED by 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"):

SECTION 1. This Parish School Board (the "Governing Authority") does now proceed in open and public session to open the sealed bids received for the purchase of Fourteen Million Dollars (\$14,000,000) of General Obligation School Bonds, Series 2004, of Parishwide School District of Caddo Parish, Louisiana, authorized and duly advertised for sale by virtue of a resolution adopted on May 18, 2004.

SECTION 2. The official Notice of Bond Sale and Official Statement prepared in connection with the sale of the aforementioned Bonds, and the information contained therein, are hereby approved by this Governing Authority and the President and the Secretary of the Governing Authority are hereby authorized, empowered and directed to sign copies thereof as evidence of the approval of the District.

And the resolution was declared adopted on this, 15th day of June, 2004.

Before opening bids Mr. Schlueter requested the opportunity to make comments pertaining to the bid reception. He stated that we applied to the 2 national rating agencies that have maintained a bond rating for this system over the years, Moody's and Standard and Poors. Caddo has the highest bond rating in the state for school boards which is a AA rating and the rating agencies have reaffirmed the AA bond rating. In order to maintain this rating, the rating agencies confirmed that the parish will need to 1) keep the dept ratio very low and 2) it is very important to maintain a very healthy fund balance. In addition, 3 of the 4 national bond insurers elected to qualify this bond bid issue for AAA bond insurance and each can elect to purchase the bond insurance and if they do so Caddo will automatically have the highest rating on this bond issue. He stated he has been informed that all 3 bidders are bidding with the bond insurance.

The sealed bids received on June 15, 2004, for the purchase of Fourteen Million Dollars (\$14,000,000) of General Obligation School Bonds, Series 2004 of Parishwide School District of Caddo Parish, Louisiana, were thereupon opened and read in public session of the Governing Authority, said bids being based upon the maturity schedule set out in the Official Statement and hereinafter set out in these proceedings, said bids being as follows, to wit:

1. A bid for Bonds submitted by Citigroup Global Markets, Inc., of Dallas, Texas, and bearing interest as follows:

Bonds Maturing	Interest Rate Per Annum
2007 through 2010, inc.	6.500%
2011	5.750
2012 through 2014, inc.	4.000%
2015	4.125
2016	4.250
2017	4.350
2018	4.400
2019	4.500
2020	4.550
2021	4.650
2022 and 2023	4.750%
2024 through 2029, inc.	5.000%

Premium: None

True Interest Cost: 4.816868%

2. A bid for Bonds submitted by Morgan Keegan & Company, Inc., of New Orleans, Louisiana, and bearing interest as follows:

Bonds Maturing	Interest Rate Per Annum
2007 and 2008	5.500%
2009 through 2014, inc.	5.000%
2015	4.250
2016	4.300
2017	4.400

2018	4.500
2019	4.625
2020	4.700
2021	4.750
2022	4.850
2023	4.900
2024 through 2029, inc.	5.000%

Premium: None

True Interest Cost: 4.864234%

3. A bid for Bonds submitted by Stephens, Inc., of Little Rock, Arkansas, and bearing interest as follows:

Bonds Maturing	Interest Rate Per Annum
2007	3.000%
2008 through 2013, inc.	4.000%
2014	4.100
2015	4.200
2016 through 2026, inc.	5.000%
2027	5.100%
2028 and 2029	5.125%

Premium: \$211.35

True Interest Cost: 4.887979%

Mr. Schlueter advised the board that Citigroup Global Markets, Inc. was low bidder at 4.81 % and recommended proceeding with acceptance of the bid.

*Mr. Burton moved, seconded by Mrs. Crawley to suspend the rules to take action on agenda items 15 and 16. Vote on the motion carried unanimously.*

Mr. Ramsey polled the audience for comments relating to the bids or bid process. There being none, the board moved to agenda items 15 and 16.

### **APPROVAL OF RESOLUTION ACCEPTING THE BEST BID RECEIVED FOR THE PURCHASE OF THE BONDS**

*Mr. Burton moved, seconded by Mrs. Hardy, approval of the following resolution accepting the bid of Citigroup Global Markets, Inc. for the purchase of \$14,000,000 General Obligation bonds, Series 2004 of Parishwide School District of Caddo Parish, Louisiana. Vote on the motion carried unanimously.*

#### **RESOLUTION**

A resolution accepting the bid of Citigroup Global Markets, Inc., of Dallas, Texas, for the purchase of Fourteen Million Dollars (\$14,000,000) of General Obligation School Bonds, Series 2004 of Parishwide School District of Caddo Parish, Louisiana.

WHEREAS, pursuant to the provisions of a Notice of Bond Sale dated May 18, 2004, published in the manner required by law, and pursuant to the provisions of a resolution adopted by the Parish School Board of the Parish of Caddo, State of Louisiana, the governing authority of Parishwide School District of Caddo Parish, Louisiana (the "Issuer") on May 18, 2004, sealed bids were solicited for the purchase of Fourteen Million Dollars (\$14,000,000) of General Obligation School Bonds, Series 2004, of the Issuer (the "Bonds"), on June 15, 2004; and

WHEREAS, three (3) bids were received for the purchase of the Bonds; and

WHEREAS, this Parish School Board has found and determined and does hereby find and determine that the bid submitted by Citigroup Global Markets, Inc., of Dallas, Texas (the "Purchaser") complies with all terms and conditions prescribed by the Notice of Bond Sale and Official Statement; and

WHEREAS, this Parish School Board desires to accept said bid and to take such action as may be necessary to accomplish the delivery of the Bonds to the Purchaser;

NOW, THEREFORE, 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. The bid of the Purchaser for the purchase of the Bonds, a copy of which is annexed hereto as Exhibit A, is hereby accepted and the Bonds are hereby awarded in compliance with the terms of the bid.

SECTION 2. The good faith deposit in the amount of \$140,000 accompanying said bid is hereby accepted in accordance with and subject to said Official Notice of Bond Sale. The amount of the good faith deposit shall be deposited and credited towards the purchase price of the Bonds without regard to any interest earnings thereon.

SECTION 3. When the Bonds have been properly prepared, this Governing Authority is hereby authorized to deliver the Bonds to the Purchaser upon the payment of Fourteen Million Dollars (\$14,000,000) and accrued interest to the date of delivery, less a credit of \$140,000 for the amount of the good faith deposit described above.

SECTION 4. The Governing Authority hereby finds that due diligence has been exercised in preparing the Bonds for sale and in preparing the Official Statement pertaining to the Bonds, and in view of that fact, the President and Secretary of the Governing Authority are hereby authorized and directed to execute and deliver to the successful bidder, as set forth herein, at the time of closing, a certificate which shall be substantially in the form of the certificate annexed hereto as Exhibit B.

SECTION 5. The foregoing resolution shall take effect immediately upon its adoption.

And the resolution was declared adopted on this, 15th day of June, 2004.

**APPROVAL OF RESOLUTION AUTHORIZING THE ISSUANCE OF THE BONDS; PRESCRIBING THE FORM, TERMS AND CONDITIONS OF SUCH BONDS AND PROVIDING FOR THE PAYMENT THEREOF; AUTHORIZING AN AGREEMENT WITH THE PAYING AGENT; AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH**

*Mr. Burton moved, seconded by Mrs. Hardy, approval of the following resolution authorizing the incurring of debt and issuance of Fourteen Million Dollars (\$14,000,000) of General Obligation School Bonds, Series 2004, of Parishwide School District of Caddo Parish, Louisiana; prescribing the form, terms and conditions of said Bonds; designating the date, denomination and place of payment of said Bonds; providing for the payment thereof in principal and interest; and providing for other matters in connection therewith. Vote on the motion carried unanimously.*

**RESOLUTION**

A resolution authorizing the incurring of debt and issuance of Fourteen Million Dollars (\$14,000,000) of General Obligation School Bonds, Series 2004, of Parishwide School District of Caddo Parish, Louisiana; prescribing the form, terms and conditions of said Bonds; designating the date, denomination and place of payment of said Bonds; providing for the payment thereof in principal and interest; and providing for other matters in connection therewith.

BE IT RESOLVED by 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, that:

SECTION 1. Definitions. As used herein, the following terms shall have the following meanings, unless the context otherwise requires:

"Agreement" means the agreement to be entered into between the Issuer and the Paying Agent pursuant to this Resolution.

"Bond" means any Bonds of the Issuer authorized to be issued by this Resolution, whether initially delivered or issued in exchange for, upon transfer of, or in lieu of any Bond previously issued.

"Bond Register" means the records kept by the Paying Agent at its principal corporate trust office in which registration of the Bonds and transfers of the Bonds shall be made as provided herein.

"Bonds" means the Issuer's General Obligation School Bonds, Series 2004, authorized by this Resolution in the total aggregate principal amount of Fourteen Million Dollars (\$14,000,000), being the first emission of bonds authorized at an election held on April 17, 2004.

"Code" means the Internal Revenue Code of 1986, as amended.

"Defeasance Obligations" means cash or Government Securities.

"Executive Officers" means, collectively, the President and the Secretary of the Governing Authority.

"Governing Authority" means the Parish School Board of the Parish of Caddo, State of Louisiana.

"Government Securities" means direct obligations of, or obligations the principal of and interest on which are unconditionally guaranteed by the United States of America, which are non callable prior to their maturity, may be United States Treasury obligations such as the State and Local Government Series and may be in book-entry form.

"Interest Payment Date" means March 1 and September 1 of each year during the period the Bonds are outstanding, commencing March 1, 2005.

"Issuer" means Parishwide School District of Caddo Parish, Louisiana.

"Outstanding" when used with respect to Bonds means, as of the date of determination, all Bonds theretofore issued and delivered under this Resolution, except:

1. Bonds theretofore canceled by the Paying Agent or delivered to the Paying Agent for cancellation;
2. Bonds for payment or redemption of which sufficient Defeasance Obligations have been theretofore deposited in trust for the owners of such Bonds, provided that if such Bonds are to be redeemed, irrevocable notice of such redemption has been duly given or provided for pursuant to this Resolution or waived;
3. Bonds in exchange for or in lieu of which other Bonds have been registered and delivered pursuant to this Resolution; and
4. Bonds alleged to have been mutilated, destroyed, lost or stolen which have been paid as provided in this Resolution or by law.

"Owner" or "Owners" when used with respect to any Bond means the Person in whose name such Bond is registered in the Bond Register.

"Paying Agent" means Argent Trust, a division of National Independent Trust Company, in the City of Ruston, Louisiana, until a successor Paying Agent shall have been appointed pursuant to the applicable provisions of this Resolution and thereafter "Paying Agent" shall mean such successor Paying Agent.

"Person" means any individual, corporation, partnership, joint venture, association, joint-stock company, trust, unincorporated organization or government or any agency or political subdivision thereof.

"Purchaser" means Citigroup Global Markets, Inc., of Dallas, Texas, representing the original purchasers of the Bonds.

"Record Date" for the interest payable on any Interest Payment Date means the 15th calendar day of the month next preceding such Interest Payment Date.



"Resolution" means this resolution authorizing the issuance of the Bonds, as it may be supplemented and amended.

SECTION 2. Authorization of Bonds; Maturities. In compliance with the terms and provisions of Article VI, Section 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, and other constitutional and statutory authority, and a special election held on April 17, 2004, there is hereby authorized the incurring of an indebtedness of Fourteen Million Dollars (\$14,000,000) for, on behalf of, and in the name of the Issuer, 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, including, to the extent feasible, those specific school projects set forth in the "Capital Improvements Plan" recommended by the Infrastructure Needs Committee and approved by the School Board on January 27, 2004, title to which shall be in the public. To represent said indebtedness, this Governing Authority does hereby authorize the issuance of Fourteen Million Dollars (\$14,000,000) of General Obligation School Bonds, Series 2004, of the Issuer, which constitute the first emission of Bonds authorized at the said election held on April 17, 2004. The Bonds shall be in fully registered form, shall be dated July 1, 2004, shall be issued in the denomination of Five Thousand Dollars (\$5,000) or any integral multiple thereof within a single maturity and shall be numbered from R-1 upwards. The unpaid principal of the Bonds shall bear interest from the date thereof or from the most recent Interest Payment Date to which interest has been paid or duly provided for, payable on each Interest Payment Date, commencing March 1, 2005, at the following rates of interest and shall mature on March 1 of each year as follows:

Year	Principal	Interest Rate	Year	Principal	Interest Rate
(Mar. 1)	Maturing	Per Annum	(Mar. 1)	Maturing	Per Annum
2007	\$335,000	6.500%	2019	\$605,000	4.500%
2008	350,000	6.500	2020	640,000	4.550
2009	370,000	6.500	2021	670,000	4.650
2010	385,000	6.500	2022	705,000	4.750
2011	405,000	5.750	2023	740,000	4.750
2012	425,000	4.000	2024	780,000	5.000
2013	450,000	4.000	2025	820,000	5.000
2014	470,000	4.000	2026	860,000	5.000
2015	495,000	4.125	2027	905,000	5.000
2016	520,000	4.250	2028	950,000	5.000
2017	550,000	4.350	2029	995,000	5.000
2018	575,000	4.400			

The principal of the Bonds, upon maturity or redemption, shall be payable at the principal corporate trust office of the Paying Agent, upon presentation and surrender thereof, and interest on the Bonds shall be payable by check of the Paying Agent mailed by the Paying Agent to the Owner (determined as of the close of business on the Record Date) at the address shown on the Bond Register. Each Bond delivered under this Resolution upon transfer of, in exchange for or in lieu of any other Bond shall carry all the rights to interest accrued and unpaid, and to accrue, which were carried by such other Bond, and each such Bond shall bear interest (as herein set forth) so neither gain nor loss in interest shall result from such transfer, exchange or substitution.

During any period after the initial delivery of the Bonds in book-entry-only form when the Bonds are delivered in multiple certificates form, upon request of a registered owner of at least \$1,000,000 in principal amount of Bonds outstanding, all payments of principal, premium, if any, and interest on the Bonds will be made by wire transfer in immediately available funds to an account designated by such registered owner; CUSIP number identification with appropriate dollar amounts for each CUSIP number will accompany all payments of principal, premium, and interest, whether by check or by wire transfer.

No Bond shall be entitled to any right or benefit under this Resolution, or be valid or obligatory for any purpose, unless there appears on such Bond a certificate of registration, substantially in the form provided in this Resolution, executed by the Paying Agent by manual signature.

SECTION 3. Book-Entry Registration of Bonds. The Bonds shall be initially issued in the name of Cede & Co., as nominee for The Depository Trust Company ("DTC"), as registered owner of the Bonds, and held in the custody of DTC. The Secretary of the Issuer or any other

officer of the Issuer is authorized to execute and deliver a Letter of Representation to DTC on behalf of the Issuer with respect to the issuance of the Bonds in "book-entry only" format. The Paying Agent is hereby directed to execute said Letter of Representation. The terms and provisions of said Letter of Representation shall govern in the event of any inconsistency between the provisions of this Bond Resolution and said Letter of Representation. Initially, a single certificate will be issued and delivered to DTC for each maturity of the Bonds. The Beneficial Owners will not receive physical delivery of Bond certificates except as provided herein. Beneficial Owners are expected to receive a written confirmation of their purchase providing details of each Bond acquired. For so long as DTC shall continue to serve as securities depository for the Bonds as provided herein, all transfers of beneficial ownership interest will be made by book-entry only, and no investor or other party purchasing, selling or otherwise transferring beneficial ownership of Bonds is to receive, hold or deliver any Bond certificate.

Notwithstanding anything to the contrary herein, while the Bonds are issued in book-entry-only form, the payment of principal of, premium, if any, and interest on the Bonds may be payable by the Paying Agent by wire transfer to DTC in accordance with the Letter of Representation.

For every transfer and exchange of the Bonds, the Beneficial Owner may be charged a sum sufficient to cover such Beneficial Owner's allocable share of any tax, fee or other governmental charge that may be imposed in relation thereto.

Bond certificates are required to be delivered to and registered in the name of the Beneficial Owner under the following circumstances:

- (a) DTC determines to discontinue providing its service with respect to the Bonds. Such a determination may be made at any time by giving 30 days' notice to the Issuer and the Paying Agent and discharging its responsibilities with respect thereto under applicable law; or
- b) The Issuer determines that continuation of the system of book-entry transfer through DTC (or a successor securities depository) is not in the best interests of the Issuer and/or the Beneficial Owners.

The Issuer and the Paying Agent will recognize DTC or its nominee as the Bondholder for all purposes, including notices and voting.

Neither the Issuer or the Paying Agent are responsible for the performance by DTC of any of its obligations, including, without limitation, the payment of moneys received by DTC, the forwarding of notices received by DTC or the giving of any consent or proxy in lieu of consent.

Whenever during the term of the Bonds the beneficial ownership thereof is determined by a book entry at DTC, the requirements of this Bond Resolution of holding, delivering or transferring the Bonds shall be deemed modified to require the appropriate person to meet the requirements of DTC as to registering or transferring the book entry to produce the same effect.

If at any time DTC ceases to hold the Bonds, all references herein to DTC shall be of no further force or effect.

**SECTION 4. Redemption Provisions.** (a) The Bonds maturing on March 1, 2015, and thereafter, will be callable for redemption by the Issuer in full or in part at any time on or after March 1, 2014, and if less than a full maturity, then by lot within such maturity, at the principal amount thereof, plus accrued interest from the most recent Interest Payment Date to which interest has been paid or duly provided for.

(b) In the event a Bond to be redeemed is of a denomination larger than \$5,000, a portion of such Bond (\$5,000 or any multiple thereof) may be redeemed. Any Bond which is to be redeemed only in part shall be surrendered at the principal corporate trust office of the Paying Agent and there shall be delivered to the Owner of such Bond a new Bond or Bonds of the same maturity and of any authorized denomination or denominations as requested by such Owner in aggregate principal amount equal to and in exchange for the unredeemed portion of the principal of the Bond so surrendered. Official notice of such call of any of the Bonds for redemption shall be given by means of first class mail, postage prepaid, by notice deposited in the United States mails not less than thirty (30) days prior to the redemption date addressed to the Owner of each Bond to be redeemed at his address as shown on the Bond Register.

(c) In the event of redemption of less than all of the outstanding Bonds of like maturity, such Bonds shall be redeemed by lot or in such other manner as shall be deemed fair and equitable by the Paying Agent for random selection.

**SECTION 5. Registration and Transfer.** The Issuer shall cause the Bond Register to be kept by the Paying Agent. The Bonds may be transferred, registered and assigned only on the Bond Register, and such registration shall be at the expense of the Issuer. A Bond may be assigned by the execution of an assignment form on the Bond or by other instruments of transfer and assignment acceptable to the Paying Agent. A new Bond or Bonds will be delivered by the

Paying Agent to the last assignee (the new Owner) in exchange for such transferred and assigned Bonds after receipt of the Bonds to be transferred in proper form. Such new Bond or Bonds shall be in the denomination of \$5,000 or any integral multiple thereof within a single maturity. Neither the Issuer nor the Paying Agent shall be required to issue, register, transfer or exchange (i) any Bond during a period beginning at the opening of business on a Record Date and ending at the close of business on the Interest Payment Date, or (ii) any Bond called for redemption prior to maturity during a period beginning at the opening of business fifteen (15) days before the date of the mailing of a notice of redemption of such Bond and ending on the date of such redemption.

SECTION 6. Form of Bonds. The Bonds and the endorsements to appear thereon shall be in substantially the following forms, respectively, to wit:  
(FORM OF BOND)

Unless this Bond is presented by an authorized representative of the Depository Trust Company, a New York corporation ("DTC"), to the Issuer or their agent for registration of transfer, exchange, or payment, and any Bond issued is registered in the name of CEDE & CO. or in such other name as is requested by an authorized representative of DTC (and any payment is made to CEDE & CO. or to such other entity as is requested by an authorized representative of DTC), ANY TRANSFER, PLEDGE, OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL inasmuch as the registered owner hereof, CEDE & CO., has an interest herein.

As provided in the Bond Resolution referred to herein, until the termination of the system of book-entry-only transfers through DTC and notwithstanding any other provision of the Bond Resolution to the contrary, this Bond may be transferred, in whole but not in part, only to a nominee of DTC, or by a nominee of DTC to DTC or a nominee of DTC, or by DTC or a nominee of DTC to any successor securities depository or any nominee thereof.

No. R-\_\_\_\_\_ Principal Amount \$\_\_\_\_\_

UNITED STATES OF AMERICA  
STATE OF LOUISIANA  
PARISH OF CADDO

GENERAL OBLIGATION SCHOOL BOND, SERIES 2004  
OF PARISHWIDE SCHOOL DISTRICT OF CADDO PARISH, LOUISIANA

Maturity Date	Interest Rate	Bond Date	CUSIP Number
March 1, _____	_____%	July 1, 2004	_____

PARISHWIDE SCHOOL DISTRICT OF CADDO PARISH, LOUISIANA (the "Issuer"), promises to pay to:

REGISTERED OWNER: CEDE & CO. (Tax Identification #13-2555119)

PRINCIPAL AMOUNT: \_\_\_\_\_ DOLLARS

or registered assigns, on the Maturity Date set forth above, the Principal Amount set forth above, together with interest thereon from the Bond Date set forth above or the most recent interest payment date to which interest has been paid or duly provided for, payable on March 1 and September 1 of each year, commencing March 1, 2005 (each an "Interest Payment Date"), at the Interest Rate per annum set forth above until said Principal Amount is paid, unless this Bond shall have been previously called for redemption and payment shall have been duly made or provided for. The principal of and premium, if any, on this Bond, upon maturity or redemption, shall be payable at the principal corporate trust office of Argent Trust, a division of National Independent Trust Company, in the City of Ruston, Louisiana, or successor thereto (the "Paying Agent") upon presentation and surrender hereof. Interest on this Bond is payable by check of the Paying Agent mailed by the Paying Agent to the registered owner at the address as shown on the registration books of the Paying Agent maintained for such purpose. The interest so payable on any Interest Payment Date will be paid to the person in whose name this Bond (or one or more predecessor Bonds) is registered at the close of business on the Record Date (which is the 15th

calendar day of the month next preceding an Interest Payment Date). Any interest not punctually paid or duly provided for shall be payable as provided in the Bond Resolution (hereinafter defined).

During any period after the initial delivery of the Bonds in book-entry-only form when the Bonds are delivered in multiple certificates form, upon request of a registered owner of at least \$1,000,000 in principal amount of Bonds outstanding, all payment of principal, premium, if any, and interest on the Bonds will be paid by wire transfer in immediately available funds to an account designated by such registered owner; CUSIP number identification with appropriate dollar amounts for each CUSIP number must accompany all payments of principal, premium, and interest, whether by check or by wire transfer.

FOR SO LONG AS THIS BOND IS HELD IN BOOK-ENTRY FORM REGISTERED IN THE NAME OF CEDE & CO. ON THE REGISTRATION BOOKS OF THE ISSUER KEPT BY THE PAYING AGENT, AS BOND REGISTRAR, THIS BOND, IF CALLED FOR PARTIAL REDEMPTION IN ACCORDANCE WITH THE BOND RESOLUTION, SHALL BECOME DUE AND PAYABLE ON THE REDEMPTION DATE DESIGNATED IN THE NOTICE OF REDEMPTION GIVEN IN ACCORDANCE WITH THE BOND RESOLUTION AT, AND ONLY TO THE EXTENT OF, THE REDEMPTION PRICE, PLUS ACCRUED INTEREST TO THE SPECIFIED REDEMPTION DATE; AND THIS BOND SHALL BE PAID, TO THE EXTENT SO REDEEMED, (i) UPON PRESENTATION AND SURRENDER HEREOF AT THE OFFICE SPECIFIED IN SUCH NOTICE OR (ii) AT THE WRITTEN REQUEST OF CEDE & CO., BY CHECK MAILED TO CEDE & CO. BY THE PAYING AGENT OR BY WIRE TRANSFER TO CEDE & CO. BY THE PAYING AGENT IF CEDE & CO. AS BONDOWNER SO ELECTS. IF, ON THE REDEMPTION DATE, MONEYS FOR THE REDEMPTION OF BONDS OF SUCH MATURITY TO BE REDEEMED, TOGETHER WITH INTEREST TO THE REDEMPTION DATE, SHALL BE HELD BY THE PAYING AGENT SO AS TO BE AVAILABLE THEREFOR ON SUCH DATE, AND AFTER NOTICE OF REDEMPTION SHALL HAVE BEEN GIVEN IN ACCORDANCE WITH THE BOND RESOLUTION, THEN, FROM AND AFTER THE REDEMPTION DATE, THE AGGREGATE PRINCIPAL AMOUNT OF THIS BOND SHALL BE IMMEDIATELY REDUCED BY AN AMOUNT EQUAL TO THE AGGREGATE PRINCIPAL AMOUNT THEREOF SO REDEEMED, NOTWITHSTANDING WHETHER THIS BOND HAS BEEN SURRENDERED TO THE PAYING AGENT FOR CANCELLATION.

This Bond is one of an authorized issue aggregating in principal the sum of Fourteen Million Dollars (\$14,000,000) (the "Bonds"), all of like tenor and effect except as to number, denomination, interest rate and maturity, the Bonds having been issued by the Issuer pursuant to a resolution adopted by its governing authority on June 15, 2004 (the "Resolution"), 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 Issuer and acquiring the necessary equipment and furnishings therefor, including, to the extent feasible, those specific school projects in the "Capital Improvements Plan" recommended by the Infrastructure Needs Committee and approved by the School Board on January 27, 2004, title to which shall be in the public, under the authority conferred by Article VI, Section 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, and other constitutional and statutory authority, and constitute the first emission of bonds authorized at a special election held on April 17, 2004, the result of which election has been duly promulgated in accordance with law.

The Bonds are issuable only as fully registered bonds in the denomination of \$5,000 principal amount or any integral multiple thereof, exchangeable for an equal aggregate principal amount of bonds of the same maturity of any other authorized denomination.

Subject to the limitations of and upon payment of the charges provided in the Bond Resolution, the transfer of this Bond may be registered on the registration books of the Paying Agent upon surrender of this Bond at the principal corporate trust office of the Paying Agent as registrar, accompanied by a written instrument of transfer in form and with guaranty of signature satisfactory to the Paying Agent, duly executed by the registered owner or his attorney duly authorized in writing, and thereupon a new bond or bonds of the same maturity and of authorized denomination or denominations, for the same aggregate principal amount, will be issued to the transferee. Prior to due presentment for registration of transfer of this Bond, the Issuer and the

Paying Agent may deem and treat the person in whose name this Bond is registered as the absolute owner hereof for all purposes, whether or not this Bond shall be overdue and neither the Issuer nor the Paying Agent shall be bound by any notice to the contrary.

The Bonds maturing on March 1, 2015, and thereafter, will be callable for redemption by the Issuer in full or in part at any time on or after March 1, 2014, and if less than a full maturity, then by lot within such maturity, at the principal amount thereof, plus accrued interest from the most recent Interest Payment Date to which interest has been paid or duly provided for.

In the event a Bond to be redeemed is of a denomination larger than \$5,000, a portion of such Bond (\$5,000 or any multiple thereof) may be redeemed. Any Bond which is to be redeemed only in part shall be surrendered at the office of the Paying Agent and there shall be delivered to the Owner of such Bond, a Bond or Bonds of the same maturity and of any authorized denomination or denominations as requested by such owner in aggregate principal amount equal to and in exchange for the unredeemed portion of the principal of the Bond so surrendered.

In the event of redemption of less than all of the outstanding Bonds of like maturity, such Bonds shall be redeemed by lot or in such other manner as shall be deemed fair and equitable by the Paying Agent for random selection.

The Bond Resolution permits, with certain exceptions as therein provided, the amendment thereof and the modifications of the rights and obligations of the Issuer and the rights of the owners of the Bonds at any time by the Issuer with consent of the owners of two-thirds (2/3) of the aggregate principal amount of all Bonds issued under the Bond Resolution, to be determined in accordance with the Bond Resolution.

This Bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the Bond Resolution until the certificate of registration hereon shall have been signed by the Paying Agent.

This Bond and the issue of which it forms a part constitute general obligations of the Issuer, and the full faith and credit of the Issuer is pledged for the payment of this Bond and the issue of which it forms a part. Said Bonds are secured by a special ad valorem tax to be imposed and collected annually in excess of all other taxes on all the property subject to such taxation within the territorial limits of the Issuer, under the Constitution and laws of Louisiana, sufficient in amount to pay the principal of this Bond and the issue of which it forms a part and the interest thereon as they severally mature.

It is hereby certified, recited and declared that all acts, conditions and things required to exist, to happen and to be performed precedent to and in the issuance of this Bond and the issue of which it forms a part to constitute the same legal, binding and valid obligations of the Issuer have existed, have happened and have been performed in due time, form and manner as required by law, and that the indebtedness of the Issuer, including this Bond and the issue of which it forms a part, does not exceed the limitations prescribed by the Constitution and statutes of the State of Louisiana.

It is certified that this Bond is authorized by and is issued in conformity with the requirements of the Constitution and statutes of this State.

IN WITNESS WHEREOF, Parishwide School District of Caddo Parish, Louisiana has caused this Bond to be executed in its name by the manual signatures of the President and Secretary of its governing authority, the Parish School Board of the Parish of Caddo, State of Louisiana, and the corporate seal of said governing authority to be impressed hereon.

PARISHWIDE SCHOOL DISTRICT OF CADDO PARISH, LOUISIANA

(manual)

\_\_\_\_\_  
Secretary,  
Caddo Parish School Board

(manual)

\_\_\_\_\_  
President,  
Caddo Parish School Board

(SEAL)

\* \* \* \* \*

(FORM OF SECRETARY OF STATE ENDORSEMENT -TO BE PRINTED ON ALL BONDS)

OFFICE OF SECRETARY OF STATE  
STATE OF LOUISIANA

This Bond secured by a tax. Registered on this the \_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
Secretary of State

(FORM OF PAYING AGENT'S CERTIFICATE OF REGISTRATION  
TO BE PRINTED ON ALL BONDS)

This Bond is one of the Bonds referred to in the within mentioned Bond Resolution.

ARGENT TRUST,  
a division of National Independent Trust Company  
as Paying Agent

Date of Registration: \_\_\_\_\_ By: \_\_\_\_\_  
Authorized Officer

\* \* \* \* \*

(FORM OF ASSIGNMENT)

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto

\_\_\_\_\_

Please Insert Social Security or other Identifying Number of Assignee

the within Bond and all rights thereunder, and hereby irrevocably constitutes and appoints

\_\_\_\_\_ attorney or agent to transfer the within  
Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

NOTICE: The signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

\* \* \* \* \*

(FORM OF LEGAL OPINION CERTIFICATE TO BE PRINTED ON ALL BONDS)

I, the undersigned Secretary of the Parish School Board of the Parish of Caddo, State of Louisiana, do hereby certify that the following is a true copy of the complete legal opinion of Foley & Judell, L.L.P., the original of which was manually executed, dated and issued as of the date of payment for and delivery of the original Bonds of the issue described therein and was delivered to Citigroup Global Markets, Inc., of Dallas, Texas, representing the original purchasers thereof:

(Bond Printer Shall Insert Legal Opinion)

I further certify that an executed copy of the above legal opinion is on file in my office, and that an executed copy thereof has been furnished to the Paying Agent for this Bond.

(Manual)  
Secretary, Parish School Board

\* \* \* \* \*

(STATEMENT OF INSURANCE - TO BE PRINTED ON BONDS)

\* \* \* \*

SECTION 7. Execution of Bonds. The Bonds shall be signed by the Executive Officers for, on behalf of, in the name of and under the corporate seal of the Issuer, which signatures and corporate seal may be either manual or facsimile.

SECTION 8. Registration of Bonds. The Bonds shall be registered with the Secretary of State of the State of Louisiana as provided by law and shall bear the endorsement of the Secretary of State in substantially the form set forth herein, provided that such endorsement shall be manually signed only on the Bonds initially delivered to the Purchaser, and Bonds subsequently exchanged therefor as permitted in this Bond Resolution may bear the facsimile signature of said Secretary of State.

SECTION 9. Pledge of Full Faith and Credit. The Bonds shall constitute general obligations of the Issuer, and the full faith and credit of the Issuer is hereby pledged for their payment. This Governing Authority does hereby obligate itself and is bound under the terms and provisions of law and the election authorizing the Bonds to impose and collect annually in excess of all other taxes a tax on all of the property subject to taxation within the territorial limits of the Issuer, sufficient to pay the principal of and the interest on the Bonds falling due each year, said tax to be levied and collected by the same officers, in the same manner and at the same time as other taxes are levied and collected within the territorial limits of the Issuer.

SECTION 10. Sinking Fund. For the payment of the principal of and the interest on the Bonds, the Issuer will establish a special fund, to be held by the regularly designated fiscal agent of the Issuer (the "Sinking Fund"), into which the Issuer will deposit the proceeds of the aforesaid special tax and no other moneys whatsoever (other than investment earnings thereon). The depository for the Sinking Fund shall transfer from the Sinking Fund to the Paying Agent at least one (1) day in advance of each Interest Payment Date, funds fully sufficient to pay promptly the principal and interest falling due on such date.

All moneys deposited with the regularly designated fiscal agent bank or banks of the Issuer or the Paying Agent under the terms of this Resolution shall constitute sacred funds for the benefit of the Owners of the Bonds, and shall be secured by said fiduciaries at all times to the full extent thereof in the manner required by law for the securing of deposits of public funds.

All or any part of the moneys in the Sinking Fund shall, at the written request of the Issuer, be invested in accordance with the provisions of the laws of the State of Louisiana, in which event all income derived from such investments shall be added only to the Sinking Fund.

SECTION 11. Application of Proceeds. The Executive Officers are hereby empowered, authorized and directed to do any and all things necessary and incidental to carry out all of the provisions of this Resolution, to cause the necessary Bonds to be printed, to issue, execute and seal the Bonds, and to effect delivery thereof as hereinafter provided. The proceeds derived from the sale of the Bonds, except accrued interest, shall be deposited by the Issuer in a bank or banks to be used only for the purpose for which the Bonds are issued. Accrued interest, if any, derived from the sale of the Bonds shall be deposited in the Sinking Fund to be applied to the first interest payment.

SECTION 12. Bonds Legal Obligations. The Bonds shall constitute legal, binding and valid obligations of the Issuer, and shall be the only representations of the indebtedness as herein authorized and created.

SECTION 13. Resolution a Contract. The provisions of this Resolution shall constitute a contract between the Issuer and its successors, and the Owner or Owners from time to time of the Bonds and any such Owner or Owners may at law or in equity, by suit, action, mandamus or other proceedings, enforce and compel the performance of all duties required to be performed by the Governing Authority or the Issuer as a result of issuing the Bonds.

No material modification or amendment of this Resolution, or of any resolution amendatory hereof or supplemental hereto, may be made without the consent in writing of the Owners of two-thirds (2/3) of the aggregate principal amount of the Bonds then outstanding;

provided, however, that no modification or amendment shall permit a change in the maturity or redemption provisions of the Bonds, or a reduction in the rate of interest thereon, or in the amount of the principal obligation thereof, or affecting the obligation of the Issuer to pay the principal of and the interest on the Bonds as the same shall come due from the revenues appropriated, pledged and dedicated to the payment thereof by this Resolution, or reduce the percentage of the Owners required to consent to any material modification or amendment of this Resolution, without the consent of the Owners of the Bonds.

SECTION 14. Severability; Application of Subsequently Enacted Laws. In case any one or more of the provisions of this Resolution or of the Bonds shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions of this Resolution or of the Bonds, but this Resolution and the Bonds shall be construed and enforced as if such illegal or invalid provisions had not been contained therein. Any constitutional or statutory provisions enacted after the date of this Resolution which validate or make legal any provision of the Resolution and/or the Bonds which would not otherwise be valid or legal, shall be deemed to apply to this Resolution and to the Bonds.

SECTION 15. Recital of Regularity. This Governing Authority having investigated the regularity of the proceedings had in connection with the Bonds herein authorized and having determined the same to be regular, the Bonds shall contain the following recital, to wit: "It is certified that this Bond is authorized by and is issued in conformity with the requirements of the Constitution and statutes of this State."

SECTION 16. Effect of Registration. The Issuer, the Paying Agent, and any agent of either of them may treat the Owner in whose name any Bond is registered as the Owner of such Bond for the purpose of receiving payment of the principal (and redemption price) of and interest on such Bond and for all other purposes whatsoever, and to the extent permitted by law, neither the Issuer, the Paying Agent, nor any agent of either of them shall be affected by notice to the contrary.

SECTION 17. Notices to Owners. Wherever this Resolution provides for notice to Owners of Bonds of any event, such notice shall be sufficiently given (unless otherwise herein expressly provided) if in writing and mailed, first-class postage prepaid, to each Owner of such Bonds, at the address of such Owner as it appears in the Bond Register. In any case where notice to Owners of Bonds is given by mail, neither the failure to mail such notice to any particular Owner of Bonds, nor any defect in any notice so mailed, shall affect the sufficiency of such notice with respect to all other Bonds. Where this Resolution provides for notice in any manner, such notice may be waived in writing by the Owner or Owners entitled to receive such notice, either before or after the event, and such waiver shall be the equivalent of such notice. Waivers of notice by Owners shall be filed with the Paying Agent, but such filing shall not be a condition precedent to the validity of any action taken in reliance upon such waiver.

SECTION 18. Cancellation of Bonds. All Bonds surrendered for payment, redemption, transfer, exchange or replacement, if surrendered to the Paying Agent, shall be promptly canceled by it and, if surrendered to the Issuer, shall be delivered to the Paying Agent and, if not already canceled, shall be promptly canceled by the Paying Agent. The Issuer may at any time deliver to the Paying Agent for cancellation any Bonds previously registered and delivered which the Issuer may have acquired in any manner whatsoever, and all Bonds so delivered shall be promptly canceled by the Paying Agent. All canceled Bonds held by the Paying Agent shall be disposed of as directed in writing by the Issuer.

SECTION 19. Mutilated, Destroyed, Lost or Stolen Bonds. If (a) any mutilated Bond is surrendered to the Paying Agent, or the Issuer and the Paying Agent receive evidence to their satisfaction of the destruction, loss or theft of any Bond, and (b) there is delivered to the Issuer and the Paying Agent such security or indemnity as may be required by them to save each of them harmless, then, in the absence of notice to the Issuer or the Paying Agent that such Bond has been acquired by a bona fide purchaser, the Issuer shall execute, and upon its request the Paying Agent shall register and deliver, in exchange for or in lieu of any such mutilated, destroyed, lost, or stolen Bond, a new Bond of the same maturity and of like tenor, interest rate and principal amount, bearing a number not contemporaneously outstanding. In case any such mutilated, destroyed, lost or stolen Bond has become or is about to become due and payable, the Issuer in its discretion may, instead of issuing a new Bond, pay such Bond. Upon the issuance of any new Bond under this Section, the Issuer may require the payment by the Owner of a sum sufficient to cover any tax or other governmental charge that may be imposed in relation thereto and any other expenses (including the fees and expenses of the Paying Agent) connected therewith. Every new Bond issued pursuant to this Section in lieu of any mutilated, destroyed, lost or stolen bond shall constitute a replacement of the prior obligation of the Issuer, whether or not the mutilated, destroyed, lost or stolen Bond shall be at any time enforceable by anyone and



shall be entitled to all the benefits of this Resolution equally and ratably with all other Outstanding Bonds. Any additional procedures set forth in the Agreement, authorized in this Resolution, shall also be available with respect to mutilated, destroyed, lost or stolen Bonds. The provisions of this Section are exclusive and shall preclude (to the extent lawful) all other rights and remedies with respect to the replacement and payment of mutilated, destroyed, lost or stolen Bonds.

SECTION 20. Discharge of Resolution; Defeasance. If the Issuer shall pay or cause to be paid, or there shall otherwise be paid to the Owners, the principal (and redemption price) of and interest on the Bonds, at the times and in the manner stipulated in this Resolution, then the pledge of the money, securities, and funds pledged under this Resolution and all covenants, agreements, and other obligations of the Issuer to the Owners of the Bonds shall thereupon cease, terminate, and become void and be discharged and satisfied, and the Paying Agent shall pay over or deliver all money held by it under this Resolution to the Issuer.

Bonds or interest installments for the payment of which money shall have been set aside and shall be held in trust (through deposit by the Governing Authority of funds for such payment or otherwise) at the maturity date thereof shall be deemed to have been paid within the meaning and with the effect expressed above in this Section. Bonds shall be deemed to have been paid, prior to their maturity, within the meaning and with the effect expressed above in this Section if they have been defeased pursuant to Chapter 14 of Title 39 of the Louisiana Revised Statutes of 1950, as amended, or any successor provisions thereto.

SECTION 21. Successor Paying Agent; Paying Agent Agreement. The Issuer will at all times maintain a Paying Agent meeting the qualifications hereinafter described for the performance of the duties hereunder for the Bonds. The designation of the initial Paying Agent in this Resolution is hereby confirmed and approved. The Issuer reserves the right to appoint a successor Paying Agent by (a) filing with the Person then performing such function a certified copy of a resolution or ordinance giving notice of the termination of the Agreement and appointing a successor and (b) causing notice to be given to each Owner. Every Paying Agent appointed hereunder shall at all times be a bank or trust company organized and doing business under the laws of the United States of America or of any State, authorized under such laws to exercise Trust powers, and subject to supervision or examination by Federal or State authority. The Executive Officers are hereby authorized and directed to execute an appropriate Agreement with the Paying Agent for and on behalf of the Issuer in such form as may be satisfactory to said officers, the signatures of said officers on such Agreement to be conclusive evidence of the due exercise of the authority granted hereunder.

SECTION 22. Non-Arbitrage. The Issuer covenants and agrees that, to the extent permitted by the laws of the State of Louisiana, it will comply with the requirements of the Internal Revenue Code of 1986 and any amendment thereto (the "Code") in order to establish, maintain and preserve the exclusion from "gross income" of interest on the Bonds under the Code. The Issuer further covenants and agrees that it will not take any action, fail to take any action, or permit any action within its control to be taken, or permit at any time or times any of the proceeds of the Bonds or any other funds of the Issuer to be used directly or indirectly in any manner, the effect of which would be to cause the Bonds to be "arbitrage bonds" or would result in the inclusion of the interest on any of the Bonds in gross income under the Code, including, without limitation, (i) the failure to comply with the limitation on investment of Bond proceeds or (ii) the failure to pay any required rebate of arbitrage earnings to the United States of America or (iii) the use of the proceeds of the Bonds in a manner which would cause the Bonds to be "private activity bonds".

SECTION 23. Execution of Documents. In connection with the issuance and sale of the Bonds, the Executive Officers are each authorized, empowered and directed to execute on behalf of the Issuer such documents, certificates and instruments as they may deem necessary, upon the advice of bond counsel, to effect the transactions contemplated by this Bond Resolution, the signatures of such persons on such documents, certificates and instruments to be conclusive evidence of the due exercise of the authority granted hereunder. Delete the following if the bonds are not Bank-Qualified.

SECTION 24. Publication. A copy of this Resolution shall be published immediately after its adoption in one issue of the official journal of the Issuer.

SECTION 25. Continuing Disclosure. The Executive Officers are hereby empowered and directed to execute an appropriate Continuing Disclosure Certificate (substantially in the form set forth in Appendix H of the official statement issued in connection with the sale and issuance of the Bonds) pursuant to S.E.C. Rule 15c2-12(b)(5).

SECTION 26. Section Headings. The headings of the various sections hereof are inserted for convenience of reference only and shall not control or affect the meaning or construction of any of the provisions hereof.

SECTION 27. Effective Date. This Resolution shall become effective immediately.

And the resolution was declared adopted, on this, the 15th day of June, 2004.

In closing comments, Mr. Schlueter stated that he believes Caddo did very well in a rising interest rate environment and the majority of the credit goes to maintaining a high bond rating that translates directly to a lower interest rate which means less dollars the taxpayers have to pay.

## **PUBLIC HEARING – 2004-2005 CHILD NUTRITION PROGRAMS BUDGET**

Mr. Ramsey declared the public hearing open for the 2004-2005 Child Nutrition Programs Budget; and there being no speakers, he declared the public hearing closed.

## **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

The superintendent presented the agenda and Mr. Ramsey proposed that items 11-12, 17-25, 28, 30, and 33 be classified as the consent agenda, that item 29 "*Restoration of Substitute Service from Kavanaugh/ Professional Temp for the CPSB for 2004-2005 School Year*" be postponed, and that item 31 "*Revision to Professional and Non-Administrative Salary Schedule*" be pulled. Mrs. Tyler stated revisions to item 24 were placed at board members' stations and Mr. Abrams reviewed the revisions for clarifications and answered questions pertaining to the revisions.

Mr. Guin stated he is requesting item 29 be postponed due to the Louisiana Legislature not voting on funding at this time. Ms. Phelps explained that after researching findings of item 31, it is clear that it can be expected that the percentage of a raise will be different across the board or for all grade levels although the amount of the raise would be the same and it is for this reason she is unable to support and justify a raise for grade levels 8, 9 and 10 at this time, therefore removing this item.

## **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators and other guests also were recognized.

**National Academic Decathlon.** The following students from Caddo Parish Magnet High School Academic Decathlon Team were recognized for their participation in the U. S. Academic Decathlon competition in Boise, Idaho: Brad Hargreaves, Leigh Anna Dwyer, Frances Kelley, Chris Kim, Marie Kinnebrew, Emily Planchard, Rae Brown, Daniel McBride and Ronnie Racine, coach and teacher, Mr. Daniel Gayer and principal, Ms. Mary Rounds.

**8g Competitive Grant Award Winners.** Mrs. Anderson recognized grant award winners from Caddo Parish as follows: Alexander Learning Center, Math: Correct, Practice, Recover, \$56,775, principal Mrs. Pam Barker and staff; C. E. Byrd High, Sips: Students Investigating Physical Science, \$97,732, assistant principal Mr. Jerry Badgley, Ms. Marilyn Prothro and Ms. Lulu Martin; Oak Terrace Alternative School, Grow: Get Real On Work, \$100,000, principal Ms. Margaret Brown, Ms. Imelda Hood and Ms. Shenia Simon; Southern Hills Elementary, Culture: Children Uniting Literature & Technology Utilizing Research & Enrichment, \$80,271, principal Mrs. Janie Moran and Ms. Renae Leone; and University Elementary, USA Unwired, \$99,548, principal Mrs. Charlotte Watson, Ms. Pattie Roberts and Ms. Diana Gwinn.

**2004 CPSB Retirees.** The following *Classified* CPSB employees were recognized for their years of service: Lee Arthur Cooper, Henry Edwards, Jr., Burnett Fuller, Clyde Henderson, Sally Jacks (wife) and Kimberly Jacks (daughter) in memory of Don Jacks, Sharon Miller, Betty Sloan-Barret, Clarence Wood, Jr. (father) in memory of Standley Wood, Alberta Berry, Cleveland Bradberry, Ms. Melvin Brooks, Margaret Byrd, Virginia Carroll, Rosie Coleman, Frenchel Crockrom, Gloria Dunn, Annie Ethridge, Rosie Eubanks, Ruth Tibbit (mother) and

Joan Bamberg (sister) in memory of Patricia Flowers, Kathy Franklin, Helenese Giles, Rosie Gilliam, Bethany Harris (wife) on behalf of Tommie Harris, Louise Hightowner, Lettie Dunbar-Miles, Johnnie Miller, Willie Mae Nelson, Samuel Pegues, Kathryn Rogers, John Sampson, and Carol Williams.

The following *Certified* CPSB employees were recognized for their years of service: Dr. Williease Armstrong, Judith Butcher, Dwight Collier, Ed Hearron, Lt. Colonel Richard Miller, Carl Pierson, Angelina Rice, Charles Walker, Frances Conley, Walter Spain, Jr., Gardner Adams, Nellie Bonner, Desiree Brown, Jim Byrd, Michael Byrd (son) on behalf of Rachel Byrd, Master Sergeant Raymond Dotson, Patricia Even, Dorothy Franklin, Dolores Gaddy, Georgia Gladish, Marion Hartzo, Durwood Hendricks, Charlotte Hilton, Brenda Holt, L. D. Hudson, Betty Johnson-Goines, Ivory Jones, Marvin Jordan, Julie Lester, Freddie Martin, James McCain, Jr., Dorothy McQuitty, Julius Morris, III, Priscilla O'Brien, Sergeant Major Juan Pablo, Thaddeus Pardue, Patricia Prokopf, Linda Rhodes, James Rogers, Sergeant 1<sup>st</sup> Class Eddie Spencer, Pamela Tiner, Shirley VanDyke Ashley, Kathy Wafer, Maureen Walker and Doris Wills.

**Recess:** The president called for a 5 minute recess at approximately 5:48 p.m. and the meeting reconvened at approximately 6:15 p.m.

## VISITORS

Gail Griffin, president of the Cherokee Park Neighborhood Association, addressed the board in support of renaming West Shreveport to Mrs. Eddie Jones West Shreveport Elementary School. She said that Mrs. Eddie Jones was a pillar in the community mentoring children and adults alike. She encouraged the board to bestow this honor on Mrs. Eddie Jones.

Karola Whitehead, CPSB teacher aide, expressed to the board her support of the NCLB requirements for paraprofessionals to continue their educational endeavors to reach the highly qualified status. She stated she was continuing her education because she recognized that the intent of the NCLB requirements was to ensure highly qualified paraprofessionals in the classrooms with our students. She respectfully asked the board to recognize what the federal legislation intended to demonstrate that all who touch our children in the classroom should demonstrate qualifications and preparation in teachers and teacher aides. She stated the board can accomplish this by creating a separate teacher aide salary schedule with lanes for college hours, degrees and professional attainment.

Carolyn Rhymes, president of the Caddo Association of Educators, urged the board to consider the latest revisions to the grievance policy that allows an employee to have representation at the level one conference with the immediate supervisor. She stated that the CAE does not support piecemeal adjustments to salaries but does support reviewing and adjusting salaries for all employees. She indicated that unless the board establishes a study group to review the current state of salary schedules and adjustments made in grades and salaries, the schedules would be in worse shape than before the change was made from Peat Marwick to the Arthur Anderson Classification and Compensation Plan. Ms. Rhymes stated the CAE believes identifying and funding programs that work and eliminating those that do not is a great starting point. The CAE asks the board to put in place a process for a committee to review the salary schedules including step increments and find funding sources to increase the salaries for all employees.

Charlotte Sanders, CPSB teacher aide, addressed the board on the need to adjust the salary schedule for teacher aides who are now required to pass the Para Pro Test. She stated that teacher aides were placed on a salary schedule with skilled workers with the only salary adjustments being yearly increments. She is asking the board to use their authority as outlined in state law to create separate salary schedules for teacher aides building in salary lanes for academic and professional achievement.

Mildred B. Pugh thanked the board for allowing the Historical Register Committee to meet with members of the board and wished that they would recognize that they are interested in the history of Caddo Parish and the Central Colored High School and West Shreveport Elementary School are two historical schools that did not come into existence in this lifetime, even before her time. She would like for the board to allow the history, as it has been written, to remain history. Mrs. Pugh requested the board defeat the request to rename West Shreveport Elementary School.

Jackie Lansdale, president of the Caddo Federation of Teachers and Support Personnel, shared with the board that the Louisiana legislative session will end next week with a state budget increase of \$1 billion. A small part of that increase is the additional \$61 million going to the Minimum Foundation Program. Half of that growth money is dedicated to teacher pay, which will range from \$46 to \$641 if allocated across the board depending on the district where the teacher teaches and not all districts will receive growth monies. There are absolutely no monies available for across the board pay raises for either teachers or support personnel coming out of this legislative session. She stated that it appears that if SB 622 or SB623 being heard this week pass, the horrific increases we were set to see will reduce by about \$51 million. She stated that MFP growth monies must go as Senator Adley stated, to those who touch children, those at the school sites. In addition, she stated we must meet the mandates of NCLB by providing qualified teacher aides in the classroom. She asked the board to address the need for a salary schedule that addresses professional attainment lanes before another school year begins. She also asked the board to investigate why bus drivers have been denied recognition of their longevity and loyalty by the lack of a salary schedule. She stated the CFT appreciates the opportunity to work on committees with administration, which allows for the opportunity to address labor issues that are important to all. She informed the board that the CFT is sending five paraprofessionals for a week of intensive training in their educational research and dissemination program where they will have coursework in math, reading, and foundations in classroom management. The intent is for these employees to come back and instruct other employees in the program, assisting them in passing the Para Pro Test. She said the CFT will also send an additional three teachers to continue training in research backed programs and they in turn will join the six teachers already trained to provide instruction to other teachers and paraprofessionals in the district. She concluded by stating that the CFT is committed to quality public education for all children and dignity and respect for those who provide it.

Shannon Jett, paraprofessional, addressed the board on the need to change the salary schedule. She stated that an incoming teacher aide's salary starts at \$11,579. She stated that the board passed a law that did not allow aide salaries to move up from year to year. She said that she was working to become a teacher one day and others in the system are doing the same. The salary schedule does not recognize the college hours or the highly qualified status that aides are required to have. She asked the board to demonstrate that they value and recognize teacher aides' contribution to the classroom by changing the salary schedule.

#### **CONFIRM THE CONSENT AGENDA**

*Mr. Burton moved, seconded by Mrs. May, approval of the consent agenda. Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

#### **Agenda Item No. 11.A.**

**Personnel Recommendations.** Per request from the superintendent, Mary Nash Robinson, assistant superintendent/human resources, introduced the following personnel appointments as recommended by the superintendent and approved by the board: Michael Green, head coach at Huntington High School; Sandra Saxon, counselor at Broadmoor Middle Lab; Misty Duke, counselor at Caddo Middle Career & Technology; Kelly Guerrero, counselor at Caddo Middle Magnet; Sheryl Nix, assistant principal at Linwood Middle School; and Paul Jeansonne, data processing technical manager. Family, friends and school administrators were also recognized. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the positions.

#### **Agenda Item No. 11.B.**

**Requests for Leaves.** The board approved the following requests for leaves as submitted in the mailout.

#### **Certified Personnel**

##### **Sabbatical Study for 2004-2005 School Year**

Jimmie Pedrami, Teacher, Newton Smith Elementary, 12 years

##### **Sabbatical Study for Fall Semester, 2004-2005 School Year**

Gertrude Lynes, Teacher, Southwood High School, 21 years

Catastrophic Illness, April 8-30, 2004 (17 days)

Shalyon Baker, Teacher, Newton Smith Elementary, 7 years

Catastrophic Illness, May 3-28, 2004 (20 days)

Gina Blankinship, Teacher, Atkins Elementary, 1 year

Catastrophic Illness (May 17-27, 2004)

Elizabeth Brace, Teacher, Eighty-First Street ECE, 16 years

Catastrophic Leave (April 23-May 27, 2004)

Melonie Middleton, Teacher, Vivian Elementary/Middle, 11.5 years

#### Classified Personnel

Leave Without Pay (May 10, 2004-May 26,-2004)

Debora M. Smith, Bus Driver, Transportation, 19 years

Catastrophic Leave (Noon, April 14, 2004 until noon, May 25, 2004 – 30 days and

Leave without Pay, (May 25-2004 noon until August 1, 2004)

Candi Black, Bus Driver, Transportation, 2 years

Catastrophic Leave (May 10, 2004, noon for 30 days)

Alma C. Reams, Bus Driver, Transportation, 3 years

Leave Without Pay, (August 2004 – August 2005)

Paula Slater, Teacher Aide, Turner Elem/Middle, 1 year

Leave Without Pay, (March 10, 2004 – Undetermined)

John E. Fletcher, Carpenter Helper, Maintenance, 14 years

Catastrophic Leave (March 25, 2004 noon – May 14, 2004 noon)

Wanda Murray, Bus Driver, Transportation Dept., 2 years

#### **Agenda Item No. 11.C.**

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the Other Personnel Transactions Report dated May 11, 2004 through May 25, 2004 as submitted in the mailout.

#### **Agenda Item No. 12.A.**

**Approval of Bids.** The board approved the following bids as recommended by staff and as indicated on the bid tabulation sheets submitted in the mailout. (1) M & S Art Supplies – The Art Store totaling \$123.20; Pyramid School totaling \$2,793.69; Quill Corp. totaling \$1,555.40; Sax Arts totaling \$693.48 and Windtree Enterprises totaling \$1,790.55. (2) M & S Classroom Supplies – HPI totaling \$34.80; Hammond & Stephens totaling \$1,377.33; Office Depot totaling \$12,575.16; Pyramid totaling \$29,948.47; Quality Office totaling \$858.37; Quill Corp. Totaling \$62.16; S&S Worldwide totaling \$1,180.90; School Specialty totaling \$5,524.34; Smith Supply totaling \$227.00; Wells Office totaling \$49.47 and Windtree Enterprises totaling \$2,516.75. (3) M & S Computer Supplies – Computer Supplies Unlimited totaling \$169.65; Global Gov't totaling \$31.20; Office Depot totaling \$653.13; Pyramid School totaling \$1,550.66; Smith Supply totaling \$354.81; Tree House totaling \$4,016.95; and Upstate Computers totaling \$22,074.65. (4) M & S Office Supplies – GBC totaling \$10,989.65; Ko-Rec-Type totaling \$328.60; Office Depot totaling \$4,199.06; Prairie Carbon totaling \$26,511.26; School Specialty totaling \$257.09 and Wells Office totaling \$508.80. (5) M & S Paper Supplies – A-Z Paper totaling \$8,222.30; Economical Janitorial totaling \$2,060.63; Ensemble totaling \$7,852.41; Office Depot totaling \$589.38; Pyramid totaling \$50,419.60; School Specialty totaling \$759.92 and Unisource totaling \$2,183.41. (6) M & S Printing Forms, Stationery and Envelopes – Graphic Industries totaling \$4,024.00; Insty-Prints totaling \$4,682.99; Moore-Wallace totaling \$2,750.00 and Standard Printing totaling \$75.00. (7) M & S Teaching Supplies – Pyramid totaling \$59,967.82; Quality Office totaling \$3,023.16; S & S Worldwide totaling \$340.60 and Smith Supply totaling \$141.75. (8) Printing – Data Processing Continuous Forms – Global Docugraphics totaling \$1,737.82; Graphic Industries totaling \$28,746.60 and Moore-Wallace totaling \$11,542.99. (9) Library Books – Follett totaling \$65,200. (10) Poly Can Liners – Interboro Package, Inc. totaling \$35,880.00 and Dixie Paper Company totaling \$3,260. (11) Janitorial Paper Supplies – Dixie Paper Company totaling \$41,722.16 and A-Z Paper totaling \$73,440. (12) Recapping Truck Tires – Area Wholesale Tire totaling \$215.64. (13) Janitorial Supplies – Dixie Paper totaling \$990.00; Economical Janitorial totaling \$17,576.80; Fuqua Paper totaling \$63.36; Hudson Star totaling \$1,072.80; Pyramid totaling \$7,840.50 and Unisource totaling \$7,257.07. (14) Fluorescent Ballasts – Sunshine Lighting totaling \$2,926.80. (15) Large

Kitchen Equipment – Alack Ref. totaling \$7,704.00; Buckelew’s totaling \$344,374.22; Cayard’s totaling \$7,344.90; LA Food totaling \$42,087.08 and Virco totaling \$1,572.00

**Approval of Bids (Capital Projects/Construction).** The board approved the bids as recommended by staff and submitted in the mailout. (1) Queensborough Waterproofing Cafeteria, Phase II, Project 2004-206 – Sumrall Construction for the sum total of \$121,600. (2) Woodlawn Day Care Center, Project 2003-224 – withdrawal of Hall Builders bid for the sum total of \$201,340, approval of ZAC Construction for the sum total of \$245,022. (3) Eighty-First roof entire campus, Project 2005-210 – Central Roofing for the sum total of \$230,626 (4) Summer Grove roof wings “B” & “C”, Project 2005-218 – Jaco Construction for the sum total of \$184,450.

#### **Agenda Item No. 17**

**Request to Advertise for Bids for Agricultural/Hunting Lease of the Dixie Property.** The board approved the request to advertise for bids for an agriculture/hunting lease of the Dixie property as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 18**

**Approval of 2004-2005 Extended School Year Budget.** The board approved the 2004-2005 extended school year budget as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 19**

**Approval of Cooperative Agreement Between Caddo Parish School Board and the Shreveport Job Corps Center.** The board approved the cooperative agreement between the Caddo Parish School Board and the Shreveport Job Corps Center as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 20**

**Approval of Request for Local Initiative Elective for the Talented Arts Program.** The board approved the request for the Local Initiative Elective for the Talented Arts Program as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 21**

**Approval of Elective Course for Fair Park.** The board approved the elective course *Security Services Career Preparation* for Fair Park High School’s Uniformed Services Academy as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 22**

**Approval of Literacy in Our Neighborhood Grant.** The board approved the Literacy in Our Neighborhood (L.I.O.N.) Grant as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 23**

**Special Education Interagency Agreement and Contracts.** The board approved the special education interagency agreements and contracts as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 25**

**Approval of Revision to CPSB Policy GCA (School Staffing Formula).** The board approved the proposed revisions to CPSB Policy GCA (School Staffing Formula) as submitted in the mailout.

#### **Agenda Item No. 28**

**Approval of Interim Election.** The board approved that the election of an interim position for a board member shall not involve campaign statements by supporters as submitted in the mailout.

### **Agenda Item No. 30**

**Approval of Funding for Completion of Capital Construction Building.** The board approved the expenditure of \$85,000 from available funds in the 2004-2005 Capital Projects budget to complete the Capital Construction building as submitted in the mailout.

### **Agenda Item No. 33**

**Approval of Appointment of Pupil Progression Plan Parental Review Committee.** The board approved the appointment of the following to the Pupil Progression Plan Parental Review Committee: Kay Cochran (District 1); Lettie Milton (District 2); Barbara Hall (District 3); Ellen Allen (District 4); Choca Bowman (District 5); Sarah Lee (District 6); Lois B. Wilson (District 7); Janet McLeod (District 8); Jon Flair (District 9); Debbie Cox (District 10); Denise Simmons (District 11); and Shelia Wimberly (District 12) as submitted in the mailout.

### **APPOINTMENT OF OFFICIAL JOURNAL**

The superintendent requested the board approve the recommendation for the Official Journal as recommended by staff based on the information given on cost.

*Mr. Critton moved, seconded by Mrs. Hardy, approval of the appointment of The Times as the Official Journal for the 2004-2005 school year as recommended by staff and submitted in the mailout. Vote on the motion carried with Board member Guin opposed and Board members Hardy, Burton, Crawley, May, Phelps, Critton, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion.*

### **ADOPTION OF THE 2004-2005 CHILD NUTRITION PROGRAMS BUDGET**

The superintendent requested the board approve the budget for the Child Nutrition Programs for 2004-2005 as recommended by staff.

*Mr. Henderson moved, seconded by Mr. Burton, approval of the adoption of the 2004-2005 Child Nutrition Programs budget as recommended by staff and submitted in the mailout.*

Mrs. Crawford stated she had received calls regarding the increase in the cost of the lunches and wanted to know if by the increased amount what portion of the estimated surplus of \$900,000 the increase would generate? The superintendent asked Mrs. Brown, director of Child Nutrition Programs, to respond and Mrs. Crawford repeated the question as, what is the amount of revenue generated by the increase in the lunch cost? Mrs. Brown answered that there is not a decided amount, that she took into account the increase in the Federal reimbursement rate that is normally received which would not generate enough to keep a healthy balance to operate monthly as no funding is received locally except for the monies that are charged for meals. Mrs. Crawford asked if the increase was projected in the budget and Mrs. Brown responded yes. Mrs. Brown explained that the food purchases for 2003-2004 were \$5,650,000 and the estimated budget amount has already increased to over \$6,053,000 because of food cost and fuel cost increases. Mrs. Crawford stated she wants to make the department aware there are people in the community who cannot afford the increase and do not qualify for reduced or free services offered. Mrs. Brown stated the \$900,000 surplus at the end of the year is well below the amount it would take to operate the department for one month. Operating expenses for the Child Nutrition Program are approximately \$2 million per month; and a surplus is always planned in the budget so as not to end a year with zero dollars. Mrs. Tyler stated she has talked with staff and questioned in detail the reasons behind the increases and asked staff to be mindful of the increase. She stated she believes the minimum amount is being charged to be able to operate. She also stated that anytime raises are passed on to other employees, the Child Nutrition Programs budget has to absorb the raises and have money available to cover it. Food cost and fuel cost have to be budgeted through the Child Nutrition Programs budget as they do not get any money from the General Fund. The superintendent stated that the increases are in order to be fiscally sound.

Mrs. Hardy stated that she originally questioned the surplus of \$900,000 but her concerns have now been answered. Mrs. Armstrong questioned based on the number of meals served this year, and if you multiplied the number of students eating lunch times the amount of the increase, wouldn't that give you the projected amount of the difference that Mrs. Crawford was referring to, the difference in the projection of your increase that would be gained from the increase in meal prices as opposed to what you had this year? Mrs. Brown responded it will possibly assist it, but food is not the only item going up. Mrs. Armstrong asked how much money are we looking at? The superintendent clarified the question in that if all the conditions were the same next year as they are this and we serve the same number of meals with this price increase, then how much money would be generated? The superintendent answered that at this time we do not have the answer to that but will get it for the board. Mrs. Tyler stated she believes the funding will be eaten up by gasoline prices because we transport so much.

Ms. Phelps asked when was the last time there was a price increase and Mrs. Brown indicated about 3 years ago. Ms. Phelps asked if we were anticipating another raise? Mrs. Brown stated that when she budgets she aims at not having to ask for a price increase each year. Ms. Phelps asked if it could happen and Mrs. Brown stated she could not answer or predict that. Ms. Phelps questioned if there is a certain amount of a healthy balance that she tries to reach every year? Mrs. Brown answered she feels it wise to have not less than a one-month operating balance, which is approximately \$2 million. Ms. Phelps asked where will we be without the raise and Mrs. Brown stated we will probably be asking for a price increase next year; and if we don't get it this year, then she will have to go into the reserve account.

Mr. Rachal asked if we did not raise the prices, what will the reserves be or what will be the effect on the reserves? Mrs. Brown stated she did not have an answer because she did not know exactly how many children will eat lunch everyday; this cannot be projected. Mr. Rachal asked if the increase is taking into account to make sure our reserves do not go any lower than what we have in the budget reserves for next year and maintain a status quo? Mrs. Brown answered that is correct. Mr. Rachal indicated he would like to have some kind of projection, and asked if we're looking at a budget reserve number and put in the budget without the increase? Mrs. Brown stated the budget reserve number is what the budget reserve is currently and the \$942,700 budget reserve does reflect the increase.

Mrs. Armstrong commented on the portion sizes served to the students and her concern that students are not given enough food during the meal service. In addition, she was concerned that food is being thrown away at the end of the day and students do not have enough to eat and are going away hungry. She said there are students who cannot afford to purchase extra servings and the portion sizes are too small. She said there should be a new focus on the children and what children need and not what is on paper. She stated that it is incumbent upon us as adults to serve the needs of the children in that department, we serve them academically and we should do it nutritionally. Mrs. Brown explained the Child Nutrition Program has guidelines they have to follow regarding portion sizes in all the schools and they encourage anyone with a concern to call their department or the school cafeteria manager because they want and do intend to do what is best for the children. In addition, there are guidelines on what foods can be kept or foods that have to be thrown out and she does not want anyone to think that anything would be done to harm children.

Ms. Phelps stated the board does understand there are guidelines and Mrs. Armstrong is trying to find a remedy to throwing food away. Mrs. Armstrong stated the guidelines may need changing.

*Vote on the motion carried unanimously.*

#### **APPROVAL OF REVISIONS TO CPSB POLICY GBM**

The superintendent requested the board consider her revised recommendation asking to reestablish the informal level in the grievance policy and reinstate the representation in level one and all else remain the same as the committee recommended.

Jackie Lansdale, president of the Caddo Federation of Teachers and Support Personnel, thanked the board for the opportunity to sit on the committee and thanked the superintendent for reviewing and restoring the level one representation rights. She commented on the historical importance of the 10-day timeline in level one, which the committee never even considered



changing the number of days. She assured the board that it was very difficult for an employee to file a grievance but once it is filed, allow the grievance to be heard within 10 days so that the employee's concerns can be heard in a timely fashion.

*Mrs. Armstrong moved, seconded by Mrs. Crawley, approval of the superintendent's recommendation of the proposed revisions of Caddo Parish School Board Policy GBM with the amendment in level one to 10 working days.*

Mr. Burton stated he would like to make an amendment to the motion. Mr. Ramsey indicated that Mr. Henderson would like to speak to the motion on the floor. Mr. Henderson stated that he has looked at the policy and is not sure the problem is going to be solved with the wording in the motion. He stated it was important to understand what the board will be doing with that, so how would the policy read in regards to the motion? Mrs. Armstrong stated that on page one, level one, it would say, a decision shall be rendered by the immediate supervisor within ten (10) working days after the written grievance is submitted to him/her. A copy of the decision shall be provided to the involved parties. Mrs. Armstrong stated that there is no reason for a supervisor to take a month, it is too long and a grievance should be solved in a timely fashion. Mr. Henderson stated that he was concerned because the committee did not include that language in the policy. They did not address the number of days and he wants that understood. Mrs. Armstrong stated that the only change she was making to the superintendent's recommendation was from the 20 days to 10 days.

*Mr. Burton moved, seconded by Mrs. Hardy, to amend the motion to eliminate the wording, a decision shall be rendered by the immediate supervisor within twenty (20) working days after the written grievance is submitted to him/her. A copy of the decision shall be provided to the involved parties.*

Mr. Rachal questioned if we strike it, what will be the timeframe for the response? He said the next paragraph states if the grievant is not satisfied, it does not say when the decision will be rendered, it just says whenever it is rendered, as the grievant, you have 10 days to respond. He questioned if it will remain in limbo until you got a response? He stated he did not agree with the amendment at this time and he would like to see a grievance settled in level one.

Mr. Guin thanked the superintendent for listening to the boards concerns on the policy and reworking part of it and for the record he was not the driving force behind the changes in this policy as some have alluded to. Also, he asked the superintendent if we go to the area in question and strike the word working, it would be a compromise on the number of calendar days to 14 or 15 days and would this be acceptable? He explained that by striking the wording it would allow a compromise between the 10 days and the 20 days. Mrs. Tyler stated that she does believe it would offer a compromise but she would like for the board to know that this was not her item and she was trying to restore what the committee turned in. Mr. Guin asked the maker of the motion if you are going to do what Mr. Burton proposed in his amendment, you will have to drop down and recreate the verbage in the next paragraph because it is no longer relative. He suggested to Mr. Burton to go back and insert the language that came from the committee originally. Mr. Burton agreed with Mr. Guin. Mr. Ramsey reminded the board there is an amendment on the floor and Mr. Burton asked to have the amendment withdrawn.

*Mr. Burton moved, seconded by Mrs. Hardy, to amend the motion to read, a decision shall be rendered by the immediate supervisor within twenty (20) days after the written grievance is submitted to him/her. A copy of the decision shall be provided to the involved parties.*

Mr. Abrams explained that the word days is defined under Definitions in the policy to read, days shall mean school days or work days, therefore the entire policy would need to be changed to accomplish the amendment.

Mr. Ramsey asked Mr. Burton to clarify his amendment and Mr. Burton stated his amendment should read *15 working days*.

Mr. Critton stated the policy states 10 working days in one paragraph and 15 working days in the next paragraph, would that be 25 working days inclusive? Mr. Abrams explained that the way it currently works is that the grievance must be lodged within 10 working days of the occurrence of the event so you have 10 working days to file a grievance, you have an informal stage to be

working it out with the supervisor and if it is not worked out then you have to file it within 10 days. If the grievance is not filed within 10 days then you cannot proceed any further. The 15 days that is proposed right now is for the supervisor to respond and give a disposition. That is a different time period.

Mrs. Crawley stated it does sound as if it is 25 days because you have the 10 days when the employee first had the occurrence and talked to the same supervisor at the informal level and then filed the grievance and it is another 15 days, so it really is 25 days. Mrs. Hardy stated she did not agree. Mrs. Crawley said that she believes 10 days is long enough.

*Vote on the amendment to change the number of days to 15 carried with Board member Crawley opposed and Board members Guin, Hardy, Burton, May, Phelps, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the amendment. Board member Critton abstained.*

*Vote on the main motion as amended carried unanimously.*

**APPOINTMENT OF COMMITTEE TO WORK WITH STAFF TO DEVELOP A PLAN FOR EXPENDING THE \$88.29 MILLION ACQUIRED FROM THE BOND ELECTION OF APRIL 17, 2004**

Mr. Ramsey stated he wanted to make a change to this item and under the suggestion of Mr. Guin, he yielded the chair to the first vice president, Mr. Henderson.

*Mr. Ramsey moved, seconded by Mr. Burton, approval of the appointment of a committee of a representative by each board member along with one member of the Caddo Education Citizens Task Force and/or the Alliance for Education and chaired by the superintendent to develop the plan for expending the \$88.29 million acquired from the bond election of April 17, 2004 and present the plan to the board for approval; with the functions of this committee being to report to the board on the progress of the implementation of the plan.*

Mr. Ramsey said the monitoring process for the prioritization of these dollars is very important and the board will serve the community well by allowing them to view this process. There will be no secrets about where the dollars are spent and there will be no question in the public's mind that when there is a change, it is a legitimate change.

Ms. Phelps asked if we are keeping the same members of the committee that they had the first time? Mr. Ramsey replied he believes it should be up to the individual board member, especially since we have some new board members to be considered. Ms. Phelps questioned whether they will be picking 12 additional people or just one and Mr. Ramsey answered it would be just one person from either/or, 13 plus the superintendent to chair and staff.

Mrs. Armstrong asked if the committee is strictly for monitoring? Mr. Ramsey stated monitoring will be one of the main purposes; but if the superintendent and staff hear some legitimate suggestions, then the superintendent will make adjustments. Mrs. Armstrong asked the superintendent if the New Construction/Capital Projects Department already has all the data needed in terms of where we have the highest levels of maintenance and the greatest needs as to where we need to move forward first? Mrs. Tyler answered in the affirmative and stated staff will bring that information to the committee the board selects. Mrs. Armstrong stated her concern is if staff already has all the necessary needs accessed, why do we need a committee to oversee?

Mrs. Hardy stated she has no problem with a committee that is chaired by the superintendent and would like to be notified with information that things are moving properly. Mr. Ramsey stated that monitoring is a key component and one of the goals for the board is to engage the community and this is an effort to do so and work together. Ms. Phelps clarified that the recommendations from the staff will be presented to the committee and the community will be working with us, giving suggestions.

Mr. Rachal asked to be clear that the committee is going to be monitoring with suggestions but the recommendations are going to be presented to the board by staff and superintendent? Mr. Ramsey answered yes. Mr. Rachal requested that recommendations be presented to the board

with options. For example, option 1 would be for what is most desired and option 2 would be a second choice in order to give the board a choice and to see what was compared.

*Mrs. Crawley moved, seconded by Mrs. Armstrong, to amend the motion to be limited to one member on the committee from each board member, the superintendent, and staff.*

Mr. Henderson stated the amendment will eliminate a member from the Caddo Education Citizens Task Force and/or the Alliance for Education. Mrs. Crawley said she believes there are at least a dozen organizations that would like to be singled out to have representation on the committee and it should be up to the 12 elected board members to choose who they want to be on the committee based on their district; therefore you are not restricting any organization that a person in your district is a member of. She stated having one person from each district will keep the committee balanced and there will not be favoritism. Mrs. Armstrong stated she believes the amendment poses a compromise by allowing each board member the opportunity to have a representative from each district and if they want to submit a name of a Task Force member, then they have that option.

Mr. Ramsey responded that the purpose is to engage the community and the two groups listed in the motion were instrumental in helping the board pass the bond issue and if it was just the board involved, the bond would not have passed. He asked the board to pass the compromise motion where the numbers were reduced from five members to one member of the organizations and vote against the amendment.

Mr. Guin stated that when the board selects a committee to do something, the committee does the work whether it be on their own or under the guidance of the superintendent, and present their recommendation through the superintendent to the board. The board then evaluates the recommendation and makes a decision to adopt or reject the recommendation. His concern is this procedure is not what happened during the bond proposal. He stated there were board members attending committee meetings and his concern is either the board is invited to be a part of the committee and participate in the discussion or be present at the meetings but not participate in discussion or not go to meetings at all. He said what he is trying to get is a definition of what Mr. Ramsey is looking for because that will determine his vote. Mr. Ramsey said that in regards to the bond proposal, board members were invited to go to meetings and participate and if board members can go to the meetings they should go to be informed on what is going on. He said again, one of the reasons for the committee is to help accumulate and process the information as the Task Force did when they went into every school. Mr. Ramsey said the intent is to be a committee that is engaged in spending the bond money the way the board said it would be spent. Mr. Guin stated if that is the way it is to work, then he does not know why it is not going to be done as it has in the past with scheduled workshops the board members and the public are invited to attend. He said a workshop will allow a formal open session for everyone. He said personally he would like to see it where board members did not attend the meetings and the superintendent present the findings to the board. The superintendent responded she thinks this is between board members, but feels the committee is needed because we have engaged the community in every aspect of this issue and is convinced they want to help the educational process. She stated having board members at the meetings did not hinder the process, as facts were still presented to the committee based on staff's findings, the committee listened, crafted the plan, and made a recommendation to the board. She stated she will do whatever the board asks her to do, but she feels the community needs to be involved. Mr. Guin asked Mr. Abrams how will public meeting laws be affected by a committee meeting whereby a quorum is there for a meeting debating an issue that will come before the board? Mr. Abrams answered that the committee meetings will have to be public meetings if the committee is board-appointed; and if the meetings are public, it does not matter if the board members attend, because the public is invited.

*Mr. Burton moved to end debate on all amendments and motions, seconded by Mrs. Hardy. Vote on the motion carried with Board member Rachal opposed and Board members Guin, Hardy, Burton, Crawley, May, Phelps, Critton, Crawford, Ramsey, Armstrong and Henderson supporting the motion.*

*Vote on the amendment failed with Board members Hardy, Burton, May, Critton, Rachal, Ramsey and Henderson opposed and Board members Guin, Crawley, Phelps, Crawford and Armstrong in support.*

*Vote on the main motion carried with Board Members Crawford and Armstrong opposed and Board members Guin, Hardy, Burton, May, Phelps, Critton, Crawley, Rachal, Ramsey and Henderson supporting the motion.*

## **RENAMING OF WEST SHREVEPORT ELEMENTARY SCHOOL TO MRS. EDDIE JONES WEST SHREVEPORT ELEMENTARY SCHOOL**

*Mr. Burton moved, seconded by Mrs. Hardy, approval of renaming West Shreveport Elementary School to Mrs. Eddie Jones West Shreveport Elementary School. Vote on the motion carried with Board member Crawley opposed and Board members Guin, Hardy, Burton, Critton, Crawford, Rachal, Ramsey and Henderson supporting the motion. Board members May, Phelps, and Armstrong abstained.*

## **JULY MEETING**

*Mrs. Crawley moved, seconded by Mrs. Armstrong, that the Caddo Parish School Board meet on Tuesday, July 20<sup>th</sup> at 4:30 p.m. and cancel the executive committee work session on Tuesday, July 6<sup>th</sup>.*

Mr. Henderson stated he has a conflict on July 20<sup>th</sup> and in view of that conflict he is making a substitute motion that establishes July 13<sup>th</sup> as the date of the July board meeting, seconded by Mrs. Hardy.

Mr. Henderson stated that July 13<sup>th</sup> is the second Tuesday in the month. Mr. Burton said that the regional meeting of the National School Boards Association is on July 21<sup>st</sup> posing a conflict with the meeting. Mr. Ramsey questioned the superintendent regarding any conflicts July 13<sup>th</sup> may have with scheduling and the superintendent responded that changes would be made to adjust to the date change.

Mr. Ramsey requested the substitute motion be read aloud as follows: *move that the Caddo Parish School Board meet on Tuesday, July 13<sup>th</sup> at 4:30 p.m. and cancel the executive committee work session on Tuesday, July 6<sup>th</sup>.*

*Vote on the motion carried unanimously.*

## **SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** The superintendent announced weekly reports have been provided on the construction projects through the *Weekly Briefings* and staff is present to answer any question the board may have. Mr. Rachal stated the budget number has been removed from the report and requested that it be added back to the report.

**Salary Schedule for Aides Who Meet the NCLB Standards.** The superintendent reported the board has been provided a suggestion she cannot recommend but once the board decides on whether or not to separate the salary schedule and gives her a directive, it will be taken care of.

**Proposal to Increase M & S Funds After Relief Regarding Teachers' Retirement.** The superintendent stated staff is still waiting on the state legislature to know if additional funding is available.

**Plan to Further Engage the Community in Education Process.** The superintendent stated staff has not moved on this issue at this time and needs to have dialogue to move forward.

**Evaluation of Programs and Proposals to Eliminate/Consolidate to Save Money.** The superintendent announced that staff will send information in the *Weekly Briefings* once evaluations are done.

**Report on Possibilities of Awarding Teachers Monetary Supplements at the End of the Year for Meeting Certain Criteria.** The superintendent reported staff is still awaiting word on whether funding will be available.

**Research and Report on Cost to Demolish Carver Site Building.** The superintendent announced staff was available to report on the demolition of the Carver school site building. Mr. White, director of new construction/capital projects, reported that staff met with an environmental consultant and a demolition contractor at the site and received a price of approximately \$400,000 on the demolition of the building. The cost for the asbestos abatement has not been received. The building is laced with asbestos in the insulation, floor tiles and some exterior panels. Mr. White reported that the building is in such a deteriorated state that some of the floor tiles are no longer adhered to the concrete floor and livestock traveling through the building has crushed the floor tiles. An attempt was made through the Louisiana Department of Environmental Quality to consider abating the floor tile with the concrete slab to reduce the abatement cost. Due to the deterioration, the DEQ would not allow such. Mr. White stated because the building is in such a deteriorated state, the roof and walls are collapsing onto the flooring, and causing a delay in getting the cost of the abatement. Staff expects to have the cost estimate next week.

### **UNFINISHED BUSINESS**

Ms. Phelps inquired about contact being made with the Council of Great City Schools and requested specifics on them coming into the district to do a study before the bond process gets started. Mrs. Tyler stated she has been in contact with them and they are waiting on us to tell them specifically what we want them to do. Mrs. Tyler recommended that once the board has approved a plan for implementation of the projects for expending the \$88.29 million, she will have dialogue with the board on what we want the facilities study group from the Council of Great City Schools to study.

### **NEW BUSINESS**

Mrs. May requested an item be placed on the agenda to freeze all grades (reclassification and/or salary increase) on the Administrative and Professional Non-administrative Salary Schedule except in the cases where the board acts to approve a specific recommendation from the superintendent.

Mrs. Crawley requested an agenda item for the adoption of the five-point plan that staff recommended for the substitute system.

Mrs. Crawley requested an agenda item establishing a salary schedule for teacher aids with lanes for college hours and highly qualified status.

### **ANNOUNCEMENTS AND REQUESTS**

Ms. Phelps requested the superintendent provide information on the legality and salary compensation for teacher aides for substituting in the classroom.

Mr. Rachal requested the superintendent send a questionnaire to board members regarding the studies they would like to be done by the Council of Great City Schools.

Mr. Ramsey requested that the superintendent and staff bring a recommendation to the board based on the input from the board to do an infrastructure study involving the Council of Great City Schools considering demographics and all the other information and expertise that our staff has to offer and at the same time remembering that the Alliance for Education has \$25,000 on the table to support an infrastructure study.

Mr. Guin asked for a report at the July board meeting on ROTC instructors and how they are being counted, if there has been a change in the way it has been occurring from last year to this year and how it relates to dropping the classroom size from 24 to 21 in the high schools.

Mrs. Crawley announced that she has read the Arthur Anderson Study and that the board should be reviewing it every year as it sets minimum, mid-range and maximum ranges for all employees and would like a report on where the grades are compared to Arthur Anderson.

Mr. Henderson ask the superintendent to provide the board with a list of all real properties not currently in use by the CPSB to include the location, number of acres, current use, approximate

market value, and previous board action/discussion of possible future use of said property, if available.

Mr. Henderson commended the superintendent and staff on the reports submitted to the board and he believes the information from each department was very thorough with excellent and informative information.

Mr. Rachal requested that a running total on what is budgeted and what is actually expended in new construction/capital projects be reported monthly or in the *Weekly Briefings*.

**Adjournment.** *Mr. Guin moved, seconded by Mr. Burton, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 8:45 p.m.*

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Ollie S. Tyler, Superintendent

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Larry Ramsey, President

**July 6, 2004**

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana at 12 noon on Tuesday, July 6, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum: Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy T. Phelps, Willie J.C. Critton, Bonita Crawford, Barry Rachal, Ginger Armstrong and Willie Henderson. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. Mr. Ramsey gave the invocation and led the Pledge of Allegiance.

**EXECUTIVE SESSION**

*Mr. Guin moved, seconded by Mrs. Hardy, to go into executive session for the purpose of update and proposed litigation strategy regarding Pine Grove Elementary School – CPSB vs. Design Build Development Services et al – 461,657 1<sup>st</sup> JDC for up to 15 minutes. Vote on the motion carried unanimously and the board went into executive session at approximately 12:05 p.m.*

The board went back into open session at approximately 12:35 p.m.

*Mrs. Hardy moved, seconded by Mr. Guin, approval of the settlement of Caddo Parish School Board vs. Design Build et al for the total settlement package of \$1,000,000, paid as follows -- \$985,000 paid as damages by defendants and \$15,000 paid as reimbursement of the Caddo Parish School Board expert expenses. Vote on the motion carried unanimously.*

**Adjournment.** *Mr. Guin moved, seconded by Mr. Burton, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 12:37 p.m.*

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Ollie S. Tyler, Secretary

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Larry E. Ramsey, President

**July 13, 2004**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, July 13, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum: Ginger Armstrong, Willie Burton, Bonita Crawford, Charlotte Crawley, Phillip Guin, Eursla Hardy, Tammy Phelps, Willie J.C. Critton, Barry Rachal and Willie Henderson. Lola May was out of town. Also present were Ollie S. Tyler, secretary, and Reginald Abrams, legal counsel. Mr. Rachal gave the invocation and led the Pledge of Allegiance.

### **CONSIDERATION OF MINUTES OF THE JUNE 15, 2004 AND JULY 6, 2004 CPSB MEETINGS**

Mildred B. Pugh addressed the board on a matter passed by the board at its June meeting and for those senior citizens present who wish for their voice to be heard about that item. She further stated she understands *Roberts Rules of Order* allows for persons on the prevailing side of an action to ask for an action to be rescinded or modified, and reiterated the action, not the accuracy. She also asked the president to consider handicap parking in front of the building.

Lora Timberlake addressed the board on the board's action to rename West Shreveport Elementary School after Mrs. Eddie Jones. Mrs. Timberlake noted several ways in which Mrs. Jones has been memorialized in the community and her awareness of numerous educators instrumental in making positive impacts on children in Caddo Parish. She said she believes changing the name of West Shreveport Elementary will confuse the history of this school, as well as interfere with it being placed on the National Registry of Historic Places.

*Mr. Burton moved, seconded by Mrs. Hardy, approval of the June 15, 2004 and July 6, 2004 CPSB minutes as submitted in the mailout. Vote on the motion carried unanimously.*

### **PUBLIC HEARING – RENAMING THE AUDITORIUM AT CAPTAIN SHREVE HIGH SCHOOL AFTER STANLEY POWELL**

Mr. Ramsey declared the public hearing open on the renaming of the auditorium at Captain Shreve High School after Stanley Powell. There being no speakers, Mr. Ramsey declared the public hearing closed.

### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

President Ramsey proposed items 10-18, 24-30, and 32 as the consent agenda. Agenda items 19 *Freeze on All Upgrades (Reclassification and/or Salary Increase) on the Administrative and Professional Non-Administrative Salary Schedules Except in Cases where the Board Acts to Approve a Specific Recommendation from the Superintendent (May)* and 21 *Salary Schedule for Teacher Aides (Crawley)* were postponed, and Item 33 *Oil City Middle School Proposal* was pulled from the agenda. Mrs. Armstrong requested an additional revision be made to the Personnel Evaluation Plan as follows: that the System School Psychologist be removed from under the Director of Security and placed under the Assistant Superintendent-Chief Academic Officer. Mr. Guin asked if, since this item is on consent, the superintendent supports the change?. The superintendent answered she does support the recommended change.

### **SPECIAL PRESENTATION(S)/RECOGNITION(S)**

**2003-04 Annual Report.** Superintendent Ollie Tyler shared with the board a video presentation highlighting the challenges, successes and accomplishments for the 03-04 school year. Mrs. Tyler shared copies of the comprehensive report, as well as highlights of the comprehensive report with members of the board and public. She explained the video presentation is only an introduction to the many accomplishments made this past school year by the board, the school district, employees and the community. Mrs. Tyler expressed appreciation to Burnadine Moss Anderson, and other staff members for their outstanding efforts in these accomplishments and for the outstanding community support in addressing the challenges faced during the school year.

**Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association.** Burnadine Moss Anderson, executive assistant to the



superintendent/communications, introduced Ben Wreyford (Director of Finance), Harry Monroe (Supervisor of Accounting/Accounts Payable), and Pat Evans (Assistant Supervisor of Accounting/Accounts Payable). Mrs. Anderson announced that Caddo's Finance Department has once again been awarded the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association, which is the highest form of recognition in governmental accounting and financial reporting.

**BellSouth Grant.** Kevin McCotter, regional director for BellSouth, presented \$20,000 from the BellSouth Foundation to the district for use in providing mentors to 18 teachers from schools identified as High Priority under the No Child Left Behind Act of 2001 to encourage them to go through the National Board Certification process. Mr. McCotter said this grant lines up perfectly with the goals and initiatives of BellSouth and thanked the school district for their partnership with BellSouth. He expressed appreciation to the board for the opportunity to partner together in this effort, and he thanked Walter Brown, teacher, who was instrumental in writing the grant. Mr. McCotter introduced Randy Arndale and Janis Hayes of BellSouth.

## **VISITORS**

Robert Jackson and Rep. Ernest Baylor shared with the board the positive results of the recent high school voter registration program implemented in the school system last year. Mr. Jackson announced the program registered 700 students last year and 900 students registered this year in a two-hour time. He also announced the Legislature recently passed a resolution recognizing the first Tuesday of May each year as high school senior voter registration day. He expressed his appreciation and encouraged the board's future support of the program. Rep. Baylor stated as an elected official, he realizes the commitment made by each of the board members and thanked the board for the many things they do on a daily basis, and for their support of this program.

Ron Adams congratulated the board, superintendent and staff for the academic successes reported. Mr. Adams stated his reason for addressing the board today is concern over the board's consideration of outsourcing the substitute teacher placement. He said if this service is outsourced, something should be gained, however, he believes in this situation, the school district will be losing \$750,000. He also referenced that with the board's upcoming millage, he believes a decision to outsource will not be the best use of taxpayer's dollars and will ultimately kill that millage. Mr. Adams also encouraged the board to address the Consent Decree and assess the possibility of moving the medical magnet program at Fair Park and the communications magnet at BTW to the Caddo Career Center. He also stated his support of the proposed grantwriter position.

Mrs. Jearlyn Lindsey addressed the board on the renaming of West Shreveport Elementary School and requested that the board delay placing the name of Mrs. Eddie Jones on that school because the process is in place to have this building placed on the National Historic Register.

Wade Lewis, Sr., addressed the board on the renaming of West Shreveport Elementary School and stated that he is appalled and offended by the action to change the name of this school.

Arthur Williams, Caddo Federation of Teachers/Support Personnel, addressed the board on matters of interest to the Federation, including training provided for paraprofessionals to meet the No Child Left Behind mandates and introducing the five participants. He stated the Federation's goal for the teacher's aides' program is not only to lay groundwork for the successful passage of the paraprofessional protest, but to offer successful strategies for learning in the classroom, which they believe is the intent of the highly qualified requirements in the NCLB legislation. He asked the board to recognize these expectations and use its authority to create a separate salary schedule unique to teacher aides, reflecting both professional and academic achievement. He referenced the additional funds for the upcoming year, and that the Federation is encouraged that many of the priorities identified by the board and administration will be addressed, i.e. adequate supplies in the classroom (textbooks). Mr. Williams also expressed the Federation's desire that newly identified local funds and the MFP growth funds be directed to where the real shortage in recruiting and retaining educators exists – in the classroom.

Roberta Moses requested that the board look into the process of using a personal ID number instead of social security numbers in completing PR2 forms.

Cedric Glover, of Professional Temps USA, spoke to the board on the restoration of the substitute teacher management program. Mr. Glover shared various procedures followed in past years for providing substitute teachers. He said in October 2001, the board took a bold step in addressing the fill rate needs and the ability to create a 98% fill rate vs. the previous 80% fill rates. He stated the options presented to the board by staff are baseline numbers his group used to provide the board with an apple-to-apple comparison. Mr. Glover shared cost figures for providing the fill rate through outsourcing compared to figures for the proposed five-point plan on the agenda today. He stated if the board moves forward with the in-house plan, it will be more expensive than outsourcing and there will be no guarantee or freedom from liability.

## **CONFIRM THE CONSENT AGENDA**

*Mr. Burton moved, seconded by Mrs. Armstrong, approval of the consent agenda. Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

### **Agenda Item No. 10**

**A. Personnel Recommendations.** Per request from the superintendent, Mary Nash Robinson, assistant superintendent/human resources, introduced the following personnel appointments as recommended by the superintendent and approved by the board: Katherine Turner, principal at A.C. Steere Elementary; Rita Guin, assistant principal at Lakeshore Elementary School; Ronda Smyth, assistant principal of instruction at Bethune Middle School; Dr. Fredrick Pinkney, assistant principal at Atkins Elementary School; Daniel Turbow, head coach at Northwood High School; Mary Katherine Manning, counselor at Captain Shreve High School; Rosemary Day, counselor at Captain Shreve High School; Lisa Page, counselor at Forest Hill Elementary; Dena Howard, counselor at South Highlands Magnet School; Debra Caballero, counselor at Jack P. Timmons and Mooringsport Elementary Schools; Judy Gaharan, counselor at Herndon Magnet; and Alan Carter, supervisor of Health, Physical Education, Athletics and Drivers Education. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the positions. School administrators, family members and friends present were also recognized.

**B. Requests for Leaves.** The board approved the following requests for leaves as submitted in the mailout.

#### Certified

##### Sabbatical (Study), 2004-2005 School Year

Diana Nichols, Teacher, Lakeshore Elementary, 6 years

Glenda Williamson, Teacher, Oak Park Elementary, 10 years

##### Sabbatical (Study), Fall Semester, 2004-2005 School Year

Karen Pharr, Administrative Assistant, Turner Elementary/Middle, 11 years

##### Leave Without Pay (Personal), 2004-2005 School Year

Elizabeth Jones, Teacher, Judson Magnet, 11 years

#### Request of the Board

Betsy Dodson, Teacher, Pine Grove Elementary, requested to rescind her sabbatical leave request for the 2004-2005 school year.

#### Classified

##### Leave Without Pay, August 25, 2004-December 17, 2004

Daphne L. Green, Special Education Aide, Ridgewood Middle School, 13 years

**C. Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the Other Personnel Transactions Report for May 26, 2004 through June 28, 2004 as submitted in the mailout.

### **Agenda Item No. 11**

**A. Bids.** The following bids were approved as recommended by staff and as submitted in the mailout on the bid tabulation sheets: (1) Refuse Collection and Disposal Services – IESI totaling \$261,220.61; (2) Science Supplies and Equipment – Catalog. Sargent Welch's percentage discount of 29%; (3) Bread Products for Child Nutrition Program. Cotton Baking Co. totaling

\$197,950; (4) Milk Products for Child Nutrition Program. Blue Bell Creameries totaling \$255,980 and Foremost Dairy totaling \$2,141,535; and, (5) Juice Products for Child Nutrition. Foremost Dairy totaling \$594,000.

#### **Agenda Item No. 12**

**Resolution Approving the Louisiana Compliance Questionnaire.** The board approved the formal resolution approving the Louisiana Compliance Questionnaire as recommended by staff and as submitted in the mailout.

#### **Agenda Item No. 13**

**Authority to Advertise Roll Forward of Millage Rates.** The board approved authorization to consider advertising that the roll forward resolution will be on the August 17<sup>th</sup> agenda.

#### **Agenda Item No. 14**

**Extra Curricular Stipend Schedule for Middle and High Schools.** The board approved the extra curricular stipend schedule for middle and high school coaches as recommended by staff and as submitted in the mailout.

#### **Agenda Item No. 15**

**Professional Development Days.** The board approved professional development days for the 2004-2005 school year for Hillsdale Elementary (September 7 and October 25), Midway Elementary Professional Development School (September 3, 2004 and January 18, 2005), Shreve Island and EB Williams Stoner Hill Elementary Schools (October 1 and November 1), Southern Hills Elementary School (January 13, 2005), and Summerfield Elementary School (December 17, 2004 and March 24, 2005) as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 16**

**Local Teacher Quality Block Grant.** The board approved the local teacher quality block grant as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 17**

**Proposed Elective Courses for Woodlawn High School.** The board approved three elective courses for Woodlawn High School as recommended by staff and as submitted in the mailout.

#### **Agenda Item No. 18**

**Revisions to Personnel Evaluation Plan.** The board approved revisions to the Personnel Evaluation Plan as recommended by staff and as submitted in the mailout and with Mrs. Armstrong's proposed revision that the System School Psychologist be removed from under the Director of Security and placed under the Assistant Superintendent-Chief Academic Officer.

#### **Agenda Item No. 24**

**2003-2004 IDEA Budget Revision.** The board approved the 2003-2004 IDEA budget revision #2 as recommended by staff and as submitted in the mailout.

#### **Agenda Item No. 25**

**No Child Left Behind Combined Application 2004-05 Titles I, II, III, IV, V, IDEA Part B, and Preschool (Special Education).** The board approved the No Child Left Behind Combined Application 2004-05 Titles I, II, III, IV, V, IDEA Part B, and Preschool (Special Education) as submitted in the mailout.

#### **Agenda Item No. 26**

**Special Education Interagency Agreement.** The board approved the Special Education Interagency Agreement as recommended by staff and submitted in the mailout.

**Agenda Item No. 27**

**Caddo Initiative for Quality Teaching in the 21<sup>st</sup> Century.** The board approved the Caddo Initiative for Quality Teaching in the 21<sup>st</sup> Century grant as recommended by staff and as submitted in the mailout.

**Agenda Item No. 28**

**Grant to Support Caddo Parish Special Education Corrective Action Plan.** The board approved the grant to support the Caddo Parish Special Education Corrective Action Plan as recommended by staff and as submitted in the mailout.

**Agenda Item No. 29**

**Grant Proposal: Neighborhood Touch Technology Learning Centers at Fair Park and BTW; Approval of Descriptions for Project Staff.** The board approved the Neighborhood Touch Technology Learning Centers grant proposal for Fair Park and Booker T. Washington as well as descriptions for Project Staff as recommended by staff and submitted in the mailout.

**Agenda Item No. 30**

**Two Over-Representation of Minorities Grants.** The board approved two Over-Representation of Minorities grants as recommended by staff and as submitted in the mailout.

**Agenda Item No. 32**

**Approval to Begin Process of Demolishing Wing at Pine Grove Elementary School.** The board approved for staff to begin the process for demolishing the wing at Pine Grove Elementary School and that the demolition project be informally bid and awarded to the lowest responsible bidder as recommended by staff and submitted in the mailout.

**RESTORATION OF SUBSTITUTE SERVICE FROM KAVANAUGH/PROFESSIONAL TEMP FOR THE CPSB FOR 2004-2005 SCHOOL YEAR**

*Mr. Guin moved, seconded by Mrs. Hardy, that based upon relief from the Legislature, that the Caddo Parish School Board engage or restore the services of Kavanaugh/Professional Temporaries Joint Venture to commence with the 2004-2005 school year on such price, terms and other essential provisions to be provided by the superintendent after discussions with the previous vendor (Kavanaugh/Professional Temporaries Joint Venture). Mr. Guin stated that he believes it is time to make a decision on this issue and asked the board members to determine if they are ready to live with an 80% fill rate for substitute teachers or if they want to send a message to the teachers and public that this is not an acceptable rate. He referenced Mr. Glover's presentation as well as staff's breakdown which says returning to outsourcing is an option. He further highlighted the options and costs associated with them, and stated he questions whether or not we have a system in place now that will allow for a better fill rate than the 80%. He stated he believes the SEMS system was in place approximately five to six years prior to the Kavanaugh/Professional Temp and it was operated at an 85% or below fill rate and this year it was in the 81-82% range. He further added he would like to see the board sacrifice the dollars and get to a 98% fill rate and if not, be ready to tell the public we are ready to live with an 80% rate. He noted a recent memo wherein a recommendation was presented to raise the amount paid substitutes, a \$4,000 figure. He said the number now for raising the degreed subs, according to the memorandum in the packet from staff, is approximately \$290,000. He encouraged the board to support the motion. Mrs. Hardy stated she concurs with the maker of the motion and she has a problem with teachers who are missing a lot of days and we do not have qualified substitutes to replace them. She said the students deserve to have the best substitutes we can provide and with Kavanaugh's 98% fill rate, she believes this will be possible. She expressed her support of the motion on the floor and asked the board to support Kavanaugh/Professional Temporaries.*

Mr. Henderson spoke in opposition to the motion based on (1) he doesn't believe anyone can be comfortable with the different cost figures being tossed around. He explained he believes the \$290,000 figure arrived from the proposal to raise the pay for the degreed substitute teachers by \$15 a day, and the need to add that same amount to the other group. He said the figures need to be more certain. Also, (2) staff has recommended a five-point plan which he believes has some problems; and he believes a closer look needs to be taken at this plan to determine if there could be some benefits from the plan and improve the fill rate. He understands \$250,000 has been budgeted to transfer the program back to in-house, but the financial report does not show this amount having been spent. In getting back the SEMS system, some dollars will be spent, but it will be less than the \$250,000. He encouraged the board to be prudent and take the necessary time to make the best decision. He applauded the staff for their high principles. He added he has never seen the school system faced with a problem they have not been able to address and solve, with the exception of student achievement; and he believes the five-point plan will call on the administrators to assume more of the responsibility for getting substitutes in the classroom and saving money that can be used for pay increases for employees, materials and supplies, as well as restore the ending balance. He encouraged the board to defeat the motion and support the implementation of the five-point plan and give it an opportunity to work.

Ms. Phelps expressed her appreciation and confidence for the services Kavanaugh has provided the school district in the past; however, she understands the numbers and has some concerns and would like to see this item postponed. If not postponed, she would like to give the superintendent and staff an opportunity to require more accountability from the administrators, and give them an opportunity to seek more of a commitment and dependability from our teachers. She stated she believes the rate is up because the teachers are not there and they are paid to be there. She said she has some ideas in which she is willing to work with staff in order to get more commitment and dependability from our teachers and give the superintendent and her staff a chance to see if this works. If it doesn't work, then she will be open to looking at outsourcing the substitute service.

Mr. Rachal stated in reference to a comment by the maker of the motion, he doesn't believe that not supporting the motion on the floor indicates he is satisfied with an 80% fill rate; however, he is not convinced that the Kavanaugh/ProTemp Group is the best decision at this time. He also stated that he is not totally convinced of what we can totally do. He asked the superintendent what would be a reasonable goal for mid term? The superintendent said she is working with staff to get the fill rate up, and even though she cannot promise the board a 98% fill rate, staff will work to have a 92-93% fill rate by the end of the first semester (which is the average for a district the size of Caddo). With the five point plan, staff will recruit and train high quality people and will compete for the best subs by raising the rate for degreed substitute teachers. She added at the present time, 47% of the substitute pool has a B.A. or B.S. degree or Master's, and the reason we have not actively recruited this group is because we do not pay twice a month or we don't pay as much as Bossier. Staff will also be working with the schools in training them how to keep the teachers we hire for the classroom in the classroom, as well as how to retain high quality substitute teachers.

Mr. Rachal indicated his desire to see the superintendent's and staff's goal reached and if at that point in time, he doesn't feel that is adequate, then the situation will need to be addressed. He stated that dollars spent on substitutes are dollars spent in the classroom, which he has stated before is where the dollars need to be directed. He stated he believes the real issue is not the substitutes, but the teachers being in the classroom and encouraged meetings with principals to go over needed changes and how to address any problems.

Mrs. Hardy stated it is important that quality substitutes be placed in the classroom because the children are suffering. The state guidelines and No Child Left Behind mandates are real. She said she has heard figures tossed around and we don't need to say money is going to prevent us from using a service that has been successful.

*Mr. Burton moved, seconded by Mrs. Armstrong, to call for the question to end debate. Vote on the motion carried with Board members Burton, Crawley, Critton, Crawford, Rachal, Ramsey, Henderson and Armstrong supporting the motion and Board members Guin and Phelps opposed.*

*Vote on the main motion failed with Board members Crawley, Phelps, Rachal, Ramsey, Armstrong and Henderson opposed and Board members Guin, Hardy, Burton and Crawford supporting the motion. Board member Critton abstained.*

### **GRANTWRITER/MANAGER POSITION**

*Mr. Rachal moved, seconded by Mr. Burton, approval of the proposal for a fulltime grantwriter/manager. Mr. Rachal stated the rationale was provided in the mailout and the cost investment to have someone on a fulltime basis to research, respond to, receive and manage grants is one that will return itself over and over again. He said there will be no additional cost to the district because of a shift in positions and a vote in favor of this item will benefit by bringing millions of dollars to the district. Vote on the motion carried unanimously.*

### **ADOPTION OF FIVE-POINT PLAN FOR SUBSTITUTE SYSTEM**

*Mrs. Crawley moved, seconded by Mrs. Armstrong, for adoption of the five-point plan for the substitute system as submitted by staff and included in the latest mailout. Mrs. Crawley shared with the board a call and letter from a substitute who shared his concern that as a sub, it would be 41 days before he received his pay. This sub shared with her that this fact will make a big difference in the pool of subs Caddo will be able to build. She said she believes paying bi-weekly, paying a higher amount to degreed subs, having inhouse handle the subs will be the better choice. She inquired of legal counsel about the liability for the subs and the children they are supervising. Mr. Abrams responded that if the Board has an independent contractor, the independent contractor would be first in line for liability; however, it is highly possible the school system would be sued also, in which case, the school system would seek indemnification from the independent contractor. Mrs. Crawley encouraged the board to support the motion, as it is necessary to have a plan in place before school starts and if this does not work, she will look at the results in January to see if changes need to be made.*

Mrs. Armstrong stated staff deserves an opportunity to implement a plan she thinks could have been implemented several years ago, and asked the board to support this motion.

Mr. Guin stated that since this issue came up he has asked for comparative numbers and the closest numbers did not include the administrative cost, and he is still waiting on that figure. It is this reason for the \$300,000 difference. He added if the board chooses the outservice source, the board will not have to pay the additional \$15 to substitute teachers who receive a degree, because the outsource service has proven they can provide substitutes at a 98% fill rate without paying the additional funds. Lastly, he said it is very important to get the rate up as quickly as possible, because the children who are paying for this the most are the children that need it the most. We are hurting in the low performing, inner city schools and this is where the problem is with finding regular substitutes. This needs to be addressed quickly, and he does not believe the five point plan addresses this issue.

*Vote on the motion to approve the adoption of the five point plan carried with Board members Burton, Crawley, Phelps, Critton, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion and Board member Guin opposed. Mrs. Hardy was absent for the vote.*

Mr. Henderson left the meeting at approximately 6:45 p.m.

### **VENDING CONTRACT BETWEEN CADDO PARISH SCHOOL BOARD AND COCA COLA BOTTLING COMPANY FOR C. E. BYRD HIGH SCHOOL, CADDO MAGNET HIGH SCHOOL AND SOUTHWOOD HIGH SCHOOL**

*Mr. Burton moved, seconded by Mr. Critton, for approval of the vending contracts between the Caddo Parish School Board and Coca Cola Bottling Company for C. E. Byrd High School, Caddo Magnet High School and Southwood High School. Mr. Critton asked if Coca Cola is offering the same opportunity for all the Caddo high schools? Mrs. Gunn responded it is her understanding this is a renewal of a two-year contract and all the schools enter into contracts at different times. Mr. Abrams reported that he met with Coca Cola representatives and current contracts are expiring at different times. With Coca Cola not being the only vending service vying for this service, Coke is attempting to move forward with these arrangements. The three presented are the ones expiring now. Based on policy and procedures, and the fact that Coca*

Cola initially wanted a five-year contract, and they have agreed to a three-year agreement, Mr. Abrams announced that all of these contracts will be board approved and they will all be the same type contract with different dollar amounts. *Vote on the motion carried unanimously.*

## **SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** The superintendent announced that this update has been provided to the board via the *Weekly Briefings*.

**Salary Schedule for Aides Who Meet the NCLB Standards.** The superintendent reported that there has been no additional recommendation from staff.

**Proposal to Increase M&S Funds After Relief Regarding Teacher's Retirement.** Mrs. Tyler stated a letter proposal has been provided indicating the cost to the district to increase the M&S funds, and staff will be crafting a plan for the board's consideration for addressing these needs.

**Plan to Further Engage the Community in Education Process.** Mrs. Tyler said Board President Ramsey is working on this item and staff has set a meeting for addressing this issue.

**Evaluation of Programs and Proposals to Eliminate/Consolidate to Save Money.** The superintendent announced that information was placed at board members' stations and staff is still in the process of evaluating these ongoing programs.

**Report on Possibilities of Awarding Teachers Monetary Supplements at the End of the Year for Meeting Certain Criteria.** Mrs. Tyler announced that staff has not made a recommendation relative to this item based on the lack of funding.

**Research and Report on Cost to Demolish Carver Site Building.** The superintendent announced that information was placed at board members' stations and the figure is high based on the asbestos abatement.

**Definition of Infrastructure Needs/Study by Council of Great City Schools.** The superintendent announced she has been in communication with the Council of Great City Schools. She stated once the dates are definite as to when a team will be traveling to Shreveport, she will communicate additional information to the board.

**Report on JROTC Instructors and How They are Being Counted.** Mrs. Tyler announced a report on this request was submitted in the *Weekly Briefings*.

## **ANNOUNCEMENTS AND REQUESTS**

Mr. Guin requested that the superintendent and Mrs. Gunn meet with principals and communicate how ROTC is to be counted in the staffing formula.

Ms. Phelps asked the superintendent to clarify in writing the type of study the Council of Great City Schools will be conducting. The superintendent responded she has sent something to the board asking for input as to what the board feels needs to be done to expedite the \$88 million expenditure, and the CGCS has sent to her exactly what they do when they travel to a city and she will share that information with the board.

Mr. Burton left the meeting at approximately 6:54 p.m.

Mrs. Armstrong shared concerns relative to the usage of cell phones in schools by students and asked the superintendent to address this issue. The superintendent responded she will be sending to the board information shared with the district from the Legislature, because the intent of the law is not what Caddo is doing in its own policy. She said she will be getting with Legal Counsel as to revisions that might need to be made in our policy.

Mr. Critton requested a listing of the academic strengths for each of the elementary and middle schools.

Mr. Critton asked the superintendent about a recent report on CNN regarding sanitation issues in schools and how Caddo addresses any problems that might arise. Mr. Critton also presented to Mrs. Tyler an appreciation gift for the superintendent's support of the Jazz and Gumbo Festival.

Mr. Rachal asked if there is a timeframe for the Council of Great City Schools' work? The superintendent responded that in talking with Bob Carlson, director of management services, he believes the team will be put together in the next couple of weeks (five people, plus the director) and she will communicate this information to the board.

Mr. Rachal asked if there is a deadline for the Pupil Progression Plan? The superintendent responded that this has been completed.

Mrs. Hardy left the meeting at approximately 7 p.m.

Mr. Rachal asked about the need for the board to give a directive to the task force for following the implementation of the \$88 million bond issue and what the board wishes to see accomplished. The superintendent stated that if the board wishes to have a written directive to give the task force, she will gladly share it with the task force. Mr. Rachal indicated he would like to not just have an open directive, but something presented to them in writing for clarity. Mrs. Tyler said it is her understanding that the board has appointed a committee to work with staff to look at the implementation of the plan approved by the board and presented to the public for a vote to address the infrastructure needs as identified in the proposition. She said the implementation will involve (1) prioritizing the projects (2) monitoring to make sure projects are done in a timely fashion and (3) reporting back to the board on progress of the implementation. The plan will be to prioritize all the projects for the \$88 million bond proposal. The board president said that is accurate.

Ms. Phelps stated she has spoken with Mr. Thomas about the Legislative decision to not issue certificates to students who have completed all academic requirements, but have not passed all the Graduate Exit Exam. She asked the superintendent to provide her with the information, which she understands was vetoed by the Governor. She also asked if it is a district calling to allow the students to march (or not march) with their class. Mrs. Tyler responded that unless students have met all the requirements for graduation, the CPSB policy says they cannot participate in any graduation activity and that is what staff has followed. Ms. Phelps requested a copy of said policy.

Mrs. Crawford inquired if the Council of Great City Schools will provide a report before the process begins? Mrs. Tyler said that is up to the board. She said she has asked the CGCS Committee to do something so additional information is available before implementation. She announced that she will send a report of what the committee does to the board.

Mr. Ramsey announced that the following will make up the committee to oversee the monitoring of the implementation of the \$88 million bond issue: District 1 - Shannon Wall; District 2 - Lettie Milton; District 3 - Njeri Camara; District 4 - Bessie Smith; District 5 - Veronica May; District 6 - Mrs. Ernestine Lester; District 7 - Dr. Jeane Nichols; District 8 - Ken Kreffft; District 9 - Randy Mason; District 10 - Carolyn Rhymes; District 11 - Dan Foster; District 12 - Donal Wilson; Citizens Task Force - Harry Truslow.

Mr. Ramsey also announced he will be visiting with the superintendent about the possibility of Committee of the Whole meetings to address accountability, as he believes this is the biggest issue needing more time and attention at this time.

Ms. Phelps expressed her appreciation to Mrs. Tyler and staff for the outstanding presentation on the annual report.

**Adjournment.** *Mrs. Armstrong moved, seconded by Ms. Phelps, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 7:10 p.m.*



**July 26, 2004**

The **Caddo Parish School Board (CPSB)** met in *special session* on Monday, July 26, 2004 at 12 noon with President Larry E. Ramsey presiding and the following board members present being a quorum: Ginger Armstrong, Willie Burton, Bonita Crawford, Charlotte Crawley, Eursla Hardy, Willie Henderson, Lola May, Tammy Phelps and Barry Rachal. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Ramsey gave the invocation and led in the Pledge of Allegiance.

**DECLARE VACANCY OF DISTRICT 7 DUE TO THE DEATH OF CADDO PARISH SCHOOL BOARD MEMBER WILLIE J.C. CRITTON**

The president announced that the purpose for the special session today is to declare the vacancy of District 7. *Mrs. Hardy moved, seconded by Mr. Burton, to declare the District 7 seat vacant due to the death of member Willie J.C. Critton on July 21, 2004. Vote on the motion carried unanimously.*

**ESTABLISH PROCEDURES, IN ACCORDANCE WITH STATE LAW, TO BE FOLLOWED FOR FILLING THE DISTRICT 7 VACANCY (INTERIM POSITION)**

*Mrs. Armstrong moved, seconded by Mrs. Crawley, to establish the following procedures for filling the District 7 vacancy:*

*That the following procedures for filling the District 7 position be advertised in the official journal;*

*That applications for filling the Caddo Parish School Board District 7 position be addressed to the President of the CPSB and accepted by hand delivery at the superintendent's office located at 1961 Midway Avenue, Shreveport, Louisiana until 12 noon on Thursday, July 29, 2004; and*

*That interviews of candidates will follow the following format:*

**FORMAT FOR INTERVIEW SESSION – (Up to 10 minutes per candidate)**

- I. *Each candidate will present an opening statement addressing the following:*
  - A. *His or her reasons for desiring to serve as interim board member from District 7*
  - B. *His or her special skills or experience to offer as a board member from District 7; and*
  - C. *His or her perspective on the role of a board member*
- II. *Each candidate will be allowed to make any final summary statement if time permits.*

*Interviews to be held at a special board meeting to be held on Friday, July 30, 2004 at 4:30 p.m. at the Caddo Parish School Board office board room, 1961 Midway Street, Shreveport, Louisiana; and further that a special board meeting be held on Friday, July 30, 2004 at 4:30 p.m. for the purpose of interviewing candidates for the District 7 vacancy and for selecting an interim appointment.*

*Vote on the motion carried unanimously.*

**RESOLUTION**

*Mr. Burton moved, seconded by Mr. Henderson, to suspend the rules for the purpose of considering a resolution for Mr. Critton's family. Vote on the motion to suspend the rules carried unanimously.*

*Mr. Burton moved, seconded by Mr. Henderson, approval of the following resolution for presentation to Mr. Critton's family:*

**Whereas, Mr. Willie J. C. Critton** believed that education is the key that opens doors for upward mobility in America; and

**Whereas**, Mr. Critton knew that the privilege of receiving a free public education is a birthright inherently afforded every American; and

**Whereas**, he strongly believed that a career in education would allow him to assist students in their pursuit of the American dream; and

**Whereas**, he was determined to make a difference individually and collectively, he began to improve lives as a classroom teacher, and school administrator; and

**Whereas**, this lifelong educator aspired to make a parish wide impact, he moved up the career ladder to become a supervisor of attendance and census; and

**Whereas**, Mr. Critton was known for his undaunted commitment to tackle school and community projects with enthusiasm; and

**Whereas**, Mr. Critton began his service on the Caddo Parish School Board on May 20, 2004 as the interim representative from District 7;

**Now, Therefore, Be It Resolved**, that the Caddo Parish School Board, the superintendent and staff extend condolences to Mrs. Mary Critton, the Critton children, other family members and friends;

**Be It Further Resolved**, that this resolution be presented to the family as an expression of our sympathy.

July 26, 2004

/s/Larry E. Ramsey  
President

/s/ Ollie S. Tyler  
Superintendent

Phillip R. Guin, District 1  
Eursla D. Hardy, District 2  
Willie D. Burton, District 3  
Charlotte Crawley, District 4  
Lola B. May, District 5

Tammy T. Phelps, District 6  
Bonita Crawford, District 8  
Barry F. Rachal, District 9  
Ginger Armstrong, District 11  
Willie Henderson, District 12

**Adjournment.** *Mr. Burton moved, seconded by Mrs. May, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 12:10 p.m.*

\_\_\_\_\_  
Larry E. Ramsey, President

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Ollie S. Tyler, Superintendent

**July 30, 2004**

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 Friday, July 30, 2004, with President Larry E. Ramsey presiding and the following school board members present being a quorum: Ginger Armstrong, Willie Burton, Bonita Crawford, Charlotte Crawley, Phillip R. Guin, Eursla Hardy, Willie Henderson, Lola May, Tammy Phelps and Barry Rachal. Also present were Secretary Ollie S. Tyler and Legal Counsel Reginald Abrams, staff and other visitors. Mr. Henderson gave the invocation and led the Pledge of Allegiance.

#### **INTERVIEW CANDIDATES FOR THE DISTRICT SEVEN CPSB VACANCY**

The president announced that the CPSB would proceed with interviewing candidates for the District Seven vacancy. He outlined the format the board would follow as described: *Each candidate's interview session will be up to 10 minutes; each candidate will present his or her reasons for desiring to serve as interim board member from District 7; each candidate will present his or her special skills or experience to offer as a board member from District 7; and each candidate will present his or her perspective on the role of a board member.* The president announced if time permits, each candidate will be allowed to make a final summary statement.

Mr. Ramsey announced that Mr. Sam Gilliam had withdrawn his application because of a personal conflict with his job. The following candidates were interviewed: Barbara Norton (3821 Morrow Street); Lillian Priest (3734 Claiborne Avenue); and Morris Robinson (4702 McDaniel Drive). Mr. Robinson was not present for his interview.

#### **APPOINTMENT OF INTERIM CPSB REPRESENTATIVE TO FILL THE DISTRICT SEVEN VACANCY**

The president announced that he would announce each candidate's name and board members each would have one vote. As each candidate's name was announced, the following votes were cast: Barbara Norton – (1 vote – Hardy); Lillian Priest – (10 votes – Guin, Burton, Crawley, May, Phelps, Crawford, Rachal, Ramsey, Armstrong, Henderson); Morris Robinson (0 votes). The president announced that Lillian Priest would fill the interim term for District 7.

#### **OATH OF OFFICE**

Legal Counsel Reginald Abrams administered the oath of office to newly appointed interim board member for CPSB District 7 Lillian Priest. The board and audience extended congratulations and welcomed Ms. Priest to the board.

**Adjournment.** *Mr. Burton moved, seconded by Mrs. Hardy, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:00 p.m.*

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Ollie S. Tyler, Secretary

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Larry E. Ramsey, President

**August 3, 2004**

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 6:20 p.m. (immediately following the Executive Committee meeting) on Tuesday, August 3, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum: Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Lillian Priest, Bonita Crawford, Barry Rachal, Ginger Armstrong and Willie Henderson. Ms. Phelps was absent. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were omitted.

#### **2004-2005 CADDO PARISH PUPIL PROGRESSION PLAN**

*Mr. Henderson moved, seconded by Mr. Burton, approval of the 2004-2005 Caddo Parish Pupil Progression Plan as recommended by staff and included in the mailout.*

Mrs. Armstrong asked about inclusion students (elementary students who have taken the LEAP 21) and fourth grade students who are retained at Unsatisfactory or Approaching Basic, and if a student has gone through remedial and retaken the LEAP 21, and is not successful in passing a portion of the test, is it the responsibility of the SBL to determine if the student stays in the fourth grade? She noted the section that states parents would need to apply for due process for students with disabilities and if this is an IDEA disability student and classified as full inclusion rather than 504, how are inclusion students handled? Mrs. Gunn responded that inclusion students, if they are pursuing a diploma on the regular academic track, are treated just like a regular ed student. Mrs. Armstrong asked if they are on the alternative track can they be promoted to the fifth grade. Mrs. Gunn answered in the affirmative. Mrs. Woodard added that the state department often at the last minute will bring in waivers for students with disabilities so they will waive the student beyond the fourth grade LEAP wall. There is a provision in the plan (in the high stakes testing section) that special ed students will meet the provision the regular ed students make except for state granted waivers. She also responded that the 50% figure Mrs. Armstrong referenced is associated strictly with the remediation programs in Caddo Parish which does not deal with the progression of students, but is how we are going to evaluate our remediation programs. Mrs. Armstrong asked if parents or school administrators apply for school waivers? Mrs. Woodard responded that the School Building Level Committee reviews all students who may qualify and will send that information through the superintendent's office.

*Vote on the motion carried unanimously.*

#### **REQUEST FOR STAFFING**

*Mr. Henderson moved, seconded by Mrs. Hardy, approval of two additional staffing positions for Captain Shreve High School as recommended by staff and included in the mailout.*

Mrs. Armstrong asked why the board is not considering today the staff positions at the two additional schools (assistant principal at Hamilton Terrace and administrative assistant at Linwood Middle School)? The superintendent answered that the position at Hamilton Terrace needs board approval and will need to be advertised and the position at Linwood will need board approval and then an administrator placed.

*Vote on the motion carried unanimously.*

#### **CONTRACTUAL SERVICES WITH LEGACY COMPUTER SERVICES FOR UPGRADING IBM MAINFRAME COMPUTER OPERATING SYSTEM**

*Mr. Henderson moved, seconded by Mrs. May, approval of contractual services with Legacy Computer Services for upgrading IBM mainframe computer operating system as recommended by staff and included in the mailout. Vote on the motion carried unanimously.*

#### **EXECUTIVE SESSION**

**Student Readmission Appeals.** *Mr. Guin moved, seconded by Mrs. May, approval of staff's recommendations concerning three of the four student appeals. Mr. Guin explained that the*

motion addresses three of the four because the fourth appeal is not present. *Vote on the motion carried unanimously.*

**Update on Litigation. Don Walters, et al v. Caddo Parish School Board, No. 461,523-B, First Judicial District Court, Caddo Parish, Louisiana.** *Mr. Guin moved, seconded by Mrs. Hardy and Mr. Burton, to go into executive session for up to five minutes for the purpose of hearing an update on litigation. Vote on the motion carried and the board went into executive session at approximately 6:35 p.m.*

The board went back into open session at approximately 6:40 p.m.

*Mr. Guin moved, seconded by Mr. Burton, approval of payment of judgment of band directors, suit under Don Walters, et al v. Caddo Parish School Board, No. 461,523-B, First Judicial District Court, Caddo Parish, Louisiana for the sum as provided in the mailout. Vote on the motion carried unanimously.*

**Student Readmission Appeal.** *Mr. Guin moved, seconded by Mrs. May, approval of staff's recommendation on the fourth of the four student readmission appeals. Vote on the motion carried unanimously.*

**Adjournment.** *Mr. Burton moved, seconded by Mrs. Hardy for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:43 p.m.*

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Ollie S. Tyler, Secretary

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Larry E. Ramsey, President

**August 3, 2004**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, August 3, 2004, with President Larry Ramsey presiding and Willie Henderson and Ginger Armstrong present being a quorum. Other school board members present were Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps, Lillian Priest, Bonita Crawford, and Barry Rachel. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Ramsey gave the invocation and led in the Pledge of Allegiance.

#### **EXECUTIVE COMMITTEE - ESTABLISH AGENDA FOR THE AUGUST 17, 2004 CPSB MEETING**

The superintendent reviewed the proposed agenda for the August 17, 2004 CPSB meeting and discussion followed as summarized.

**Renaming of the Auditorium at Captain Shreve High School after Stanley Powell.** Mr. Rachal stated that renaming the auditorium at Captain Shreve High School after Stanley Powell is a way to recognize a man that invested his life in this school even in his retirement, and this will be a way to recognize Mr. Powell for his hard work now and not later. He encouraged the board's support.

**Salary Schedule for Teacher Aides.** Mrs. Crawley shared with board members a packet of information on aides' pay, highlighting figures for grade 4 employees for 260 days in Caddo, what aides currently earn on the aides schedule, aides salaries in surrounding parishes where there is a distinction between regular and highly qualified aides. She stated she has been working with the superintendent and attempting to determine why No Child Left Behind doesn't require all of our 776 aides to meet the requirements. She also shared discussions with districts on the rationale for separating the ones who had to meet the criteria and those who did not, with the explanation that a district could have a good long-term employee that cannot or will not do the additional qualification until it is required (2006) and added to their job description, and move them to another position where they will not have to take the test. It would also be an incentive for those who want to get the continuing education to become highly qualified and this would be their choice, and not a mandate. Mrs. Crawley also shared information on job descriptions across the state and the ranking statewide, by parish, on their salaries. She also stated that anytime a decision is made relative to salaries that this information should be reviewed and compared as to where Caddo is in the state. Mrs. Crawley asked board members to review the information.

Mr. Henderson asked if the professional and non-administrative salary schedule figures include converting the figures Mrs. Crawley provided? Mr. Barr, director of classified personnel, stated that the figures provided is the minimum and maximum for the grades as indicated for professional and non-administrative salaries effective July 1, 2003. Mrs. Tyler pointed out that there was an increase given last year reflected after July 1, so she is unsure that the figures are accurate, and may need to ask Mr. Wreyford for the correct figures. Mr. Henderson inquired about the information provided on the legal sheets showing the teacher aide salary schedule with annual steps of 0-30 and is that information not available for each grade? Mr. Barr answered that it was. Mr. Henderson stated that in looking at the minimum and maximum, would it not be better to look at 0-30 on all of them? Mr. Barr answered that the information provided was based on a request for minimum and maximum salaries of each grade and came directly from the salary schedule.

Mrs. Armstrong stated her agreement the board needs to continue to look at how the teacher aide salary can be adjusted to coincide with the criteria for highly qualified aides in certain instructional areas. She said she appreciates the information and feels the board needs to continue studying this issue and attempt to get something relevant in place in the near future that meets future requirements of the job, which will need to be included in job descriptions.

Mr. Henderson asked the superintendent, based on the information provided, the rationale for having or not having a differential in Caddo? The superintendent responded that there has been ongoing dialogue about this matter and that she has personally visited with Mrs. Crawley about

this issue. She said while she agrees with everything being said, she has some concerns about doing this at this time and since the board has a salary system in place, this will be the beginning of tearing it apart. She said she agrees teacher aides deserve more money, we need to remain competitive, and the same is true for teachers who have to attain Highly Qualified status. She said the need is there and if funding was available, all employees would need to be addressed, but since funding is not available, which groups do you tell no. She added the district is presently in a very critical time with its bond rating, and she has asked our bond counsel Grant Schlueter to be present today to address the board about this matter, because districts have lost their rating and consequently, it has cost their perspective communities millions of dollars because they have not been able to maintain their fund balance. She said Caddo's fund balance was depleted two years ago and is now in the process of being rebuilt. She reminded the board that with the No Child Left Behind legislation, other groups of employees also have had to attain certain qualifications to keep their jobs. Mrs. Tyler stated again that she believes the employees deserve to have more money, however, there is no money. She said as money is attained, she said raises are being given to everyone.

Mr. Burton said this has been discussed for many years and appreciates the superintendent's rationale in addressing this matter.

Mrs. Crawley stated that her rationale for singling out any group comes from the information she shared regarding the ranking in the state for aides or any other groups. She said Caddo has some employees who are the highest paid in the state for their positions and some are near the bottom, with aides about average. She shared she did not get a good feeling when she read about everyone getting the same percentage raise, this means the highest paid person and someone else is below average, the 3% is not equitable. She said we should be following the Arthur Anderson plan which says we should always evaluate each year and not do percentages across the board, but where we rank to other school systems relative to positions.

**Employee Pay Raise.** Mr. Burton asked the superintendent to explain the proposed increase for the various grades in addition to the 3%. The superintendent stated she is recommending a 3% across the board for everyone, and there is nothing in the board policy that prohibits the board from doing so. She explained with the passage of the 1997 bond issue, certified personnel received a 10% and the support personnel 8% and she would like to see the support receive the same as the certified. Mr. Burton stated his agreement in giving all the employees an increase. Ms. Phelps asked the superintendent to explain the additional adjustment for Grades 8, 9, and 10. Mrs. Tyler explained that this would be one lump sum to put these grades in line with the other grades' increases over the past six years. She further added that these grades have not received the same percentage increase as the other grades of employees over the past six years. The superintendent expressed her concern that the employees in these grades have not been treated fairly in terms of the equity issue. Ms. Phelps inquired about the amount to address this issue? Mr. Wreyford said it is approximately \$100,000. Mrs. Crawley asked if an analysis has been done for each position in Grades 8, 9 and 10 as far as where they rank in the state? Mr. Wreyford answered no, but that they have been compared to fellow employees across the system; and that typically, the board has given pay raises, they have approved flat amounts across the pay scale and the higher graded positions are getting a much lower percentage increase than those at the lower grades, and this is an attempt to take corrective action in this matter. She said she would like to see a system where the positions are ranked statewide, because she doesn't believe the percentages make sense.

**Adjusted Millage Rates.** Mr. Ramsey asked the bond counsel to explain a comment from bond counsel in a past meeting of the concern expressed by the bond companies regarding Caddo's reserve levels, and if Caddo is at risk to lose this excellent rating? Mr. Schlueter answered that is correct, as Caddo has for some time had a AA rating and until recently, Caddo was the only school board in the state with this high rating. He explained this translates directly to savings to the taxpayers every time bonds are sold, because with this type rating, Caddo is able to sell at a lower interest rate than another public body that has a lower bond rating. In calculating the \$88,280,000 recently passed by the voters at a lower rating than the AA, it would cost the taxpayers approximately \$2.11 million in additional interest over the life of the issue. He said Caddo has a wonderful credit rating, and explained that the following go into a credit rating: the two primary credit agencies in New York (Moody's and Standard and Poor's) rate the bonds and take things such as local economy (which the governing body doesn't have much control over) and fund balance (which the governing body does have some control over) into consideration.

The rating agencies did mention in their reports that with two years of draw downs on the fund balance, this should be addressed and built back up. He said the draw down is not the problem with these agencies, because that's what it's there for; however, they expect to see a plan to rebuild it. In order to maintain the AA rating, the agency indicates they need to see a reversal of this trend and returning to the fund balance levels that helped Caddo attain the AA rating. He added he understands from the financial director Ben Wreyford that the recently completed fiscal year will show an increase, which indicates it's moving in the right direction.

Mr. Ramsey asked if any other districts in the state have experienced this problem and lost their rating? Mr. Schlueter answered there was a large school district that recently experienced a downgrade in their bond rating. Mr. Ramsey asked about the impact on outstanding bonds? Mr. Schlueter explained it doesn't have an impact on outstanding bonds, but it will affect future bond issues, including the balance of the recent \$88 million bond issue less the \$14 million in bonds.

Mr. Henderson asked bond counsel about the ending balance and if there is a general "rule of thumb" balance that should be maintained? Mr. Schlueter explained that rating companies look at it as a percentage of expenditures and shared figures for the last several years, explaining that they generally like to see between a 5 and 10 percent fund balance, with the higher ratings being closer to the 10 percent. He explained Louisiana has a strike against it because of the wealth level being lower than comparable areas in the United States, thus a little extra in the fund balance is good to offset this negative factor.

Mr. Rachal said needs have been identified, i.e. paying teachers at a higher rate to be more competitive, and asked if the district's rating included this criteria? Mr. Schlueter said they did, as adequate salaries for teachers and other employees are important. Mr. Rachal also asked if they look at fund balance as a higher priority than adequate salaries? Mr. Schlueter stated he just knows that fund balance maintenance is very important to the rating agencies. The other factors are important, but the primary factor is the local economy with financial operations and fund balance following. They also look at the overall debt burden for the parish, which they consider Caddo's to be moderate.

Mr. Rachal asked the bond counsel if in his experience most entities, if given the opportunity, roll the millages forward? Mr. Schlueter stated the majority will roll forward. He added that in talking with the legislative auditor's office in Baton Rouge, he learned that most of the public bodies in the state have scheduled public hearings to preserve their option to roll forward. He added that mostly what he is hearing is insurance and retirement are hitting the districts very hard.

**Revisions to CPSB Policies JFCF and JG-R.** Mr. Guin asked legal counsel to explain the proposed revisions to the policy governing use of cell phones (JG-R) to not allow students to possess, use or operate any electronic device from 7 a.m. through the end of the academic school day and also that *nothing in this policy shall prohibit the use or operation of any electronic telecommunication device by any person, including students, in the event of an emergency.* Legal counsel said this goes back to the Attorney General's opinion, which he personally feels is inconsistent with the statute passed by the Legislature this past year to allow possession of cell phones at the school level. He said the AG's opinion basically includes the language allowing the school systems to regulate the manner or procedure in which cell phones are possessed and/or used at the school level. He agreed the policy is inconsistent, however, all sections of the policy together allow for possession of cell phones in the car, which means if you can get to your car, you can use it. He said when the board passed its policy, based on what the state law said, this Attorney General's opinion was not available. Mr. Guin explained that having served on the review committee, he heard the arguments about cell phones in the school system and the problems associated with their use. He stated in looking at the old policy, he believes there is enough *meat* in it to combat a number of the issues brought forward, but it's not being done; because the current policy allows the students to possess them, but they can't be turned on except in the event of an emergency. The superintendent stated that Caddo has checked around the state with other districts about this issue and most districts are not allowing them to have them in the classroom because of the teachers focus in the classroom for accountability. She added that last year, the problem was tremendous and now, the students have the capability to even copy tests. She explained that most school districts have policies just like this and Caddo's policy is more restrictive than most policies in the state. Mr. Guin asked if a student has a cell phone in their possession and it is turned off, how will staff enforce getting rid of that student's phone, because



he sees it to be a lot easier to identify one using a phone than identifying one that has it in their purse and not using it. Mr. Guin added he is not opposed to the proposed revisions, but believes we have a policy in place for addressing the issues stated. Mrs. Tyler responded this policy will allow us the authority to remove the temptation for the students to use the cell phones. Mr. Guin asked what will be done with these students to address this? Mrs. Tyler stated the discipline policy addressing this will be followed. Mr. Festavan reminded the board that a similar situation was addressed when beepers became popular, and when students were found with beepers, they were taken up and the discipline policy followed. Mr. Abrams said the revised policy disallows possession between 7 a.m. and the end of the academic school day, and disallows on school buses during the school day, and allows for possession in their vehicles after the end of the school day.

Mrs. Armstrong stated she has some similar concerns and feels the Discipline Policy needs to be referenced as how it will be enforced. Mr. Abrams said he will revise it to include the grid from the Discipline Policy and what the penalty provisions are for cell phones. Mrs. Armstrong expressed her opposition to cell phones on the school grounds.

**8(g) Enhancement Block Grant.** Mr. Rachal stated that one of the programs he has a great deal of interest in is the early childhood education program and this particular grant will bring in \$349,000 to early childhood education. He added that this is one of the benefits of having a grant writer in place.

**Consent Agenda.** The president recommended items 10-14, 16-23 as the consent agenda. *Mrs. Armstrong moved, seconded by Mr. Henderson, approval of the agenda and proposed consent agenda for the August 17, 2004 meeting. Vote on the motion carried unanimously.*

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, asked for clarity on agenda item #15 and the superintendent's rationale for why we are not going to allow a teachers aides salary schedule at this time because she doesn't want to pull out a particular group of employees for a pay increase, but she sees in agenda item #15 a particular group of employees will be picked out and asked the board to revisit this.

Carolyn Rhymes, president of the Caddo Association of Educators, addressed the board on items it now has the opportunity to address, including (1) local recurring revenues that will provide all employees with an increase, (2) the general fund balance and keep the favorable bond rating and (3) funding sources available to deal with inflation factors that affect daily operations and CAE's support of rolling forward the millage rates at the meeting on August 17<sup>th</sup>.

Elizabeth Ann Sullivan, concerned citizen, addressed the board on the children, our future in Caddo Parish. She spoke in support of the vision Mrs. Tyler has as superintendent, the children of Caddo Parish, and her desire to help better the environment for our teachers and employees. She asked the board to support the superintendent's recommendation for a 3% across the board increase for all Caddo employees.

Ms. Phelps left the meeting at approximately 5:50 p.m.

Kenneth Krefft, citizen, addressed the roll forward of the millages and that under the law a political subdivision does not need to do all or nothing, but that a certain percentage can be rolled forward. He said he looks at this as growth and recognized the good schools in the district and encouraged the board to strongly consider a policy addressing a 10% operating budget reserve, and that the policy also requires a 2/3 vote of the board to use the operating budget reserve.

Cynthia Henderson, employee, addressed the board on the proposed 3% across the board increase and encouraged the board to support this recommendation and the roll forward of the millages. She stated that support of this across the board pay increase will show the efforts are being made to make educational salaries competitive.

**Adjournment.** *Mr. Henderson moved, seconded by Mrs. Armstrong, for adjournment. Vote on the motion carried and the meeting adjourned at approximately 6:00 p.m.*

**August 17, 2004**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, August 17, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum: Ginger Armstrong, Willie Burton, Bonita Crawford, Charlotte Crawley, Phillip Guin, Eursla Hardy, Lola May, Tammy Phelps, Lillian Priest, Barry Rachal and Willie Henderson. Also present were Ollie S. Tyler, secretary, and Reginald Abrams, legal counsel. Mr. Ramsey gave the invocation and led the Pledge of Allegiance.

**CONSIDERATION OF MINUTES OF THE JULY 13, 2004, JULY 26, 2004, JULY 30, 2004 AND AUGUST 3, 2004 CPSB MEETINGS**

*Mr. Burton moved, seconded by Mrs. Hardy, approval of the minutes of the July 13, 2004, July 26, 2004, July 30, 2004 and August 3, 2004 CPSB meetings as included in the mailout. Vote on the motion carried unanimously.*

**PUBLIC HEARING – MILLAGE RATES FOR TAX YEAR 2004**

President Ramsey declared the public hearing open for the millage rates for tax year 2004.

Kenneth Krefft, 157 Archer Street in Shreveport, stated the board has done very good under the new superintendent to reestablish the fund reserve and successfully pass the \$88.2 million bond proposal and asked the board to make the most mature deliberative decision possible. He said he believes we can live without it, but should it pass, he would like a minimum of \$600,000 to go for materials and supplies in the classroom.

Carolyn Rhymes, 810 Hyde Park Blvd. in Shreveport, addressed the board on behalf of the Caddo Association of Educators' support of the best interests of Caddo's schools, students and employees. She encouraged the board to vote today for what is best for the school system and community and support the superintendent's recommendation to roll forward the millage rates to allow for the needed funds to remain competitive in providing what is best for Caddo's students.

R. Timothy Jones, 8200 St. Vincent Avenue in Shreveport, addressed the board in support of the pay increases for the educators and support employees, as this is the right, moral thing to do. He said all the teachers in his congregation, as well as support personnel, work a second job to make it. He said he also is the parent of a first grader and asked the board to do the right thing.

Bessie D. Smith, 1810 Viking Dr. in Shreveport, addressed the board in support of the pay increase. Mrs. Smith stated her appreciation to Superintendent Ollie Tyler for her leadership in the No Child Left Behind mandates. She said the teachers and staffs have worked very hard and need to be compensated for doing a very good job, and being accountable. She encouraged the board to vote for this 3% increase as this is long overdue.

Mariah C. Underwood, Caddo District PTA, addressed the board in support of the 3% increase for all employees.

Dottie Bell, 7881 Jefferson Paige Road, addressed the board in support of the pay increase. She said she doesn't understand why employees are having to come before the board and convince them to give employees a raise. She said test scores are up and if the board votes to not give all employees this 3% increase, morale is going to be down. She said employees need this raise.

There being no additional speakers, President Ramsey declared the public hearing closed.

**ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

*Mrs. May moved, seconded by Mrs. Hardy, to suspend the rules for the purpose of adding the recommendation for principal of Queensborough Elementary School for consideration with the other personnel recommendations. Vote on the motion carried unanimously.*

*Mrs. May moved, seconded by Mr. Burton, to add the interim principal for Queensborough Elementary, Mrs. Beverly Cole, to the recommendations being considered today. Vote on the motion carried unanimously.*

The superintendent highlighted the proposed agenda and President Ramsey proposed that items 10-12, 14, and 16-23 be the consent agenda. Mrs. Tyler announced that staff recommends Item 11.C.2., *Caddo Magnet High Classroom Wing Addition, Project 2003-103*, be pulled because of a possible discrepancy in the bid and brought back to the board on September 7th. Mrs. Crawley asked that Item 24 *Salary Schedule for Teacher Aides* be postponed until September.

## **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators, staff and other guests also were recognized.

**Caddo Parish Schools Calendar Artists.** The following students were recognized for their artwork in the competition for the cover design for the 2004-2005 Caddo Parish Public Schools planning calendar: Katie Frierson (South Highlands Elementary Magnet); Camille Charles, Paige Newell, and Christine Robicheaux (Riverside Elementary). Mrs. Anderson also recognized the following students from the Graphic Communications Department at the Caddo Career & Technology Center who assisted in publishing the calendar: Courtney Bassford (C. E. Byrd); Carla Gibbs (Southwood); and Brittany Stewart (Captain Shreve).

## **VISITORS**

Pat England, Caddo Association of Educators, stated to the board that she has attended many school board meetings and listened to much debate and has never seen a long line of people addressing the board in protest of rolling forward the millages. She said she believes rolling the millages forward is an indication the community still has faith in the public school system. Growth in the community lies in how the children are educated and she encouraged the board to listen to the people and support the rolling forward of these millages.

Jackie Lansdale, Caddo Federation of Teachers/Support Personnel, addressed the board on matters of interest and concern to the Federation including the Legislature not providing necessary funds for addressing teacher salaries, materials and supplies for the classroom or support personnel pay. The Federal government passed the No Child Left Behind legislation requiring the local school district to do more and more, yet they did not fully fund it. She added that this year Louisiana will be underfunded by \$164 million with more cuts projected in the future. This fact, along with higher insurance and retirement costs at the local level, means the local district must identify and seek every dollar available to meet the needs of the classroom. She said the Federation supports the need to have quality employees in the classroom as the district competes with other districts, states and occupations for a dwindling pool of highly qualified personnel. She stated the Federation has been before the board on numerous occasions to address pay raises and discrepancies in salary schedules for various employee groups, and the board has recognized this for teachers by establishing a differential for National Board Certification, and these adjustments provided the incentive for teachers to stay in the classroom and positively influence the academic progress of the students. She encouraged the board to support the 3% much needed pay raise for all employees, to address discrepancies in the salary schedules, and to consider a multilane salary structure for the teachers' aides. She also addressed the shortage of materials and supplies in the classrooms and the need for a redistribution plan for rerouting funds from those schools who do not need them to the schools that do. She also said the Federation looks forward to receiving the Discipline Committee's proposed updates to the Discipline Policy.

Dr. Phillip Rozeman, 510 Longleaf, addressed the board on a personal perspective of rolling forward the tax millages. He said he asked himself three questions: (1) Is rolling forward a good investment for him personally and good for the community as a whole? He said this is not hard to answer because he believes good schools add to the value of his property, and people outside the community will make a decision on the community based on what they see in education. (2)

Is rolling forward reasonable, does it make good sense? He said in his business he can increase costs with inflation; however, the school system's revenue cannot be increased by increasing prices and because of accountability, the district cannot cut services. He said the schools' operating revenue must keep up with inflation. (3) Will the money be used in a way to improve schools and serve the community well? He said many speakers have addressed that question today and he encouraged the board to roll forward the millage.

## **CONFIRM THE CONSENT AGENDA**

*Mr. Burton moved, seconded by Mrs. May, to confirm the consent agenda. Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

### **Agenda Item No. 10**

**A. Personnel Recommendations.** Per request from the superintendent, Mary Nash Robinson, assistant superintendent/human resources, introduced the following personnel appointments as recommended by the superintendent and approved by the board: Dr. Dominic Salinas, director of Special Services; Louis Cook, principal, Northwood High School; Cynthia Williams, principal, North Highlands Elementary School; Beverly Cole, interim principal, Queensborough Elementary School; Victor Mainiero, assistant principal of administration, Southwood High School; Lisa Johnson, assistant principal of instruction, C. E. Byrd High School for the fall semester of the 2004-2005 school year; Jerry Badgley, assistant principal of administration, C. E. Byrd High School; Kendrick Law, head coach, Woodlawn High School; Beverly Hudson, counselor, Linwood Middle School; Ann Stowell, counselor, Linwood Middle School; Khakillya Babers-Everett, counselor, Atkins Elementary School; Latricia Hayes, counselor, Westwood Elementary; Maida Ciciarelli, counselor, North Caddo High School; and Dr. Susan Shofner, Grantwriter/Manager. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the positions. School administrators, family members and friends present were also recognized.

**B. Requests for Leaves.** The board approved the following requests for leaves as submitted in the mailout.

#### Certified

Sabbatical (Study), Spring Sem., 2004-2005 SY and Fall Sem. 2005-2006 SY

Michelle Elmore, Speech Therapist, 9 years

Sabbatical (Medical), Fall Sem. 2004-2005 SY

Dr. Jeanette Taylor, Director, Academic Affairs, 4 years

Sabbatical (Medical), Spring Sem. 2004-2005 SY

Carolyn Smith, Teacher, Woodlawn High School, 12.5 years

Leave W/O Pay (Personal), 2004-2005 SY

Jo Gall, Teacher, Summerfield Elementary, 3 years

#### Requests of the Board

Vera Landrum, assistant principal at Keithville, was on medical sabbatical the spring semester, 2003-2004 SY. She is applying for disability retirement and is asking the board to waive the requirement that she return to work or repay monies she received while on leave. She has furnished required physician statements.

Patricia Moore, teacher, Huntington High School, was on medical sabbatical for the spring semester, 2003-2004 SY. She is applying for disability retirement and is asking the board to waive the requirement that she return to work or repay monies she received while on leave. She has furnished required physician statements.

#### Classified

Leave W/O Pay, June 29, 2004 – Until further notice

Arthur Mosley, Jr., Plumber Helper, Maintenance Dept., 3 years

Leave W/O Pay, August 2, 2004 – December 1, 2004

Aida M. Jones, Food Service, Barret Elementary, 1 year

Leave W/O Pay, August 2, 2004 – June 6, 2005

Robert Blount, Security Coordinator, Security Dept., 3 years

Leave W/O Pay, August 13, 2004 – May 26, 2005

Keshia Claiborne-Ashley, Teacher Aide, Hillsdale Elementary, 1 year

Leave W/O Pay, August 12, 2004-January 31, 2005

Jamie Slay, Teacher Aide, North Highlands Elem., 1 year

**C. Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the Other Personnel Transactions Report for June 29, 2004 - July 26, 2004 as submitted in the mailout.

#### **Agenda Item No. 11**

**B. Request for Sale/Lease of Agricultural and Hunting Lease –Dixie Property.** The bid of William G. Boogaerts for the five year Agricultural and Hunting Lease – Dixie Property totaling \$6,755/year was approved as recommended by staff and as submitted in the mailout on the bid tabulation sheet.

**C. Approval of Bids (Capital Projects/Construction).** (1) The bid of Sumrall Construction for the sum total of \$101,400 was approved for Project 2004-116A “Interior Partitions for Construction Department” as recommended by staff and submitted in the mailout on the bid tabulation sheet.

#### **Agenda Item No. 12**

**Adopt Adjusted Millage Rates for the Tax Year 2004.** The board approved Resolution 1 for the adoption of the adjusted millage rates for the 2004 tax year as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 14**

**Adoption of Other Millage Rates.** The board approved Resolution 3 for adoption of the other millage rates as included in the mailout.

#### **Agenda Item No. 16**

**Linwood C.S.I. (Community Service for Improvement) Grant.** The board approved the Linwood C.S.I. (Community Service for Improvement) Grant as recommended by staff and as included in the mailout.

#### **Agenda Item No. 17**

**LINCS Grant.** The board approved the LINCS Grant as recommended by staff and included in the mailout.

#### **Agenda Item No. 18**

**8(g) Enhancement Block Grant.** The board approved the 8(g) Enhancement Block Grant as recommended by staff and included in the mailout.

#### **Agenda Item No. 19**

**IDEA Support for the Pre-GED/Skills Options Grant.** The board approved the IDEA Support for the Pre-GED/Skills Options grant as recommended by staff and included in the mailout.

#### **Agenda Item No. 20**

**Request for Professional Development Days.** The board approved professional development days for the following schools as recommended by staff and included in the mailout: Barret Elementary – 2 days (September 24, 2005 and February 18, 2005); Caddo Heights Elementary School – 2 days (September 24, 2004 and November 19, 2004); Ingersoll Elementary – 2 days (September 17, 2004 and January 28, 2005); Lakeshore Elementary – 2 days (September 10, 2004 and November 19, 2004); Sunset Acres Elementary – 2 days (September 3, 2004 and January 18, 2005); and West Shreveport Elementary – 1 day (August 23, 2004).

### **Agenda Item No. 21**

**Request for Assistant Principal at Hamilton Terrace Learning Center/P.M. School.** The board approved a request for a full-time assistant principal at Hamilton Terrace Learning Center/P.M. School as recommended by staff and included in the mailout.

### **Agenda Item No. 22**

**Request for Administrative Position at Linwood Middle School.** The board approved a request for an administrative position at Linwood Middle School as recommended by staff and included in the mailout.

### **Agenda Item No. 23**

**Renaming of the Auditorium at Captain Shreve High School after Stanley Powell.** The board approved renaming the auditorium at Captain Shreve High School after Stanley Powell.

**Recess.** The president called for a recess at approximately 5:35 p.m. and the board reconvened at approximately 5:55 p.m.

### **ADOPTION OF ADJUSTED MILLAGE RATES AFTER REASSESSMENT AND ROLL FORWARD THE MILLAGES TO RATES NOT TO EXCEED THE PRIOR YEAR'S MAXIMUM MILLAGE RATES FOR THE TAX YEAR 2004**

*Mr. Burton moved, seconded by Mrs. Hardy, approval of Resolution 2 for the adoption of the adjusted millage rate after reassessment and rolling forward of the millages to rates not to exceed the prior year's maximum millage rates for the tax year 2004.* Mr. Burton said the citizens have eloquently spoken to the need for the roll forward, and this is needed for the employees. Mrs. Hardy also stated her agreement and support of the roll forward as this is the least we can do for our employees.

Mrs. Crawley stated the citizens in her district in Caddo Parish are not overtaxed when it comes to schools. She said the schools would be much better if we paid more and she realizes that other countries spend more money per capita than we do and that's why we are not the number one country. She stated she cannot support the motion because she wants us to do our homework and has asked how this can improve education in Caddo Parish? Will this supply an increase for supplies and materials, including textbooks? Will it solve disparity in the pay scales? Will this lower the pupil teacher ratio? No, it will not. A 3% across the board will mean that those who make the most will get the most money. She said she has asked since last October, when working on the bond issue, that consideration be given to putting a 10% pay increase for the teachers; however, the board said no because the voters didn't want more taxes. Now, consideration is being given to roll forward the millages, which will be an increase to the taxpayers. She said she is still asking for all salaries to be analyzed, because we have lunch room workers that are 23<sup>rd</sup> in the state, school nurses who are 36<sup>th</sup>, teachers aides are 36<sup>th</sup> and 37<sup>th</sup> and our teachers are 6<sup>th</sup> and 7<sup>th</sup>; and most of our positions are paid 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> in the state, and she doesn't believe it fair to give those employees more money than the employees who are ranked 37<sup>th</sup> in the state; and she does not believe 3% across the board is equity.

Mr. Rachal shared with the board concerns relative to the roll forward and the risks involved with the existing revenues. He addressed the fact the roll forward is very comparable to a bond issue of approximately \$120 million according to the numbers shared with the board. He believes if the board went to the voters for approval of a \$120 million bond issue at this time, we would be shut down. He also said that voters know they will be voting on an estimated \$12-\$15 million increase in the next two years and he is not willing to risk that renewal by overtaxing the taxpayers at this time. Also, our tax revenues are growing through continued economic growth and development as it is designed to do. When property taxes are raised however, businesses will increase their prices to accommodate the increase in overhead and this will ultimately risk our losing sales tax dollars because of less disposable income. He said if the board votes to raise the taxes and put an additional burden on the taxpayers, it will risk stifling the economic growth. Mr. Rachal said he believes overburdening our taxpayers will also put Caddo's high bond rating at risk. Also, as property taxes go up, there is a risk of lowering property values, because a raise in taxes will lower the amount of money families have to spend on a home. He also said with the

rise in sales tax revenue, a roll forward will reduce sales tax revenue because of less disposable income. Also, if we raise tax dollars, there is a risk that people will move out of the parish. He said rolling forward and increasing taxes also puts the district at risk of losing public confidence by not giving them the opportunity to vote to increase their own taxes. Per Caddo Parish tax assessor, the revenues have been growing through sustained residential and commercial development, and approximately \$25 million worth of property was added to the tax rolls in 2003 and over \$30 million was added in 2004. Mr. Rachal said he is not willing to take the risk of losing this growth or the tax renewal. He said the board has the opportunity before 2007 to readdress this issue, but at this time, he does not believe we should roll forward.

Ms. Priest stated she understands the roll forward will be to maintain the millages already in place, and a roll forward will say we don't want to deplete our reserve and we do want to address employee morale. She said if we are for our employees then we need to vote today to support the employees and invest in them.

Mrs. Crawford said she has looked at this issue from different aspects and knows all employees work hard; however, she lives in a district that does not want additional taxes. She stated economically her district represents a broad spectrum of taxpayers from young couples to older retired couples. She said she has tried to gather as much information as possible in order to make a conscientious decision, but cannot vote yes. She believes she has an alternative plan that will address the four issues presented by the superintendent, teacher union representatives and the board members, and not raise the taxes.

*Mrs. Hardy called for the question, seconded by Mrs. May.* Mr. Ramsey stated that since this is a staff proposal, he would like to offer the staff an opportunity to respond. Mrs. Tyler thanked the board for an opportunity to respond. She said she made the recommendation knowing the risks involved, and shared with the board that if she was not concerned about maintaining quality people in the district so the children can continue to improve, she would never have made the recommendation. She reminded the board that a year ago on July 1, there was no money and the board reduced the workforce by 312 positions, with 130 being teachers. She said all staff worked hard to bring in funding for special programs for the children, and reminded the board that in less than two years, every teacher must be highly qualified, as well as the paraeducator who is working directly under a teacher in the classroom. She further added that because the employees are doing a great job, economic development is occurring; and if you have poor schools, and non performing students, you can't produce a work force, and your property will not go up, because businesses will not relocate here. She announced that for the first time in 5 years, Caddo's ACT scores have exceeded 20 points; and the LEAP scores are up, and this is because the employees kept their focus on the children. She said if there is money anywhere to give raises, she would recommend doing that; however, inflation has eaten up our reserve and we must be competitive. We must attract new qualified teachers to replace the 200 plus teachers retiring each year. She said employees have done what was asked of them, to keep the focus on children; and with No Child Left Behind, we will not be able to attract quality employees if the monies are not there. She reported that the state did not send money for support personnel, and if raises are given based on what the state sent, a new teacher would receive an additional \$286 next year, but a roll forward would give them an increase of \$954. Mrs. Tyler shared that she did not understand the figures shared by board members, but in comparing salaries from district to district, some of the support employees in adjacent districts work 186 days, where Caddo's support people work 260 days. In closing, the superintendent stated she is aware of the number of discrepancies in the salary schedules; however, as long as she is superintendent, she and her staff are committed to working hard to resolve these concerns and discrepancies. The superintendent stated her appreciation for Caddo's employees and that her recommendation is made to ensure we retain qualified employees and that our employees are focused on the children.

Mrs. Hardy stated her support of the superintendent's recommendation and appreciation for all Caddo's employees for their outstanding work.

Mr. Henderson stated his appreciation for the information shared by fellow board member Barry Rachal. He asked the superintendent when did Caddo last roll forward tax millages? The superintendent responded in 2002. He asked when were millages rolled forward prior to that time? Mr. Wreyford responded 2002 was the first time he is aware of in the last 12 years. Mr. Henderson stated he believes if we look at the economic growth in the community since 2002, he questions why some feel we are at such a great risk if we roll forward now. He said property

value has increased by approximately 11% and using that logic, can't we assume that the economic condition will continue? He stated he is not understanding the logic and referenced a speaker in the visitors section who spoke of what he could do to enhance his business to take care of additional expenses; however, Caddo cannot do that, but can only take care of supporting our district and our employees through taxes and the MFP. He also stated he has noticed that the idea of rolling forward has been well received, because all the calls he has received have been to encourage him to vote for the roll forward. He stated he believes the citizens in Caddo Parish realize the importance of investing in public education and even though most of us do not want to pay taxes, we understand if we don't, we won't have the services we have come to expect and enjoy. He believes this is an opportunity to say to our employees we understand and appreciate them, and encouraged the board to support the motion.

Mr. Ramsey stated he has had numerous conversations about this and understands a case can be built for either side; however, as a *recovering* teacher, he personally understands and that is why he supports the superintendent's recommendation, and will vote yes.

Mrs. Crawford expressed her concern that some of the things being said are being interpreted as a lack of respect and appreciation for what is being done and she doesn't see it that way. She sees it as a way to benefit everyone, the employees and the taxpayers; and she only wants to see if there is an alternative way to encompass everyone's goals and manage these issues.

Mrs. May asked the board if we want to continue losing employees to Bossier because of a 3% pay raise? She said our employees deserve 3%, and hopefully more later on, and asked the board members to think about the employees when voting, because 3% is not a lot, but it's a start.

Mr. Rachal said he is only addressing the roll forward, because if the board wishes to consider a pay increase, it can do so. The board president asked Mr. Rachal to speak only to the issue. Mr. Rachal said everyone has been speaking to pay increases and he spoke directly to the motion to roll forward the millages. He said they are not one in the same. He said he wants pay raises and he has a proposal for existing funds that will take care of paraprofessionals, teachers, materials and supplies, and increase our reserves, without rolling forward the taxes. He said he has gone over the numbers, and said Mr. Wreyford has done an excellent job in planning in the budget to take care of issues i.e. insurance and cost of fuel, and there is money in the existing budget to give teachers raises. We have an option to take care of giving teachers raises and to take care of lowering the pupil:teacher ratio. He said the board has spoken about how expenses have increased and referenced a printout showing how property taxes have increased 60% since 1994, from 54.98% to 86.81%. This roll forward is an increase, and we need to fund our revenues through growth and not by continuing to place an increased burden on the people who live here.

Mr. Burton asked Mr. Wreyford if we have recurring available monies? The superintendent answered we do not. She said it can be done one year, but not next year. Mr. Burton said the board understands we need to look at monetary matters and the budget, but we also need to think about people and it's time to do something for our employees now, because they deserve it. Mr. Burton said he represents not only his district, but employees for the entire district.

*Mrs. Hardy moved, seconded by Mrs. May, to call for the question. Vote on the motion carried unanimously.*

Mr. Ramsey announced that a 2/3 vote (8 votes) is needed to pass the motion on the floor. *Vote on the motion to roll forward the millages failed with Board members Guin, Crawley, Crawford, Rachal and Armstrong opposed and Board members Hardy, Burton, May, Phelps, Priest, Ramsey and Henderson supporting the motion.*

## **EMPLOYEE PAY RAISE**

The superintendent requested this item be pulled as it was contingent upon the rolling forward of the millages. Legal counsel stated that it is an item on the set agenda.

*Mr. Burton moved, seconded by Mrs. Hardy, to table this item until we are able to find the funds.* Mr. Guin asked if under *Roberts Rules of Order* tabling a motion means it will take a 2/3 vote to reconsider it at a later date. Mr. Abrams answered that is correct. Mr. Burton said he will withdraw his motion to table and *move to postpone agenda item #15 until we are able to find*



*funds for the employee raise. Mrs. Hardy seconded the motion. Mr. Burton said we need to find the funds to help our employees.*

*Mrs. Crawford offered a substitute motion, seconded by Mrs. Crawley, to use the \$6.2 million extra from the state and not in the original budget, from the retirement funds and other revenue, and that \$3.7 million be used for teacher raises, that \$1 million be used for the bond reserve fund, that \$.5 million be used to increase the M and S funds for the classroom, specifically giving \$150 to classroom teachers to use in a receipted way, and that \$1 million be used for aid raises with the superintendent providing the board with a salary schedule, and that any appropriate adjustment in the numbers in personnel in each category be adjusted accordingly. Mrs. Crawford stated she has spent the time on this issue and made decisions based on information she received and that is why she brings this motion. Mrs. Crawley asked where the \$6.2 million is coming from. Mrs. Crawford said we will not have to pay all the money to the retirement fund. Mrs. Tyler explained that is one time only and if raises are given out of that, the board will be broke in two years. Mrs. Crawford said this money was not in the budget and we are adding it back in. Mrs. Tyler said that is correct, but it's one time. Mrs. Crawford said it was revenue we have that we didn't have to pay out and will be there from year to year. Mrs. Tyler said it's only one time. Mrs. Crawley said it is out of the budget and it is recurring revenue, and the state did not give us \$7 million extra, it's \$7 million in our recurring revenue we do not have to spend on retirement. Mrs. Crawley also asked if we are including the MFP in this amount, another \$2.7 million, which brings the total to \$9 million? Mrs. Tyler commented that in this year's budget, we expended \$10 million more than was brought in and the \$3.5 was included in that amount. Thus, if you spend more than we bring in, we are going to run out of money. The \$3.4 saved, because we didn't have to spend it, only lessens the amount exceeding revenues, and these monies are not recurring.*

Mr. Guin asked for clarification on the relief from the retirement fund and the MFP growth money (half of which is dedicated to certificated pay raises), and if the roll forward had passed, would there have been a percentage of that \$5 million going to supplement the difference between the MFP growth designated to certificated employees and the 3% being proposed? Mrs. Tyler answered no. Mr. Guin asked if what was actually being proposed for teachers (certificated employees) was 3% plus ½ of the MFP growth? Mrs. Tyler answered no that is not what we are saying. Mrs. Tyler said the \$1.4 from MFP must be dedicated to certificated pay raises, and if the board had approved the rolling forward of the millages, the monies from the roll forward would have been added to the \$1.4 and we would have been able to give all employees the same 3%. Mr. Guin asked was at least a portion of what Mrs. Crawford proposed recurring? Mrs. Tyler said a portion (\$2.7 million) is recurring; however the \$1.4 is all that was put in this pot. Mr. Henderson asked for clarification on how the maker of the motion feels there is recurring revenue, which is needed to keep the raise going? Mrs. Crawford stated she understands we budgeted the full amount to be paid and since the Legislature relieved us of a portion of that amount, isn't the money already budgeted? Mrs. Tyler responded that the revenues had already been exceeded by \$10 million because of the increase in retirement, and we were hoping the state would give us some relief in order to break even for last year. Mr. Henderson said the 04-05 budget was established using \$12.7 million in savings and when the savings was used in the budget, we ended up with at \$2.5 million ending balance (this is the budget passed in the spring). When the state said we didn't owe the total amount for retirement, this amount only decreased the amount of expenditures over revenues. He said it is understood the MFP growth money will continue and the \$5.6 million would have been recurring had the roll forward been approved, bringing the total to \$6.5 million and the amount needed for the 3% raise.

Mr. Ramsey reminded board members to consider that since the roll forward did not pass, the only recurring funds are the MFP growth money, and encouraged the board members to be cautious and conservative to not spend money we do not have.

*Mrs. Crawford withdrew her substitute motion. Mrs. Phelps stated that in gathering our information, we need to make certain our information comes from the right sources.*

*Mr. Burton moved, seconded by Mrs. Hardy, to call for the question on all motions and substitute motions. Vote on the motion carried with Board members Guin, Hardy, Burton, May, Phelps, Priest, Crawford, Rachal, Ramsey, Armstrong and Henderson. Mrs. Crawley did not vote.*

Mr. Guin said he has been on the board in previous times mentioned and there were many circumstances, i.e. 9/11, that affected the economics in the district and the vote tonight was a tough vote. He said if in fact the public would have been behind it 100%, there is no reason why we shouldn't go to the public now and let them say we need to give the pay raise, as the fairest way to distribute the responsibility among the constituents is through a sales tax. Mrs. Armstrong inquired if this motion is postponed, can it be brought up again, to which the response was affirmative that it could be.

*Vote on the motion to postpone carried unanimously.*

**PROPOSED REVISIONS TO CPSB POLICIES JFCF (ANTI-HAZING), JG AND JG-R (STUDENT DISCIPLINE – STUDENT POSSESSION/USE OF ELECTRONIC TELECOMMUNICATION DEVICES)**

*Mr. Henderson moved, seconded by Mr. Burton, approval of the proposed revisions to CPSB Policy JFCF (Anti-Hazing) as submitted by the Discipline Review Committee and as recommended by staff. Vote on the motion carried unanimously.*

*Mr. Henderson moved, seconded by Mr. Burton, approval of the proposed revisions to CPSB Policies JG and JG-R (Student Discipline – Student Possession/Use of Electronic Telecommunication Devices) as submitted by the Discipline Review Committee and as recommended by staff. Vote on the motion carried with Board members Guin, Crawley and Crawford opposed and Board members Hardy, Burton, May, Phelps, Priest, Rachal, Ramsey, Armstrong and Henderson supporting the motion.*

**RENEWAL OF LIABILITY INSURANCE**

*Mr. Henderson moved, seconded by Mrs. Hardy, approval of Option 2 which is to approve the property and casualty insurance renewal as currently written with the casualty insurance renewal remaining in the LSIG Casualty Pool and the property coverage renewed through Axis Reinsurance Company and the property insurance policy maintaining the same \$19.5 coverage that presently exists; that coverage will be written from September 1, 2004 to July 1, 2005 so it will run concurrent with our budget period, which will result in a one time savings to Caddo Parish School System of approximately \$140,000 over what we currently pay (this is with an increase in property values and an increase in the number of vehicles used); that the administrator of Risk Management be authorized to reject uninsured motorist/underinsured bodily injury coverage on the policy renewal and that the property and casualty insurance renewal be approved as recommended.*

Mr. Rachal requested clarification on the \$35 million coverage under Option 1 and the \$19.5 million coverage under Option 2, the one time savings and the fact that there is not as much coverage under Option 2. The superintendent explained that under Option 1, you must join the LSIG pool and the \$35 million is a pool coverage per occurrence. With Option 2, Caddo will have up to \$19.5 million by itself. The superintendent further explained that if a hurricane hit Calcasieu Parish and destroyed a number of schools, and an aftermath of winds from the storm tore off a number of Caddo roofs, and Calcasieu files for the damage to its schools first, there could possibly not be any remaining funds for Caddo. She said she has confirmed this with the insurance representative; if the board wishes to take that risk, it can; but her recommendation is Option 2. Mr. Rachal asked if there is a history on either where the premiums are increasing every year? Mr. Brady Harris said there is no history on the property pool because the board has not belonged to it in the past. He added there was a significant increase in the property insurance after 2001-2002 because of the market conditions; however he said he could not predict what it will do in the future based on the recent damages of Hurricane Charley. Mr. Rachal asked about the one-time savings? Mrs. Tyler responded the one-time savings deals with Caddo paying \$16,000 less if we joined the pool. Mr. Rachal asked Mr. Harris what his recommendation would be, and Mr. Harris responded that it is the board's choice and its tolerance for taking risks. *Vote on the motion to approve Option 2 carried unanimously.*

**SUPERINTENDENT'S REPORT**

**Evaluation of Programs and Proposals to Eliminate/Consolidate to Save Money.** Mrs. Tyler reported that staff is continuing the evaluation and consolidation of programs.

**Handicap Parking Spaces in Front of CPSB Building.** Mr. Festavan reported that the handicap parking has been increased from the required six spaces to eight spaces, adding two additional spaces in front of the building.

#### **UNFINISHED BUSINESS**

#### **NEW BUSINESS**

#### **ANNOUNCEMENTS AND REQUESTS**

Mr. Burton requested that, in an effort to eliminate lengthy discussions on agenda items, board members use the phone numbers listed by agenda items to get answers to questions before the meeting.

Mr. Henderson announced that he attended a Back to School Workshop held by the Caddo District PTA and noted their very enthusiastic attitude.

Mr. Henderson reported he addressed a group recently who wanted to know about Caddo schools and that the annual report was a very helpful tool to use when speaking to groups.

Mrs. Tyler stated that the State Department notified her today that Caddo's ACT score was 20.1 and highlighted the last five years' scores commending the employees for their hard work.

**Adjournment.** *Mr. Burton moved, seconded by Mrs. May, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 7:22 p.m.*

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Ollie S. Tyler, Secretary

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Larry E. Ramsey, President

**September 7, 2004**

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 7:10 p.m. (immediately following the Executive Committee meeting) on Tuesday, September 7, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum: Phillip Guin, Eursla D. Hardy, Willie Burton, Lola May, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Ginger Armstrong and Willie Henderson. Mrs. Crawley was absent. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were omitted.

#### **PERSONNEL RECOMMENDATIONS**

*Mrs. Armstrong moved, seconded by Mrs. May, approval of the personnel recommendations as recommended by staff and included in the mailout. Vote on the motion carried unanimously.* Mary Nash Robinson, assistant superintendent for human resources, introduced the following personnel appointments approved by the board: Kim Brun, principal at Broadmoor Middle Lab; Perry Daniel, principal at Bethune Middle School; Felicia Bates-Douglas, Professional Development Specialist for Special Education; Buddy Hankins, assistant principal of administration at North Caddo High School for the fall semester of the 2004-2005 school year; Kimron Jones, half-time counselor at Linear Middle School; and Marlene Lucky, counselor at Captain Shreve High School. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the position to which they were appointed. School administrators, family and friends present were also introduced.

#### **REVISION IN FOOD CONTRACT AGREEMENT BETWEEN VOA AND CPSB AND RENEWAL OF THE CONTRACT FOR THE 21<sup>ST</sup> CENTURY COMMUNITY LEARNING CENTER PROGRAM**

*Mrs. Armstrong moved, seconded by Mrs. Hardy, approval of the revision in the food contract agreement between the VOA and the Caddo Parish School Board and the renewal of the contract for the 21st Century Community Learning Center Program. Vote on the motion carried unanimously.*

#### **EXECUTIVE SESSION**

Mr. Guin asked for clarification on the student for which staff's recommendation is to finish out one semester at Hamilton Terrace and then they would be allowed to go to Huntington the second semester and if there were any violations or negative strikes on this individual's record during the first semester, would this appeal come back to the board prior to moving to Huntington? The superintendent stated the board has the authority to interject on the superintendent's recommendation and if this is the board's wish, she agrees with it. Mr. Guin asked the superintendent if she agrees to modify this recommendation to reflect this? The superintendent answered in the affirmative. Mr. Guin asked the superintendent if all student appeals are in agreement with staff's recommendation? The superintendent answered in the affirmative.

*Mr. Guin moved, seconded by Mrs. Hardy, approval of staff's recommendation on the student appeals with the noted stipulation. Vote on the motion carried unanimously.*

**Adjournment.** *Mrs. Armstrong moved, seconded by Mr. Burton, for adjournment. Vote on the motion carried and the meeting adjourned at approximately 7:22 p.m.*

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Ollie S. Tyler, Secretary

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Larry E. Ramsey, President

**September 7, 2004**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, September 7, 2004, with President Larry Ramsey presiding and Willie Henderson and Ginger Armstrong present being a quorum. Other school board members present were Phillip Guin, Eursla D. Hardy, Willie Burton, Lola May, Tammy Phelps, Lillian Priest, Bonita Crawford, and Barry Rachel. Mr. Ramsey announced that Mrs. Crawley is not present today due to a family illness. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mrs. Armstrong gave the invocation and led in the Pledge of Allegiance.

### **EXECUTIVE COMMITTEE - ESTABLISH AGENDA FOR THE SEPTEMBER 21, 2004 CPSB MEETING**

The superintendent reviewed the proposed agenda for the September 21, 2004 CPSB meeting and discussion followed as summarized.

**Employee Pay Raise.** The superintendent explained the three options included in the mailout and that she is recommending Option A as Option A will grant a 2.25% raise for all employees with the remainder of the available funds to be retained in the fund balance to reflect efforts to protect Caddo's bond rating. This option would mean spending \$4.8 million and is being recommended because it treats all employees (certified, administrative and support) with equity in the rate of increase. She highlighted the funding sources shared with the board in last month's information which includes \$1.94 million from the mandated MFP funds, the remainder of the MFP funding (\$1.2 million), bringing the total from the state to \$2.7 million, the increased property tax revenue of \$1.4 million from the 2002 millage renewal and the \$1.2 million in projected increased sales tax revenues. She explained that the projected \$1.2 million in increased sales tax revenues is based on collection trends through August with the understanding that sales tax revenues can be up and down. She added that if these are down next year, a back up plan will be the new property tax revenues coming in and this will not be known until November. She stated when this is known, she is asking the board to approve a one-time bonus for all employees (to be distributed during the Christmas Holidays) in addition to the 2.25% raise which would be effective immediately. Mrs. Tyler also presented Options B and C which she is not recommending.

Mr. Henderson referenced the mailout document for this item and *Other Adjustments* on page 4, specifically the increase in beginning balance from end of year closeout and asked if this completely closes the 03-04 books, or can we anticipate this amount changing. Ben Wreyford, director of finance, announced the books have closed and this is the final closeout amount.

Mr. Guin expressed his appreciation to the superintendent for taking the time to put together a plan with options for the board to look at for giving employees a pay raise. He also stated his disappointment in the fact that six board members requested a workshop to go over these things and the workshop did not take place. He said this is a way all 12 board members can work together and have input by putting things on the table and when all board members may not vote together on something, it is not taken personal by the superintendent or another board member because everyone had input from the beginning. He asked that the board president reconsider having workshops to work on such important items.

Mr. Ramsey asked about Option A and the potential of an additional supplement before Christmas and if staff has an idea of what this would mean per employee? Mrs. Tyler stated the estimated amount from the assessor's office is \$1.6 million; however, he would not put that in writing until November. As an observation, Mr. Wreyford explained that if the amount is \$1.6 million, it would mean approximately \$250 per employee and added that benefits attached to this would also have to be calculated. Mrs. Tyler explained that the \$1.2 million figure is a part of the 2.25% raise and the one time supplement is in addition to that raise. Mrs. Tyler stated she is asking the board at its meeting on September 21<sup>st</sup> to approve for each employee a one-time supplement in December, but the 2.25% raise would be effective immediately in the pay scale.

Mr. Ramsey stated he heard the comments about six board members wishing to discuss the pay raise and since this is a work session, encouraged board members to discuss it at this time.

Mrs. Armstrong asked about the salary of a teacher with a masters plus 30 and the most years of service in the school system. The superintendent stated that Mr. Wreyford can provide that information.

Mr. Rachal asked about the backup option since sales tax revenues are a moving target and he knows we are going to have more sales tax revenue, but is concerned about using sales tax revenues as recurring dollars when we do not know what they are going to be. He expressed his appreciation for the options presented and he understands that if sales tax revenues fall, there is something in place to offset it. However, he still is concerned about using these dollars in this manner. Mr. Rachal also stated he is not keen on across-the-board raises because he feels there are some inequities, and no matter what is done, there are going to be some people that are unhappy. He said if we put all of the MFP funds in the teacher pay scale, there will be people unhappy. In looking at the long-term plan, he really looks at the teachers harder than the support staff, not to say they are not all important, because in a year, year and a half, districts will be fighting for highly qualified teachers and he is concerned about spending money now that we might can give our teachers a raise because about 20% of our teachers are not highly qualified. He does not want to go back to the public when we have the money.

Mrs. Tyler responded that she too is concerned and this is one issue that could have been addressed if the millage had been rolled forward; however, since that did not happen, she believes every job supports education and that is why she is making the recommendation for all employees. She said if we don't have employees transporting the 25,000 students who ride buses, we can't teach them; and if we don't have employees cutting payroll checks, people won't work. She said she is making her recommendation based on the fact that it takes the whole team.

Mrs. Hardy stated her interest in all employees, because it takes all employees. She said she was an educator for 30 years and it takes more than the teachers and if a segment of the employees is taken away, this will damage the education of the boys and girls.

Ms. Phelps expressed her understanding for Mr. Rachal's concerns and asked if he had another option for consideration, because a raise would be an incentive to keep teachers here. Mr. Rachal said in 2006 when teachers must be *highly qualified*, we will have to do whatever it takes to get them, because we are now 600 short of what we need. If the surrounding parishes are also short the number of qualified teachers, they can will recruit in Caddo by paying a higher salary and offering sign-on bonuses, thus we could possibly lose some additional teachers. Ms. Phelps asked Mr. Rachal his solution? Mr. Rachal explained that he believes the \$1.2 million to set it aside and use it as additional signing bonuses at that time. He said he doesn't know if we will need it; and if at that time, we don't, then we could possibly approve another one-time bonus. Ms. Phelps said she understands what he is saying, but she doesn't understand if he is asking to save money for signing bonuses down the road, or for 2006 or wait and see, or if he is not interested in giving employees raises at this time. Mr. Rachal answered it is not necessarily to save the money to give salary bonuses, but he would like to pay all employees a 25% pay raise if we had the money, but he is still looking at the *highly qualified* issue and he doesn't want to be short-sighted with the funds. Ms. Phelps said this is what she is not understanding because with the *highly qualified* teachers leaving the district, what is the suggestion to keep them here, if we don't give them a raise? Mr. Rachal said that is not what he said. Ms. Phelps indicated she just wishes to understand the concept. Mr. Rachal said in looking at the proposed 2.25% raise, he questions whether it is best to use it for across the board raises and be short-sighted about when we will have to pay teachers more money. He asked the superintendent if she believes we will have to offer our teachers more money to attract them to Caddo? The superintendent answered probably and an attempt is being made to rebuild the General Fund budget and if successful, and as monies come in, staff will be coming back to the board with a proposal. She said we will have to be more competitive in attracting these teachers. Ms. Phelps asked Mr. Rachal if he wishes to wait to be competitive? Mr. Rachal said that is not what he is saying, but that he is not agreeing with the 2.25% raise across the board. Ms. Phelps asked if he wants to look at just teachers? Mr. Rachal said no, because when teachers get raises there are a lot of other people that also get raises, because they are tied to teachers. Ms. Phelps asked for clarification for what groups Mr. Rachal wishes to propose a raise? Mr. Rachal said it's not just groups, but he is also looking to address paraprofessionals and M & S, and he doesn't want to be short-sighted about teacher pay and if we have some funds to put in reserve, we can do that and be prepared if we need it or possibly give another one time bonus. Ms. Phelps said she believes we do need to be competitive.

Ms. Priest asked about the other personnel, because in looking at the system as a team, she is concerned about all employees. All the employees make up the team and each employee has a role in the team. She encouraged the board to begin looking at the system as a team and the importance of each employee as a part of that team. They need to be recognized and she supports the across the board pay increase.

Mr. Henderson stated in looking for the magic solution, he believes Mr. Rachal is correct when talking about the competition we will have to attract *highly qualified* teachers by 2006; however, if we don't do something now, we risk losing them before 2006. We need to let our employees know we care about them and we are trying to reward them now and pledge to them that we will continue in the future. He said the ending balance is important because school systems across the state will find a way to raise the revenue and put the pressure on other districts across the state to do the same. Mr. Henderson added that our best hope is to have some funds available and as a community, he believes the board has made it clear the reluctance to increase taxes. However, we can't wait until 2006, because the 20% mentioned earlier may be 30%. He wishes we could do more than the 2.25%, but in looking at the figures, it doesn't look like that would be a wise decision. He stated we also heard the bond attorney tell the board that one of the things bonding agencies look at is the ending balance. He said he understands board members' concerns to do more for the teachers because this is the group identified in the No Child Left Behind legislation. He said he supports comments that everyone has a role to play and the superintendent understands that part of her job is to continue to look at the system and staffing and determine those positions that are no longer needed and make recommendations to the board. Mr. Henderson said we need all our employees and we need them to know that we appreciate them, that we think what they do is important and addressed the meager salary made by some of our employees. As a board, Mr. Henderson said we passed up the opportunity to raise some funds where these issues could be addressed. As a result, he believes the board will have to live within our means and the recommendation from the superintendent appears to be the best way to address something for all employees. Mr. Henderson indicated he is open to recommendations from other board members on how we may address this issue differently, but needs to get specific information on any better plans. If not, he believes the board needs to support the superintendent's recommendation.

Mr. Guin stated his agreement with the comments regarding all employees being a part of pay raises. He said he doesn't believe you have to agree with a percentage pay raise in order for all parties to be a participant, and shared examples of an across-the-board percentage increase and what that means for the employee making \$70,000 a year as well as what it means for the employee making only \$10-12,000 a year. He noted the options presented by the superintendent and the option the board has to modify those options, and this is all he has asked. He stated he believes everything needs to be put out on the table and a plan crafted from all the information. He said he believes that is why workshops are important when it comes to major issues that affect every employee in the parish. He explained that if he says he is opposed to an across the board percentage increase, it doesn't mean that he's not for everyone getting a pay raise, but that he would like to more evenly spread the money as opposed to seeing a way low end and a way high end. He said he doesn't have the answers and contrary to what some people in this room have said, written, or thought, he has never in the six years he has been on the board voted against a salary increase for individuals working for the parish, including last month. He said he may not have agreed with the things on the table regarding the roll forward, but he said he is not starting now to keep employees from getting a pay increase. He only wants to get all the information, because there are employees who will get the 2.25% and it will not hardly warrant them getting it when they see their check and then there are employees who will get nice increases and he doesn't want this to come back to haunt us because we didn't talk about it.

Mr. Ramsey asked for clarification on the current M & S Funding and the issues brought up? He asked how much money is allocated for the 2004-2005 school year? Mr. Wreyford answered that the total line item for M & S is a little over \$3 million, and the portion of that amount allocated to the schools on a per pupil basis is just over \$1 million. Mr. Ramsey asked if there is no allocation per teacher? Mr. Wreyford explained that at this level, it is allocated to the school on a per pupil basis and once the school receives it, the school allocates it in other ways, including the per teacher basis. He asked staff if there are certain requirements teachers must have and provide in their classroom, i.e. the comment that a teacher had spent over \$300 out of their personal money for materials and supplies. If over \$1 million goes to the school, Mr.

Ramsey asked what happens with the remaining \$2 million? Mr. Wreyford explained there are many direct allocations to schools for special programs, i.e. MST program, dyslexia program, Green Oaks Performing Arts program, specific programs that have allocations not based on the per pupil allocation but by program; and the \$1 million is strictly for materials and supplies expendable at the school. Mr. Ramsey asked if there are additional resources, such as the Teacher Resource Center? Mr. Wreyford indicated that is an example of a direct allocation in the total larger number given, which is over and above the \$1 million, and about \$45,000 is allocated to the teacher center. He said these numbers are General Fund numbers only and there are additional grant monies. Mr. Ramsey stated it is his understanding that there are additional grant monies, but these numbers (\$3 million) are General Fund numbers. Mr. Wreyford answered that is correct.

Mr. Ramsey asked staff if their information on sales taxes is gathered from attending the frequent sales tax meetings or how does staff make their projections? Mr. Wreyford answered that he and Assistant Superintendent Festavan serve on the board and attend quarterly meetings. In addition, a monthly report is received whereby collections and collection trends are tracked, which is where the projection of an additional \$1.2 million was arrived. This report is actual collections data and actual collection trends compared to prior year data to project the numbers presented. Mr. Ramsey asked about the accuracy of predictions in the past? Mr. Wreyford announced that over the past several years, sales tax collections have been on the increase with some years the increase being slowed somewhat. Mr. Ramsey inquired if staff tracks the dollars sent to the schools and if all the schools run out of money. Mr. Wreyford answered that spending decisions for this money are made at the school level. Staff can extract certain data from the financial system on how they are spending it and the rate they are spending it; however, all the decisions about what is bought is made at the school level. Mrs. Tyler asked Mr. Wreyford if it isn't correct that some of the schools did not spend all the M & S monies and staff has to remind them to spend the funds. Mr. Wreyford said that is correct and that schools are contacted periodically throughout the year encouraging them to spend the thousands of dollars in this account. Mr. Ramsey asked out of the 74 schools, how many typically run out of money? Mr. Wreyford said he could not answer that without researching it. Mr. Ramsey asked if it is possible that those schools not needing the full allocation might reallocate a portion to a school in need? Mrs. Tyler indicated that is something staff can follow up on. Mrs. Tyler said she is asking staff this year to check with each school and determine the needs that need addressing. Mr. Ramsey asked about the requirement of teachers relative to M & S for the classroom. He said he understands some of the classrooms have beautiful bulletin boards and other visuals, but asked what the basics might be. Mrs. Gunn said the basic items like poster board, paper, scissors, crayons, glue, rulers, etc. are provided. She announced that teachers also have the availability of the teacher resource center with a few of the items (laminating) having only a minimal charge if anything at all. Mr. Ramsey said this might be one of the ways to keep our teachers in Caddo by providing some of these basic needs. Ms. Phelps asked for clarification as to how the allocation is made to teachers? It was explained that teachers generally order from the parish's M & S order form because they can get items at a cheaper fee and some schools provide a certain amount of dollars to teachers, some funds are provided through the PTA, etc. Ms. Phelps asked for clarification on the \$1 million that is distributed to the schools, and if teachers receive the basic supplies depending on the grade level and/or a cash amount? Mrs. Gunn said a teacher receives an allotment. Ms. Phelps stated that to clear up some of the concerns expressed by board members relative to materials and supplies, asked that staff look at the possibility of expanding where or what is ordered?

Mrs. Armstrong said any teacher is going to want additional items to supplement their curriculum in the classroom and that is the innate part of a teacher's creativity. She said administrations are the ones that decide the allotments to individual teachers within a school and the allotments can vary from school to school, because a teacher at Keithville may get a \$35 allotment while a teacher at Southern Hills might get \$50. The remainder of the money for that school is used up by the school's administration to address general needs for the entire school with those supplies being kept in a central location accessible to all the faculty and are supplies they would not order out of their individual allotment. She encouraged board members to see a materials and supply form in order to see what is available at the best prices. She echoed the comments about the teacher resource center and the inexpensive way to laminate materials which will allow them to last longer, and encouraged board members who have never toured this facility to do so.



Mr. Henderson echoed Mrs. Armstrong's explanation and inquired about the Title funding and grants for supplies, and asked staff how much is spent. Janis Parker, director of Title I, indicated it is over \$1 million. Mr. Henderson said one of the areas of concern is ordering the supplies at the beginning of the year and the timeframe it takes to get them in. He said he believes the key is that the superintendent and staff will be monitoring the schools to identify those areas where there are problems and we should not have teachers paying for the supplies they need.

Mr. Rachal stated that he is in favor of a raise, but he just thinks there are some things he would like to consider looking at and not be short-term on these issues. He realizes that an across the board 2.25% raise touches everyone, but he believes it is skewed when some individuals will get \$1500-\$2000 and others will only get \$300-\$400. He also said he has looked at the pay scale for the past five years and realizes we can express our appreciation for the employees by giving them more money, but his position is he does not want to go into next year and be in a position of having to deal with teacher pay because we lost these. He said we can give all the raises in the world, but in a year we will have to pay teachers more money and when we have \$1500 going to some individuals and \$400 to others, it seems that the target has gotten really big. He said he would like to have a work session to put all the ideas on the table, so as not to move too fast without discussion.

Mrs. Tyler expressed her agreement for a work session and that she wished it had happened last month and maybe we wouldn't be where we are today; however, she stated that the reason for her recommendation is based on the differences in the work year and levels of responsibility, which is considered in our current salary schedule. There are employees that work 180 days a year and they are tied to a salary schedule with employees who work 260 days a year, and naturally employees who work 260 days are going to get more money because they are working approximately 100 more days a year. She believes this is equity and that is the reason for her recommendation.

Mr. Ramsey reminded everyone this is a work session and if anyone has any additional comments or questions, that's the purpose for the work session. He added additional meetings could be scheduled, but he believes it will be the same discussions.

Ms. Phelps stressed to board members the importance of being open and honest in the work sessions and conversation so no one is blind sighted or surprised. She said the superintendent makes recommendations to the board and the board has an opportunity to revise and do something different. She also encouraged the board to work together in order to accomplish the job.

**Recommendations from Committee for Bond Projects.** Mr. Guin inquired about the recommendations from the committee for bond projects and his recollection that the board was in agreement with laying out a master plan inclusive of year one through the length of the bond issue outlining the schools to be addressed in each year of the bond proposal. He noted the mailout only reflected year one and asked if the board will only approve year one and years 2, 3, etc. later? He stated he remembered this was a problem with the '97 bond issue in that it was spread out over several boards and certain projects were never completed. He stated he understood that every year would list the schools to be addressed in a master plan to be presented to the board and there would not be any question as to what schools would be addressed when and asked if it would be possible for the committee to do it this way. Mrs. Tyler indicated that it was not clear and if the board asks the committee to approach the plan that way, she can take it back to them. She said the committee is making the recommendation to start now because the funding will be coming in at different times and the first amount of funding (\$14 million) is in now and this is what is available until March 2005 when the second set of bonds will be sold for \$20 million. She said the board asked the committee to craft a plan and that's what they attempted to do for as the funds come in; however, if the board wishes to send it back to the committee, she will take it back to them. She added the committee will come back together to look at the projects for the sale of bonds in March 2005. Mr. Guin said he is not asking to send it back, but asked if he could possibly add an agenda item in October or make a motion to approve year one and ask the committee to reconvene and bring back a recommendation for the remaining years of the bond issue.

Mr. Festavan shared with the board that part of the problem with the '97 bond plan was that the entire plan was laid out at one time and from that it was learned that when you begin talking

about projects six and seven years ahead of time, many things change when you get to the point of a project, i.e. bids, demographics, numbers, etc. He stated the current committee attempted to build the plan a step at a time in order to decide the expenditure of the funds in phases rather than promising something for several years down the road. Mr. Guin said this bond proposal was passed to take care of the air conditioning in every school. Mr. Festavan answered that is one of the components of the bond issue that passed. Mr. Guin asked if it is correct that over the course of the bonds, every school will be addressed? Mr. Festavan answered that is correct and we will do what the bond issue says we will do; however, the variables he is talking about are within that expenditure. He said it is impossible to build all the air conditioning at one time and air conditioning has to be done in a window of time when the students are not in school. Mr. Festavan stated the committee discussed these things at length. Mr. Guin stated his concern is that once the board approves this recommendation, board members will be receiving calls from schools as to where they are in the process. He added he also is concerned about some very significant tax renewals in the next couple of years and believes everything needs to remain on the table so everyone knows what is going on. He further stated he believes it would be good to tell people what the priorities are and where each school falls in the process. Mr. Festavan said the committee basically took the age of the air conditioners in the schools and prioritized by the oldest units first.

Mrs. Tyler said the committee does have some projections for the next phase of projects for years two and three and when the committee meets again, she will share this information with them, and if the board wants to list the projects that far out, the committee can look at doing that with the understanding from previous experience that we may not always be able to meet the deadlines based on the variables discussed. Mr. Guin said he appreciates that because he was not on the board in '97 and since he has been on the board, he has not seen a master plan for the '97 bond issue, but it was presented to the board a year at a time for approval.

Mrs. Armstrong asked staff as to why it is not possible to complete some of these projects by having some of the companies come in at 3:30-4:00 in the afternoon after the students leave and work through the night? Steve White, director of capital construction, responded that some of the projects prohibit that because of, for example, asbestos, and the process that must be followed. He added that lighting retrofits is a project that possibly could be done in the evening, as well as the installation of a chiller in a mechanical room away from the students, and staff is looking at doing this type of work whenever possible. However, he stated he is not comfortable with recommending to the board a project that would be tearing up classrooms. Mrs. Armstrong asked that staff look at all the air conditioning situations to make certain there might not be some different situations where it could be done in the evenings. Mr. White responded that staff will evaluate each campus on a case-by-case basis and determine those projects that can be moved forward before summer when the students are out of school. Mrs. Armstrong expressed her appreciation because doing the work in the summer only allows for a couple of months for completion of the projects and many of our schools are also used in the summer months. Mr. White stated staff will be looking to bid the summer projects early to allow the contractors to order the equipment and have it on campus to begin immediately when the students get out of school.

Mr. Ramsey asked Mr. White to address the liability issues and safety concerns shared with the committee in their deliberations. Mr. White indicated there have been incidents in the summer when doing roof work, a section would drop into the classroom. Additionally, in air conditioning work, sometimes all the ceiling tiles must be removed to install the duct work and he said this is not an environment he would be comfortable recommending to the board. Mrs. Armstrong stated she understands, but asked that staff look at those situations which would not require major demolition and could possibly be done in the evenings.

Mr. Rachal asked about the priority list being worked from at this time. Mr. Festavan said the committee had a listing of the schools and the age of the air conditioning units, and he understood members of the board were provided a copy of that listing that included all the options of things that could happen under the approved bond issue. The committee worked through the list, with staff responding to their questions, and arrived at the recommendations for the first \$14 million of the bond money. He said there is not a master list showing where we will be in 2006, but only a list of options that the committee will prioritize and that would satisfy the bond issue. Mr. Rachal asked about the \$800,000 design fee for air conditioning projects for the

summer of 2005 and if this is for the nine schools listed in the recommendation or is it for additional schools? Mr. Festavan said that amount is for those nine schools only.

Mr. Henderson asked the superintendent to share with the board the rationale for the recommendations from the committee on the bond projects and if age was the sole factor in the determination? Mrs. Tyler said in the air conditioning recommendations, the oldest units were considered first. She announced that she will send to the board a packet of information. She said the original plan was approved by the board before it went to the public, but for the details as to when the projects will be done, Steve White was asked to develop a list of all the schools, with the number of window units and their age. She added the lighting retrofit for schools, technology upgrades, wireless classroom telephones, two gymnasiums were additional projects in the bond proposal. In looking at all the projects, the committee attempted to prioritize those projects that will not interfere with the instructional day.

Ms. Phelps asked for an explanation of what schools the design fee covers? Steve White said these fees are for the nine schools being recommended in the first funds from the bond money. She asked how did the committee arrive at this list being recommended? Mr. White answered the average age of the window unit system of the school and if the school had additional air conditioning needs, such as an auditorium or gymnasium, it was combined into one project for the campus. Ms. Phelps inquired how the committee arrived at lighting retrofit for Captain Shreve and Caddo Magnet? Mr. White responded those are the only two schools specifically listed in the bond issue; however, there is an item in the bond issue that indicates additional monies would be dedicated to lighting retrofit. The committee feels strong that everything listed in the bond issue needs to be completed before the committee reconvenes and looks at additional monies that might be available to address this item.

Mr. Henderson asked how many local firms can do the design work? Mr. White stated approximately seven or eight firms can do mechanical design. Mr. Henderson asked if most of the firms get some of this work from time to time? Mr. White answered in the affirmative.

Mr. Rachal asked for clarification on the cost for the fees and if all it covers is the design of the project? Mr. White answered that design of a project is paid under two categories, a mathematical formula based on a percentage of the construction cost, so we do not negotiate different fees with different firms. Basically, a renovation project would be about 10% of the construction cost and for new construction, it is less (between seven and eight percent), varying somewhat on the scale of the project.

Mr. Rachal also referenced agenda items 15-20 which are all grants representing a total of approximately \$1.4 million and that the grantwriter position approved by the board is paying off.

**Districtwide Parent Involvement Policy.** Ms. Phelps asked what will be done differently to invite parental participation. Mrs. Tyler stated that different schools will address this differently; however, the state requires that each school has a parent involvement policy and Caddo's current policy needs to be tweaked to include some of the areas the state mandates. Mrs. Gunn responded that under *No Child Left Behind*, Caddo's efforts will need to be expanded particularly in Title I schools. She said there are staff members in place that strictly address developing activities with the parents. Ms. Phelps asked what specific activities are being done other than sending notes home to parents? Mrs. Gunn said newsletters are sent home, the Parent Resource Center is activated, take home computers, partnerships with local colleges and universities all involve the parents. Mrs. Gunn further explained that parental involvement is more than just getting the parents to the school to attend things, but it is also communicating with the parents and keeping them informed. Mrs. Gunn also stated that diligent efforts will be made to get those schools up to par that are not getting the participation they need.

**Superintendent's Report.** Mrs. Crawford asked the superintendent to provide her with a report on the addition of 30+ new positions in the middle and high school areas and which schools received these positions. The superintendent responded a report will be sent in the *Weekly Briefings*.

Mr. Burton requested an informational report on the Booker T. Washington feeder schools and the possibility of redrawing the lines of those schools. Mr. Burton also asked if a report can be included on where we are with staffing, especially in the high schools. Mrs. Holliday reported

that staff is receiving current enrollment numbers from the schools and she has met with the school directors to look at shifts in enrollments. She said some additional teachers will be hired, but staff is first looking at moving those teachers that are in surplus to those schools needing additional teachers.

Mr. Ramsey announced that as part of the plan to further engage the community in the education process, he is requesting a committee of the whole meeting to address accountability and has asked the superintendent to come up with some possible dates. The superintendent announced that she has spoken with State Superintendent Cecil Picard and he has agreed for the assistant superintendent for student performance to come to Caddo and give an update on accountability and what needs to be done to prepare for meeting the mandates of No Child Left Behind. She will contact Mr. Watson about possible dates and will report back to the board her findings.

Mr. Henderson also asked if the superintendent will look at bringing back the representative from the state on highly qualified teachers. Mrs. Tyler stated she feels Mr. Watson will address the revisions in the accountability system and what they will mean to the district in meeting the mandates of No Child Left Behind, but she will get back with the highly qualified administrator and schedule a return visit to update the board on this issue.

**Pipeline Property Tax Litigation Resolution.** Mr. Rachal asked the superintendent if the board will be voting on giving LSBA permission to mediate for us in this one time monetary settlement? Mrs. Tyler answered that is correct and asked Mr. Wreyford to respond. Mr. Wreyford answered that is correct, but that part of the settlement would also deal with future assessment rates, but the issue on the table now is one lump sum that will be distributed to all taxing agencies.

**Consent Agenda.** The president recommended items 9-10, 14-23, 25-28 as the consent agenda. *Mr. Henderson moved, seconded by Mrs. Armstrong, approval of the agenda and proposed consent agenda for the September 21, 2004 meeting. Vote on the motion carried unanimously.*

Carolyn Rhymes, president of the Caddo Association of Educators, expressed the CAE's appreciation to the board for allowing the superintendent to present her recommendations that reflect her vision, and the board's vision, for this school system. She said the CAE believes the rolling forward of the millage rates would have provided recurring revenue not only for salary increases for all employees, but would have addressed other significant needs the board will have to address, i.e. being able to be more competitive with an increase in salaries especially for certified, highly qualified, classroom teachers; being better able to address the impact of inflation on basic district operations; and being able to increase the General Fund balance in order to retain our current bond rating in order to save millions of dollars in interest to the citizens of our community. Since the board's action at the August meeting did not provide the necessary funds for the above needs, the CAE supports the superintendent's recommendation to provide a 2.25% increase to the salary schedules and a one-time supplement in December 2004 from funds from new properties added to the 2004 tax rolls and asked that the board approve this recommendation at its meeting on September 21, 2004. She encouraged the board to reconsider its decision to not roll forward the millage rates and be able to use the additional funds to address the issues mentioned as well as No Child Left Behind mandates in order to provide a quality school for every student in Caddo Parish.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, stated the CFT's support of the superintendent's recommendation (Option A) with the following adjustments: (1) cap the pay raise at the highest classroom teacher salary in the district and (2) use the monies realized from the cap to create salary lanes for highly qualified teacher's aides. She said that while an across-the-board percentage pay raise is welcomed for all employees, it does far more for those at the top of the salary schedule than those on the bottom. She said that the average salary of a Caddo assistant superintendent is \$94,851 and a 2.25% increase will mean \$2,134; the average Caddo teacher's salary is reported at \$39,000, which will mean an increase of \$891; the average salary of Caddo teacher's aides is \$13,523, and the 2.25% increase will mean \$304; and school bus drivers' are paid \$13,490 and a 2.25% will mean \$303 for them. She stated that any percentage increase across the board only widens the chasm between those at the top and those at the bottom of the salary schedule. She said in looking at those that touch children, it's disturbing to see that the further you move away from the children, the more you make and asked the board to address this. She also stated that Caddo Parish teacher's aides are

categorized as instructional in the budget; however, they are on a salary schedule with semi-skilled workers and they have no salary lanes for professional attainment. She stated that other districts throughout the state have recognized the additional requirement for No Child Left Behind legislation by additional pay and salary lanes. She stated the CFT recommends that the board call for an immediate study of the inequities in the salary schedule of all employees, lack of schedule for bus drivers and percentage discrepancies between grades, as well as an immediate study and policy for the allocation of materials and supplies distributed to the classroom teacher as there is a disconnect between what a teacher has in the classroom and what the board has heard today. She said that while there may be M & S forms at some schools, there are some schools that do not have them, and the teacher that had to spend \$300-\$400 for supplies had to because of requirements for the classroom and the supplies not being provided.

Dolores Lattiere, paraprofessional, expressed her concern for paraprofessionals and the discrepancies in the Arthur Anderson schedule. She said she is stuck in the salary scale of making \$14,000 for the next 13 years and encouraged the board to look at this scale. She said she has to leave her family for a second job, because her first job as a paraprofessional doesn't pay enough to make it. She stated the paraprofessional has the responsibility to take over a classroom when a teacher is out and is not compensated accordingly. She said a paraprofessional's responsibilities have increased and warrants the evaluation of the schedule to be adjusted accordingly.

**Adjournment.** *Mr. Henderson moved, seconded by Mrs. Armstrong, for adjournment. Vote on the motion carried and the meeting adjourned at approximately 7:00 p.m.*

**September 21, 2004**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, September 21, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum – Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Ginger Armstrong and Willie Henderson. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mrs. Armstrong gave the invocation and led in the Pledge of Allegiance.

### **CONSIDERATION OF MINUTES OF THE AUGUST 17, 2004 AND SEPTEMBER 7, 2004 CPSB MEETINGS**

*Mr. Burton moved, seconded by Mrs. Hardy, approval of the minutes of the August 17, 2004 and September 7, 2004 CPSB meetings as included in the mailout. Vote on the motion carried unanimously.*

### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

The superintendent highlighted items on the agenda and President Ramsey recommended items 9 (with the exception of the recommendation for Fair Park), 10, 13-20, 22-23, 25-27, and 29-30 as the consent agenda. Mr. Henderson inquired about items 24 and 32.b. and if these are the same? Mrs. Crawley stated that she is waiting on a report. The superintendent responded that she did send a salary schedule early on, but one that she could not recommend.

### **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators, staff and other guests also were recognized.

**“Time for Kids” Reporter Contest National Winner.** Master Ben Green was recognized as the national winner in the “Times for Kids” reporter contest. Master Green is one of 15 students nationwide and the only student from Louisiana to receive this recognition. Mrs. Anderson highlighted the process in the *Time Magazine* sponsored competition and the work Master Green completed. He is a student at Riverside Elementary. The principal is Dr. James Gillespie.

**National Science Olympiad First Place Winners.** The 2003-2004 4<sup>th</sup> and 5<sup>th</sup> grade students from Judson Elementary Fundamental School were recognized as first place winners in the National Science Olympiad. Mrs. Anderson stated that since 1993, the science teams from Judson have won first place in both the state and national competitions. These students competed against students from Belgium, Canada, Germany, Italy, Japan, Korea, Singapore and the United Kingdom. The fifth graders are Michael Moore, Lindsay Hartman, Ariel Walpool, Shannon Jones, Julianna Burnell, Tiarra King, Brandon Sherrard, Justin McMiller, Rosalind Brown, Bruneshia Hall, Ebony Myers, Terica Wright.

The 2003-2004 fourth grade team members include Anthony Odom, Jazmin Williams, Unique Carter, Shikira Flounery, Alex Ingram, Ross Dies, Matthew Mason, Ambrojhae Jones, Brandon Stewart, Kelsey Cook, Zack Rossum, and Johnathan Edmonds. David Larmar is the sponsoring teacher. The principal is Sandra Denmark.

**National High Schools that Work “Climate of Continuous Improvement” Award.** Gayle Flowers, principal at Caddo Career & Technology Center, was recognized for recently receiving the National High Schools that Work “Climate of Continuous Improvement Award”. The award was presented to Ms. Flowers by the Southern Region Education Board at the National High Schools that Work Conference.

**Outstanding School Support:** The following support staff members were recognized for being honored as outstanding school support employees: Non school support employees of the year

included Shirley Williams (Academic Affairs Division); Becky Williamson (Human Resources Division); Bart Spencer (Support Services Division). School support employees of the year included Vicki Hale (Elementary winner from Shreve Island); Susan Brewer (Middle School winner from Broadmoor); and Connie Stokes (High School winner from Southwood High School).

**No Child Left Behind Blue Ribbon School.** Mrs. Anderson stated that Dr. Rod Paige, United States Secretary of Education, was recently in Shreveport to give personal commendations to Judson Fundamental Elementary School and present to them the No Child Left Behind Blue Ribbon School of Excellence Award. Mrs. Anderson announced that to achieve this award a school must meet one of two criteria (1. have at least 40% of its students from disadvantaged backgrounds and dramatically improve student performance on state and national assessments, and 2. school's students must achieve in the top 10% on state or national assessments), and Judson met both. Sandra Denmark and her faculty/staff were congratulated on this outstanding achievement and recognition. Mrs. Anderson announced that of the 74 schools in the Caddo Parish, eight of our schools are Blue Ribbon Schools of Excellence.

## **VISITORS**

Kenneth Krefft addressed the board on the recommendations for bond projects and his support of doing most of the work in the summer when schools are closed. He stated for the record that he would encourage small air conditioning projects being done over the Spring Break and the Christmas holidays. He said he has spoken with contractors who are willing to come in and work at night. He said things cost based on supply and demand and timing. With Bossier successfully passing a bond proposal and sales tax, and some of it being for air conditioning, this tightens the market for air conditioning and heating. Mr. Krefft encouraged the board to strongly consider doing projects during Christmas and Spring Break. He also encouraged the board to close the district for the National Election Day November 2.

Earlene Thompson, paraprofessional, addressed the board on the important role paraprofessionals play in delivering instruction to the students, being the second group behind teachers who directly impact the lives of students. She reminded the board that there is deeper accountability for paraprofessionals with the new No Child Left Behind legislation. She noted the increase in test scores and improved self esteem of the students as a direct result of paraprofessionals touching the lives of these students. She asked the board to respect the job the paraprofessionals do and consider paying them accordingly.

Bruce Carroll, employee, addressed the board on the pay raise and his question as to why the board did not give pay raises out of the approved \$88.29 bond issue. Mr. Carroll referenced surveys conducted for priority projects for the bond issue and why the money was not used for any pay raises. He said he doesn't understand why employees were not given pay raises. He said the employees need a raise and encouraged the board to do the right thing.

Jane Meeks, teacher, addressed the board on the decision whereby only PCs can be purchased in Caddo Parish for teachers and not Apples or Macs. She asked why this choice had been taken away from the teachers. She said now she cannot write a grant on her own time and purchase a Mac for the classroom. She shared with the board her concerns regarding this decision and asked for choice in technology to teach what is required by No Child Left Behind.

Carolyn Rhymes, president of the Caddo Association of Educators, addressed the board on elements necessary for a quality school, i.e. (1) shared understanding and commitment to high goals, (2) open communication and collaborative problem solving among students and all professionals, including support, instructional and administrative in a climate conducive to learning, (3) community and parental resources supporting teaching and learning, (4) an instructional program with curricula based on high standards, (5) continuous assessments for strengthening teaching and learning and (6) certified teachers who continue their personal and professional growth and who teach in their area of certification. She stated the CAE believes this definition should be the focus for improved student achievement and real school improvement, the nucleus around which we can garner public support for schools and the kind of support that can help improve teaching and learning. She said the CAE believes this is the high standard that we should strive for in every school. She also announced that the CAE supports the 2.25%

permanent increase to salary schedules and a one time bonus in December and encouraged the board to approve this most fair and equitable way to compensate employees.

Lori Taylor, paraprofessional, addressed the board on other parishes in Louisiana that have monetarily recognized the No Child Left Behind requirements. She said she doesn't understand the board's reluctance in addressing the issue when this group of employees is the lowest paid in the Caddo district. She said the current salary schedule is made of only one lane with only a small increment for another year's work, and there is nothing for college degrees or professional attainment. She asked the board to do the right thing and indicate the value of the paraprofessional by creating a salary schedule with lanes for academic and professional attainment.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on the need for a pay raise for all employees. She said the Federation applauds the efforts of Superintendent Tyler to find the funds for pay raises and wants to support the plan before the board; however, believes some adjustments need to be considered. Mrs. Lansdale said a close look at the proposal to give all employees a 2.25% pay raise shows that the lowest paid workers get a tiny raise and those who already earn high salaries get a large increase. She said this is the problem with giving the same percentage raise, and that is those who need the money the most, get the least. She stated there are ways to correct the problem and make it fair and CFT proposes putting a cap on the raises so that no one will get a larger increase than the highest paid classroom teacher. Mrs. Lansdale stated that the board last April capped the MFP payraises for classroom teachers at \$600 across the board regardless of degrees or length of service. She further stated that if certified administrators are paid based on their salary schedules with some central office administrators receiving twice the amount teachers receive, and because certified administrators receive this increase, classified administrators were provided an increase, again with some receiving twice what teachers receive. She also reminded the board that classified personnel received zero. Not elevating the lower paid, and capping others, while at the same time giving larger increases to those at the top of the pay scale creates a chasm only exasperated by the plan being considered at today's meeting. She asked the board to do something for those employees who are in contact with the children on a daily bases and encouraged them to create a salary structure for teacher aides as other Louisiana parishes have done. Mrs. Lansdale stated the CFT's support of the superintendent's recommendation with the following recommended changes: (1) cap all raises equal to the amount of the highest paid classroom teacher, (2) create a salary schedule for teacher aides with lanes for professional attainment and degrees, (3) commission a committee to study and make recommendations regarding the disparities in the various employee group salary schedules, and (4) implement policies for a fair and equitable distribution of materials and supplies to each classroom teacher.

Shannon Jett, paraprofessional, addressed the board on the many hats that a Caddo paraprofessional must wear in the school system and her lack of understanding of why the board cannot provide a decent salary schedule for paraprofessionals. She shared with the board ways in which a paraprofessional takes on a similar role as the teacher in meeting the needs of the children. She stated the paraprofessionals deserve a raise and asked the board members to work together and address this issue.

## **CONFIRM THE CONSENT AGENDA**

*Mr. Guin moved, seconded by Mr. Burton, approval of the consent agenda. Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

### **Agenda Item No. 9**

**A. Personnel Recommendations.** Per request from the superintendent, Mary Nash Robinson, assistant superintendent/human resources, introduced the following personnel appointments as recommended by the superintendent and approved by the board: Janet Graff, 504 Specialist – Special Services Department; Darlene Simons, Supervisor of Instruction for Middle School Mathematics; Darlene Fair, principal of Mooringsport Elementary; and Dan Blair, assistant principal of administration at Linwood Middle School. Administrators, families and friends present were also recognized.



- B. Requests for Leaves.** The following requests for leaves were approved as recommended by staff and included in the mailout.

Certified

Catastrophic Illness – August 12-September 10, 2004 (21.5 days)

Elizabeth Brace, Teacher, Eighty-First Street ECE, 16 years

Classified

Leave Without Pay, August 23, 2004 – December 20, 2004

Jacqueline Williams, Cafeteria Monitor, Summer Grove, 1 year

Leave Without Pay, August 16, 2004 – May 31, 2005

Regina White, Custodian, Midway Elementary, 3 years

Leave Without Pay, September 30, 2004 – August 12, 2005

Dequbance Lewis, Special Education Aide, Linear Middle, 3 years

Leave Without Pay, October 15, 2004 – December 3, 2004

Jacqueline Snow, Custodian 2, Linear Middle School, 18 years

Leave Without Pay, August 30, 2004 – August 12, 2005

Tammie Robinson, Special Education Aide, Pine Grove, 4 years

Leave Without Pay, August 30, 2004 – August 30, 2005

Susan James, Bus Driver, Transportation Dept., 8 years

- C. Other (Hiring, Assignment Changes, Separations & Resignations) Report.** The board approved the other personnel transactions report for hiring, assignment changes, separations and resignations for the period of July 27, 2004 through August 25, 2004 as submitted in the mailout.

#### **Agenda Item No. 10**

- A. Bids.** The following bids were approved as recommended by staff and included in the mailout on the bid tabulation sheet: Kindergarten Play Equipment – Childcraft Education totaling \$8,838; Educational Resources totaling \$5,443.05; School Specialty totaling \$18,402 and US Toy totaling \$1,380.15. Computer Furniture for Vocational Education – School Specialty totaling \$20,328.00.
- B. Annual Salvage Sale.** The board approved staff's request for authority to hold an auction sale of used furniture and equipment on November 6, 2004.
- C. Approval of Bids (Capital Projects/Construction).** The board approved staff's recommendation on Project 2003-103 (Caddo Magnet High Classroom Wing Addition) to reject all bids and that the project be redesigned and re-bid.

#### **Agenda Item No. 13**

**Concessions Contract for Lee Hedges Stadium.** The board approved the concessions contract at Lee Hedges Stadium with DVK Enterprises, LLC for a one-year term renewable for four additional years as recommended by staff and included in the mailout.

#### **Agenda Item No. 14**

**Professional Development Days.** The board approved requests for Professional Development Days for Newton Smith Elementary (October 1, 2004 and November 1, 2004), Claiborne Fundamental Magnet (September 27, 2004 and January 18, 2005), Riverside Elementary (November 19, 2004), Blanchard Elementary (October 21, 2004 and November 1, 2004), Eighty-first Street ECE (October 21, 2004), Mooretown Elementary (September 24, 2004), University Elementary (September 24, 2004) and Summer Grove Elementary (November 1, 2004).

#### **Agenda Item No. 15**

**Louisiana FIRST Grant.** The board approved the Louisiana FIRST Grant application as recommended by staff and included in the mailout.

**Agenda Item No. 16**

**Enhancing Education Through Technology Grant (Technology Improvement Grant).** The board approved the Enhancing Education Through Technology Grant (Technology Improvement Grant) application as recommended by staff and included in the mailout.

**Agenda Item No. 17**

**School Fight Diversion Program Grant.** The board approved the School Fight Diversion Program Grant application as recommended by staff and included in the mailout.

**Agenda Item No. 18**

**Funding for Improvement of Education Grant.** The board approved the Funding for Improvement of Education Grant application as recommended by staff and included in the mailout.

**Agenda Item No. 19**

**K-3 Reading & Math Initiative Grant.** The board approved the K-3 Reading & Math Initiative Grant as requested by staff and included in the mailout.

**Agenda Item No. 20**

**IDEA Discretionary Childhood Collaboration Grant.** The board approved the IDEA Discretionary Childhood Collaboration Grant application as recommended by staff and included in the mailout.

**Agenda Item No. 22**

**Staffing Request – Hosston Alternative School.** The board approved the staffing request to add one counselor position at Hosston Alternative School as recommended by the superintendent and included in the mailout.

**Agenda Item No. 23**

**KIDMED (Title XIX) Proposed Budget.** The board approved the proposed KIDMED (Title XIX) Budget as submitted by staff and included in the mailout.

**Agenda Item No. 25**

**Pipeline Property Tax Litigation Resolution.** The board approved the resolution authorizing the Louisiana School Boards Association to represent Caddo schools in settlement negotiations as included in the mailout.

**Agenda Item No. 26**

**Districtwide Parent Involvement Policy.** The board approved the proposed districtwide parental involvement policy as recommended by staff and included in the mailout.

**Agenda Item No. 27**

**Caddo Parish School Board Model Master Plan for Improving Student Behavior and Discipline.** The board approved the Caddo Parish School Board model master plan for improving student behavior and discipline in accordance with La. R.S. 17:251 and 17:252 as recommended by staff and included in the mailout.

**Agenda Item No. 29**

**Contractual Services for the Purpose of Writing a Request for Proposal to Purchase Wireless Classroom Telephones.** The board approved Trilliant Technology Group for

contractual services for the purpose of writing a Request for Proposal to purchase wireless classroom telephones.

### **Agenda Item No. 30**

**Reorganization/Coordination of Technology Services for District.** The board approved recommendations for the reorganization and coordination of technology services as recommended by staff and included in the mailout.

#### **REQUEST FOR USE OF SCHOOL BUSES BY SOUTHERN UNIVERSITY SHREVEPORT – THE UPWARD BOUND NORTH PROGRAM AND THE UPWARD BOUND SOUTH PROGRAM**

*Mr. Guin moved, seconded by Mr. Henderson, approval of the request for use of school buses by Southern University Shreveport for the Upward Bound North Program and the Upward Bound South Program as recommended by staff and included in the mailout. Vote on the motion carried with Board members Guin, Hardy, Crawley, May, Phelps, Priest, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion. Board member Burton abstained as Southern University is his employer.*

#### **REQUEST FOR USE OF SCHOOL BUSES BY SOUTHERN UNIVERSITY – THE EDUCATIONAL TALENT SEARCH PROGRAM**

*Mr. Guin moved, seconded by Mrs. Hardy, approval of the request for use of school buses by Southern University for the Educational Talent Search Program as recommended by staff and included in the mailout. Vote on the motion carried with Board members Guin, Hardy, Crawley, May, Phelps, Priest, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion. Board member Burton abstained as Southern University is his employer.*

#### **EMPLOYEE PAY RAISE**

*Mr. Henderson moved, seconded by Mrs. Hardy, approval of both the 2.25% increase to the salary schedules (retroactive to July 1, 2004) as reflected in Option A and a one-time salary supplement to all employees, with all employees receiving the same amount as recommended by staff, before Christmas, pending notification from the tax assessor in November of new properties to be added to the 2004 tax roll, as recommended by the superintendent and included in the mailout.*

*Mr. Guin made a substitute motion, seconded by Mrs. Crawley, for a salary increase for our employees somewhat reflective of Option B afforded by staff which is an increase of the teacher salary schedule of \$800 flat, an increase of the administrative salary schedule of \$800 flat, and an increase of the professional/non-administrative salary schedule (support employees) of \$500 flat and also a one-time salary supplement to all employees, with all employees receiving the same amount as recommended by staff, before Christmas, pending notification from the tax assessor in November of new properties to be added to the 2004 tax roll.*

Mr. Guin stated that the original motion called for a total cost of \$4,843,000, not counting the one-time supplement, and his substitute motion represents a dollar figure of \$4,879,999 which will be an approximate \$35,000 increase. He believes doing it this way will increase the starting teacher pay a little more and it also puts a little more of an increase at the support employee level than the percentage.

Mrs. Crawley stated she has shared with board members a printout of the rating for each position in Caddo and how they rank in the state. She said she supports the substitute motion because it means \$200 more for the support level employee whose salary ranks lowest in the state. She added she definitely thinks all employees need a raise.

Ms. Phelps asked about the amount that would have been granted to aides, support employees, if the roll forward had been approved? The superintendent responded 3%, but she is not certain what dollar amount the 3% represents. Mr. Burton asked the superintendent to respond to the substitute motion on the floor. The superintendent responded that the flat rate is what she can recommend at this time. In the past, a lesser percent has been recommended for support people,

but she wants to make the same percentage for certified and classified employees. She added she believes this is fair because of the work year, the responsibilities, and the workday. She said she is committed to looking at the other concerns shared, however, she believes this is what can be done at this time and still maintain operations. Mr. Burton asked for clarification that the superintendent is committed to looking at all the salary schedules? The superintendent answered in the affirmative.

Mr. Guin stated that board counsel has recommended that the one-time supplement be better defined to say that all employees will receive the same amount across the board and asked that the motion reflect this. Mr. Henderson stated that he assumes his motion will be reflective of the same.

Mr. Rachal stated that he is in favor of everyone getting a raise as the cost of living is going up; however, in looking at this from a business point of view, he looks at supply and demand which is one of the driving factors of salaries. He said a competitive market is a driving force for income in any given competitor comparing like jobs. He said the public sector is driven by productivity, and he agrees everyone needs a pay increase. Mr. Rachal stated he supports the substitute motion so everyone gets a cost of living increase. He said teacher pay is going to be an issue in the future, and the board needs to look at the competition across the state and the requirements placed on paraprofessionals. He stated that Mr. Guin's substitute motion addresses in a more fair and equitable manner those issues needing addressed by the board. He encouraged the board to support the substitute motion.

Mr. Henderson said we are all interested in providing a pay raise for employees. When looking at the options available, he said he requested information from staff as to which method might be the best method and what other districts do, i.e. percentage vs. across the board. He stated the response he received indicated that different people do it different ways, and Caddo has done it both ways. He added that the most recent years indicated a certain dollar amount across the board. His recollection is a percentage across the board is the method used. So it doesn't appear that one method is necessarily better than the other. Mr. Henderson said he hears what the paraprofessionals are saying, that what they make is inadequate to support their family and he believes there is some merit to this; however, he believes the board makes a mistake when it attempts to fix a problem by combining this with an attempt to provide a pay raise for all employees. He said the correct pay for this position is an issue that needs to be adequately explored and it can't be fixed in this setting. He added we need to allow the appropriate time to study this, because he doesn't know that those parishes who have done something for teacher aides have done so in response to No Child Left Behind, but he would like to know that information before he votes. Allowing the appropriate time to receive all the information will allow for the board to make a well informed decision. He understands the idea of the substitute motion and it sounds reasonable, but he doesn't know if we will be sending a wrong message if we do something different than the 2.25%. With the superintendent having gone on record as saying she plans on working on addressing the pay of all employees, he asked the board to give adequate time for the superintendent to do the research and bring a recommendation to the board that will do what is being asked and will represent the best thinking of the board.

*Mr. Burton moved, seconded by Mrs. Hardy, to call for the question on all amendments, substitute motions and motions. Vote on the motion carried with Board members Guin, Hardy, Burton, May, Phelps, Priest, Rachal, and Ramsey supporting the motion. Board members Crawley, Crawford, Armstrong and Henderson were opposed.*

Mrs. Armstrong asked for clarification that the substitute motion would give support personnel and teacher aides more money? Mr. Ramsey responded it will give support personnel \$500, which includes teacher aides. Mr. Guin stated that is correct in that his substitute motion will give approximately \$200 more than the main motion would give.

*Vote on the substitute motion failed with Board members Guin, Crawley, Crawford, Rachal and Armstrong supporting the motion and Board members Hardy, Burton, May, Phelps, Priest, Ramsey and Henderson opposed.*

*Vote on the main motion carried with Board member Rachal opposed and Board members Guin, Hardy, Burton, Crawley, May, Phelps, Priest, Crawford, Ramsey, Armstrong and Henderson supporting the motion.*

## TEACHER AIDES SALARY SCHEDULE

*Mrs. Crawley moved, seconded by Mr. Guin, that Superintendent Tyler and staff create a salary schedule specific to teachers' aides, that the salary schedule should be designed with additional lanes for professional attainment and college hours and that the timeline for presentation of the schedule should be for the month of January 2005, giving administration the opportunity to identify additional funding from the various taxing sources.* Mrs. Crawley said this motion is more pertinent now with the further disparity that will now happen in the salary schedules. She said we need staff to study this because they have said they want to do this and it's like a couple of other things that's happened that the board has passed and they need a feel from the board as to whether the board wants salary lanes, something done for the aides, and this is asking them saying yes this is what the board wants. Mr. Guin said this starts the process and the superintendent has said she is willing to work on it and it doesn't give any parameters other than research the upcoming budget and determine if there are dollars to spend to set up lanes and gives staff three months to work on it. If not, it is a start. Ms. Phelps stated that she is feeling cheated of the opportunity when items come up at a board meeting without advance notification. Mrs. Crawley stated it has been on the agenda for three months. Ms. Phelps stated she doesn't believe it's fair to box this in for January, because she understands the issues of the paraprofessionals and the board is appreciative of the work of them and is looking to address this issue. She said at the last meeting she asked if any additional proposals would be coming to the board and she was told there was not and she comes to the meeting today and there is yet another one. She asked that board members respect other board members and include them with what is going to be forthcoming at the meeting for decisions.

Mr. Burton stated that it didn't take No Child Left Behind for him to understand need for paraprofessionals and in 1993, 1996, and 1997 he talked to the board members about those employees going to school getting extra money, because these employees were improving themselves. He said he agrees with the maker of the motion in the need to adjust the pay for those who people who finish school and the need for an extra lane and he understands the superintendent is going to do that. He supports the idea, but doesn't know the need for the timeline in the motion. The superintendent responded that once the committee of the whole meetings are held and the budget is looked at, it will be necessary to revisit all categories particularly on the support side, because there are other groups that have called and want their salaries visited. Mr. Burton asked if January 2005 is too soon? The superintendent indicated it is not, because she will begin working on this matter immediately. Mr. Burton also stated that a board member can make a motion since it has been on the agenda for a while. Mrs. Tyler said the motion addresses just teachers' aides; however, she will bring the financial picture for addressing this issue. Mrs. Hardy said she has no problems with giving the superintendent the time she needs to address this issue and bring back a recommendation to the board. Ms. Phelps asked if the motion is asking for the presentation in January or board action in January. Mrs. Crawley responded that she is looking for the superintendent to bring something in January at the first meeting and the board will vote on it at its regular meeting in January.

Mr. Henderson asked the board to support the motion because it is in the best interest of the board and he doesn't believe the motion prohibits the superintendent from including other groups and we shouldn't restrict it to just paraprofessionals. He referenced comments alluding to the committee of the whole meeting to thoroughly discuss financial matters and believes this can come together. He stated when you talk about salary lanes, you are talking about more money, and there is no point in passing something if you don't know where the money is coming from. He said it is important that the board find something all can agree on and believes this motion is reasonable and is a start and encouraged the board to support the motion.

Mr. Rachal stated his support of the motion and move forward. He stated the superintendent has stated that she will address this issue and he trusts she will do so. This motion addresses the competition, the supply and demand, the basic requirements of a group of people that have been overlooked and we are going to address it. This is the way any salary increase needs to be addressed and not say just because one gets it, all get it. He stated he supports the motion and looks forward to hearing the superintendent's recommendations.

Mrs. Armstrong encouraged the board to remember their retreat and the renewed feeling she had that the board would be working together and she believes somewhere the board has become

sidetracked. She stated that before many of the current members were on the board, motions were presented the day of the meeting for voting, just as Mrs. Crawley has done today. She announced that Mrs. Crawley's father was ill at the last meeting and has passed away since that time, thus it was not possible for her to have shared a motion with the board. The board president stated that legal counsel has advised that the board has a rule not to refer to persons by name. Mrs. Armstrong stated she knows what the rule is and she will say what she needs to say either now or in closed session. She said the board must be willing to work together to address the issues of the school system, and it needs to be put out on the table. She stated the children come first, politics does not. The board must consider those employees who are in the trenches with the children. She said she has been in those trenches for over 30 years and it is harder work today than it has ever been. We are asking the teachers and those that work along side of them to do more and more, from the Federal government, to the state, to the local. She added she is constantly hearing of a new form or a new directive or something else teachers are being required to do. Mrs. Armstrong encouraged the board to get back to the basics and working together as a board. She stated her support of the motion.

Mrs. Crawford asked for clarification on the motion and if the maker is asking not only for a salary but for a source as to where the monies will come from. The board president read the motion which does not state any funding source. Mrs. Crawford stated she believes the way in which the motion is worded gives the superintendent the direction and encouraged the board's support.

Ms. Phelps reiterated her comments and asked that when the salary schedule comes can the board appreciate the work put into what is presented and if there are questions before the work session, can this be addressed before the day of the vote? She also said if the board had been working together, everyone would have known about personal issues of a fellow board member, which board members were not aware of. She also stated this item has been on the agenda for months, but with no clue of what would be presented and asked that these things be taken into consideration, and not tear the schedule apart again.

Ms. Priest stated her support of education and that she has had an opportunity to look at the pay scale for teachers' aides and supports them having an increase and a classification; and she does not want us to lose these employees. She believes these individuals are the ones who pick up the slack in the classroom and we need to keep this work force.

*Mr. Burton moved, seconded by Mrs. May, to call for the question. Vote on the motion carried unanimously.*

*Vote on the motion carried unanimously.*

## **RECOMMENDATIONS FROM COMMITTEE FOR BOND PROJECTS**

*Mr. Burton moved, seconded by Mrs. Hardy, approval of the recommendations from the Committee for Bond Projects as submitted in the mailout. Mr. Burton stated the committee has done the work and submitted the recommendation and it's time to vote on it.*

*Mrs. Crawley moved, seconded by Mr. Guin, that when taking bids on the air conditioning projects, that alternative bids be requested for work that can begin during the school year that could be worked after 3:30 p.m. and before 7 a.m. Mrs. Crawley stated she attended some of the committee meetings and she heard that some school systems, Ouachita Parish being one of them, have passed bond issues and were able to air condition all their schools in two years. She said she is concerned that it is going to take ten plus years to complete the current bond projects and asked if staff could tell her what percentage of the '97 work is not completed, since this will come up in two years, and she read in the paper that 40% are not completed. She believes if Ouachita Parish can do it in two years, as well as Houston, she would like to see if we can take bids in this way and possibly save money and complete the work sooner. She stated that a professional builder raised this question during the committee meetings.*

Mr. Guin stated that he believes staff has always been good to go the extra mile and offer the best deal to the board and asked staff if there is a problem bidding the projects in this way? Mr. Festavan stated that staff is aware of the discussion at the committee meetings and comments by the professional builder on the committee, and staff will proceed in any way the board instructs it

to proceed. He added that he doesn't know anything about Ouachita Parish, but believes anything Ouachita can do, he also can do. Steve White stated that staff plans to do any work that can be done during the school time as long as it does not negatively influence instruction time. He stated in his opinion it will need to be a project where the workers are remote from the children and where they have a separate access in. He explained some aspects of this do not lend themselves to be completed in a 16 hour period, i.e. if a project runs into asbestos, the entire wing will be shut down for clean up and attaining a clean air certificate before children can return to the wing. If it is something simple like a packaged roof system for a classroom system, and you are going to complete it in a 16-hour time frame, all the technicians, and there are many, have to be on sight. More important, each project must be tested by the state fire marshall or Shreveport Fire Prevention, as well as by city inspectors, electrical and mechanical. He stated that asking all these components to come together in a time frame between 3:30 p.m. and 6 a.m. the next morning is extremely unlikely. Additionally, Mr. White explained that asking all these trades to do the projects after hours, they are then on premium time. He said staff can take bids on it if that is the board's desire, but personally, he believes it will come in ten times higher to make it happen this way.

Mr. Ramsey stated that he hopes that staff's mission is to do the job most expeditiously and as cost consciously as possible and believes that is what he is hearing. Mr. Ramsey said he believes he heard a commitment from staff that they will bid out those items they can and asked if there is a need for a motion. Mr. White stated it is his intention that on any aspect of work that can go on prior to the summer break without a negative influence on instruction time will be completed early, i.e. any work in a boiler room or replace a boiler or chiller. Staff does this type of project on an annual basis. Mr. Henderson asked for clarification on staff doing everything it can that is not disruptive, he asked if he is talking about just the projects before the board today or the projects for the total \$88 million bond. Mr. Festavan said for the \$88 million, because during the entire project, staff will look at any projects that can be done during the school year. Mr. Festavan summarized that doing work between 3:30 p.m. and 6 a.m. sounds good, it sounds easy, but everyone knows when remodeling is being done, at the end of the day workers leave equipment, materials and supplies and if this is done, there is a liability risk that staff is not willing to take. He added staff will bid a project out for coming in at night, which will be premium time, and see if it can be done at night as cheap as in the day time.

Mr. Ramsey also asked about work during the holidays? Mr. White responded work is done during the holidays and it is at regular time, but the majority of the projects will be done on an accelerated pace and again stated he is not aware of there ever being a project that could be done as economically as possible in a two week span. Mr. White again stated he cannot get a comfortable feeling recommending to the board that this amount of work can be compressed in a three or four day schedule over Thanksgiving or two weeks over Christmas.

Mrs. Tyler stated staff has covered what the committee discussed; however, there is also a money factor with only \$14,000,000 available now and another \$20,000,000 coming in March, so we are restricted this first year. She said in the summer of 2005, if staff sees that additional schools can be addressed, they will be added.

Mr. Rachal stated his appreciation for the work done by staff. He referenced the list of projects and asked if there are any on that list that can be done other than in the summer of 2005? Mr. White said there are five – the two lighting retrofits, the two gymnasiums and the performing arts center (which will be handled just as new wing construction is done). He asked if there are any other possibilities. Mr. Festavan responded there may be possibilities and staff will follow the lead of the board and see what is possible. However, if it is more expensive, he will not recommend it to the board and if there is any liability, he will not recommend it to the board. Mr. Rachal stated the price will be relative when looking at it, but staff will know about the safety issues, but he just doesn't want to rule out any possibilities that may be there. He supports the motion.

Mr. Festavan stated that his department is committed to do whatever the board wishes done.

Mrs. Hardy stated she trusts staff to properly take care of the business, she knows staff understands what they need to do their job, and she believes the board needs to focus on other things.

Ms. Phelps reiterated that staff said they are going to do this and this is part of their job so we need to move on. *Ms. Phelps moved, seconded by Mr. Guin, to call for the question.* Mr. Guin asked that the maker of the motion be allowed to speak given all the comments that have been made.

Mrs. Crawley stated she will withdraw her amendment and assume that staff understands what the board wishes to be done. She shared her confusion from having heard the committee's discussions and that Ouachita Parish had moved quicker and would like for us to explore how quickly we can implement this bond issue. Mr. Ramsey announced the withdrawal of the amendment.

*Vote on the motion to approve the recommendations from the Committee for the bond projects carried unanimously.*

### **REQUEST TO BEGIN PROCESS FOR RENAMING THE AUDITORIUM AT A C STEERE ELEMENTARY AFTER DAN WATERS**

Mr. Ramsey announced this item is to begin the process for renaming the auditorium at A. C. Steere Elementary after Dan Waters. Mrs. Crawford announced that she brings this item at the request of several constituents. She stated the item being on the agenda today begins the formal process and provided rationale information for the board's consideration over the next few months.

### **SUPERINTENDENT'S REPORT**

**Proposal to Increase M & S Funds after Relief Regarding Teachers' Retirement.** The superintendent announced that staff is working to determine where the needs are and how we can further assist in the area of M & S funding.

**Plan to Further Engage the Community in Education Process.** Mrs. Tyler announced that the board president has scheduled a meeting for September 28<sup>th</sup> in an effort to further engage the community. This meeting will address accountability and what challenges the district is facing.

**Evaluation of Programs and Proposals to Eliminate/Consolidate to Save Money.** The superintendent announced that information was sent to the board in the *Weekly Briefings*.

**Report on Booker T. Washington Feeder Schools.** Mrs. Tyler announced that staff is working to bring to the board what they have seen with the feeder schools to Booker T. Washington.

Mr. Guin left the meeting at approximately 6:45 p.m.

### **UNFINISHED BUSINESS**

#### **NEW BUSINESS**

Mrs. Hardy stated she will talk further with the superintendent about Linear's need for additional musical instruments.

### **ANNOUNCEMENTS AND REQUESTS**

Mr. Burton asked the superintendent when the Fair Share Committee Review will be brought to the board. The superintendent announced a report will be made to the board in November. Mr. Burton asked if there is any information for an early look at some of the activities of this program? The superintendent said she and Mr. White can meet with Mr. Burton to address this issue.

Mr. Burton announced that a parade will be held on Wednesday to commemorate the incident where four girls were killed in Birmingham and police officers raided the church and beat up Rev. Harry Blake.

Mrs. Armstrong stated that several months ago the board requested that the Council of Great City Schools come to the parish to conduct a study on facilities. She said at the same time, she was



asking for a second group to visit the parish for the purpose of doing an evaluation of the entire personnel system, asking that the personnel structure be looked at including emphasis on employees salaries, job descriptions, to see how they relate to what the actual job our staff is doing. She said she also requested that salaries be addressed with regards to issues such as tracks for aides or support staff, our grading system for classified and administrative staff, a whole gamut of our personnel structure. She asked if contact had been made with CGCS to do this? The superintendent responded they had not as she understood the board gave her a directive to get the facility review done. She said if there is another request, she will put that request in. She stated a report will be coming in on the facility usage. Mrs. Armstrong asked if she understood correctly that different teams are sent in for different jobs in accordance with their professional expertise. Mrs. Tyler said that is correct. Mrs. Armstrong stated she believes this may coincide well with what the board is talking about regarding forming another track for aides. She asked that we talk with CGCS and request to send in a team to make evaluations and suggestions based on their findings so we will have another tool to use in addressing the issues of salaries.

Mr. Henderson announced that he had placed at board member stations a copy of the Caddo PTA directory. He stated this group is very supportive and encouraged board members to join the Caddo PTA. Mr. Henderson also announced that the PTA-sponsored principals luncheon will be at First Methodist Church on October 21<sup>st</sup> at 11:30 a.m. The superintendent stated she will send information in the *Weekly Briefings*.

Mr. Rachal commended the staff on the outstanding work on the fill rate being 100%.

Mrs. Crawford asked the superintendent to follow up on a safety concern at A. C. Steere and the traffic problems they experience in the mornings and the evenings after school, and that this be considered in the next round of Capital projects.

Mrs. Crawley expressed her appreciation for the kindness and sympathetic words and prayers offered to her during the loss of her father, and for the donation by one employee organization to the Louisiana Baptist Children's Home in Monroe.

Mr. Ramsey announced that there will be a Committee Meeting of the Whole on September 28 from 4:30-6:30 and encouraged board members to attend. He also said he has talked with the superintendent about budget meetings of the Committee of the Whole. He stated he believes it is very timely to schedule this meeting considering the needs shared and hopes for this to take place in October.

**Adjournment.** *Mrs. Armstrong moved, seconded by Ms. Phelps, for adjournment. Vote on the motion carried and the meeting adjourned at approximately 7:02 p.m.*

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Ollie S. Tyler, Secretary

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Larry E. Ramsey, President

**September 28, 2004**

The **Caddo Parish School Board (CPSB)** met as a committee of the whole in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, September 28, 2004, with President Larry E. Ramsey presiding and Phillip Guin, Eursla Hardy, Charlotte Crawley, Lola May, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Ginger Armstrong and Willie Henderson present. Willie Burton was absent. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Ramsey gave the invocation and led in the Pledge of Allegiance.

President Ramsey announced that the board is meeting today as a Committee of the Whole for the purpose of hearing an update on accountability issues, school performance and highly qualified teachers. He stated that there will be a *Question and Answer* session following the presentation and the meeting will adjourn promptly at 6:30 p.m.

### **PRESENTATION**

Mrs. Tyler introduced Rodney Watson, Assistant Superintendent for Student and School Performance and Accountability, Louisiana Department of Education; and Ms. Kathy Mouton, Director of the Division of Professional Development. Mr. Watson shared a power-point presentation highlighting the challenges districts face under the revised Louisiana Accountability System and how it is merged with the No Child Left Behind Federal law. Ms. Mouton shared with the board requirements of the *highly qualified* status for teachers and programs in place for assisting teachers to attain the requirements.

Following the presentations and a time for questions, the superintendent asked her staff to share with the board some of the programs already in place in Caddo that are helping us meet the challenges of accountability and No Child Left Behind.

There being no additional business, the meeting was adjourned at 6:30 p.m.

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Ollie S. Tyler, Secretary

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Larry E. Ramsey, President

**October 5, 2004**

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway Street, Shreveport, Louisiana at approximately 5:33 p.m. (immediately following the Executive Committee meeting) on Tuesday, October 5, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum: Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Ginger Armstrong and Willie Henderson. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were omitted.

#### **PERSONNEL RECOMMENDATIONS**

*Mr. Henderson moved, seconded by Mr. Guin, Mrs. Hardy and Mr. Burton, approval of personnel recommendations as recommended by staff and included in the mailout. Vote on the motion carried unanimously.* Mary Nash Robinson, assistant superintendent for human resources, introduced the following personnel appointments approved by the board: Toussaint Battley, Supervisor of Instruction (Secondary Social Studies); Bruce Daigle, Interim Principal of Fair Park High School for the remainder of the 2004-2005 school year; Tasha Munsen-Robinson, Assistant Principal of Instruction at Green Oaks High School; and Phillip Givens, Assistant Principal of Administration at Donnie Bickham Middle School. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the position to which they were appointed. School administrators, family and friends present were also introduced.

#### **REQUESTS FOR LEAVES**

*Mr. Henderson moved, seconded by Mrs. Hardy, approval of the request for leave as recommended by staff and included in the mailout. Vote on the motion carried unanimously.* The leave approved was a Medical Sabbatical for Rebecca Watson, Instructional Coordinator, Southern Hills Elementary, 17 years, for September 28 through the remainder of the fall semester of the 2004-2005 school year.

#### **REQUEST FOR USE OF SCHOOL BUSES BY SOUTHERN UNIVERSITY SHREVEPORT YOUTH NETWORK INITIATIVE**

*Mr. Henderson moved, seconded by Ms. Priest and Mrs. Hardy, approval of the request for use of school buses by Southern University Shreveport for the Youth NetWORK Initiative as recommended by staff and included in the mailout. Mr. Burton announced that he will abstain because he works at Southern University. Vote on the motion carried with Board members Guin, Hardy, Crawley, May, Phelps, Priest, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion and Board member Burton abstaining.*

**Adjournment.** *Mr. Burton moved, seconded by Mrs. May, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:40 p.m.*

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Ollie S. Tyler, Secretary

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Larry E. Ramsey, President

**October 5, 2004**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, October 5, 2004, with President Larry Ramsey presiding and Willie Henderson and Ginger Armstrong present being a quorum. Other school board members present were Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps, Lillian Priest, Bonita Crawford, and Barry Rachal. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Henderson gave the invocation and led in the Pledge of Allegiance.

## **PRESENTATIONS**

The superintendent announced that the 2004-2005 budget update would be presented in November after staff receives additional information from the assessor's office and asked that the board consider a Committee of the Whole meeting in order to discuss and ask questions.

## **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE OCTOBER 19, 2004 CPSB MEETING**

The superintendent reviewed the proposed agenda for the October 19, 2004 CPSB meeting and discussion followed as summarized.

**Revisions to 2004-2005 Capital Projects Budget.** Mr. Burton asked what is the budget for the buildings from the bond issue and if it will begin this year? The superintendent answered in the affirmative. He asked if the gym (BTW) is also included in that budget? The superintendent answered that it is, that the board passed on that item at last month's meeting. Mr. Henderson asked about the changes in this budget? Mr. White explained these are additional revenues that have come into the department as a result of the reassessment of property values, based on the millage set in 2002, an addition of approximately \$750,000. He said staff has provided a list of projects that could be done while school is going on. Mr. Henderson asked if this is the recommendation to use funds to add to the South Highlands project and will it in any way affect the bond issue item? Mrs. Tyler said a partial funding is listed on the bond renewal, but it is only partial (\$500,000), and the project is approximately \$1.2 million. He reported that \$400,000 has been dedicated to the project from past years capital projects, with another \$500,000 from the bond, and the board voted several months ago to include this in upcoming capital projects. He said when this money became available, he believed this was a logical time to get it done.

Mr. Rachal asked staff about the estimates for contracting out the supervision of the projects; and if we are not paying huge amounts of money to architects to supervise some of these jobs. Mr. White stated architects are paid a pre-determined amount of money, based on the Louisiana state fee for designers, and is a mathematical formula based on the cost of construction, which can range from 8-10% on a remodel job to 7-9% on new construction. Mr. White stated that regarding contract services, he did not go out and look at contract services at this time, but when individuals have come forward to offer services in the past, it was a much greater salary than we would be able to hire our own for. Mr. Rachal asked about the architect's job once the project is beyond the design stage and is in the remodel or construction stage? Mr. White responded that the designer is responsible for being at the project at critical and periodic stages of construction, and not on a daily basis. Mr. White shared that he believes it is important to be on the project sites daily to monitor and address any potential problems in the early stages. Mr. Rachal asked if we are basically looking to have superintendents on the job daily and be able to address any issues that come up? Mr. White responded not necessarily the superintendent as the superintendent is generally required to be on site the entire day; however, the contractor is required by the contract to keep a capable superintendent on site while any work is taking place. He said staff typically is on site one hour to one and one-half hours a day before moving on to another construction site, and his staff is giving 100% oversight to a project, because there are too many projects and not enough staff to go around. But, staff is getting a good overview of the project and trying to eliminate any problems. If the contractor brings to staff's attention any problem with a project, the designer (architect or engineer) is called back to the site to work through a solution. Mr. Rachal inquired about the additional funds from the increased property taxes, and if there is an out at any point in time once the work load is released. Mr. White answered it will be shared with the prospective employee at the start of the program that it is a

temporary position and that at completion of the work, the job would basically go away, unless it is possible that Personnel might replace them through attrition. Mr. Rachal said in hiring these individuals because of all the construction with the bond money, could we not have built in and used money from the bond money to pay for these individuals? Mr. White answered he would have to recheck the wording in the bond proposal and would want advise from the finance director and legal counsel, because his staff's salaries are paid from the capital projects fund. Mr. Rachal also asked if it was done this way, would it box that employee in to only being able to cover the bond projects? Mr. White responded that is another reason for funding the positions through the capital projects fund; it will allow those persons to cover projects beyond the bond projects.

Mr. Guin reminded the board of a construction problem the board faced several years ago, partially because there was not adequate inhouse supervision over the projects. He believes the request for hiring additional personnel to assist in watching over the construction projects will mean less cost to the board.

Mrs. Tyler stated that this was not a part of the plan submitted to and approved by the board. Mr. Abrams said in dealing with the bond issue, he recommended referral to the bond counsel.

**2005-2006 Capital Project Budget Recommendations.** Mr. Henderson asked if this item is the beginning of the process for 05-06? The superintendent answered in the affirmative. Mr. Henderson requested that staff walk the board through how the process works, particularly the schools opportunity to participate in the process. Steve White explained these are the projects that will be done primarily in the upcoming summer and the process followed included a request being sent to all principals at the end of August to provide staff with a list of each school's priorities and in the priority they wished them to be listed. He explained when staff received the information from the schools, a complete list was compiled and discussed with the Superintendent's Cabinet. He added that included in this process are a certain number of mandated projects, i.e. fire alarms, light safety projects, accessibility, etc. Following this list of items, staff listed any projects the board may have approved in the past, and these are presented to the committee for a vote. He said a presentation is made with the academic side and they are asked what they wish to see in the capital projects list that most greatly influences the instructional environment. Mr. Henderson asked Mr. White about the amount of money staff is working with that is not earmarked for projects the board has approved or are mandated. Mr. White responded the total budget for this year is approximately \$16.5 million, and the mandated projects are approximately \$5.5 to 5.8 million and the remainder of the projects went into recommended projects, i.e., HVAC, roofing, etc. He said they then addressed the wish list items from the schools, i.e. paving areas, new bus loops, etc. Mr. Henderson asked when will the staff have the completed packet of information available for board members? Mr. White responded that staff is approximately 90% complete at this time and the academic staff has been asked to do some fine tuning, i.e. canopies, playground equipment, Title IX contingency money, bleacher repair and track renovations. Hopefully, this year, staff will be bringing to the board a plan with very few *to be determined* areas. The superintendent announced this information will be sent to the board the week before the board meets.

Mr. Rachal stated that at the last board meeting, safety issues were discussed, and University Elementary School has a huge safety problem in their bus loop with all the cars and buses going through the same loop. He asked staff to address this project in an upcoming capital projects list. Mrs. Tyler answered staff will certainly look at this request, but staff has developed a list based on the priorities sent in by the principals. Mr. Henderson stated that is part of the reason for his question as to when the board will receive the information so everyone can see what projects are listed, because he knows each board member has items they wish to be addressed in their respective districts. Mr. Rachal also asked about the existing budget and how much of that budget is now being addressed by bond money? Mr. White said under Proposition 4 there is a list of projects to be accomplished and there are several staff does not anticipate getting to, i.e. air conditioning of auditoriums and gymnasiums. When the bond issue was crafted, it was anticipated where we would be over three years with those projects and drew a line in the list with the understanding that every project down to the line would be accomplished in the general capital projects budget (Proposition 4) and everything below the line would be addressed in the bond issue. As far as the amount, Mr. White said he will run those numbers and not quote anything from memory. Mr. Rachal asked about money in the existing budget where those

projects will now be addressed through bond funds and what money will we be saving in the capital projects fund?

Mrs. Tyler announced that at the Committee of the Whole meeting for the budget update, she will include capital projects so the board can see firsthand what we have and what is being done.

Mrs. Armstrong asked Mr. White how many projects staff is looking at in the capital projects budget? Mr. White responded that he does not have a total number at this time. Mrs. Armstrong said she is curious as we are beginning to build the gymnasiums, how many building projects, construction projects are there. Mrs. Tyler asked the board if they would allow her the opportunity to do an update on capital projects as well as the General Fund budget rather than staff attempting to figure something without the information in front of them. The superintendent said when the Committee of the Whole meeting is held on the General Fund budget, she will also bring the Capital Projects information.

Mr. Henderson asked Mrs. Tyler about the fact that this item is on the October 19<sup>th</sup> agenda and asked if the plan is to have a Committee of the Whole meeting prior to the 19<sup>th</sup>? Mrs. Tyler said she had not planned to unless the board directs staff to do so. Mr. Henderson stated that the questions being asked are relative to the item on the 19<sup>th</sup>. Mrs. Tyler asked board members to please call her and she plans on putting a complete packet in the mail to the board members next week.

Mr. Rachal stated that he assumes there will be opportunity for discussion before voting on the capital projects. Mrs. Tyler responded that once she sends the information to the board next week, if the board decides it wishes for a Committee of the Whole meeting, she will be glad to schedule it. Mr. Rachal asked if it is critical that this item is voted on by the end of this month? The superintendent responded that she hoped it could be so staff could proceed with the projects.

**Approval of Professionals for Fifth Year Classroom Wing Projects.** Mr. Burton asked for clarification on Policy FEB? Mr. White stated that FEB is the policy that governs the hiring of professional services, architects and engineers. It lists the criteria followed for selecting designers. Mr. Burton said the mailout information refers to a meeting with the Fair Share Administrator and in compliance with Policy FEB and asked Mr. White to explain further. Mr. White responded that an advertisement was put forth for the new wings and capital projects for any designer wanting to do work for the Caddo Parish School Board. Mr. Burton asked if the Fair Share Administrator was involved in this process? Mr. White answered in the affirmative. Mr. Burton asked to what degree is the Fair Share administrator's suggestions adhered to, if any? Mr. White answered each specific project was defined and an attempt was made to match, with the criteria outlined in FEB, a designer to a project, and Mr. White was in that meeting with he and a project manager. Mr. White said they looked at every possible opportunity to use small and economically disadvantaged businesses and went forward with a list provided by the Fair Share Administrator, and believes Mr. White was agreeable with the selections. Mr. Burton asked if any on the list being recommended are minority? Mrs. Tyler announced that she and staff will be bringing an update in November on the Fair Share Program as promised in the proposal.

Mr. Henderson asked if this is the last of the projects for the '97 bond issue? Mr. White responded this is the last round of the monies from the '97 bond issue and if there are any monies left upon completion of all approved projects, he will bring that information back to the board along with a recommendation. Mrs. Tyler stated that we do not have 40% of the projects left nor the money, as it has all been spent.

**CPSB Policy GDBC.** Mr. Henderson requested clarification on this item. The superintendent and board attorney explained that the board last year approved a new EAP Policy (GBCB) which included the EAP and Alcohol and Drug Testing and Treatment Policy. Mr. Abrams explained he did not realize there was a Policy GDBC which addressed classified and there is no reason to have a certified and classified policy, thus the need for the board to delete Policy GDBC.

**Approval of Budget Revision #2 for the 2003 - 2004 IDEA Carryover Budget.** Mr. Henderson stated he believes special education is the only externally funded program where the board is asked to approve budget revisions. Staff answered that is correct. He said he doesn't believe this budget is much different from the others and consideration may need to be given to

possibly discontinuing this practice, and he will possibly bring a recommendation to this effect in the future.

**RFPs for Legal Services.** Mr. Ramsey stated that information on this item is at board members' stations and discussions with the board attorney indicate something needs to be added in the RFP to include the bond attorney. Mr. Abrams explained this proposed RFP was taken from the one three years ago and that RFP did not include the bond counsel. He said if the board wishes to interview bond counsels in order to have an approved list, whether selecting one or not, this can be added. He added that Mr. Hudson prepared this document and the only other changes are the bid bond of \$7500 and the performance bond of \$10,000; and since you cannot get a bond to provide legal services, a check is required and it is refunded, do he does not see the need for this to be in the RFP. Also, relative to subcontracting, every attorney has their own standard and if they want to include an agreement to work with someone, they can include it in their proposal. Also under qualifications sought, it had a mandatory minimum of five or more years experience in the applicable legal service area and he assumes the board had to waive this for him to be general counsel based on the last RFP and doesn't think it should be put back in (point 11.1). It (the RFP) includes all legal service areas that are a part of the legal services contract.

**Request for Council of Great City Schools to Conduct Study.** The superintendent announced that she has contacted the Council of Great City Schools and they will be responding to the request to pull together a team to come to Caddo, including the cost involved for a review or a study as requested by the board. She said the Council will conduct a review for the cost to travel to Caddo. She also added that staff is looking at something for the paraeducators and would like to move forward on this item and not wait on a study of salary schedules, and asked for the board's permission to move forward on looking at what can be done for teachers' aides as the funding is received? The board was in agreement.

Mrs. Armstrong stated that what she wishes to do, if there are other positions within a grade, and there may be several positions within a grade, is to review all of this, but she doesn't want to hold up on the aides.

**Revision to CPSB Action Regarding School Participation in Mardi Gras Parades.** Mr. Burton explained that his reason for placing this item on the agenda is the motion passed several years ago referred to the Gemini and Centaur parades and there have been some exceptions since then. He said he wishes to have a policy whereby this decision is a site-based one and is left up to the school as to whether or not they wish to take part in a particular parade. He stated legal counsel will be working on something for the board's review. Mr. Henderson asked if he understands the principal will be able to respond to an invitation to participate? Mr. Burton said that is correct. Mrs. Armstrong asked if this would mean participate in a parade *anywhere*? Mr. Burton answered any Mardi Gras parades in Shreveport-Bossier. Mrs. Armstrong asked if this will do away with the board action of several years ago? Mr. Burton answered that is correct.

**CPSB Meeting Dates In November and December.** The superintendent explained that this is on the agenda because of conflicts and wanted the board to have the opportunity to look at their calendars before making a decision to change the dates at the next board meeting. Mr. Ramsey stated his recommendation will be to change the November 2 Executive Committee/Board Work Session to Thursday, November 4 because of the National Election paid holiday for Caddo employees, and that the regular meeting would remain on November 16<sup>th</sup>. For the December meeting, since it falls during the holidays, Mr. Ramsey recommended shifting the meeting dates or only holding one meeting. The board agreed to only hold one meeting in December and that the meeting will be on December 7<sup>th</sup>.

**2005-2006 Capital Projects Recommendations.** Mrs. Armstrong expressed her concern that if the superintendent is going to present a review of the capital projects budget and it is directly related to action the board will be voting on at the next meeting, she would suggest that a Committee of the Whole meeting be held prior to the next meeting. Mr. Ramsey responded he will look at this request, as he would like for the board to receive the items, and asked Mrs. Armstrong if she is specifically addressing the 2005-2006 capital projects budget recommendations (#15)? Mrs. Armstrong stated yes and the revisions, as Mrs. Tyler indicated she would have a Committee of the Whole meeting to share dialogue with the board regarding the budget and revisions. She asked if what the superintendent is wanting to share with the board is directly related to the items on this agenda, then she suggested that this meeting of the

Committee of the Whole be held prior to the board's next meeting when they will be asked to vote on it. The superintendent answered that the one she is planning on doing is in November after we receive the information from the tax assessor's office. However, if the board wishes to hold a meeting just to discuss the 2005-06 capital projects, that can be done before October 19<sup>th</sup>. The board president announced that traditionally this is done at the board meeting and he will get back with the board after the list of the projects is shared with the board.

**Consent Agenda.** The president recommended items 9-14, 16-23, and 28-34 as the consent agenda. *Mr. Henderson moved, seconded by Mrs. Armstrong, approval of the agenda and proposed consent agenda for the October 19, 2004 meeting. Vote on the motion carried unanimously.*

**Adjournment.** *Mr. Henderson moved, seconded by Mrs. Armstrong, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:33 p.m.*



**October 19, 2004**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, October 19, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum – Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps (arrived at 5:53 p.m.), Lillian Priest, Bonita Crawford, Barry Rachal, Ginger Armstrong and Willie Henderson. Mr Ramsey announced Phillip Guin is absent due to illness. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Henderson gave the invocation and led in the Pledge of Allegiance.

**CONSIDERATION OF MINUTES OF THE SEPTEMBER 21, 2004, SEPTEMBER 28, 2004 AND OCTOBER 5, 2004 CPSB MEETINGS**

*Mr. Burton moved, seconded by Mrs. Crawley, approval of the minutes of the September 21, 2004, September 28, 2004 and October 5, 2004 CPSB meetings as included in the mailout. Vote on the motion carried unanimously.*

**ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

The superintendent highlighted items on the agenda and President Ramsey recommended items 9-23 and 27-34 as the consent agenda.

**SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators, staff and other guests also were recognized.

**Promotion of Caddo Parish Cadet Corps Commander.** Lt. Col. Daniel Durr, Caddo's supervisor of Army JROTC program, conducted the promotion of Caddo's Cadet Corps Commander. Student Tasia Tindle, C.E. Byrd High School, was recognized as the number one cadet in Caddo Parish for the 2004-05 school year. Col. Durr shared a list of some of the awards Miss Tindle has received as the superintendent and principal presented Ms. Tindle her promotion bars.

**2003-04 Attendance Awards.** Ms. Anderson recognized the following schools for their outstanding records of attendance for the 2003-04 school year. Elementary – Judson Fundamental Magnet with a 97.634% attendance; and Eden Gardens Fundamental with an attendance rate of 97.748%. Middle School – Caddo Middle Career and Technology Magnet School with a 95.520% attendance; and Caddo Middle Magnet, with a 97.109% attendance record. High School – Green Oaks – attendance rate of 94.464% and Caddo Magnet High, who had an attendance rate of 95.070%.

**Caddo Parish 2004-05 Teachers of the Year.** Ms. Anderson highlighted Caddo's Teacher of the Year program, how it works, judging, and selecting finalists through the interview process. Ms. Anderson recognized Michael Roy, Caddo's videographer, who shared with the board and audience a video presentation on the teachers in their classrooms. Caddo's elementary finalists this year are Shonnee Brooks (Shreve Island Elementary School), Melissa Shaw (E B Williams Stoner Hill Elementary Laboratory School); and Tequila Cornelious, elementary winner (Judson Magnet Elementary School). The middle school finalists are Patricia Mason (Youree Drive Middle School), Geraldine Banks (Caddo Middle Magnet School), and winner Mr. Billy Ray Davis (Keithville Elementary/Middle School). The high school finalists are Lulu Martin (C E Byrd High School), Daphne Moore (Captain Shreve High School), and winner Ann Osment (Southwood High School). Following the video presentation, each finalist and winner was presented with a certificate and copy of the video. Ms. Anderson also announced that high school winner Ann Osment is a regional winner and is presently interviewing for state high school teacher of the year or overall teacher of the year. Administrators, family, faculty and other guests present also were recognized.

## VISITORS

Gertrude Lynes, teacher at Southwood High School and representative of the Caddo Federation of Teachers/Support Personnel, addressed the board on matters of interest and concern to the Federation including appreciation to the board for their consideration of a teacher aide salary schedule package with salary lanes reflecting degrees and professional attainment. She also thanked the board for the use of Broadmoor Middle Lab to conduct professional development classes on Wednesday, highlighted some of the topics being covered in the workshops and invited board members to visit on Wednesdays in October from 4:30-6:30. She stated the CFT looks forward to meeting with Superintendent Tyler in efforts to resolve concerns about the CFT's ability to meet with teachers and support personnel they represent. She also invited board members and administrators to attend the annual convention of Louisiana Federation of Teachers November 21-23 as CFT's guest.

Carolyn Rhymes, Caddo Association of Educators, addressed the board by first expressing the CAE's appreciation to the board for the recent 2.25% salary increase plus the one-time supplement to be provided in December for all employees. She stated this increase was a morale booster for all employees knowing that the board appreciates the employees' hard work. She said the CAE will continue to work with the board to provide the best salary and working conditions for the employees and the best learning environment for Caddo's students. She added the CAE pledges to work with the board as the board continues to review salary schedules and make any necessary changes in the current Arthur Anderson Classified Compensation and Classification Plan.

James Pannell, NAACP, addressed the board on the Caddo Parish School Board's fair share program. He expressed his disappointment that the plan is yet to be drawn up and brought to the board for implementation, and the lack of input from those who will be involved.

Craig Lee addressed the board on his concern that those students who go off to college will not come back, and if they do, they will return to the sad reality that racism is alive and well in Shreveport. He stated that this board has a dual responsibility to improve the educational standards and empower students while at the same time economic parity for businesses. He said he did statistical research for the City of Shreveport's fair share program and contract procurement opportunities for African American firms fell under 3%. He stated his opposition to the passage of the bond issue because there was not an economic parity program in place and said to date nothing has been done to initiate a program. He said he doesn't understand why the board has hired someone for a program when there is not a program in place. He said this is a backward approach in an effort to bring economic parity to Shreveport, and that the program should be established, and then a person hired to execute the program on behalf of those businesses that need economic parity opportunities in this system. He said the infrastructure is in place and there is no rationale as it relates to establishing a program and no professional consultant has been hired to do such a program. He recommended that the board begin immediately conducting meetings in the African American community with African American business owners for input in the program and to also hire a professional consultant to structure the economic parity program.

Dr. Artis Cash stated he did not believe this board is one for keeping its word with respect to the fair share program. He referenced meetings prior to the current seated board between the African American community and board members where the board promised it would do the right thing. He stated the board has made it clear they are not going to do the right thing. He voiced his opinion of implementing a recall against those board members who are against fair share. He expressed his disappointment that the board is asking at its meeting today for bids to be let for projects done in deception. He stated he believes there is a crisis in this city and it's parity now and whatever it takes, they will do it.

Scott Hughes, president of the Board of the Alliance for Education, expressed appreciation to the board for support of the Walk for Education. Mr. Hughes announced that over \$75,000 was raised for public education, of which one-half goes to the Alliance which they in turn put back into education, and the other half goes directly to the schools. He stated he too believes there is a crisis in Caddo Parish and that crisis is the education of our children, and believes that is what the Alliance attempts to do is keep the focus on the children's education. He said the Alliance will take the \$37,000 from the Walk for Education and put it into programs such as after school

academies, Path to Excellence, etc. He stated a new initiative, BEST (Building Excellence in Students and Teachers), was announced two weeks ago as an effort with some partnering groups to pull together with the School Boards in the area to address some critical needs, i.e., more certified teachers, working to make sure businesses are connected to schools for mentor programs, inventories of what the universities have available for Distance Learning, and community conversations.

### **CONFIRM THE CONSENT AGENDA**

*Mrs. Hardy moved, seconded by Mrs. May, approval of the consent agenda. Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

#### **Agenda Item No. 9 A.**

**Personnel Recommendations.** Per request from the superintendent, Mary Nash Robinson, assistant superintendent/human resources, introduced the following personnel appointments as recommended by the superintendent and approved by the board: Reginald Dodd, Instructional Technology Supervisor; Pateece Davis, Professional Development Specialist; and Melvin Ashley, Assistant Principal of Administration at Bethune Middle School. Administrators, families and friends present were also recognized. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the positions to which they were appointed

#### **Agenda Item No. 9 B.**

**Requests for Leaves.** The following request for leave was approved as recommended by staff and included in the mailout.

Classified

Dorothy Leftridge, Leave without pay, September 23, 2004 – September 5, 2005  
Laborer, Maintenance Department, 21 years

#### **Agenda Item No. 9 C.**

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the Other Personnel Transactions Report for hiring, assignment changes, separations and resignations for the period of August 26, 2004 through September 24, 2004 as submitted in the mailout.

#### **Agenda Item No 9 E.**

**Renewal of Administrative Contracts.** The board approved the renewal of administrative contracts as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 10**

**Bids.** The following bids were approved as recommended by staff and included in the mailout on the bid tabulation sheets (which are filed in the official papers of the October 19<sup>th</sup> CPSB Meeting): (1) Glass Services for furnishing and installing bus glass; (2) Ross Bus & Equipment Sales totaling \$624,759 for the purchase of school buses; (3) Fuqua Paper totaling \$107,920.85; Long's Preferred totaling \$50,940.50, and Pilgrim's Food totaling \$17,564.45 for the purchase of paper and supplies; and Farmers Seafood, Fuqua Paper, Gerlach Meat, Lance, Inc., Long's Preferred and Pilgrim's Food for food and supplies.

#### **Agenda Item No. 11**

**Revision of 2004-2005 General Fund Budget.** The board approved the revised 2004-2005 General Fund Budget which included approved board changes to date and other adjustments as outlined in the mailout.

### **Agenda Item No. 12**

**Revisions to 2004-2005 Capital Projects Budget.** The board approved revisions to the 2004-2005 Capital Projects budget as recommended by staff and included in the mailout. The revisions are a result of an additional \$750,000 generated from additional revenues from the property assessment that are available for expenditures in the Capital Projects fund.

### **Agenda Item No. 13**

**Professional Services for 2004 Bond Projects.** The board approved professional services for the 2004 bond projects as recommended by staff and included in the mailout. The engineers/projects approved include Edmonds Engineering Services for HVAC window unit replacement at University; Aillet, Fenner, Jolly, & McClelland, Inc. for HVAC window unit replacement at North Highlands; John J. Guth Associates for HVAC window unit replacement at Riverside Elementary; Edmonds Engineering Services for HVAC window unit replacement at Fairfield; Fred Newton & Company for HVAC window unit replacement at Northside; Aillet Fenner, Jolly & McClelland, Inc. for HVAC window unit replacement at Pine Grove; John J. Guth Associates for HVAC window unit replacement at Southern Hills; Purtle & Associates, HVAC window unit replacement at Vivian; Harriss Jambor & Associates for HVAC window unit replacement at Fair Park; John J. Guth Associates for lighting retrofit at Caddo Magnet High, and Purtle & Associates for lighting retrofit at Captain Shreve.

### **Agenda Item No. 14**

**Professionals for Fifth Year Classroom Wing Projects.** The board approved the recommendations for the professional designers for the fifth year classroom wing projects as follows: Bryant & Associates for Caddo Career & Technology Classroom Wing; Newman Marchive Partnership for Linwood Classroom Wing Addition; Pollard and Associates for Ridgewood Classroom Wing Addition; McNew Architecture for Riverside Classroom Wing Addition; Johns, An Architectural Practice for Turner Classroom Wing Addition; and Byron J. Stewart & Associates for Woodlawn Classroom Wing Addition.

### **Agenda Item No. 15**

**2005-2006 Capital Project Budget Recommendations.** The board approved the 2005-2006 Capital Projects, a total of 113 projects with the mandated projects totaling \$5,857,500, and a total budget of \$16,500,000, as developed by the Capital Projects Committee, and recommended by staff and included in the mailout. A copy of the complete listing of projects is made a part of the official records.

### **Agenda Item No. 16**

**Mutual Use of Facilities Cooperative Endeavor Agreement and Amendment with City of Shreveport.** The board approved the renewal of a revised cooperative endeavor agreement and amendment with the City of Shreveport for the mutual use of facilities owned by both parties.

### **Agenda Item No. 17**

**Request for Professional Development Days.** The board approved professional development days for the following schools as recommended by staff and included in the mailout: Bethune Middle School (November 8, 2004), Donnie E. Bickham Middle School (November 1, 2004 and April 22, 2005), J. S. Clark Middle School (December 6, 2004 and January 28, 2005), Linwood Middle School (November 1, 2004 and February 22, 2005), Northside Elementary School (November 5, 2004 and January 28, 2005), Northwood High School (November 1, 2004 and April 22, 2005).

### **Agenda Item No. 18**

**Locally Initiated Course – Service Learning II (1/2 credit).** The board approved the request to offer the locally initiated course, Service Learning II, as ½ credit as recommended by staff and included in the mailout. This course is an extension of the Service Learning course offered

during the 2003-2004 school year and will be offered to those student who have completed Service Learning I.

#### **Agenda Item No. 19**

**Special Education Interagency Agreements.** The board approved the special education interagency agreements as recommended by staff and included in the mailout. These agreements, which make it possible to offer required services to students with disabilities residing in the parish, are with Contemporary Quality Care, LLC, Summer Grove Baptist Church Early Childhood Enrichment Center, Brookwood Baptist Church Preschool, and Highland Clinic.

#### **Agenda Item No. 20**

**Revision to Personnel Evaluation Plan.** The board approved revising the Personnel Evaluation Plan to remove the System School Psychologist position from the Academic Division and placing it in the Support Services Division as recommended by staff and included in the mailout.

#### **Agenda Item No. 21**

**Revisions to Policy GBN/JP – Caddo Public Schools Network Acceptable Use Policy.** The board approved revisions to policy GBN/JP – Caddo Public Schools Network Acceptable Use Policy as recommended by staff and included in the mailout. Revisions were made to address the addition of voice mail service for teachers and mandatory email accounts for students participating in Louisiana Virtual School.

#### **Agenda Item No. 22**

**Contract Between Caddo Career and Technology Center and Coca-Cola Bottling Company of Shreveport.** The board approved the contract between the Caddo Parish School Board, on behalf of the Caddo Career and Technology Center, and Coca Cola Bottling Company as recommended by staff and included in the mailout.

#### **Agenda Item No. 23**

**CPSB Policy GDBC.** The board approved deletion of CPSB Policy GDBC (Employee Assistance Program) as recommended by staff and included in the mailout.

#### **Agenda Item No. 27**

**2004-2005 Goals and Objectives.** The board approved the 2004-2005 goals and objectives as recommended by the superintendent and included in the mailout.

#### **Agenda Item No. 28**

**Budget Revision #2 for the 2003-2004 IDEA Carryover Budget.** The board approved revision #2 for the 2003-2004 IDEA Carryover Budget as included in the mailout.

#### **Agenda Item No. 29**

**Revisions to Student Records Privacy Policy (JO, JO-R).** The board approved revisions to CPSB Policies JO and JO-R (Student Records Privacy Policy) as submitted in the mailout.

#### **Agenda Item No. 30**

**Proclamation for Character Education Week.** The board approved a proclamation for Character Education Week October 18-22, 2004 as recommended by staff and submitted in the mailout.

### Agenda No. 31

**Comprehensive School Reform Program (CSRP) Grant Budgets.** The board approved the Comprehensive School Reform Program (CSRP) Grant budgets as recommended by staff and included in the mailout. The budgets total \$469,420 and the following Caddo schools will receive monies from the grant: J S Clark, Bethune, Cherokee Park, EBW Stoner Hill, Queensborough, Caddo Middle Career and Technology School and Woodlawn.

### Agenda Item No. 32

**CPSB Meeting Dates for November and December.** The board approved to change the CPSB Executive Committee/Board Work Session scheduled for November 2, 2004 to Thursday, November 4<sup>th</sup> due to the National Election Day paid holiday for all Caddo employees, and that for the month of December, only one board meeting will be held, and that meeting will be on Tuesday, December 7<sup>th</sup>.

### Agenda Item No. 33

**Extended Sick Leave and Sabbatical Leave Savings.** The board approved adding the savings realized in extended sick leave and sabbatical leave to the Teachers' Salary Schedule for the 2004-05 year as recommended by staff and included in the mailout.

### Agenda Item No. 34

**Request for Additional Staffing.** The board approved the request for eight (8) additional staffing positions at the high schools for the 2004-2005 school year as recommended by staff and included in the mailout.

## POLICY REGARDING SCHOOL PARTICIPATION IN SPECIAL EVENTS

*Mr. Burton moved, seconded by Mrs. Hardy, for approval of CPSB Policy IICA regarding school participation in special events as submitted in the mailout. Mr. Burton read the proposed policy and stated this will make the policy regarding a school's participation in special events more specific and help avoid any confusion with regard to the Mardi Gras events. Mrs. Armstrong asked the superintendent if she believes this policy will address the number one concern and that is the safety of the students, especially in the larger Mardi Gras parades? The superintendent answered that staff will be meeting with principals and reviewing requests prior to a decision being made to allow students to participate in any special events. Vote on the motion carried unanimously.*

## RFPS FOR LEGAL SERVICES

*Mr. Henderson moved, seconded by Mr. Burton, approval of the proposed RFP for legal services as included in the mailout, but not including the proposal for bond work; RFPs for bond work will be issued when new bond work is to be undertaken. Vote on the motion carried unanimously.*

## COUNCIL OF GREAT CITY SCHOOLS TO CONDUCT STUDY

*Mrs. Armstrong moved, seconded by Mrs. Crawley, that the Caddo Parish School Board solicit the Council of Great City Schools to conduct a study and review of our complete staff in relation to salaries, grades, job descriptions, and if staff are doing different from job description that the job descriptions be rewritten to allow that and salaries adjusted if that is the recommendation of the group (CGCS), an overall study of our procedures of how we conduct our business. Mrs. Armstrong referenced the facilities study completed by the Council of Great City Schools and the excellent review and guidance for making needed changes. She stated she believes the different backgrounds and experiences bring suggestions that will help streamline some of our efforts in Caddo Parish. She said concerns have been shared about Caddo's salaries and believes it will help in evaluating these salaries. Mrs. Armstrong stated that she doesn't believe we should change one thing before getting an overall picture.*

Mr. Abrams for clarification stated that the motion is not asking the board to approve whatever the recommendation might be, but only a study/review by the Council to bring to the board. Mrs. Armstrong answered that is correct, she is only asking for an evaluation/study, a guide/evaluation from the Council.

Mrs. Hardy asked how much this procedure will cost? The superintendent indicated that she has not received any information for this study, the details, and as soon as the board decides what they wish to be done, she will be back in contact with them. She said the cost is for bringing in the teams across the United States.

Ms. Phelps arrived at the meeting at approximately 5:53 p.m.

Mrs. Armstrong said what she is wishing to see is something very similar to the previous report prepared. Mrs. Hardy stated that before she approves the recommendation, she is desirous of having the cost information. Mrs. Armstrong asked the superintendent if she had any idea what the cost might be? The superintendent answered it will be less than \$20,000, and that she is not sure if there will be a review or a study, and asked Mrs. Armstrong if this study would be on all the salaries for all employees, all the various classifications. Mrs. Armstrong answered she believes most of this would be in the information we send the team prior to their coming to the district, and she believes it would be the same as with the recent study. Mrs. Crawley stated that a study was done nine years ago and that study recommended that a review would be done at the end of each year, and this has not been done. She added that in looking at Caddo's ranking in the state, that it is time to do an outside review. She asked the board to approve the motion and allow the superintendent to begin dialogue with the Council of Great City Schools.

Mr. Rachal stated his agreement that we want to make certain that all our employees are treated fairly, paid well and that we are competitive. He said he doesn't know what it would cost the district if we undertook this study internally, if it cost more than for the CGCS to do the study, if they will be more objective, etc., and asked the superintendent what her thoughts are relative to looking at Caddo's pay scales and the need to have someone look at it. The superintendent answered that it never hurts to compare what's happening in our district with other districts/states; however, when doing so, there needs to be a posture for doing something about it. She added that if the board wishes this study, there needs to be funding in place to implement it so there is not a greater problem. She asked the board to be mindful that Caddo is still in a budget crunch and is not as competitive as it needs to be. She said staff is looking at various salary schedules to determine where we are and what can be done; but if an outside group is brought in to review/study and makes recommendations, it will be important that the board is ready to implement some of the recommendations. She stated there are numerous districts across the state that are in financial crisis and reminded the board that Caddo was in that same position a year ago, and is concerned that if the board is not ready to implement some of the things recommended by the study, more unrest could be created in the district. She stated whatever the board wishes her to do, she will move forward and do, but asked the board to consider all aspects.

Mr. Rachal stated he is unclear as to what will take us into the future and how far into the future it will take us. He knows it costs money and asked the superintendent if the report just received is worth the money paid for it? The superintendent responded she has perused the report and she knows some of the things suggested in the report are not financially feasible. She also said there are suggestions in the report that will create some hard feelings in the community; however, she believes the report is needed.

Mr. Ramsey asked board members to keep comments to the motion on the floor. Mr. Rachal stated that if an objective look is made from the outside in, it may be things we are already aware of, but it's objective, professional suggestions and opinions.

Mr. Ramsey read an excerpt from minutes of the last board meeting as it relates to the discussion on the Council of Great Cities Schools and expressed his concern over building a lot of things for the staff, because if this group comes in to conduct the review/study, it will tie up staff's time. He also referenced a comment that the state is looking at redoing the teacher salary schedule and there could be a lot of factors out there that we could benefit from if we wait.

Mr. Burton expressed his concern that we need to be prepared to act on suggestions that might be made and he doesn't feel the board is able to do that financially at this time. He also stated that he too wishes to wait and see what the cost might be for this request, 2 to 3 days versus 2 weeks, and the desire to deal with the teachers' aides salary schedule first. He said he believes it is important to address the teachers' aides salary schedule; and that even though he understands the intent of the motion, encouraged the board to wait before implementing this and concentrate on the aides salary scale.

Mr. Henderson also stated that it is obvious there needs to be more structure to the motion and there is a big difference between a review and study. He also stated that he was unsure what the board agreed to do with the previous study and believes that after the motion was passed, some decisions were made relative to the exact charge to the Council of Great Cities Schools for the study done and doesn't wish to repeat that with this request. He asked if the maker of the motion would consider taking a little more time to define what we want them to do and then he could support it.

Mrs. Armstrong stated she appreciates the input from board members and withdrew her motion.

## **SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** The superintendent stated that an update on the construction projects was provided in the mail.

**Report on Prohibitive Practice of Purchasing Mac Computers.** Mrs. Crawley stated that staff has attempted to contact her about this matter and she will talk with Mr. Brown further about this.

**Proposal to Increase M & S Funds After Relief Regarding Teachers' Retirement.** The superintendent reported that staff is checking every building to determine needs and how the money is being spent. She stated that as soon as this report is complete, a report will be brought to the board.

**Plan to Further Engage the Community in Education Process.** The superintendent reported this process has begun with the Committee of the Whole meeting on accountability and as the board schedules additional committee of the whole meetings, staff has some additional reports to bring. She commented that we will also work with the BEST program to further engage the community and will provide information as this occurs.

**Evaluation of Programs and Proposals to Eliminate/Consolidate to Save Money.** The superintendent reported that this has been completed and information provided to board members.

**Report on Booker T. Washington Feeder Schools.** Mrs. Tyler announced that staff is still working to complete this process and will bring a report to the board. Willie Burton asked the superintendent if in the investigation if staff is considering the transferring of students from the Allendale area to other schools, i.e. Youree Drive because of the ratio and since the ratio has changed and the original rationale is not there, and students from West Shreveport and J S Clark are going to Youree Drive and Fair Park, respectively, for the same reason. He said, however, the rationale is no longer there and asked the staff to look at possibly bringing students back to the inner city schools. The superintendent explained that some of these lines were drawn from the Consent Decree, but staff will include in their report what has happened, why we are doing what we are doing, and what can be done to rectify the situation. Ms. Phelps asked if she understands the report will entail what we are going to do since the ratios have changed. Mrs. Tyler said it is her understanding that she is to bring to the board a report on where the children are attending and the feeder patterns for Booker T. Washington, and then take a look at what can be done to rectify the problem. Mrs. Tyler said it may be necessary to go the legal route to rectify the situation.

**Districtwide Achievement Plan.** The superintendent brought to the board's attention copies of the Districtwide Achievement Plan at their stations. She said all schools will be working directly from the information contained in this plan to address the mandates of accountability and meet some of the higher standards that have been set for the districts.



## UNFINISHED BUSINESS

## NEW BUSINESS

## ANNOUNCEMENTS AND REQUESTS

Mrs. Armstrong asked that the agenda item *Request for Council of Great City Schools to Conduct Study* be placed on the November agenda.

Mr. Rachal expressed his appreciation to staff and recognized David Barr, director of classified personnel, for the outstanding fill rate for substitute teachers.

Mr. Burton asked the superintendent and staff to look into the parking problem at West Shreveport and provide a report on addressing this issue at the next board meeting.

Mr. Henderson requested that Roy Murry provide a verbal update on security/terrorism at a future meeting.

Mr. Henderson announced that Superintendent Tyler will be awarded the Lifetime Achievement Award presented by the Shreveport Chamber of Commerce's Minority Business Council, at its 11<sup>th</sup> Annual Minority Business Expo Awards dinner on Friday, November 5<sup>th</sup>.

## EXECUTIVE SESSIONS

**Employee Termination Appeal Hearing.** *Mr. Burton moved, seconded by Mrs. Hardy, to go into executive session for 20 minutes for the purpose of hearing an employee termination appeal. Vote on the motion carried unanimously and the board went into executive session at approximately 6:28 p.m. The board reconvened into open session at approximately 7:10 p.m. Mr. Henderson moved, seconded by Mrs. Hardy, to uphold the superintendent's recommendation. Vote on the motion carried with Board members Burton, Phelps and Priest opposed and Board members Hardy, Crawley, May, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion.*

**Employee Appeal Hearing Pursuant to Policy GBCB-R.** *Mr. Burton moved, seconded by Mrs. Hardy, to go into executive session for up to 50 minutes for the purpose of hearing an employee appeal pursuant to Policy GBCB-R. Vote on the motion carried unanimously and the board went into executive session at approximately 7:12 p.m. The board reconvened into open session at approximately 7:30 p.m. Mrs. Hardy moved, seconded by Mrs. May, to postpone this hearing and reschedule for Thursday, November 4, 2004. Mr. Sutherland stated this is an attempt by the lawyers for both sides to reach a compromise that doesn't involve an admission of liability or a spattering of anybody's reputation in order to try and resolve this matter at less expense to both parties and to try and reach an amicable agreement to provide Mr. Broussard a teaching position in Caddo Parish in reasonable proximity to his home. He said they will attempt to work this out and return on the date set by the board or have the hearing dismissed prior to that date. Vote on the motion carried unanimously.*

Mr. Ramsey announced that Mrs. Armstrong had to go home ill.

**Grievance Appeal Hearing.** *Mrs. Hardy moved, seconded by Mrs. May, to go into executive session for up to 25 minutes for the purpose of hearing a grievance appeal. Vote on the motion carried unanimously and the board went into executive session at approximately 7:34 p.m. The board reconvened into open session at approximately 8:40 p.m. Mr. Abrams stated that for this hearing the parties would like to suspend the hearing until the next board meeting and during this time administration will gather information relative to employees that fall in the \$1 category and the parties will get together and try to work out this matter and bring it back to the board on the next scheduled date. Mr. Henderson moved, seconded by Mr. Rachal, to suspend this hearing until the next scheduled board meeting allowing time for administration to gather additional information and for the other parties to attempt to resolve this matter. Vote on the motion carried unanimously.*

Mr. Ramsey announced the hearings have been suspended until the next meeting which will be Thursday, November 4, 2004 at 4:30 p.m.

**Adjournment.** *Mr. Henderson moved, seconded by Mrs. May, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 8:42 p.m.*

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Ollie S. Tyler, Secretary

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Larry E. Ramsey, President

**November 4, 2004**

The **Caddo Parish School Board (CPSB)** met in *special session* in its office at 1961 Midway, Shreveport, Louisiana (immediately following the Executive Committee meeting) on Thursday, November 4, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum: Phillip Guin, Eursla D. Hardy, Charlotte Crawley, Lola May, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Ginger Armstrong and Willie Henderson. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were omitted.

Mr. Ramsey announced that Willie Burton was absent due to teaching a class on Thursday nights. Mr. Guin recognized and congratulated newly elected board member from District 7 Lillian Priest.

#### **PERSONNEL RECOMMENDATIONS**

*Mrs. Armstrong moved, seconded by Mrs. Hardy, approval of the personnel recommendations as recommended by staff and included in the mailout. Vote on the motion carried unanimously.* Mary Nash Robinson, assistant superintendent for human resources, introduced the following board approved appointments: Otis Jones, Jr., director of transportation; Nancy Thurman, interim assistant principal, Caddo Heights Elementary; and Georgetta Price, part-time counselor, Caddo Middle Magnet. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the position to which they were appointed. School administrators, family and friends present were also introduced.

#### **EXECUTIVE SESSIONS**

**Student Readmission Appeal.** *Mr. Guin moved, seconded by Mrs. Hardy, approval of staff's recommendation concerning the student appeal hearing. Vote on the motion carried unanimously.*

#### **Employee Appeal Hearing Pursuant to Policy GBCB-R.**

*Mr. Guin moved, seconded by Mrs. Hardy, to go into executive session for up to 15 minutes to hear an employee appeal hearing. Vote on the motion carried unanimously and the board went into executive session at approximately 6:13 p.m. The board reconvened into open session at approximately 6:44 p.m. Mr. Guin moved, seconded by Mrs. Armstrong, to approve the compromise reached between both parties with the addendum to be stated for the record by school board attorney Fred Sutherland – in addition to the provisions of the compromised settlement agreement and to be included therein would be a statement that although the effective employment date of Mr. Broussard would be November 8, 2004, that Mr. Broussard will be treated as though he were on approved leave without pay from the beginning of this semester until November 8<sup>th</sup>, provided however there shall be no financial or other obligations on the part of the Caddo Parish School Board. Vote on the motion carried with Board members Phelps and Priest opposed and Board members Guin, Hardy, Crawley, May, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion.*

**Employee Grievance Appeal.** *Mr. Guin moved, seconded by Mrs. Hardy, to go into executive session for up to 15 minutes for the purpose of an employee grievance appeal. Vote on the motion carried unanimously and the board went into executive session at approximately 6:45 p.m. The board reconvened into open session at approximately 7:18 p.m. Mr. Guin moved, seconded by Mrs. Hardy, to uphold the superintendent and staff's recommendation. Vote on the motion carried with Board member Rachal opposed, and Board members Guin, Hardy, Crawley, May, Phelps, Priest, Crawford, Ramsey and Henderson supporting the motion. Mrs. Armstrong abstained.*

#### **ANNOUNCEMENT**

Mr. Ramsey announced there will be a Committee of the Whole meeting on Thursday, November 18<sup>th</sup>, from 5-7 p.m. for the purpose of reviewing the budget and the dollar amount to be awarded in December, as well as statistics relative to the substitute teacher program.

**Adjournment.** *Mr. Guin moved, seconded by Mrs. Hardy, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 7:22 p.m.*

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Ollie S. Tyler, Secretary

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Larry E. Ramsey, President

**November 4, 2004**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Thursday, November 4, 2004, with President Larry Ramsey presiding and Willie Henderson and Ginger Armstrong present being a quorum. Other school board members present were Phillip Guin, Eursla D. Hardy, Charlotte Crawley, Lola May, Tammy Phelps, Lillian Priest, Bonita Crawford and Barry Rachal. Mr. Ramsey announced that Mr. Burton was not present due to teaching a class. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Ramsey gave the invocation and led in the Pledge of Allegiance.

## **PRESENTATIONS**

**Update on Fair Share Program.** Superintendent Tyler introduced Major Brock, consultant, and Booker White, administrator for Caddo's Fair Share Program. Mr. White shared with the board highlights of Caddo's Opportunity Caddo Fair Share Draft Plan and the 2004-05 first quarterly report. Mr. White stated that the objectives for his area fall under Priority #3 of the Goals and Objectives, which is *To Coordinate and Deliver Efficient and Effective Administrative Support Functions Aligned with School-based Needs*, and Objectives #9 and #10 under that Priority directly address his area. He said in the few months he has been the administrator of the Fair Share Program, he has taken steps to diligently meet with staff, principals and directors of various departments. Mr. White also reported on meetings that have been held with the City of Shreveport and Parish Commission in an effort to model Caddo's program similar to the City of Shreveport's, where discussions were held on design, the systems of operations and reporting, and carrying out their program, as well as meetings with the CPSB finance, purchasing and information technology to learn the internal workings of the school system. Mr. White highlighted the accomplishments including the addition of 170 new vendors that were not presently doing business with the School Board, the establishment of codes for tracking of small and economically disadvantaged businesses, and the process of certifying companies as OCC (Opportunity Caddo Certified). He highlighted that out of the meetings with the schools, schools were introduced to him as the administrator of Opportunity Caddo, and gained a familiarity with Caddo's fair share program. Mr. White indicated he has requested from the schools and departments' information on what purchases are planned for the school year so a directory of services and supplies can be made available, along with a list of vendors and businesses to be used. Mr. White announced that the Opportunity Caddo application has been drafted along with forms to support it. He also stated that the draft plan presented will be used as a mechanism to make certain good faith efforts are demonstrated throughout the parish by contractors as well as departments and schools. He added he is also on the project team for wireless classroom phones; and he is working with child nutrition and construction departments to get their bids added to the web site. Mr. White also announced the CPSB's participation in the Minority Business Council Opportunity Expo and reported on contacts with businesses encouraging them to be a part of our program. The Northwest Louisiana Small Business Matchmaker program will be held in December and this will be another opportunity to share with businesses information about the Opportunity Caddo program. A report of the small and economically disadvantaged business dollar participation was highlighted along with participation percentages.

Major Brock commended the board on having a comprehensive policy. He shared with the board his experience and expertise in this area and that he will be looking at the certification criteria because it's important that Caddo's certification criteria comports with that being utilized in the industry as a whole. He highlighted the certification process presently being followed by the City of Shreveport and the Parish Commission so that all entities are using the same criteria. He said he also hopes to work on the formation of the team and defining the scope of work for the members of the team.

Mr. Henderson expressed his appreciation for the report and asked if the liaisons in each department will be trained in a manner to help promote the program? Mr. White said training will be *on the job* training and he will work closely with them to educate them on how to assist in carrying out the board-approved policy. Mr. Henderson said he assumes these are individuals identified in every department and will help the department to look at the need to include small businesses and opportunities in their procurement. Mr. White answered that is correct. Mr. Henderson added that is why a good understanding and knowledge of this document is essential.

Ms. Priest asked about the percentage of business opportunities realized from the list of vendors, if there is a joint venture component as it relates to large majority owned business firms and smaller WMBE companies, and will language be incorporated in the contract for joint venture participation? Mr. White answered there is a joint venture application in the draft plan and it focuses on large firms working with smaller firms, outlining criteria required for participation in a joint venture. He said it will be necessary to develop the information on the new vendors before a percentage is known. Major Brock said to date the participation is three times what it was this time last year.

Mrs. Hardy expressed her appreciation for the thorough job done in completing the draft plan. Mr. Henderson asked about those minority owned businesses that are not necessarily disadvantaged? Mr. White indicated there is criteria in place and staff is attempting to capture instances based on the outline of the policy approved by the board which is to focus on businesses that have a personal net worth under \$200,000 and that have a business net worth under \$750,000. Mr. Henderson said he believes it will be good PR to document not only what we are doing in that area, but also for other minority businesses as well. Major Brock said there is a provision in the plan.

**Update on School Performance Scores.** Superintendent Tyler gave an update on the school performance scores for the district highlighting the major components of what happened in Caddo public schools in the 2003-04 school year. She expressed her appreciation to her staff, Burnadine Anderson and Mike Roy, for their assistance in preparing the powerpoint presentation. Mrs. Tyler announced that because of the No Child Left Behind federal law, schools are required to make adequate yearly progress (AYP) and the report from the State Department of Education this year reports that 98.2% of all elementary and middle schools met the AYP for school performance which is based on the overall performance of the schools. She announced that all of the high schools met the AYP under the school performance score component and only one high school did not meet it under the subgroup component. The superintendent announced that 94.5% of all the elementary and middle schools combined met their AYP in the subgroup component. Mrs. Tyler also highlighted the star rating for all the schools and announced that twenty schools in Caddo already had a performance score of one hundred and above and this is 30% of all the schools in Caddo. She stated that 66 districts in Louisiana will be receiving performance labels and of those 66 districts, there is a total of eight five star schools, 50% of which are in Caddo Parish. She added that Caddo is the only district in the northern part of the state that has five star schools, and shared comparisons with districts in Northwest Louisiana, as well as comparisons between the large districts in the state, and the fact that Caddo is one of the 64 largest school districts in the nation. As it relates to Growth Awards, Mrs. Tyler announced that 42% of all Caddo schools will receive money based on how well they performed this past school year. She said even though Caddo has shown much improvement in many areas, there is still work to be done and staff knows that this school year all schools must make at least a 60 SPS to be above the cutoff for being declared academically unacceptable. She shared the DAP (District Academic Plan) plan which is designed by school as to what type of research-based programs are in place, what strategies are in place, what professional development is in place, partnering with community-based groups, and coordination and consolidation of resources to make sure our schools and students are performing. The superintendent stated that certain standards must be met and adequate growth must take place, explaining that adequate yearly progress must take place for each school and each subgroup. Growth targets set by the State Department must be met and she gave examples in a breakout by school, and shared with the board what must take place and how schools receive their performance labels. Mrs. Tyler further explained the new guidelines for schools that meet or exceed their growth target in their subgroups, and how working together as a team, it is possible to achieve the results shared with the board. She reiterated the importance of the intense focus on school improvement.

Mrs. Hardy expressed her appreciation for this outstanding report. Mr. Henderson stated he believes the staff and superintendent should be congratulated for the outstanding report and expressed appreciation to all who helped make this happen. He encouraged all to continue toward making the 98% a 100%.

Mr. Rachal referenced the statistics on 81<sup>st</sup> Street and how critical early education is. He believes the baseline of 100 plus for the year is outstanding and this is a statement of what the children will offer in the school system as they grow. He added he hopes to see this program

continue to grow because of the long-term effect. Mrs. Tyler reported this school is paired with an elementary school and the scores go to another elementary school.

Ms. Phelps commended Superintendent Tyler and her staff for the hard work. Mrs. Hardy congratulated the entire staff at the school board and the superintendent, because she said she is aware of all the hard work that went into the success.

Ms. Phelps also commended the Caddo Middle Career and Technology Center for their improved score of almost 25 points.

Mr. Ramsey echoed the congratulatory comments.

#### **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE NOVEMBER 16, 2004 CPSB MEETING**

The superintendent reviewed the proposed agenda for the November 16, 2004 CPSB meeting and discussion followed as summarized.

**Renewal of Group Medical, Dental, and Life Insurance Plans.** Mr. Henderson commended the staff for the hard work in the rates being presented and inquired about supplemental life insurance and the provider of that service. Mr. Watson explained that the life insurance up for renewal is the group plan where there are employee and employer contributions, however this is not the supplemental policy. The universal policy with American General is not up for renewal and since it's not a group plan, staff cannot negotiate on behalf of employees, however, it is a plan offered for payroll deduction. He stated that the policy/directive has been not to present these to the board, because staff cannot negotiate them. Mr. Watson explained the difference between a group and non-group plan and that when he was hired as insurance manager, there was a myriad of insurance plans and Caddo was essentially advised by brokers on what to do. When Caddo decided to go fully insured on health plans, and developed its own Insurance Department rather than relying on brokers, with the exception of a few that have been agents of record, he explained that as insurance manager he can negotiate benefits and premiums on behalf of Caddo. He added there are countless plans that can be brought in on payroll deduction that can be provided for the convenience for employees, but we cannot negotiate the benefits or guarantee returns of investments. Mr. Henderson asked did we not have one now? Mr. Watson answered Caddo has several and cited several examples of non-group plans and the history of rate increases. He added that in 1998, the superintendent directed that non-group plans would no longer be offered to employees, but employees on non-group plans were allowed to keep those plans. The superintendent added that these plans were grandfathered in with payroll deduction and that is why we still do payroll deduction with those, and if the board desires to take on more companies, it will greatly increase the workload and cost, as well as the need for additional staff. Mr. Watson said also we would not be able to guarantee the results. He also reported that the Insurance Department shields the board from many, many complaints from employees on these plans, having to explain the fact that because it is not a group plan, staff has no control over the premium increases and benefit changes. Mr. Watson also reported on a meeting he attended in Baton Rouge to testify on health care costs and increases and the fact that nearly every district across the state relies on brokers and Caddo is very unique by having inhouse representation. He also reported to the board that as a result, the increases are far lower than most and this is because of the credibility Caddo has with the insurance companies in that they know Caddo is not going to turn around and drop them or bring in another competitor. He explained the 6% increase on the Trustmark plan and the fact that the claims justified a 25-30% increase, but because Caddo is a long-term customer, they look at longer trends and are willing to take more risks. If the board chooses to add multiple insurance plans that will compete with one another, Caddo will lose that. Mr. Henderson asked how many employees have enrolled in the American General supplemental life insurance program in the past year? Mr. Watson said there are about 325 and he said it was minimal as to the number who have enrolled in the last three years. Mr. Henderson stated he is very much interested in the *guaranteed issue* that he believes would be a serious benefit to employees in the system. He cited an employee that makes \$10,000 a year and has a spouse with cancer and cannot get insurance, and how a program where they could get insurance for immediate family members would be a benefit. He is looking at the benefits to employees as opposed to the increased work required in the various departments, because he knows the opportunity for people to get insurance who cannot presently get it, and that payroll deduction is the easiest way for them to take care of their obligations. Mr. Henderson stated that

when one retires, the group plan that you are a part of has some automatic reductions in benefits when you reach a certain age, dropping a percentage when you get to another certain age, and by the time a retiree is 70 years old, one would not be able to afford to buy life insurance. He understands that this plan he is talking about would offer an opportunity to maintain the insurance he has at the time he retires. He said he understands what the superintendent and staff are saying about the current program and he does not want to do anything to injure the current program and the benefits offered to employees. He said he appreciates the board's indulgence and will possibly bring something at a later time.

Mrs. Armstrong asked staff if the last premium increase was approximately four percent? Mr. Watson answered that it was 2.9%, with the state trend with Blue Cross at the present time being approximately 12%. He continued that Caddo is a merit-rated account and explained that we have a unique account with Blue Cross in that there is a spectrum of how you can insure, from self funded (which Caddo used to be and means that at the end of the year you did not collect enough premium, you must pay for the loss and then increase the premium also for future trends) to fully insured (which means the insurance company makes the best projection it can, but at the end of the year if there is a loss, they cannot collect it, but will adjust the premium for the new year). He added there are pluses and minuses of both. He stated there was a time when Caddo continually had to come up with millions to cover the losses. However, now Caddo has the best of both worlds in that there is now a premium stabilization agreement, which means if premiums are left over at the end of the year, and we have reached a certain point and have at least one month premium in the account, it can be used to offset future rate increases. Mr. Watson also reported that this was also negotiated on the group dental plan, which is a supplemental plan.

Mrs. Tyler commended the staff for their work in negotiating our insurance premiums and announced that there are many school districts across the state who are suffering financially because of increases in insurance.

Mrs. Hardy expressed accolades to the staff for their work to have a good insurance plan in place for the employees and retirees.

**Professional Services for 2005-2006 Capital Projects.** Ms. Priest asked how is the board to know we are exceeding the 25% goal of MBE/WBE companies on the listing? Steve White said that in order to achieve the goal of 25% of Opportunity Caddo participation, Opportunity Caddo Fair Share Administrator Booker White provided a list of certified architects and engineers. He added it is not broken down to subgroups and this additional information would come from Mr. Booker White. Ms. Priest asked that this information be provided. Ms. Phelps asked if the companies listed are based on the criteria in place for Opportunity Caddo? Mr. White stated it is his assumption the list is Opportunity Caddo certified, but would have to refer to Booker White. Booker White answered that the list is comprised of those companies which have check marks by them on the first quarter report.

**Council of the Great City Schools Study.** Mrs. Tyler reported that representatives are currently in other school districts and were recently involved in the Council of Great City Schools annual conference and she is waiting for them to get back with her regarding costs involved. She stated it was her understanding from the last meeting that action would be held on this item until we learn what the state will do regarding teacher pay raises. Mrs. Armstrong said she would like to keep this on the agenda until the information is received.

**Charter School Proposal.** Ms. Priest stated that information was sent to board members, but asked if staff had a recommendation? The superintendent stated staff does not recommend approval, because it does not meet all the criteria under the public law for charter schools. Mr. Rachal said he had read the review done by staff and asked if the board will be voting to approve the staff's recommendation? The superintendent answered in the affirmative. Mr. Ramsey recommended that the agenda item be worded *Staff Recommendation on Charter School Proposal*. Ms. Phelps asked for clarification if it is correct that after this recommendation will the group submit to the state? The superintendent stated that is up to the individuals who submitted the proposal.



**ADDITIONS**

Mr. Guin asked that an item be added under Superintendent's Report on information relative to a new law requiring EAP administrators to be certified by the State of Louisiana and asked the legal counsel to research this to see if it is in fact a law and if so, when did it go into effect and once this information is received, that the superintendent determine if Caddo's EAP administrator is certified.

**Consent Agenda.** Mr. Ramsey recommended items 10-21, 23 as the consent agenda. *Mrs. Armstrong moved, seconded by Mr. Henderson, approval of the agenda and proposed consent agenda for the November 16, 2004 meeting. Vote on the motion carried unanimously.*

**Adjournment.** *Mr. Henderson moved, seconded by Mrs. Armstrong, for adjournment. Vote on the motion carried and the meeting adjourned at approximately 6:10 p.m.*

**November 16, 2004**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, November 16, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum – Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps (arrived at 4:50 p.m.), Lillian Priest, Bonita Crawford, Barry Rachal, Ginger Armstrong and Willie Henderson. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Guin gave the invocation and led in the Pledge of Allegiance.

#### **CONSIDERATION OF MINUTES OF THE OCTOBER 19, 2004 AND NOVEMBER 4, 2004 CPSB MEETINGS**

*Mr. Henderson moved, seconded by Mr. Guin, approval of the minutes of the October 19, 2004 and November 4, 2004 CPSB meetings as submitted in the mailout. Vote on the motion carried unanimously.*

#### **PUBLIC HEARING – RENAMING AUDITORIUM AT A C STEERE ELEMENTARY AFTER DAN WATERS**

Mr. Ramsey declared the public hearing open on the renaming of the auditorium at A. C. Steere Elementary after Dan Waters. The board president announced that adjustment in the meeting dates in December will not allow for the 90-day process to be met; however, if the board desires, it can approve a waiver and proceed with voting on this item. Mr. Abrams explained that is correct in that when the board moved the board meeting up from the normal meeting date to December 7<sup>th</sup>, the 90-day period, under CPSB Policy FF, will not be concluded. He stated the board can waive the 90 day stipulation or it could move the board meeting back one week. He added that as of December 31, 2004, legislation allowing for the naming of facilities in Caddo Parish, will expire. Mr. Ramsey asked that legal counsel pen the motion necessary. There being no additional speakers, Mr. Ramsey declared the public hearing closed.

#### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

The superintendent presented the proposed agenda. Mr. Ramsey announced that Item 22 (Request for Council of Great City Schools to Conduct Study) will be postponed until December. Mrs. Tyler announced the change in the bid recommendations placed at board members' stations. President Ramsey recommended items 10-21 and 23 as the consent agenda.

#### **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators, staff and other guests also were recognized.

**National Merit Scholarship Program – Semifinalists.** The following students were recognized as 2005 national merit scholarship semifinalists: Laura Angle (Caddo Magnet High School); Elizabeth Dickinson (Caddo Magnet High School); Leigh Anna Dwyer (Caddo Magnet High School); Patrick Fitzgerald (Caddo Magnet High School); Meredith Geltz (Caddo Magnet High School); Stephen Goebel (Caddo Magnet High School); Emily Kiel (Caddo Magnet High School); Roxie Randle (Caddo Magnet High School); Katelyn Ullmer (Caddo Magnet High School); Glen Ye (Caddo Magnet High School); Mary Bamburg (C E Byrd High School); and Maxwell Taylor (C E Byrd High School). The following students were recognized as the 2005 national achievement scholarship semifinalists: Jeane Brown-Crump (Caddo Magnet High School); Kira Colvin (Caddo Magnet High School); and Jessica Darby (C E Byrd High School). The following students were recognized as the 2005 national merit commended students: Shannon Thompson (C E Byrd High School); Vikram Agarwal (Caddo Magnet High School); Rachel Brown (Caddo Magnet High School); Kira Colvin (Caddo Magnet High School); Thomas Gaiennie (Caddo Magnet High School); Eleanor Knox (Caddo Magnet High School); Christopher Martin (Caddo Magnet High School); Christopher Rogers (Caddo Magnet High School); Lauren Pettiette (C E Byrd High School); and Robert Matthew Strong (Northwood

High School). Amili Harris (C E Byrd High School) was recognized as the National Merit Scholarship national achievement participant referred to colleges.

**Siemens-Westinghouse Semifinalists.** The following students were recognized as the Siemens Westinghouse Competition semifinalists: Vikram Argarwal (Caddo Magnet High School); Stephen Goebel (Caddo Magnet High School); and Christopher Rogers (Caddo Magnet High School).

**Louisiana Elementary Principal of the Year – Regional Finalist.** Charlotte Watson, principal of University Elementary School, was recognized as the regional finalist for Louisiana Elementary Principal of the Year. Mrs. Anderson announced that Mrs. Watson will now compete for Louisiana Elementary Principal of the Year. Mrs. Watson's husband, Clayton Watson, and University's faculty were also recognized.

**Recess.** The board president called for a five-minute recess at approximately 4:58 p.m. and the board reconvened at approximately 5:05 p.m.

## **VISITORS**

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on matters of interest and concern of the Federation. She addressed what unions have been able to accomplish (the weekend, the eight-hour workday, the end of child labor, pensions, sick leave, vacation and medical benefits). She said unions also fought to win the legal protection so employees can expect a working environment that is relatively safe as well as fair working relationships. She said she believes all want the school work sites to mirror the values of fairness, equal rights for rich and poor, and human dignity for all. She shared with the board a recent incident with a Caddo employee who was denied representation in a disciplinary meeting, was forced to attend the meeting with two supervisors who questioned her on a matter in which she had no previous information, and was recorded without her previous knowledge. Mrs. Lansdale addressed employees being denied to meet with organizations during their free lunch time and asked why a financial company has been allowed to meet with employees during their lunch time. She stated the freedom to join and associate in a union is a very basic right written in law, and any activity or policy designed to coerce or intimidate employees is in violation of this basic right. She stated it is her understanding that it's the board's role to establish policies and procedures in the best interest of the school system and in their capacity as an advocate for fairness for school employees, she encouraged the board to make sure that this school system reflects the moral and democratic values of equal treatment, dignity and respect for all, including teachers and school employees.

Scott Hughes, President of the Alliance for Education, addressed the board on the superintendent's evaluation scheduled for the executive session on the agenda. Understanding the difficult decision to evaluate staff, he shared with the board his support of the superintendent's performance. He stated the superintendent has been very knowledgeable, open to new ideas, and very embracing of the community. Mr. Hughes stated the Mission Statement for Caddo schools and said he believes in looking at the district goals and objectives, the superintendent has met the mission. He said he believes steps have been made in the right direction for improving test scores and encouraged the board to support her in its evaluation.

Dr. Phillip Rozeman expressed his admiration for the leadership of the Caddo school system. He noted characteristics of a leader – competence, character and compassion, as well as humility and iron will of which he believes Caddo's leader possesses. He stated the district leadership has pulled together a district that had moral problems and gave them meaning for their work, which he believes is reflected in the improved performance scores. He said the board has taken an organization with a deficit and put it on much better financial footing through grants and the recent approved bond issue. Dr. Rozeman also shared with the board the great potential he sees for long-term solutions in the continuity of leadership and believes Caddo schools can benefit from keeping the great leadership in place that it has and encouraged the board to continue on that path.

Timothy Jones, pastor of Peaceful Rest Missionary Baptist Church, addressed the board on the reason the school system exists, and that is because there is a purpose to educate the children.

He stated his support for the leader of the school district and encouraged the board to support Caddo's leader.

Theron Jackson, city councilman, addressed the board on his support of the leadership in Caddo Parish Public Schools. He expressed kudos to the men and women in the district for the work they do, and highlighted some of the district's accomplishments over the past two years and how economic development has been affected. Mr. Jackson asked the superintendent and board to continue doing what they have been doing and reiterated that the value of this district is about educating every child. He congratulated the board and superintendent and encouraged them to continue to work together for the best interest of the children.

## **CONFIRM THE CONSENT AGENDA**

*Mr. Burton moved, seconded by Mrs. Hardy, approval of the consent agenda. Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

### **Item No. 10 A.**

**Personnel Recommendations.** Per request from the superintendent, Jan Holliday, director of certified personnel, introduced the following personnel appointment as recommended by the superintendent and approved by the board: Pam Bloomer, principal, Lakeshore Elementary School. Administrators, families and friends present were also recognized. This appointment will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the positions to which she was appointed.

### **Item No. 10 B.**

**Requests for Leaves.** The following requests for leaves were approved as recommended by staff and included in the mailout.

#### Certified

##### Sabbatical Leave (Study) Spring Semester, 2004-2005 SY

Angela Camden, Teacher, 15.5 years, Arthur Circle Elementary

Stacy Cox, Teacher, 6 years, Blanchard Elementary

Ramonda Goeders, Teacher, 22 years, Donnie Bickham Middle School

Ashley Kelly, Teacher, 4 years, Midway Elementary

##### Sabbatical Leave (Medical) Spring Semester 2004-2005 SY

Denise Bowlin, Teacher, 12 years, Sunset Acres Elementary

Tammy Chaffold, Teacher, 4 years, Sunset Acres Elementary

#### Catastrophic Illness

Margaret Johnson, Counselor, 22 years, Newton Smith Elementary

#### Classified

##### Leave Without Pay, January 1, 2005 – December 31, 2005

Vivian L. DeLude, Special Education Aide, 5 years, Keithville

##### Catastrophic Leave (September 29, 2004 – November 5, 2004) and Leave Without Pay (November 8, 2004- January 1, 2005)

Alice T. Sirman, Bus Driver, 4 years, Transportation

### **Item No. 10.C.**

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the other personnel transactions report for the period of September 25, 2004 through October 25, 2004 as submitted in the mailout.

### **Item No. 10.E.**

**Renewal of Administrative Contracts.** The board approved renewal of administrative contracts for Catherine Bass, Kay Robinson, Betty Johnson, Frances Bland, Michael Bottoms, Dwan Jacobs, Frances Lamendola and Krista Wilburn. The board also approved staff's

recommendation to issue a contract to Mattie Bell, 504 Specialist, effective January 9, 2004 through January 8, 2006.

**Item No. 11.A.**

**Bids.** The following bids were approved as recommended by staff and included in the mailout on the bid tabulation sheets (which are filed in the official papers of the November 16<sup>th</sup> CPSB Meeting): (1) Band Uniforms for Woodlawn and Booker T. Washington; DeMoulin Brothers totaling \$48,239.80; (2) Digital Video Cameras for Buses, Network Security Distribution totaling \$15,670; (3) Library Furniture and Equipment, that all bids be rejected and rebid at a later date; (4) Office Supply Catalog bid, Ensemble Office Essentials totaling \$448.14; (5) Office Furniture Catalog Bid, Quality Office Supply for the catalog discount of 50%; (6) Printer Supplies for all Schools, Smith Office Supply Co. of LA totaling \$8,395.32; and (7) Small Kitchen Equipment, Buckelew's totaling \$32,199.34, Calico Ind. totaling \$7,519.18, Cayard's Inc. totaling \$4,556.32, Equipment Co. totaling \$380.35 and Louisiana Food totaling \$705.

**Item No. 12**

**Renewal of Group Medical, Dental, and Life Insurance Plans.** The board approved the renewal of the group medical, dental and life insurance plans as recommended by staff and submitted in the mailout.

**Item No. 13**

**Northwest Louisiana Youth Golf and Education Foundation, Inc. Lease Agreement.** The board approved the revised lease agreement with Northwest Louisiana Youth Golf and Education Foundation, Inc. as recommended by staff and submitted in the mailout.

**Item No. 14**

**Professional Services for 2005-2006 Capital Projects.** The board approved the professional design services for the 2005-2006 capital projects as recommended by staff and included in the mailout.

**Item No. 15**

**Revision to Budget for Caddo Magnet High School Classroom Wing Addition, Project 2003-103.** The board approved the revision to the budget for the Caddo Magnet High School classroom wing addition, Project 2003-103, as recommended by staff and submitted in the mailout.

**Item No. 16**

**Reinstatement of Ninth Dyslexia Teacher.** The board approved the reinstatement of one additional dyslexia teacher as recommended by staff and submitted in the mailout.

**Item No. 17**

**IDEA Part B Corrective Action Plan Budget Revision #1.** The board approved Revision #1 of the IDEA Part B Corrective Action budget as recommended by staff and included in the mailout.

**Item No. 18**

**Request for Local Initiative Electives for the Talented Arts Program.** The board approved the request for the local initiative electives for the Talented Arts Program as recommended by staff and included in the mailout.

**Item No. 19**

**Revisions to CPSB Policies GCD and GDD.** The board approved revisions to CPSB Policies GCD and GDD necessary for compliance with the Code of Governmental Ethics as included in the mailout.

**Item No. 20**

**Recommended Changes to CPSB Policy DJF.** The board approved recommended changes to CPSB Policy DJF to reflect changes in the Louisiana Public Bid Law and the inclusion of Opportunity Caddo policy (Policy DJO) language as included in the mailout.

**Item No. 21**

**Contract Agreement Between Broadmoor Middle Lab and Coca-Cola Bottling Company of Shreveport.** The board approved the contract agreement between Broadmoor Middle Lab and Coca-Cola Bottling Company of Shreveport as recommended by staff and included in the mailout.

**Item No. 23**

**Archway Learning Academy Charter School Proposal.** The board approved staff's recommendation to not support approval of Archway Learning Academy Charter School proposal.

**SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** The superintendent announced this information was previously sent to the board via the *Weekly Briefings*.

**Report on Prohibitive Practice of Purchasing Mac Computers.** Mrs. Tyler stated this information was previously sent to the board via the *Weekly Briefings*.

**Proposal to Increase M & S Funds after Relief Regarding Teachers' Retirement.** The superintendent said staff has sent out appropriate surveys to the principals.

**Plan to Further Engage the Community in Education Process.** Mrs. Tyler announced this is an ongoing process and stated the president will be announcing another Committee of the Whole meeting.

**Report on Booker T. Washington Feeder Schools.** The report on feeder schools was provided to the board in the *Weekly Briefings*. Mr. Burton stated he had been out of town and had not had an opportunity to review the information, but would get with the superintendent once he had an opportunity to review it.

**Report on EAP Administrator Certification Law.** The superintendent announced that information regarding the certification for Caddo's EAP administrator was placed at board members' stations.

**UNFINISHED BUSINESS**

**NEW BUSINESS**

Mrs. Hardy inquired of the superintendent if anything had been done about the musical instruments at Linear. The superintendent and staff responded that because there are no available funds, staff will be looking at creative ways to secure funding for instruments.

**ANNOUNCEMENTS and REQUESTS**

Mr. Ramsey announced that on Thursday, November 18<sup>th</sup>, the board will meet as a Committee of the Whole from 5-7 p.m. and that the topics will be an update on the budget and the superintendent's first quarter report. Mr. Henderson asked if handouts for the Thursday meeting can be provided to the board ahead of time for review.

Mr. Burton announced that he will not be able to attend the Committee of the Whole meeting because he teaches a class on Thursday evening. Mr. Guin also announced he will be out of town. Mrs. Crawley also stated she will be out of town.

Mrs. Tyler announced that funding has been received from the taxes and information regarding the one-time salary supplement for all employees. The superintendent stated that the board has approved the one-time supplement for all employees, but staff will be asking the board to approve the amount, and that the supplement be given to employees in a separate check on December 10<sup>th</sup>. *Mr. Burton moved, seconded by Mrs. Hardy, to suspend the rules in order to act on this matter. Vote on the motion carried unanimously.*

*Mr. Burton moved, seconded by Mrs. Hardy, that the one-time supplement of \$366 per full time employee (half this amount for part-time employees) be distributed to all employees on December 10<sup>th</sup>. Vote on the motion carried unanimously.*

Mr. Henderson addressed the information in the *Weekly Briefings* on paperless board mailouts and that he intends to work with the superintendent and staff to determine if any funds in capital projects can be utilized for some of the cost needed for implementing this project. He encouraged board members to contact him if they have any strong feelings about this matter as he plans to bring something to the board for consideration in January.

Mr. Henderson also asked that the staff prepare for the board's consideration or advise him how to prepare a plan to add at least one insurance company for payroll deduction for supplemental life insurance for employees and their dependents. He said he will work with staff to decide how to approach this matter and will be sending information to the board.

Mr. Henderson also announced his intention to run for board president for 2005 and asked for the board's support.

## **EXECUTIVE SESSION**

**Superintendent's Evaluation.** *Mr. Burton moved, seconded by Mrs. Hardy, to go into executive session for up to 15 minutes for the purpose of the superintendent's evaluation. Vote on the motion carried unanimously and the board went into executive session at approximately 5:45 p.m. following a brief recess.*

The board reconvened into open session at approximately 6:10 p.m. *Mr. Henderson moved, seconded by Mrs. May and Mrs. Hardy, that as a result of the evaluation of Superintendent Tyler for the school year 2003-2004, that the superintendent be paid the performance bonus of \$10,000 as set forth in paragraph 6 of the superintendent's contract. Vote on the motion carried unanimously.*

**Adjournment.** *Mr. Burton moved, seconded by Mr. Guin, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:12 p.m.*

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Ollie S. Tyler, Secretary

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Larry E. Ramsey, President

**November 18, 2004**

The **Caddo Parish School Board (CPSB)** met as a committee of the whole in its office at 1961 Midway Street, Shreveport, Louisiana at 5:00 p.m. on Thursday, November 18, 2004, with President Larry E. Ramsey presiding and Eursla Hardy, Lola May, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Ginger Armstrong and Willie Henderson present. Phillip Guin, Willie Burton, and Charlotte Crawley were absent. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Ramsey gave the invocation and led in the Pledge of Allegiance.

President Ramsey announced that the board is meeting today as a Committee of the Whole for the purpose of hearing an update on the 2004-2005 budget, an update on the substitute teacher program, and to hear the superintendent's first quarter report. He stated that there will be a *Question and Answer* session following the presentation and the meeting will adjourn promptly at 7:00 p.m. The president also announced that Mr. Guin, Mr. Burton and Mrs. Crawley were absent because of prior commitments and/or being out of town.

### **2004-2005 Budget Update**

Ben Wreyford, director of finance, shared with the board a powerpoint presentation update on the 2004-2005 budget. Mr. Wreyford began his update from a historical perspective over the past two years, highlighting the fund balances for years 97-98 through 03-04 and the trends from year to year. He explained to those present that the fund balances being discussed today are purely the *operating fund* the *working fund balance*, which is not the same as what the auditors prepare at the end of year, which is a comprehensive report that includes numerous reserve funds lumped together and is a much larger number. Mr. Wreyford stated that anytime the ending balance bar goes up, it means that your revenues are greater than your expenditures and the balance each year is being added to the fund balance. He highlighted the 01-02 school year and the series of events that happened in that year, including the addition of 94 teaching positions (which was a recurring cost), MFP was up by \$7.7 million, the state mandated pay raise for certified personnel of \$2,060 (with the local district adding to that amount), September 11, interest rates plummeted, resulting in the projected \$17 million ending balance to drop by \$8 million.

Mr. Wreyford highlighted 02-03 at which time additional staffing continued, the property taxes were down, interest was down, MFP went up by \$7.8 million, an increase was seen in medical insurance and the fund balance dropped another \$7 million. The downward trend in the projection for the year meant that the district was operating under a standstill budget, with no new programs, and only a continuation of the existing programs. He added that as an employer, the district also did not have any control over the increased retirement cost, which that year was up \$2.2 million, as well as the increase in insurance. All these worked in the budget calculations brought about a projected negative \$14 million. He reiterated that all the programs put into place prior to this year that were recurring costs set in motion the impact and result of a deficit balance. It was at this time (May '03) that severe budget reductions were implemented: 380 positions reduced (mostly through attrition), extended year/day programs, materials, maintenance, buses, etc. were also reduced with the bulk of the reductions being in people expenditures, and a \$2.3 million ending balance.

Highlights of the '03-'04 year showed an increase in sales taxes, property taxes were up because of the assessments, MFP was up, an extremely favorable insurance renewal was seen, all of which contributed to a better ending balance. As a result, the board was able to take out a \$6 million loan to replace 100 school buses, and he stated that this loan will be paid off over the next nine years with the normal budget transportation funds. Along with these increased revenues and because the board took action to reduce staffing figures, it eliminated some of the recurring costs and the ending balance was up to \$13 million at the end of June '04. In May of '04 in the planning for the '04-'05 budget, 39 additional teaching positions were restored, 17 support positions were restored, as well as some of those programs that were cut previously, along with 10 additional new buses. He also reported that during this time, notification was received from both retirement groups of steep increases, for which Caddo had to allow for a \$7.5 million increase to employer costs. Mr. Wreyford said in the last few months some things have taken place that are an encouragement, including a net gain of \$647,000, MFP revenue is up \$2.7



million, property taxes are up \$1.5 million, and sales tax estimates are up 7½% over the same time last year.

He also reported that the legislature did come through to assist in the increased retirement costs, so the proposed \$7.5 million increase was reduced to almost \$4 million, saving \$3.5 million. It is because of these favorable revenues, and the savings in retirement that the board was able to approve a 2.25% pay increase for employees. Mr. Wreyford announced that at this point, it is projected Caddo will have a \$5.9 million ending balance, and stated that while \$5.9 million may seem like a lot of money for the ending balance, it is very small when compared to a \$300 million plus expenditure budget. In looking at the trends, Mr. Wreyford stated it will be important to be careful in the upcoming budget planning to make certain the trend doesn't again become a downward one. He said that with the increase in property taxes, and the board's wisdom to approve the one-time supplement for employees and not a recurring supplement, it will allow those dollars to be used for meeting some of the other cost increases in the upcoming budget.

Mr. Wreyford announced that the 2005-06 budget process has begun and shared a budget calendar. He said things to be looked at will be enrollment impacts, which affects the MFP dollars, increases in the retirement programs, and the 8.7% renewal in insurance programs. He also reminded the board that there will be some major property tax renewals coming up prior to the '07 assessment, with three millages retiring with the '06 assessment, two of which are revenues into the General Fund (almost \$21 million), and \$5½ million will be up for renewal for the capital projects fund. Typically, the board would go to the voters for renewals one to two years prior to the assessment year, and the taxes this year will be assessed in late '07, so the board will need to decide which year they wish to take it to the voters. These renewals are critical and necessary to the district and results would be devastating without them.

Mr. Wreyford further emphasized that the district is currently in the black; however, this does not mean that the district is in a comfortable position to continue to add major programs because of what is being seen on the horizon.

Mrs. Tyler announced that contrary to what was reported in the newspaper, the one-time supplement of \$366 does not include the superintendent. Mrs. May asked about the employees new to Caddo and what they will receive? Mr. Wreyford responded that all employees on the active payroll will receive the one-time supplement, with part-time employees receiving one-half.

Mr. Henderson asked about the total cost for the \$366 one-time supplement? Mr. Wreyford answered about \$2.4 million. Mr. Rachal inquired about an estimate on the district having to subsidize the retirement? Mr. Wreyford said at present we do not have an estimate, because they have been unable to inform the districts what the percentage rate increase will be. Mr. Rachal asked if staff could give any sort of guess? Mr. Wreyford stated the only estimate he could give would be on benefits (retirement and insurance together), and it will be in the seven figures.

Mr. Ramsey asked staff about the comments to budget at current year level and hope that it goes up and he believes this has been pretty consistent. He asked if it was last year when the board approved a budget where there was \$10 million more in expenditures than revenues and if he is figuring correctly, are we still looking at \$7 million more in expenditures? Mr. Wreyford said that is correct. Mr. Ramsey also stated that it is anticipated there will be some increases in revenues, but to go along with it, there will be increases in the retirement costs, and in looking at the projected \$7.5 million shortfall, is it a correct assessment that we will need \$7.5 million more in new money to cover current costs? Mr. Wreyford answered that is correct when comparing revenues and expenditures, but when you have a large fund balance that is carried over and the excess spending is coming from the fund balance, this is causing the fund balance to shrink. Mr. Ramsey said positions were cut in 03-04 to correct the ending balance, and if there are budget shortfalls, he is concerned that with the \$7.5 million more in expenditures over revenues, what this will mean. Mr. Wreyford responded that if 05-06 is an exact mirror of 04-05, lacking new revenues, you would see a downward spiral. He added that some encouraging things which may offset the increased benefit costs could possibly be the upward trend in sales taxes, and the use of tax revenue from new properties. Mr. Ramsey said he was reminded about the moving of teachers, student teacher ratios, and the money it takes to address the teacher issues.

Mrs. Tyler added that staff has looked at the budget long-term and those issues we will be faced with, i.e. retirement, and staff will continue to coordinate federal and state dollars (Title I, II, V) that come in and put into place positions where we will still be in compliance with those federal dollars, by writing personnel in the grants to help reduce the class size. This is possible because of the board-approved grantwriter/manager. She also stated that as new funding is received from the tax revenues, staff will be advising the board to save. For example, Mrs. Tyler said that if money is received from the pipeline litigation, these dollars will be put into the General Fund and save the interest earned to work toward getting a favorable fund balance built back up.

Mr. Henderson asked if the expenditures and revenues remain as staff projects, when the board begins working on the budget in the spring, is it correct that the \$2.4 million (one-time supplement) will be added to that figure? Mr. Wreyford answered that is correct and pointed out that the \$5.9 million is exactly as budgeted, with everything budgeted as revenue comes in and expenditures are as predicted, then in the spring, most of the year will be behind us, so a review of all the accounts will allow for a more accurate picture and the hope (emphasis on hope) is that we will see a larger ending balance, and that is providing that the new revenues exceed the new expenditures. Mr. Henderson also inquired about the projected student enrollment and the impact it could have? Mrs. Tyler answered that is not known at this time. Mr. Wreyford also stated that one of the intricacies of the MFP formula is a decrease in student enrollment will not necessarily parallel the decrease in income, because built into the MFP formula is a small increase in the per pupil allocation so a decrease in membership will lower what we could have, but built in the formula is a small increase in the base amount. Because it is tied to every other parish in the state, it is almost impossible to project at this point what the MFP will be, and that is why we do not anticipate growth in anything at budget time, until it actually happens and then the budget is revised when the growth is realized.

Mr. Rachal asked Mr. Wreyford the reason for using the word *cautious* numerous times and if there is anyway expenditures can be reduced without affecting the school facilities? Mr. Wreyford stated that there are 100 line items in the budget and the board can make a decision to reduce any of those costs, but as an educational institution, the budget is over 90% people. So you are never able to make a severe impact on reducing the budget by trimming paint, floor wax, papers and pencils, but any meaningful reduction in dollars will always have to affect positions (positions and not people). Mr. Rachal again asked what did Mr. Wreyford mean by *cautious*? Mr. Wreyford answered that when you put in a recurring cost, you will have to pay that every year regardless of what happens with revenue.

Mrs. Armstrong stated the example of the \$366 as a one-time supplement and the board's cautious action to make it a one-time supplement instead of a recurring cost. Mr. Wreyford answered that is correct.

## **SUBSTITUTE TEACHER FIVE POINT PLAN UPDATE**

David Barr, director of classified personnel, shared with the board an update on the substitute teacher five-point plan. Mr. Barr stated the staff's mission, which coincides with the board's mission, is to provide qualified substitutes at a rate of 92-93% for this school year. Mr. Barr shared with the board the staff's plan for accomplishing the mission goal and briefed the board on activities of the first quarter. He said the staff was able to accomplish, despite a struggle, is a bi-weekly compensation. He said the increase for degreed substitute teachers has helped tremendously; and while training has taken place, not as much training has taken place as they would have hoped; but, it has taken place on days we did not need substitute teachers, which helped maintain the fill rate set by the superintendent. Mr. Barr reported that total absences from August through October were 13,323 and staff was able to fill 13,306 of those jobs, for a quarterly fill rate of 99.9%. He presented a month-by-month breakdown of this amount along with the reason for the teacher's absence. He also presented daily absence (average daily absence of 234) and weekly absence totals, noting the high absenteeism on Fridays. He also stated that in keeping in line with the mission, the number of substitute teachers that hold a bachelor's degree or higher is now at 54.7% and prior to the beginning of the year, it was at 47%, that 1,095 of the 2,184 substitutes are degreed. Mr. Barr expressed appreciation to the board and the superintendent for the challenge to the staff to reach the 92-93% fill rate, to the substitute teachers who have provided a great service to the district, to the teachers who are doing all they can to not miss, and to the administration for their assistance in making this success possible. He also expressed thanks to the various departments who have helped implement the mission and

the staff persons who are on site at 6:30 each day – Clarence Calvin, Mittie Beasley, and Cynthia Phillips.

Mrs. Hardy expressed congratulations to the staff for reaching this fill rate, as she was one who challenged the staff and didn't believe they could do it. Ms. Phelps shared with board members that in working with Mr. Barr, the numbers he has shared with the board do include vacancies. Mrs. Armstrong stated she believed we had the foundation in house to make this program successful and expressed her appreciation to the staff for the work done to accomplish the goal for the district and most of all for the boys and girls.

Mr. Ramsey echoed the comments and shared with the board an experience of filling 20 positions very quickly. Mr. Rachal stated that the work staff is doing in this area is having a direct impact in all the stars we are seeing, the school ratings, having qualified teachers in the classrooms when the regular teacher cannot be present, and this directly impacts the children. He asked about the vacancies and the fact that they appear to be getting higher and what does vacancy entail. Mr. Barr said he and Mrs. Holliday are working on this area as vacancy means an area where we have a teaching position in which we have not been able to fill it with a teacher. He added there are some schools with a high number of vacancies that staff is addressing and he believes they will go down this quarter. Mr. Rachal inquired about the high number of absences on Fridays and the reasons for absences? Mr. Barr said he is grateful for those teachers who do work on Fridays, and he believes there will be an improvement in this area in this quarter because staff is encouraging this. Mr. Rachal asked if there is a breakdown on the reasons for absences? Mr. Barr indicated he did not have that breakdown for that particular Friday, but can provide that information. Mr. Rachal asked if there is any follow up on any employee who is repeatedly out on Fridays? Mr. Barr said there is not from him or his department, but the principals might be following up.

The superintendent also expressed her appreciation to the staff for their hard work; and in regard to the absences, Mrs. Tyler referenced a recent meeting with principals at which time principals were asked to get together by levels and come up with suggestions as to how we might reduce the absenteeism rate among the teachers. She stated that once these suggestions are received, staff will be crafting a plan for addressing this issue and hopefully reduce the number of absences among teachers.

### **Superintendent's First Quarter Report**

Mrs. Tyler shared with the board, as a part of the superintendent's accountability, an update on the overall plan for improving academic performance and district effectiveness. She said the following progress has been made to date by the various divisions since July 1: **Academic Division** – The District Academic Plan, which focuses on the district's mission and goals of the schools system, was developed to address the academic needs of Caddo schools with special emphasis on the "high priority" schools. Staff continued to engage the community and develop partnerships in the community. She announced that last year there were 150 partnerships, and since July 1, 146 new partners have been acquired. Mrs. Tyler also announced that an additional \$4.1 million has been received in additional funding through grants, and staff will continue to seek funds to be used in programs designed to help student achievement. The superintendent announced that in the special education department, a full inclusion model is being implemented in seven schools, and shared how this helped Woodlawn High School last school year come out of the academically unacceptable category. Mrs. Tyler also highlighted the successes of the OPTIONS program at Hamilton Terrace which assisted those overage students at the middle school level. She announced that presently there are 72 16-year olds enrolled in the program at Hamilton Terrace where they are working on the GED certification and also on acquiring job-related skills. Mrs. Tyler talked about the additional work in trying to increase parental involvement via workshops. She announced that 59 teachers have been added as a result of EEF and Title II funds, and the professional development program included 288 activities totaling 1546 hours of training and 12,297 personnel contacts during the first quarter of the 04-05 school year. The superintendent reported that numerous opportunities have been provided for teachers and paraprofessionals to acquire the "highly qualified" status by offering over 37,000 CLUs, paying tuition of 245 college courses for 159 teachers and paying registration fees for 29 PRAXIS exams. Staff also offered ParaPro preparation sessions to assist paraprofessionals in passing the required exam and administered and funded 53 ParaPro tests with an 83% passing rate. **Human Resource Services** – Mrs. Tyler reported that the number of National Board

Certification candidates increased from 33 to 49, a 50% increase for this quarter alone, that the highly qualified percentage for teacher aides increased from 49.8% on July 1 to 56.4% on October 1, 2004, that 387 new teacher hires were processed this quarter, that the number of substitute teachers with a bachelor's degree or higher increased from 1093 (47%) in July of '04 to 1195 (55%), and that the substitute teacher fill rate increased from 85.5% at the end of school last year to 99.9% thus far this quarter. She also reported that inservice training was conducted on the Personnel Evaluation Plan for all principals and assistant principals which is key in their accountability. Forty-eight additional teacher mentors were trained which is a 24% increase over last year which is a key support for retaining new teachers. **Support Services:** The superintendent reported that an increase of 8% was seen in increased sales tax collections, a 2.25% across the board salary increase was approved for all employees (with the exception of the superintendent), and a one-time supplement for all employees was approved for payment in December from revenues from new properties being added to the 2004 tax rolls. The superintendent expressed appreciation to the board for approving the raise and one-time supplement. Mrs. Tyler announced that the support staff maintained a 90% or better work order efficiency rate, assigned email accounts for all teachers, developed a fight diversion program, provided the Tooned-In school menus to approximately 33,000 K-8 students monthly to inform parents about the school lunches, and provided after school program snacks at 35 eligible schools. **Superintendent's Division** – The superintendent announced that staff published and presented the annual report and progress and information reports, spoke throughout the community to make certain everyone understands what is happening in the school district to enhance student achievement which directly impacts whatever happens in the community in terms of economic development, etc. The Caddo Teacher of the Year program was conducted and a Caddo teacher from Southwood High School was named regional winner, a recognition program was held for Caddo's support staff, approximately 170 new vendors were added to our vendor database and the Opportunity Caddo policy was reviewed and implemented. She also stated that the superintendent continues to serve on local and state boards and commissions to remain current on education mandates and to secure resources for Caddo schools.

Ms. Phelps asked if congratulatory letters were sent to those in the Teacher of the Year program or the principals of those schools? The superintendent answered not as of this date, however, an academic celebration is being planned in December for those schools that realized growth.

Mrs. Hardy expressed to the superintendent and her staff her appreciation for the outstanding report and commended all who worked so very hard. Mr. Henderson echoed Mrs. Hardy's comments and expressed appreciation for the three excellent reports presented today. Mr. Rachal stated that he would like to challenge the media to acknowledge the accomplishments reported today and reiterated college courses being offered to our high school students, the additional funds going into the ece program which he believes will bring positive returns, the outstanding work by the support services department, and the increase in the number of partners added this school year that want to be a part of what is being accomplished in the district.

Mr. Ramsey stated that success is not a product of luck, but of good leadership and good planning, and surrounding yourself with good, committed, dedicated, certified, qualified and determined employees and congratulated the superintendent and staff for the hard work.

Mrs. Tyler again thanked Mrs. Anderson and Mr. Roy for their hard work in putting together the presentation today and all staff for their efforts.

Mr. Ramsey announced that there being no additional business, the meeting was adjourned and the meeting adjourned at approximately 6:37 p.m.

December 7, 2004

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, December 7, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum – Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Ginger Armstrong and Willie Henderson. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Guin was absent. Mrs. Hardy gave the invocation and led in the Pledge of Allegiance.

#### **ADMINISTER OATH OF OFFICE**

*Mr. Burton moved, seconded by Mrs. Hardy, to suspend the rules to add an agenda item. Vote on the motion to suspend the rules carried unanimously.*

*Mr. Henderson moved, seconded by Mrs. May, to add to the agenda to swear in the newly elected board members from District 6 and District 7. Vote on the motion carried unanimously.*

Mr. Reginald Abrams, legal counsel, administered the oath of office to newly elected board members Lillian Priest (District 7) and Tammy Phelps (District 6).

#### **CONSIDERATION OF MINUTES OF THE NOVEMBER 16, 2004 AND NOVEMBER 18, 2004 MINUTES**

*Mr. Burton moved, seconded by Mrs. Hardy, approval of the minutes of the November 16, 2004 and November 18, 2004 meetings as submitted in the mailout. Vote on the motion carried unanimously.*

#### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

The superintendent expressed her appreciation to the school board and the district family and community for the sincere acts of kindness expressed during the loss of her Mom. Mrs. Tyler presented the agenda and highlighted items being brought for the board's consideration. President Ramsey proposed items 9, 11, 13-21 as the consent agenda. Item No. 23 "*Request for Council of Great City Schools to Conduct Study*" was postponed until February. Mr. Henderson asked for clarification on the request by an employee's husband to rescind a leave without pay for his wife? Mrs. Robinson responded that Mrs. Holliday has communicated with the employee's husband; and because the employee is incapacitated, the husband is acting on her behalf with *power of attorney*.

#### **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators, staff and other guests also were recognized.

**Character Education.** The following students were recognized as winners in the Character Education 2004-2005 poster contest: (1) Algemon Williams, Jr., kindergarten, Werner Park Elementary; (2) Mozell McDuggy, 1<sup>st</sup> grade, Central Elementary; (3) Jason Thompson, 2<sup>nd</sup> grade, Keithville Elementary; (4) Katherine Curtis, 3<sup>rd</sup> grade, Blanchard Elementary; (5) Jeremy Fitzpatrick, 4<sup>th</sup> grade, Werner Park Elementary; (6) Shakayla Scroggins, 5<sup>th</sup> grade, Barret Elementary; (7) N'Desha Scott, 6<sup>th</sup> grade, Caddo Middle Magnet; (8) Megan Baker, 7<sup>th</sup> grade, Caddo Middle Magnet; and (9) Carmen Ortiz, 8<sup>th</sup> grade, Caddo Middle Magnet. Character Education 2004-2005 essay winners recognized were (1) Matthew Cobb, 9<sup>th</sup> grade, C E Byrd High School; (2) Madison Shuey, 10<sup>th</sup> grade, C E Byrd High School and Krystal French, 10<sup>th</sup> grade, Northwood High School; (3) Josh Hawthorne, 11<sup>th</sup> grade, C E Byrd High School; and (4) Jordan Sandefur, 12<sup>th</sup> grade, C E Byrd High School.

Grand prize poster contest winners recognized were (1) Mozell McDuffy, 1<sup>st</sup> grade, Central Elementary; and (2) Carmen Ortiz, 8<sup>th</sup> grade, Caddo Middle Magnet. The high school grand prize essay contest winner is Jordan Sandefur, 12<sup>th</sup> grade, C. E. Byrd High School.

**Top 10 Most Improved Schools in Louisiana.** Oil City Elementary School was recognized by the Louisiana Association of Business and Industry (LABI) for being one of the Top 10 most improved schools in Louisiana. Mrs. Anderson announced that over the past five years, Oil City has improved its School Performance Score from 40.4 to 89.0, an improvement of 48.6 points and is now classified as a two-star school. Mike Irvin is the principal at Oil City Elementary and was present to receive the recognition. Fairfield Magnet School was also recognized as one of the Top 10 most improved schools in Louisiana, having an improved School Performance Score from 30.2 to 121.1, an improvement of 90.9 points, and now being classified as a four-star school. Mrs. Anderson also announced that LABI would be making a monetary award to each of these two schools for their outstanding accomplishments.

**National Board Certified Teachers.** The following teachers were recognized for recently attaining national board certification: (1) Colleen Santos, Generalist-Early Childhood Education, Eden Gardens Fundamental Elementary; (2) Rebecca Gardner, Generalist-Early Childhood Education, Hillsdale Elementary School; (3) Elizabeth Glenn, Library/Media Early Childhood through Young Adult, Midway Elementary Professional Development School; (4) Ginger Williams, Literacy: Reading-Language Arts/Early & Middle Childhood, Midway Elementary Professional Development School; (5) Cheryl Barfield, Generalist/Early Childhood, Mooringsport Elementary; (6) Kimberly Burton, Exceptional Needs Specialist: Early Childhood through Adulthood Education, North Highlands Elementary; (7) Deborah Arnold, Generalist/Early Childhood, Oil City Elementary School; (8) Sheryl Sweeney, Generalist/Early Childhood, Shreve Island Elementary; (9) Judy Ball Johnson, Art/Early & Middle Childhood, South Highlands Elementary Magnet School; (10) Catherine Stawasz, Generalist/Early Childhood Education, E B Williams Stoner Hill Elementary Lab; (11) Linda LeBlank, Generalist: Middle Childhood, E B Williams Stoner Hill Elementary Lab; (12) Pamela Eakin, Language Arts/Early Adolescence, Caddo Middle Magnet; (13) Regina Parker, English Language Arts/Adolescence: Young Adulthood, C E Byrd High School; (14) Annie Cherry, English Language Arts/Adolescence: Young Adulthood, Northwood High School; and (15) Sarah Johnson, Science/Adolescence: Young Adulthood, Northwood High School. Principals, family and friends present were also recognized. Mrs. Anderson also announced that these 15 new national board certification teachers brings the total to 33 national board certified teachers in Caddo Parish and each of these 15 teachers will be receiving a check in the amount of \$1,000 for their accomplishment.

**Honorary Diploma.** Board member Willie Burton and Superintendent Ollie Tyler presented a honorary diploma to Harvey C. Austin III. Mr. Burton explained that Mr. Austin was a student at Booker T. Washington High School who was not allowed to finish at BTW because of involvement in the marches and protests in 1963. Mr. Burton stated that at the request of several members in the community, he was proud to present the honorary diploma from BTW to Rev. Austin.

**Recess.** The board president called for a five-minute recess at approximately 5:20 p.m. and the board reconvened at approximately 5:32 p.m.

## **VISITORS**

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on the right of teachers to enjoy representation rights and asked why this right has been taken away. Mrs. Lansdale cited situations at schools where teachers were told there was no money to buy ink for copiers and that if they made copies, they would have to pay for them, a school in corrective action with no textbooks, and schools not following the Disciplinary Policy. Mrs. Lansdale said the organization is these teachers' voice and asked the board to remember that we are all in this together.

Brian Landry, PTA President at A C Steere, spoke in support of renaming the auditorium at A C Steere Elementary School after Dan Waters. Mr. Landry highlighted the many accomplishments at A C Steere under the leadership of Mr. Waters and encouraged the board to vote in favor of renaming the auditorium after Dan Waters.

Michael Colvin, APPLE employee and former CPSB employee in the technology department, addressed the board on the possible banning of Mac computers from the system. Mr. Colvin highlighted his involvement in computer technology over the past 20 years and his interest as a parent in the district's technology program and equipment. He encouraged the board to postpone action on banning Mac computers until they receive all available information and can thoroughly explore all possible solutions before making a decision to ban the purchase/use of Mac computers in the district.

## **CONFIRM THE CONSENT AGENDA**

*Mr. Henderson moved, seconded by Mrs. Hardy, to approve the consent agenda (Items 9, 11, and 13-21). Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

### **Item No. 9A.**

**Personnel Recommendations.** Per request from the superintendent, Mary Nash Robinson, assistant superintendent for human resources, introduced the following personnel appointments as recommended by the superintendent and approved by the board: Kathy Ratelle, supervisor of instruction/music education; and Retrina Mays, counselor, Newton Smith Elementary School. Administrators, families and friends present were also recognized. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the positions to which she was appointed.

### **Item No. 9B.**

**Requests for Leaves.** The following requests for leaves were approved as recommended by staff and included in the mailout.

#### Certified

#### Sabbatical (Study), Spring Semester, 2004-2005 school year

Julie Gootee, Teacher, 11.5 years, Shreve Island Elementary

Elizabeth Lorman, Teacher, 8.5 years, Westwood Elementary

#### Sabbatical (Medical), Spring Semester, 2004-2005 school year

Teressia Garner, Teacher, 21 Years, Caddo Middle Career & Technology School

#### Catastrophic Illness, November 29, 2004-January 6, 2005 (19 days)

Sherrie Gaddie, Teacher, 12 years, Fairfield Elementary

#### Request to Rescind Leave Without Pay

Karen Bird, Instructional Specialist, 15 years

### **Item No. 9.C.**

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the other personnel transactions report for the period of October 26, 2004 through November 22, 2004 as submitted in the mailout.

### **Item No. 11**

#### **Resolution Authorizing Advertising for the Sale of \$20,000,000 in General Obligation**

**Bonds.** The board approved the following resolution authorizing the advertising for the sale of \$20,000,000 in general obligation bonds as submitted in the mailout.

The following resolution was offered by Willie Henderson and seconded by Eursla Hardy:

#### RESOLUTION

A resolution authorizing the advertising for sealed bids for the purchase of Twenty Million Dollars (\$20,000,000) of General Obligation School Bonds, Series 2005, of Parishwide School

District of Caddo Parish, Louisiana, and providing for other matters in connection therewith.

BE IT RESOLVED by 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, that:

SECTION 1. The President of the Parish School Board of the Parish of Caddo, State of Louisiana (the "Governing Authority"), is hereby empowered, authorized and directed to advertise in accordance with the provisions of law for sealed bids for the purchase of Twenty Million Dollars (\$20,000,000) of General Obligation School Bonds, Series 2005 (the "Bonds") of Parishwide School District of Caddo Parish, Louisiana (the "Issuer"), being the second emission of bonds authorized at a special election held in the Issuer on April 17, 2004, 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, including, to the extent feasible, those specific school projects set forth in the "Capital Improvements Plan" recommended by the Infrastructure Needs Committee and approved by the School Board on January 27, 2004, title to which shall be in the public. The Bonds will be in fully registered form, will be dated March 1, 2005, will be in the denomination of Five Thousand Dollars (\$5,000) each, or any integral multiple thereof within a single maturity, will be payable from unlimited ad valorem taxation, and will bear interest from date thereof, or the most recent interest payment date to which interest has been paid or duly provided for, at a rate or rates not exceeding seven per centum (7%) per annum on any Bond in any interest payment period, said interest to be payable on March 1, 2006, and semiannually thereafter on March 1 and September 1 of each year. The Bonds will be numbered from R-1 upward and will mature serially on March 1 of each year as follows, to-wit:

<u>Year</u>	<u>Principal Amount</u>	<u>Year</u>	<u>Principal Amount</u>
2007	\$425,000	2019	\$800,000
2008	450,000	2020	845,000
2009	475,000	2021	890,000
2010	500,000	2022	940,000
2011	525,000	2023	990,000
2012	555,000	2024	1,040,000
2013	585,000	2025	1,100,000
2014	615,000	2026	1,160,000
2015	650,000	2027	1,220,000
2016	685,000	2028	1,285,000
2017	720,000	2029	1,355,000
2018	760,000	2030	1,430,000



SECTION 2. Those Bonds maturing March 1, 2016, and thereafter, will be callable for redemption by the Issuer in full or in part at any time on or after March 1, 2015, and if less than a full maturity, then by lot within such maturity, at the principal amount thereof and accrued interest to the date fixed for redemption. In the event a Bond is of a denomination larger than \$5,000, a portion of such Bond (\$5,000 or any multiple thereof) may be redeemed. Official notice of such call of any of the Bonds for redemption will be given by first class mail, postage prepaid, by notice deposited in the United States mails not less than thirty (30) days prior to the redemption date addressed to the registered owner of each Bond to be redeemed at his address as shown on the registration books of the Paying Agent.

SECTION 3. The Bonds shall be sold in the manner required by law, and in accordance with the terms of this resolution, the official Notice of Sale herein set forth, and the Official Statement referred to in Section 6 hereof. In advertising the Bonds for sale, the governing authority of the Issuer shall reserve the right to reject any and all bids received.

SECTION 4. The President is hereby further empowered, authorized and directed to issue a Notice of Sale and cause the same to be published as required by law, which Notice of Sale shall be in substantially the following form:

**OFFICIAL  
NOTICE OF SALE**

**\$20,000,000 OF GENERAL OBLIGATION SCHOOL BONDS, SERIES 2005**

**OF  
PARISHWIDE SCHOOL DISTRICT  
OF CADDO PARISH, LOUISIANA**

NOTICE IS HEREBY GIVEN that 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 the Parish of Caddo, Louisiana (the "Issuer"), will receive sealed bids for the purchase of Twenty Million Dollars (\$20,000,000) of General Obligation School Bonds, Series 2005, of the Issuer (the "Bonds") at its regular meeting place, the Parish School Board Office, 1961 Midway Street, Shreveport, Louisiana, until **four thirty (4:30) o'clock p.m., Louisiana Time, Central Time, on Tuesday, January 18, 2005.**

The Bonds are the second emission of bonds which were authorized at a special election held in the Issuer on April 17, 2004 and are being issued 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, including, to the extent feasible, those specific school projects set forth in the "Capital Improvements Plan" recommended by the Infrastructure Needs Committee and approved by the School Board on January 27, 2004, title to which shall be in the public. The Bonds will be in fully registered form, will be dated March 1, 2005, will be in the denomination of Five Thousand Dollars (\$5,000) each, or any integral multiple thereof within a single maturity. The Bonds will be payable from unlimited ad valorem taxation, and will bear interest from date thereof, or the most recent interest payment date to which interest has been paid or duly provided for, at a rate or rates not exceeding seven per centum (7%) per annum on any Bond in any interest payment period, said interest to be payable on March 1, 2006 and semiannually thereafter on March 1 and September 1 of each year. The Bonds will be numbered from R-1 upward and will mature serially on March 1 of each year as follows, to-wit:

<u>Year</u>	<u>Principal Amount</u>	<u>Year</u>	<u>Principal Amount</u>
2007	\$425,000	2019	\$ 800,000
2008	450,000	2020	845,000
2009	475,000	2021	890,000
2010	500,000	2022	940,000
2011	525,000	2023	990,000
2012	555,000	2024	1,040,000
2013	585,000	2025	1,100,000
2014	615,000	2026	1,160,000
2015	650,000	2027	1,220,000
2016	685,000	2028	1,285,000
2017	720,000	2029	1,355,000
2018	760,000	2030	1,430,000

The Bonds will be issued as fully registered bonds in "book-entry only" form and registered in the name of Cede & Co., as nominee of The Depository Trust Company, New York, New York ("DTC"). DTC will act as securities depository for the bonds, and purchasers of the Bonds will not receive certificates representing their interest in the Bonds purchased.

Those Bonds maturing March 1, 2016, and thereafter, will be callable for redemption by the Issuer in full or in part at any time on or after March 1, 2015, and if less than a full maturity, then by lot within such maturity, at the principal amount thereof and accrued interest to the date fixed for redemption. In the event a Bond is of a denomination larger than \$5,000, a portion of such Bond (\$5,000 or any multiple thereof) may be redeemed. Official notice of such call of any of the Bonds for redemption will be given by first class mail, postage prepaid, by notice deposited in the United States mails not less than thirty (30) days prior to the redemption date addressed to the registered owner of each Bond to be redeemed at his address as shown on the registration books of the Paying Agent.

The principal of the Bonds, upon maturity or redemption, will be payable at the principal corporate trust office of the Paying Agent upon presentation and surrender thereof, and interest on the Bonds will be payable by the Paying Agent by check mailed by the Paying Agent to the registered owner (determined as of the 15th calendar day of the month next preceding said interest payment date) at the address as shown on the books of said Paying Agent. Said Paying Agent will be a qualified bank or trust company selected by the Issuer.

Except as provided under DTC's book-entry only system, the Bonds may be transferred, registered and assigned only on the registration books of the Paying Agent, and such registration shall be at the expense of the Issuer. A Bond may be assigned by the execution of an assignment form on the Bonds or by other instruments of transfer and assignment acceptable to the Paying Agent. A new Bond or Bonds will be delivered by the Paying Agent to the last assignee (the new registered owner) in exchange for such transferred and assigned Bonds after receipt of the Bonds to be transferred in proper form. Such new Bond or Bonds must be in the denomination of \$5,000 or any integral multiple thereof within a single maturity. Neither the Issuer nor the Paying Agent shall be required to issue, register, transfer or exchange (i) any Bond during a period beginning at the opening of business on the 15th day of the month next preceding an interest payment date and ending at the close of business on the interest payment date, or (ii) any Bond called for redemption prior to maturity during a period beginning at the opening of business fifteen (15) days before the date of the mailing of a notice of redemption of such Bonds and ending on the date of such redemption.

Each bid submitted must be for the entire issue of Bonds, must be on the bid form furnished by the Governing Authority without alteration or qualification, and must be accompanied by (i) a certified or cashier's check on any member of the Federal Reserve System, or (ii) a Financial Surety Bond, in the amount of Two Hundred Thousand Dollars (\$200,000) -made payable to the Issuer as a guarantee that the bidders will comply with the terms of their bids. If a Financial Surety Bond is used, it must be from an insurance company licensed to issue such a bond in the State of Louisiana, and such Financial Surety Bond must be submitted to the Governing Authority or its Bond Counsel by 9:00 a.m., Louisiana (Central) time, on the sale day. The Financial Surety Bond must identify each bidder whose Deposit is guaranteed by such



Attest:

/s/ Ollie S. Tyler  
Secretary

SECTION 5. This Governing Authority will meet in open and public session at the time and place set out in the Notice of Bond Sale incorporated herein, for the purpose of receiving bids for the Bonds, considering and taking action upon the bids, and taking any other action required by this resolution, or necessary to effectuate the issuance, sale and delivery of the Bonds. If any award of the Bonds shall be made, such award shall be made for not less than par and accrued interest to the highest bidder therefor, such award and highest bidder to be determined in accordance with the aforesaid Notice of Bond Sale.

SECTION 6. There shall be prepared an Official Bid Form for the submission of bids and an Official Statement which shall contain complete bidding details, security features and other pertinent information relative to the sale and issuance of the Bonds as may be deemed necessary, advisable or desirable, which Official Bid Form and Official Statement shall be distributed to all prospective bidders and other interested parties.

SECTION 7. Prior to the delivery of the Bonds, the Issuer anticipates that it may pay a portion of the costs of the projects from the General Fund or other moneys available to the Issuer, which Bonds will be issued for the purposes set forth in this resolution. Upon the issuance of the Bonds, the Issuer reasonably expects to reimburse any such expenditures of other available funds from a portion of the proceeds of the Bonds. Any such allocation of proceeds of the Bonds for reimbursement will be with respect to capital expenditures (as defined in Reg. 1.150-1[b]) and will be made upon the delivery of the Bonds and not later than one year after the later of (i) the date such expenditure was paid or (ii) the date on which the Project was placed in service. This Section is intended to be a declaration of official intent within the meaning of Reg. 1.150-2.

SECTION 8. In order to assist bidders in complying with S.E.C. Rule 15c2-12(b)(5), the Governing Authority will undertake, pursuant to the resolution providing for the issuance of the Bonds and a Continuing Disclosure Certificate, to provide annual reports and notices of certain events. A description of this undertaking is set forth in the Preliminary Official Statement and will also be set forth in the Final Official Statement.

This resolution having been submitted to a vote, the vote thereon was as follows:

<u>MEMBERS:</u>	<u>YEAS:</u>	<u>NAYS:</u>	<u>ABSENT:</u>	<u>ABSTAINING:</u>
Phillip R. Guin			X	
Eursla Hardy	x			
Willie D. Burton	x			
Charlotte Crawley	x			
Lola May	x			
Tammy T. Phelps	x			
Bonita Crawford	x			
Barry F. Rachal	x			
Larry Ramsey	x			

Ginger Armstrong	<u>        x        </u>
Willie Henderson	<u>        x        </u>
Lillian Priest	<u>        x        </u>

And the resolution was declared adopted on this, the 7<sup>th</sup> day of December, 2004.

<u>  </u> /s/ Ollie S. Tyler	<u>  </u> /s/ Larry Ramsey
Secretary	President

#### Item No. 13

**Request for Approval to Convert Teacher Position to an Administrative Position (Bethune Middle School).** The board approved converting a teacher position to an administrative position at Bethune Middle School as recommended by staff and included in the mailout.

#### Item No. 14.

**Professional Services Recommendations for Gyms at B T Washington and Northwood and for the Classroom Wing Addition at Pine Grove.** The board approved the professional services recommendations for the gyms at B T Washington High School and Northwood High School and for the classroom wing addition at Pine Grove Elementary School as recommended by staff and included in the mailout.

#### Item No. 15

**Snack Agreement with Southern University at Shreveport for Youth NetWORK Initiative.** The board approved the snack agreement with Southern University at Shreveport for their Youth NetWORK Initiative after school program at David Raines Recreation Center and Lakeside Recreation Center, December 8, 2004 – May 18, 2005 as recommended by staff and included in the mailout.

#### Item No. 16

**Approval of 04-05 IDEA Carryover Budget.** The board approved the 2004-05 IDEA Carryover Budget as recommended by staff and submitted in the mailout.

#### Item No. 17

**IDEA-B-Preschool Carryover Budget.** The board approved the IDEA-B-Preschool Carryover Budget as recommended by staff and submitted in the mailout.

#### Item No. 18

**IDEA-Part B – Budget Revision Number 1.** The board approved Budget Revision Number 1 to the IDEA-Part B as recommended by staff and included in the mailout.

#### Item No. 19

**IDEA-B – Preschool Budget Revision Number 1.** The board approved the IDEA-B Preschool Budget Revision Number 1 as recommended by staff and included in the mailout.

#### Item No. 20

**Special Education Interagency Agreements.** The board approved interagency agreements that make it possible for the Special Education Department to offer required services to students with disabilities as recommended by staff and included in the mailout.

#### Item No. 21

**Revisions to CPSB Policy JG.** The board approved revisions to CPSB Policy JG necessary to comply with IDEA 97 and Bulletin 1706 as submitted in the mailout.

## **PURCHASE OF WIRELESS VOICE OVER INTERNET PROTOCOL (VoIP) TELEPHONE EQUIPMENT AND MAINTENANCE SERVICES**

*Mr. Henderson moved, seconded by Mrs. Hardy, approval of the purchase of wireless voice over internet protocol (VoIP) telephone equipment and maintenance services. Vote on the motion carried with Board members Hardy, Burton, Crawley, May, Phelps, Priest, Crawford, Rachal, Armstrong and Henderson supporting the motion. Mr. Ramsey abstained because of a conflict with his employer providing service.*

## **PROCEDURE FOR EVALUATION OF RESPONSES TO RFP NO. 10L-05 FOR LEGAL SERVICES**

*Mr. Henderson moved, seconded by Mrs. Armstrong, that the dates for presentation of proposals, as invited, be changed from December 2-17, 2004 to January 5-17, 2005 if necessary, and that all RFP responses be made available for review by board members, that staff provide any aids it deems necessary for review of proposals, that General Counsel review proposals and be prepared to give recommendations regarding respondents to all sections of the RFP with the exception of the position of General Counsel, and that a special board meeting be called for January 4, 2005 immediately after the executive committee meeting to decide whether any law firms will be interviewed.*

Mrs. Crawley asked if the board will be reviewing the applicants before January 4<sup>th</sup>? Mr. Henderson answered that the RFPs will be available December 8<sup>th</sup> for the board to review and General Counsel will be available to assist with any questions.

*Vote on the motion carried unanimously.*

## **RENAMING OF AUDITORIUM AT A C STEERE ELEMENTARY SCHOOL AFTER DAN WATERS**

*Mrs. Crawford moved, seconded by Mr. Henderson, that due to the board meeting being moved from the third Tuesday of the month to the first Tuesday of the month, that the 90-day waiting period under Policy FF for renaming the auditorium at A. C. Steere Elementary School after Dan Waters be waived. Vote on the motion carried unanimously.*

*Mrs. Crawford moved, seconded by Mrs. Hardy, that the auditorium at A. C. Steere Elementary School be named after Dan Waters. Vote on the motion carried unanimously.*

## **ELECTION OF OFFICERS**

Mr. Ramsey passed the gavel to First Vice President Henderson. Mr. Henderson declared the floor open for nominations for officers for the Caddo Parish School Board for the 2005 school year.

*Mr. Ramsey nominated Willie Henderson for President of the Caddo Parish School Board for 2005. Mr. Henderson passed the gavel back to President Ramsey. There being no other nominations, the nominations were closed. Vote on Mr. Henderson as the 2005 CPSB President carried unanimously.*

Mr. Ramsey declared nominations open for First Vice President. *Mr. Henderson nominated Ginger Armstrong for First Vice President for 2005. There being no additional nominations, Mr. Henderson moved, seconded by Mr. Burton, that the nominations be closed and that Mrs. Ginger Armstrong be First Vice President for 2005. Vote on the motion carried unanimously.*

Mr. Ramsey declared the floor open for nominations for Second Vice President. *Mrs. Armstrong nominated Lola May for 2<sup>nd</sup> Vice President. Mr. Burton nominated Eursla Hardy for 2<sup>nd</sup> Vice President. Mr. Henderson moved, seconded by Mr. Burton, that the nominations be closed.*

Board members Hardy, Burton, Phelps and Crawford voted for Mrs. Hardy. Board members Crawley, May, Priest, Rachal, Ramsey, Armstrong and Henderson voted for Mrs. May. Mr. Ramsey announced that Mrs. Lola May will be Second Vice President for 2005.

*Mr. Burton moved, seconded by Mrs. Hardy, to authorize the president to use a facsimile signature for 2005 and his successors as elected. Vote on the motion carried unanimously.*

## **SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** The superintendent announced that the construction update was provided in the mailout and that staff is available to answer questions. Ms. Priest inquired about the completion date for the Westwood project. Mr. Steve White responded that the anticipated completion date is the end of March, and weather delays at this time could change that some, but the contract date is the 26<sup>th</sup> or 27<sup>th</sup> of March, and he can provide that information to the superintendent.

**Prohibitive Practice of Purchasing Mac Computers.** The superintendent reported that information was sent to the board in the *Weekly Briefings* on the rationale as to why staff does not recommend that the district continue to purchase Mac computers.

**Proposal to Increase M & S Funds After Relief Regarding Teachers' Retirement.** The superintendent reported that information was sent to the board on a survey conducted by staff. She said finances still do not allow for an increase, however staff is attempting to make certain that all available funds are utilized to best address the needs of the teachers. Results of the survey did show how staff can better coordinate the use of these funds and staff will be meeting to address these. Mr. Henderson asked the superintendent if she had received any reports where schools and teachers do not have what they need in terms of materials and supplies? The superintendent responded that she has not received any memos or telephone calls, and that she learned about it in the meeting. She said when she first heard about it, she asked staff to conduct a survey which revealed there were some different practices and that communication was sometimes a problem. Mrs. Tyler also stated that sometimes it is a problem because teachers will ask for more than the basic supplies and she understands this is because our teachers want to do a better job; however the problem is the funds are not available. The staff is attempting to do a better job of making sure teachers have the basics and some of the additional things they need. Mr. Henderson asked that the superintendent convey to the principals in an appropriate means the frustration that board members are experiencing when they continue to get feedback about the shortage of materials and supplies and ask them to provide the assurance to the board that they have looked at their individual situations and have provided the teachers with supplies that they need. The superintendent indicated staff is working on this and cited a recent example in a school, and that we are encouraging the schools to let central office know what the needs are.

Mrs. Crawford asked about textbooks and if the district has ever had a central distribution for textbooks, so that when student population shifts, the district is able to move the books to where the students have moved. Mrs. Tyler explained that when there is a textbook adoption at the state level, books can be chosen from the state list, and a process is followed for getting the number needed in each school. Mrs. Tyler said oftentimes, we do not have the funding to give every child a textbook, and because of the enormous cost, it is sometimes necessary to purchase a certain number each year. When population shifts occur, principals are asked to have the school's contact person to notify the various schools about extra books. The superintendent said another problem is student's losing books and parents not replacing them, and the district doesn't have the funds either. The superintendent reported that \$1 million in new books were purchased last year with money from the Tobacco funds for those schools who indicated that had to have new books and stated that she would like to get additional information on what school is being referenced. Ms. Phelps stated that classroom sets are used in the classroom, but understands if a parent requests the child to bring home a book, a book can be checked out.

Mr. Rachal stated that he believes the easiest way to get complete information would be to request that each school submit what their budget was for last year, what they used, what they didn't use, what they spent, what they didn't spend, and look at where they are for the current year. He asked for information on last year's budgets, what was spent, and what was left.

Mrs. Gunn walked through the process schools follow for purchasing textbooks and procedures followed through the Purchasing Department to update the inventory annually. She announced that this year staff will be presenting to the board at budget time the request to purchase math

books for every student and recommending it be paid out over a three-year period with textbook monies, and schools will still get their allocation to fill in for lost books or additional students.

Mr. Rachal asked staff about the budget numbers? Mrs. Gunn responded that Ben Wreyford sends this out to schools based on the enrollment at the school, because the school receives approximately \$21 for each student enrolled in the school. Mr. Rachal inquired about the M & S allotment? The superintendent answered that central office puts a certain amount of dollars in the budget for M & S as well as additional funds through Title I, Special Education, etc. Mr. Ramsey stated that following on a previous discussion on this matter several months ago, information was shared with board members as to where this money is and how it is spent. He suggested that a possible separate session be held to discuss this matter in depth and that maybe such a meeting be held in the Teacher Resource Center.

**Report on Booker T. Washington Feeder Schools.** The superintendent announced that a report was provided in the *Weekly Briefings* and the staff is working with the attorney on how recommendations can be made to move forward with any changes.

## **UNFINISHED BUSINESS**

### **NEW BUSINESS**

Mrs. Armstrong asked that a revision be drafted to Policy DJH that would specifically permit the procurement card be used for board travel reservations as was included in the mailout. Mr. Abrams answered that he will look at the policy and that one of the concerns for not putting it into Policy DJH was because of state funding issues and spending funds prior to them being expended; and he has some concerns about a procurement card and if the card allowed school board members to spend more money than is allowed by state statute for reservations, then there will be a reimbursement step. Legal counsel stated he would further investigate and report back. Mrs. Armstrong stated this has nothing to do with board members, but would be for use in the superintendent's office to make reservations for board members. Mrs. Armstrong said she will get with legal counsel to discuss this further.

Ms. Phelps asked why the card is needed? Mrs. Armstrong indicated that if the superintendent's office has a card available, it allows for staff to go online and possibly get reservations at more competitive prices rather than going through a travel agent. Mrs. Crawley also commented on board members having to pay taxes when traveling to conventions and she understands these should be exempt if board members have tax IDs.

## **ANNOUNCEMENTS AND REQUESTS**

Mr. Ramsey expressed to the board members his gratitude for their support throughout the year, as well as to the directors for the great job and successes experienced during the year.

Mrs. Armstrong expressed appreciation to Ron Festavan, assistant superintendent of support services, for his service to the Caddo Public School System and wished him well in his retirement. Mrs. Hardy also expressed appreciation and congratulations to Mr. Festavan. Mrs. May thanked the board for their support and Mr. Festavan for the many years of services to the district, wishing him well in his retirement. Mr. Henderson expressed appreciation to the board for the opportunity to serve as president for 2005 and promised he would do his very best to represent the board in a professional manner at all times. He said the board has demonstrated a willingness to face the challenges as a group and he looks forward to working with the board. Mr. Henderson, too, stated that in his opinion Mr. Festavan is one of the best *school* people in the area and his knowledge and expertise will be missed, and wished him well in his retirement.

**Special Called Meeting.** President Ramsey announced there will be a special called meeting on Tuesday, December 14, 2004.

**Adjournment.** *Mr. Burton moved, seconded by Mrs. Hardy, for adjournment.* Vote on the motion carried unanimously and the meeting adjourned at approximately 6:30 p.m.



**December 14, 2004**

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 Tuesday, December 14, 2004, with President Larry Ramsey presiding and the following school board members present being a quorum: Phillip R. Guin, Eursla D. Hardy, Charlotte Crawley, Tammy T. Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Ginger Armstrong and Willie Henderson. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. Mr. Ramsey led in the prayer and Pledge of Allegiance.

Mr. Ramsey announced that Mrs. May is unable to attend as she had a previous commitment prior to the special meeting being called and Mr. Burton still has classes in progress.

#### **PERSONNEL RECOMMENDATIONS**

Mrs. Tyler requested that the supervisor of transportation recommendation be pulled from the agenda.

*Mrs. Crawley moved, seconded by Mrs. Hardy, approval of the personnel recommendation as recommended by staff and included in the mailout. Vote on the motion carried unanimously.*

Mary Nash Robinson, assistant superintendent of human resources, introduced Mr. Richard Lavergne, newly appointed assistant superintendent of support services. Family members and friends present were also recognized. Mr. Lavergne will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the position to which he was appointed.

#### **EXECUTIVE SESSION**

**Student Admission Appeal.** *Mr. Henderson moved, seconded by Mrs. Hardy, that the student be permitted to enroll at Hamilton Terrace Learning Center for the remainder of the 2004-2005 school year and that following an assessment and recommendation by the System School Psychologist, he may enroll in the school in his assigned attendance zone or remain at Hamilton Terrace for the 2005-2006 school year. Vote on the motion carried unanimously.*

**Adjournment.** *Mr. Guin moved, seconded by Board members Hardy, Crawley, Phelps, Priest, Crawford, Rachal, Ramsey, Armstrong and Henderson, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 4:45 p.m.*

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Ollie S. Tyler, Secretary

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Larry E. Ramsey, President

**January 4, 2005**

The **Caddo Parish School Board (CPSB)** met in special session in its office at 1961 Midway, Shreveport, Louisiana at approximately 5:33 p.m. (immediately following the Executive Committee/Board Work Session) on Tuesday, January 4, 2005 with President Willie Henderson presiding and the following school board members present being a quorum: Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy T. Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Ginger Armstrong and Larry Ramsey. Mr. Henderson announced that Mr. Guin is out of town. Also present were Secretary Ollie S. Tyler, and Legal Counsel Reginald Abrams. The invocation and Pledge of Allegiance were omitted.

**PERSONNEL RECOMMENDATION(S)**

*Mrs. Armstrong moved, seconded by Mrs. May, for approval of the personnel recommendations as recommended by staff and included in the mailout. Vote on the motion carried unanimously.* Mary Nash Robinson, assistant superintendent of human resources, introduced the following appointments approved by the CPSB: (1) Dr. Naomi Coyle, supervisor of elementary education, and (2) Beverly Cole, principal, Queensborough Elementary School. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board salary schedule applicable to the position to which they were appointed. Administrators, family and other guests present also were recognized.

**PROCEDURE FOR EVALUATION OF RESPONSES TO RFP NO. 10L-05 FOR LEGAL SERVICES**

*Mr. Burton moved, seconded by Mrs. Hardy, not to conduct interviews with the legal applicants as suggested by the attorney. Vote on the motion carried unanimously.* Mr. Henderson stated that information has been received and a motion will be brought at the next board meeting.

**Adjournment.** *Mr. Burton moved, seconded by Mr. Rachal, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:39 p.m.*

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Ollie S. Tyler, Secretary

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Willie L. Henderson, President

**January 4, 2005**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana, at 4:30 p.m. on Tuesday, January 4, 2005, with President Willie Henderson presiding and Ginger Armstrong and Lola May present being a quorum. Other school board members present were Eursla D. Hardy, Willie Burton, Charlotte Crawley, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, and Larry Ramsey. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Burton gave the invocation and led in the Pledge of Allegiance.

## **PRESENTATIONS**

President Henderson presented a plaque to 2004 President Larry Ramsey as an expression of appreciation for his leadership and service as president of the Caddo Parish School Board during 2004. Mr. Ramsey expressed his appreciation to the board for the opportunity to serve as president.

**Update on Special Education Discipline Procedures.** Superintendent Ollie Tyler welcomed and introduced Barbara Ballard, attorney for the State Department of Education. Ms. Ballard introduced Amy Dupont, attorney with the Legal Division of the Department of Education and Roger James with the Special School District, and brought to the board an overview of the revisions to the policy for disciplinary procedures for students with disabilities. Ms. Ballard stated that the Department of Education has worked very closely with the Caddo School District over the past year to address several discipline issues. She reported on several days of inservice last August with the elementary, middle and high school principals to help clarify many misconceptions.

Ms. Ballard reported she has reviewed Caddo's Discipline Policy, has gone over it with Nadalie Thomas, Gretchen Boggs and the Special Education Department, and stated that Caddo's Discipline Policy, as it is changed right now, complies with Federal and State law. She stated she has observed school systems' incorrect ways of addressing discipline problems that have become engrained in a school system and it has not been an issue until now. She added that Federal law has tightened up on Special Education and that the State Department of Education is monitored by OSEP (Office of Special Education Programs – U.S. Department) regularly, and also is currently under its own corrective action plan. The Caddo Parish School System is in corrective action because of a lot of problems with discipline. Ms. Ballard shared with the board copies of Caddo's corrective action plan which requires that Caddo's discipline policy is in compliance with State and Federal law. She said this policy has been accepted by State Superintendent Picard; it is a good policy, and, as it now reads, exactly mirrors State and Federal law. The policy doesn't give students more of a head start, it doesn't give staff a head start, but gives everybody no more, nor less than what is required by State and Federal law. She stated that school systems can impose discipline policies that are more lenient to students, but they can not make the policies more stringent than is allowed by State and Federal law, and again stated that Caddo's exactly mirrors Federal law.

She also shared copies of cases: (1) Honig v. Doe. This case is referenced when anyone talks about IDEA discipline law. She highlighted the section of the case in which the U.S. Supreme Court says they feel it is very clear that Congress meant to strip schools of the unilateral authority they had traditionally employed to exclude disabled students, particularly emotionally disturbed students, from school. She said in doing so, Congress didn't leave school systems powerless to deal with dangerous students, but did deny school officials their former right to self-help and directed that in the future the removal of disabled students could be accomplished only with the permission of parents or as a last resort the courts. The IDEA law as it exists now has a specific provision that says school systems can only remove a child that is a danger to himself or others, assault teachers, or any of those things by way of a state hearing officer, not an LEA hearing officer, from the State Department of Education's Legal Department or from a Federal judge (these are the only two people that can order a child removed from school). She said she tells school systems this doesn't mean if you have a really dangerous student that you can't deal with them in a reasonable manner, because IDEA gives school systems the right to unilaterally exclude a child for up to 10 school days a year. So if a school has a really dangerous child, and theoretically the child only has a couple of days of suspension left because of previous suspensions, the district can go to Federal court and a Federal judge or magistrate can sign,

within a day, an injunction to keep the child out of school. She added this injunction will go to hearing later and the district will have to prove the underlying foundation of the exclusion request, but the fact is the child does not have to stay in school. She further stated that what the district does not have the right to do is exclude the child unilaterally. Also, the state has an expedited due process format, but they cannot do them overnight. She said when talking about dangerous students, truly dangerous students, this is a very small number of students, even in a large district the size of Caddo. She said there is a difference in what a teacher will call dangerous and what a court will call dangerous, and encouraged the district to talk with their attorney to know what the standard is, because the standard is pretty high, and to know what the courts look at. She explained the courts have said school systems across the United States have so badly abused their discretion in unilaterally excluding children, particularly emotionally disturbed children, that Congress passed IDEA and took that right away from them. She said it is very important that everyone understands these are strong words from the United States Supreme Court.

Ms. Ballard referenced a second case, which is one from the U. S. District Court in Wyoming, which she referred to as *supremacy clause cases*, and states that compliance with the minimum standards set out by the Federal Act is mandatory for the receipt of Federal assistance. The act is not presumed to impose a national uniform standard to the education of children with a given disability, it requires only that a “free appropriate public education,” in conformity with the state’s educational standards, be provided to each disabled child upon individualized evaluation and planning. She further explained that this case essentially says that IDEA does not preempt State law if the State standards meet the minimum Federal guidelines; however, IDEA does preempt State law if the State standards are below the Federal minimum. Thus, there is a big misconception in a lot of school systems that you can discipline an IDEA student because there is a State Statute that says if a student comes to school with drugs, we can suspend him for the remainder of the school year. That State law is at odds with IDEA law, because IDEA law says you can only suspend the student for up to 45 days. The problem is in the face of an IDEA student, any State law that conflicts with Federal law is void in the face of that student. Essentially, for all practical purposes, you should put aside State law when dealing with IDEA students, because it is void in the face of IDEA provisions that say otherwise. She encouraged the board to look over the provided materials as it is a very good explanation of what is rooted in the supremacy clause of Article 6 of the U. S. Constitution, which requires that the laws of the United States are superior to the laws of the states. Ms. Ballard explained this is similar to environmental and other laws in which states implement similar laws in that we can’t make our environmental laws more lenient than the Federal laws, but we can make them more restrictive. It’s the same way with IDEA. The discipline rules can be more loose for IDEA students (give them more days they are guaranteed to be in school or give them more advantages), you just can’t give them less than Federal law requires.

In referencing Caddo’s discipline policy, Ms. Ballard stated that she worked with Caddo’s Special Education Department in making the necessary revisions and pointed out some of the places that were patently against Federal law, i.e. *the statement that Louisiana law requires the immediate removal of any student who physically assaults a staff member while this infraction is not specifically mentioned in subsection above, is deemed to pose a danger to himself and others*, and the fact that this is not correct because State law is preempted by Federal law. It also said that *if a child is a danger to himself or others that the school system can unilaterally remove him* and that is exactly to the letter what the U.S. Supreme Court in *Honig vs. Doe* said you can’t do.

Ms. Ballard reiterated that the problem is school systems cannot be allowed to continue to be in violation of Federal law, as well as State law. She said other states have done the same thing in giving IDEA students more protection than is set out in Federal law, and Louisiana did not. Bulletin 1706, our State regulations, exactly verbatim mirror Federal law, and this is exactly what Caddo has done, not requiring any more or any less. She said this policy needs to be implemented, because if it is not, Caddo will be out of compliance.

Mrs. Armstrong reiterated a statement made by Ms. Ballard that *a total of 10 days per year a Special Ed student can be suspended. If they have had two previous suspensions and have been out a total of six days and they assault a teacher, the student can only legally be suspended for four days, with an injunction being sought from a Federal judge during that timeframe.* Ms. Ballard answered that is correct and further explained that the standard for removing a student for more than 10 days because they are a danger to themselves or others is something more than

an assault, because an assault carries a wide range of definition. An assault can be anything from brushing/shoving someone as you pass them in the hallway to beating someone up so badly they have to go to the hospital, and everything in between, and the Courts are saying that's why Congress has taken that discretion away from schools and given it to judges, placing the burden of going to court on the school system to show that not only did a student assault a teacher, but that the student is a continuing danger to himself or others. If the school district can show this to a judge, the district can get a restraining order. She added she has never seen a case where the judge says the child is completely excluded. The child may be sent to an alternative school, the judge may order that a child be given educational services at the police station or sheriff's office and the teacher would have to meet them there, the teacher may have to meet the child at the public library, but most judges do not want troubled teenagers to be on the street with no educational services at all. She added she is not saying it's not possible, but that she has never seen a case where there were no services at all, and it would be extremely unusual. Ms. Ballard also referenced Federal Regulation 34CFR, Section 300.121 which says that after 10 days of exclusion, no matter what, a child has to start getting educational services.

Charlotte Crawley shared with Ms. Ballard a flow chart and explained she had pulled up Section 14.15 because it talked about whether or not the behavior was a manifestation of their disability. In the flow chart, Ms. Crawley cited the section where a child has a weapon or drugs, and the distinction noted. Ms. Ballard explained that weapons or drugs are defined terms in the Federal Code and are very specific, i.e. a knife has to be more than 2½ inches, a drug has to be a controlled substance, not an aspirin, etc. Ms. Crawley asked if the two alternatives listed (1) take them to law enforcement, call the police, or (2) put them in an alternative setting up to 45 days are the options available to the district? Ms. Ballard said that is correct or you can do both. Ms. Crawley said then it's not just the 10 days, but a child can go for 45 days to an appropriate alternative. Following the flow chart, Ms. Crawley asked if the IEP team is immediately convened to determine if this is a manifestation of their behavior and if not, what kind of manifestation is it to carry a 6" knife? Ms. Ballard cited an example of a child who is developmentally disabled and doesn't understand the danger of such a weapon, and there are developmentally disabled children who do not understand this. Ms. Crawley asked if their placement in with other children would be appropriate? Ms. Ballard said she could not say that because the discussion is about a hypothetical child that we do not even know what his disability is, and that is why IDEA set up such an elaborate structure of evaluations and IEP meetings; and if the school system believes this developmentally disabled child shouldn't be in a classroom with other children because they have little understanding of social mores, then maybe the evaluation team should reevaluate the child to determine if his placement is inappropriate. Every child does not need to be in a general ed classroom, because some children cannot function there and need to be in a more restrictive environment and this is an evaluation team, IEP team, decision. It's a program decision, not a discipline action. Ms. Crawley further stated that if a student has a disciplinary problem that is inappropriate for that setting, then should their IEP be reevaluated? Ms. Ballard answered that is correct and for Louisiana, a reevaluation is required for a more restrictive placement, so the evaluation team would need to look at where the student is and where the student needs to be and the IEP makes the placement determination. Ms. Crawley inquired if the disability is a reading disability and it's not a manifestation, is State law then followed? Ms. Ballard referenced a famous case before the 5<sup>th</sup> Circuit Court of Appeals in New Orleans that governs Texas, Louisiana and Mississippi which says you cannot use labels to determine a child's manifestation and just because a child is, for example, hyperactive, you cannot automatically say it's related to his disability because he lacked impulse control. It could be part of it, but you have to look at how every disability affects every child, and the school district needs to keep data to show if this has ever happened before, if there is a pattern of this behavior, focusing on the individual child's disability and how it impacts his behavior. She said the 5<sup>th</sup> Circuit requires more than a knee-jerk reaction to a label, and this is important. Ms. Crawley asked Ms. Ballard if she saw anything in the flow chart that was absolutely against the law? Ms. Ballard responded that she had not carefully examined the document and asked if she was referencing a particular provision? Ms. Crawley said with reference to manifestation and non-manifestation, will the IEP team determine this? Ms. Ballard stated the IEP team does determine the manifestation determination and pointed out that what the chart says is *if a student's conduct is not a manifestation of the student's disability, the school district may expel or suspend long-term, but must provide continued services*, which means that if it's not a manifestation of his disability, they have to continue to provide services. This is 300.121, and is an IEP decision since only the IEP team can determine placement.

Ms. Crawley said there is a feeling out there that the schools are handicapped in that if a special ed student brings a gun, you can't do anything with them, because they are special ed. Ms. Ballard said that is exactly what the Supreme Court said and this does not mean the districts can't address the problems appropriately, but it has to be within a certain structure; and the Supreme Court invites you to do these things, but to follow the rules. Ms. Crawley asked if they will understand this? Ms. Ballard stated that she conducted inservices for Caddo's principals in August and believes they understood it before she came, but clarification was brought on some of the misconceptions, i.e. Caddo Parish has a procedure whereby a child breaks into a teacher's car, tries to steal a radio, gets caught, and is sent to an alternative school for two months (and its not related to his disability) because he can be disciplined like the regular child. After two months, he is going to go back to his neighborhood school and the teacher says she feels the child is a continuing danger to her so he can't return to this school. IDEA says you cannot do this because they say the child is to be educated in their neighborhood school. So if the teacher can articulate reasonable foundation why this particular child truly is a danger to her, the district can go to Federal Court and get an injunction; but if it cannot be articulated, the principal or teacher at the returning school does not have the right to say he can't come back. Unless a sound basis can be articulated as to why the student is a continuing danger in the future, not the past, the child has a statutory right to attend his neighborhood school. Ms. Crawley stated that sometimes the past predicts the future. Ms. Ballard said it does sometimes, and that is why it is placed in the hands of hearing judges and officers, because they are not emotionally involved in it like the teacher and the principal, and is why Congress has said let an objective third party look at the situation and make a decision.

Mr. Abrams asked about the 45-day rule when dealing with drugs and weapons and the right to remove a student for up to 45 days. If it is not a manifestation of the disability and you have drugs and would normally expel for up to two years, can you use the two-year provision in State law? Ms. Ballard said you cannot. Mr. Abrams stated then the district is stuck with the 45 days. Ms. Ballard said because it's not a manifestation and you can't exclude him from school, the student still has to get educational services in an appropriate environment. If the child can function in an alternative school, the child has to be in his least restrictive environment; and the Federal and State rules specifically state that only the IEP team, not school administration, can determine the placement.

Mrs. Tyler thanked Attorney Ballard and her team for attending the meeting today and helping Caddo revise its policy so the district is in compliance.

### **ESTABLISH AGENDA FOR THE JANUARY 18, 2005 CPSB MEETING**

The superintendent reviewed the proposed agenda for the January 18, 2005 school board meeting and discussion followed as summarized.

**Superintendent's Report.** Mr. Burton asked that the superintendent and staff look at the demographics for the new housing on North Market and Hearne, as well as Nelson Street and Hearne. He stated he is concerned that lines are being drawn that will take these students out of District 3, as well as the fact that schools in District 3 are beginning to be depopulated because of this. He said initially the Consent Decree required the movement in order to balance out ratios, i.e. Linwood, and it is no longer necessary to transport students across attendance lines for this reason. He asked staff to relook at this in the study and bring a report. Mrs. Tyler asked if, after the study, the board would like for staff to bring to the board an agenda item, something that will go to the Justice Department requesting a waiver on how the lines are drawn? Mr. Burton answered in the affirmative.

Mr. Burton also asked staff to look at and make a recommendation regarding a new parking space/area for West Shreveport as quickly as possible.

Mrs. Crawley asked, since information has been received from the Superintendent regarding the paraeducators' salary schedule, if it is appropriate to now add an agenda item to address this matter? The superintendent responded that she will bring the update and will make the recommendation that the board allow it to be a part of the budget deliberations in the spring for the 2005-06 school year. Mr. Henderson clarified that the superintendent will make a report to the board relative to a recommendation and if the board agrees, it will give staff the go-ahead to include it in the budget deliberations? Mrs. Tyler answered in the affirmative and that she

intends to recommend to the board that this salary adjustment for the paraeducators be included in the budget for the 2005-06 school year and begin in the fall.

Mr. Burton requested that staff provide another update on the BTW gym in the *Weekly Briefings*.

Mr. Rachal asked when the list for the next \$20,000,000 in bonds will be brought to the board? The superintendent stated that a year's list was submitted to the board and asked Steve White, director of capital projects/new construction, to share with the board an update. Mr. White responded that the committee appointed by the board approved the first year expenditures, or the first \$14,000,000, as well as provisions for designs for the next two years. Projects for the next two years have yet to be determined by the board's committee. The committee will need to reconvene and determine the projects for years two and three. Mr. Rachal asked if staff has determined projects they consider high priority? Mr. White said staff approached it by the age of the window units by school and there is a listing that can be provided to the committee for their consideration. Mr. Henderson asked if this is the committee in which each board member has an appointee? Mr. White answered that is correct, along with representatives from the Alliance for Education, etc.

**Bids. Request for Proposal – Broadband Service.** Mr. Henderson asked for an explanation on this item. Joe Brown, director of information technology, explained that contracts for our Internet service provider, and for bandwidth, which is the speed at which services are rendered, have expired and staff is seeking proposals to renew those contracts for the coming year, in compliance with our E-Rate applications for discounts from the Federal government for these type services. He announced the bids are due in Thursday and staff will provide a recommendation for the board's consideration at the January 18<sup>th</sup> meeting.

Mrs. May inquired about interruption or problems with Internet accessibility. Mr. Brown responded he will help Mrs. May with this.

Mr. Henderson asked if there have been some unusual problems with the Internet being down. Mr. Brown reported that one of the primary circuits used to transmit the electronic traffic was down almost the entire two weeks of Christmas break and it wasn't discovered until returning from the holidays. He stated that BellSouth has worked diligently to repair the line.

**Approval of Legal Services Agreements Pursuant to RFP 10L-05.** Mr. Abrams explained to the board that policy requires that RFPS for legal services go out every three years and that this will be done six months prior to the expiration of the current contract. He announced that RFPs for legal services did go out and board members received in December copies of the responses for their review. He explained that on January 18<sup>th</sup> the board will have the opportunity to accept any or all of the proposals, reject all the proposals, admit any type of alternative or submit an offer back, changing or modifying the agreement for legal services. Mr. Abrams stated he is prepared today to answer any questions the board may have about any of the proposals with the exception of those proposals from those applications for General Counsel. He added the board requested that he as legal counsel review the proposals and make any recommendations on how the board should proceed, i.e. interviewing or not, etc. He continued, per request from the board, to report that 13 law firms submitted proposals and of those 13, nine firms are already providing legal service to the CPSB. He said he reviewed their responses and shared his opinion, which is not based on anyone's ability to act as General Counsel. Mr. Abrams stated that he is familiar with all nine firms currently doing work for the CPSB and he believes they are competent and capable of continuing to do the work for the CPSB. He said he is familiar with members of at least three of the new law firms that submitted proposals as follows. Mayers, Smith and Roberts – Mr. Abrams said he is familiar with the equality of their work and believes they are capable of providing legal services for the CPSB in all areas that they proposed. Barham and Warner – They are former partners with Mayers, Smith and Roberts and Mr. Abrams said he is familiar with their work and believes they are capable of providing legal services to the CPSB in the areas proposed. Phelps Dunbar out of Baton Rouge and New Orleans, as well as numerous other locations, is one of the largest law firms in the nation. Mr. Abrams stated he is familiar with them and believes this firm is capable of providing legal services to the CPSB. He stated he is not familiar with Ransdell Keene; and therefore, could not give any opinion regarding his proposed services, nor would he want to give an opinion because his application is for General Counsel.

Mr. Abrams stated it is his opinion the board does not need to interview any of the law firms currently performing work for the CPSB as they have been interviewed before and are already doing work for the CPSB. He also stated that he doesn't believe it necessary for the board to interview Mayers, Smith & Roberts, Barham and Warner, nor Phelps Dunbar since he has given an opinion they are capable of doing the work and they can adequately perform the work proposed and bid on. Mr. Abrams said it will be the board's decision if it wishes to interview Mr. Keene; however, if the board wishes to interview him, they may also want to interview the other new law firms who responded.

Mr. Abrams summarized that he doesn't believe it necessary for the board to spend the time on a lengthy interview process as there is adequate information provided through the RFPs and Jeff Hudson has provided a tab sheet that will aid the board members in going through the information.

Mrs. Crawley asked if a complete bid was received from Phelps Dunbar, and if not, does that mean they should not be considered? Mr. Abrams said Phelps Dunbar had a discrepancy in one item in that they did not put down their malpractice insurance coverage, but believes the board can consider them if they wish, because the law firm definitely has the assets to make this a million dollars and certainly has the insurance coverage. Mrs. Crawley clarified that it doesn't prohibit the board from considering them? Mr. Abrams answered he would hope everyone's proposal is complete and they would not change anything; but Mr. Keene also did not submit his malpractice insurance coverage or state that he had it; however this is something the board can waive. He also announced that Mr. Sutherland left off an Exhibit B on how he would do certain things, submitting it late, but the board can also waive this and consider the proposals. He reminded the board these are not bids but requests for proposals.

**Consent Agenda.** The president recommended that items 10, 11 and 14 be the consent agenda. *Mrs. Armstrong moved, seconded by Mrs. May, for approval of the proposed agenda, with noted changes, and the consent agenda as stated. Vote on the motion carried unanimously.*

### **CPSB WORK SESSION (PRESENTATION OF THE PROPOSED AGENDA AND CONSENT AGENDA)**

The president polled the audience for input on the proposed agenda for the January 18<sup>th</sup> school board meeting.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on professional organization access involving both meetings with employees and assisting employees at the work site. She said the school system has a long history of organizations at the work sites, and asked the board to recognize the value brought to employees by professional organizations in not having to know everything there is to know about representation rights themselves when brought in to a disciplinary hearing. She said the board itself has recognized this when embarking on certain types of endeavors in our personal lives or professions. She said school system employees are trained in their respective fields and not in the intricacies of representation, retirement, etc. She added professional organizations have the expertise to disseminate the information to them by meeting with them face to face. She stated Caddo employees need to be on the same playing field as the board and have this benefit as well as representation. Ms. Lansdale indicated misunderstanding as to why this has been changed and the continued practice of others (insurance and financial groups) being allowed in the school. She asked the board to understand that the professional organizations have professional information to share with employees as well, and asked that the professional organizations be allowed to meet with teachers and school employees on their non-instructional and break times to provide information to them on their professional lives. She said the organization understands instructional and work time and would never violate this time. She said the payroll fraud argument is very disturbing, especially when you consider the number of employees, including administrators, who are involved in non-profit organizations. She stated that she is asking that the board restore the balance known in the parish for a number of years where employees feel they can meet with the administration on a level playing field and not be relegated to the sidelines, and she believes there is a way to work this out and come to a reasonable agreement if that is the board's and administration's will.



**ANNOUNCEMENTS**

Mr. Henderson brought to the board's attention three documents at their stations: (1) Board input on the change in the February 1<sup>st</sup> meeting date, (2) committee appointments, and (3) an article in the National School Boards Association newsletter relative to test scores alone not measuring a school's success. He added the article highlights several areas being used to successfully encourage and motivate schools.

Mr. Henderson recognized and welcomed Richard Lavergne, newly appointed assistant superintendent for support services.

**Adjournment.** *Mrs. Armstrong moved, seconded by Mrs. May, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:33 p.m.*

**January 18, 2005**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, January 18, 2005, with President Willie Henderson presiding and the following school board members present being a quorum – Phillip Guin, Eursla D. Hardy (arrived at approximately 4:41 p.m.), Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal and Ginger Armstrong. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Burton gave the invocation and led in the Pledge of Allegiance.

**CONSIDERATION OF MINUTES OF THE DECEMBER 7, 2004, DECEMBER 14, 2004 AND JANUARY 4, 2005 CPSB MEETINGS**

*Mr. Burton moved, seconded by Mrs. May, that the minutes of the December 7, 2004, December 14, 2004 and January 4, 2005 meetings be approved as submitted in the mailout. Vote on the motion carried unanimously.*

**AGENDA ORDER**

*Mrs. Armstrong moved, seconded by Mrs. May, that the order for agenda items 12 and 13 be moved so that they immediately follow item #5 on the agenda. Vote on the motion carried unanimously.*

**APPROVAL OF RESOLUTION PROVIDING FOR THE OPENING OF THE SEALED BIDS RECEIVED FOR THE PURCHASE OF \$20,000,000 OF GENERAL OBLIGATION SCHOOL BONDS, SERIES 2005**

Grant Schlueter, bond attorney with Foley Judell, announced to the board that it's the appointed time to receive bids on the second series of bonds approved by the voters. *Mr. Burton moved, seconded by Mrs. May, that the following resolution providing for the opening of the sealed bids received for the purchase of \$20,000,000 of General Obligation School Bonds, Series 2005 of Parishwide School District of Caddo Parish, Louisiana, approving the Official Notice of Bond Sale and Official Statement in connection therewith, and authorizing the president and the secretary of the Parish School Board to sign copies thereof as evidence of the approval thereof.*

**RESOLUTION**

A resolution providing for the opening of the sealed bids received for the purchase of Twenty Million Dollars (\$20,000,000) of General Obligation School Bonds, Series 2005 of Parishwide School District of Caddo Parish, Louisiana, approving the Official Notice of Bond Sale and Official Statement in connection therewith, and authorizing the President and the Secretary of the Parish School Board to sign copies thereof as evidence of the approval thereof.

BE IT RESOLVED by 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"):

SECTION 1. This Parish School Board (the "Governing Authority") does now proceed in open and public session to open the sealed bids received for the purchase of Twenty Million Dollars (\$20,000,000) of General Obligation School Bonds, Series 2005, of Parishwide School District of Caddo Parish, Louisiana, authorized and duly advertised for sale by virtue of a resolution adopted on December 7, 2004.

SECTION 2. The official Notice of Bond Sale and Official Statement prepared in connection with the sale of the aforementioned Bonds, and the information contained therein, are hereby approved by this Governing Authority and the President and the Secretary of the Governing Authority are hereby authorized, empowered and directed to sign copies thereof as evidence of the approval of the District.

This resolution having been submitted to a vote, the vote thereon was as follows:

<u>MEMBERS:</u>	<u>YEAS:</u>	<u>NAYS:</u>	<u>ABSENT:</u>	<u>ABSTAINING:</u>
Phillip R. Guin	X			
Eursla Hardy	X			
Willie D. Burton	X			
Charlotte Crawley	X			
Lola May	X			
Tammy T. Phelps	X			
Lillian Priest	X			
Bonita Crawford	X			
Barry F. Rachal	X			
Larry Ramsey	X			
Ginger Armstrong	X			
Willie Henderson	X			

And the resolution was declared adopted on this, 18th day of January, 2005.

/s/ Ollie Tyler

/s/ Willie Henderson

Secretary

President

The sealed bids received on January 18, 2005, for the purchase of Twenty Million Dollars (\$20,000,000) of General Obligation School Bonds, Series 2005 of Parishwide School District of Caddo Parish, Louisiana, were thereupon opened and read in public session of the Governing Authority, said bids being based upon the maturity schedule set out in the Official Statement and hereinafter set out in these proceedings, said bids being as follows, to-wit:

1. A bid for Bonds submitted by Morgan Keegan & Company, Inc., of New Orleans, Louisiana, and bearing interest as follows:

<u>Bonds Maturing</u>	<u>Interest Rate Per Annum</u>
2007 through 2013, inc.	5.000%
2014	4.250%
2015	3.650%
2016	3.750%
2017	3.875%
2018	3.950%
2019 and 2020	4.000%
2021	4.050%
2022	4.100%
2023	4.125%
2024	4.250%
2025	4.300%
2026	4.350%
2027	4.375%
2028	4.450%
2029 and 2030	4.500%

Premium: None

True Interest Cost: 4.292233%

2. A bid for Bonds submitted by Coastal Securities, of Houston, Texas, and bearing interest as follows:

<u>Bonds Maturing</u>	<u>Interest Rate Per Annum</u>
2007 through 2010, inc.	7.000%
2011	5.000%
2012 through 2021, inc.	4.000%
2022 and 2023	4.125%
2024 and 2025	4.250%
2026 through 2028, inc.	4.375%
2029 and 2030	4.500%

Premium: \$18,637.14

True Interest Cost: 4.311952%

3. A bid for Bonds submitted by UBS Financial Services Inc., of New York, New York, and bearing interest as follows:

<u>Bonds Maturing</u>	<u>Interest Rate Per Annum</u>
2007 through 2009, inc.	3.000%
2010	3.250%
2011	3.375%
2012	3.500%
2013	3.625%
2014 and 2015	7.000%
2016 through 2021	4.000%
2022	4.125%
2023	4.200%
2024 and 2025	4.250%
2026 and 2027	4.375%
2028 through 2030	4.500%

Premium: None

True Interest Cost: 4.327452%

4. A bid for Bonds submitted by Merrill Lynch & Company, of New York, New York, and bearing interest as follows:

<u>Bonds Maturing</u>	<u>Interest Rate Per Annum</u>
2007 through 2013, inc.	4.000%
2014 through 2020, inc.	4.250%
2021 through 2024, inc.	4.375%
2025 through 2030, inc.	4.500%

Premium: \$7,872.15

True Interest Cost: 4.374317%

*Vote on the motion carried unanimously.*

Mr. Schlueter stated that it is always a joy to bring good news to the school board and that for some time the Caddo District has enjoyed the highest bond rating of the 68 systems in Louisiana, which means that Caddo sells its bonds at a lower interest rate, a lower millage to the taxpayers. He announced that there is only one other district with a AA rating and that is St. Tammany Parish. He reported there are two primary rating agencies, Moody's and Standard & Poors. He reported that each time we sell an additional series of bonds, the rating agencies must rate the school board anew, and they maintained the AA rating from Moody's and the A+ rating from Standard and Poor's and there is no higher rating in the state. Mr. Schlueter stated that at the last report, the rating agencies had some concerns regarding the fund balance and these were addressed by the board and staff and presented to the rating agencies. The comments from the rating agencies were very favorable regarding the progress made by the school board. He also shared statements from the two rating agencies' reports which noted a stable economic base,

good growth in property and sales tax bases, satisfactory financial performance as well as the relatively low wealth and income levels. He reported that the district's financial operations are satisfactory; as after two years of negative financial operations, the district has rebounded in fiscal '04 with an \$8.25 million balance which increased unreserved balances to \$25.2 million or 9.3% of expenditures. He added the report notes that the district has strived to maintain balances of close to 10% and the net debt is moderate to taxpayers. The direct debt of the school board to taxpayers is very low, so the millage rate for servicing the bonds is very low compared to other school districts. He noted that Moody's in particular notes the low direct debt burden and that the school board has very little tax supported debt compared to other entities which is one of the reasons the district has been able to maintain the low millage rate of 9.7 mills to service the bonds. Moody's also stated the fund balance is estimated to be at least similar to the '04 level or somewhat improved for '05 and that Moody's concern is that the maintenance of current reserve levels is an important factor in assignment of current bond ratings. With respect to the sale and for comparison purposes, Mr. Schlueter stated that June 15<sup>th</sup> of last year when the first series of bonds were sold, there were three bids and the interest rate was 4.81%. Mr. Schlueter proceeded to open the bids received and announced the following: (1) UBS Financial Services Inc. – 4.32% interest; (2) Coastal Securities – 4.31% interest; (3) Merrill Lynch – 4.37% interest; and (4) Morgan Keegan – 4.29% interest. Mr. Schlueter announced that Morgan Keegan is the low bid at 4.29%.

### **RESOLUTION ACCEPTING THE BEST BID RECEIVED FOR THE PURCHASE OF BONDS**

*Mr. Burton moved, seconded by Mrs. Hardy, that the following resolution accepting the bid of 4.29% by Morgan Keegan for the sale of \$20,000,000 in General Obligation bonds be approved.*

#### **RESOLUTION**

A resolution accepting the bid of Morgan Keegan & Company, Inc., of New Orleans, Louisiana, for the purchase of Twenty Million Dollars (\$20,000,000) of General Obligation School Bonds, Series 2005 of Parishwide School District of Caddo Parish, Louisiana.

WHEREAS, pursuant to the provisions of a Notice of Bond Sale dated December 7, 2004, published in the manner required by law, and pursuant to the provisions of a resolution adopted by the Parish School Board of the Parish of Caddo, State of Louisiana, the governing authority of Parishwide School District of Caddo Parish, Louisiana (the "Issuer") on December 7, 2004, sealed bids were solicited for the purchase of Twenty Million Dollars (\$20,000,000) of General Obligation School Bonds, Series 2005, of the Issuer (the "Bonds"), on January 18, 2005; and

WHEREAS, four (4) bids were received for the purchase of the Bonds; and

WHEREAS, this Parish School Board has found and determined and does hereby find and determine that the bid submitted by Morgan Keegan & Company, Inc., of New Orleans, Louisiana (the "Purchaser") complies with all terms and conditions prescribed by the Notice of Bond Sale and Official Statement; and

WHEREAS, this Parish School Board desires to accept said bid and to take such action as may be necessary to accomplish the delivery of the Bonds to the Purchaser;

NOW, THEREFORE, 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. The bid of the Purchaser for the purchase of the Bonds, a copy of which is annexed hereto as Exhibit A, is hereby accepted and the Bonds are hereby awarded in compliance with the terms of the bid.

SECTION 2. The good faith deposit in the amount of \$200,000 accompanying said bid is hereby accepted in accordance with and subject to said Official Notice of Bond Sale. The amount of the good faith deposit shall be deposited and credited towards the purchase price of the Bonds without regard to any interest earnings thereon.

SECTION 3. When the Bonds have been properly prepared, this Governing Authority is hereby authorized to deliver the Bonds to the Purchaser upon the payment of Twenty Million Dollars (\$20,000,000) and accrued interest to the date of delivery, less a credit of \$200,000 for the amount of the good faith deposit described above.

SECTION 4. The Governing Authority hereby finds that due diligence has been exercised in preparing the Bonds for sale and in preparing the Official Statement pertaining to the Bonds, and in view of that fact, the President and Secretary of the Governing Authority are hereby authorized and directed to execute and deliver to the successful bidder, as set forth herein, at the time of closing, a certificate which shall be substantially in the form of the certificate annexed hereto as Exhibit B.

SECTION 5. The foregoing resolution shall take effect immediately upon its adoption.

This resolution having been submitted to a vote, the vote thereon was as follows:

<u>MEMBERS:</u>	<u>YEAS:</u>	<u>NAYS:</u>	<u>ABSENT:</u>	<u>ABSTAINING:</u>
Phillip R. Guin	X			
Eursla Hardy	X			
Willie D. Burton	X			
Charlotte Crawley	X			
Lola May	X			
Tammy T. Phelps	X			
Lillian Priest	X			
Bonita Crawford	X			
Barry F. Rachal	X			
Larry Ramsey	X			
Ginger Armstrong	X			
Willie Henderson	X			

And the resolution was declared adopted on this, 18th day of January, 2005.

/s/ Ollie Tyler

/s/ Willie Henderson

Secretary

President

EXHIBIT "A"

(COPY OF SUCCESSFUL BID)

EXHIBIT 'B'

**OFFICIAL STATEMENT CERTIFICATE**

I, the undersigned Secretary of the Parish School Board of the Parish of Caddo, State of Louisiana, with respect to the Official Statement (the "Official Statement") issued regarding the sale of Twenty Million Dollars (\$20,000,000) of General Obligation School Bonds, Series 2005 (the "Bonds") of Parishwide School District of Caddo Parish, Louisiana (the "Issuer"), DO HEREBY CERTIFY:

THAT, at the time of payment for and delivery of the Bonds and at the date hereof, (i) the descriptions and statements, including financial data, of or pertaining to Parishwide School District of Caddo Parish, Louisiana (the "Issuer") on the date of the Preliminary Official Statement, on the date of the Official Statement, on the date of the sale of the Bonds and on the date of the delivery thereof, were and are true in all material respects, and, insofar as such matters are concerned, the Official Statement did not and does not contain an untrue statement of a material fact or omit to state a material fact required to be stated therein or necessary to make the statements therein, in light of the circumstances under which they are made, not misleading, and (ii) insofar as the descriptions and statements, including financial data, of or pertaining to governmental and/or non-governmental entities other than the Issuer and its activities, contained in the Official Statement are concerned, such descriptions, statements and data have been obtained from sources which the governing authority of the Issuer believes to be reliable and the said governing authority has no reason to believe that they are untrue or incomplete in any material respect, and (iii) there has been no adverse material change in the affairs of the Issuer between the date of the delivery of the Official Statement and the date of delivery of the Bonds.

PARISHWIDE SCHOOL DISTRICT OF CADDO  
PARISH, LOUISIANA

By: /s/ Ollie S. Tyler  
Secretary, Parish School Board

Dated : \_\_\_\_\_, 2005 (Date of Delivery)

*Vote on the motion carried unanimously.*

**RESOLUTION AUTHORIZING THE INCURRING OF DEBT AND ISSUANCE OF BONDS AND PROVIDING FOR OTHER MATTERS IN THE CONNECTION THEREWITH**

Mr. Schlueter explained that this resolution simply authorizes the issuance of the bonds with the interest rates filled according to the low bid. *Mrs. Armstrong moved, seconded by Mrs. Crawley, that the following resolution be approved authorizing the incurring of debt and issuance of \$20,000,000 of General Obligation School Bonds, Series 2005, of Parishwide School District of Caddo Parish, Louisiana, prescribing the form, terms and conditions of said bonds; designating the date, denomination and place of payment of said Bonds; providing for the payment thereof in principal and interest; and providing for other matters in connection therewith.*

**RESOLUTION**

A resolution authorizing the incurring of debt and issuance of Twenty Million Dollars (\$20,000,000) of General Obligation School Bonds, Series 2005, of Parishwide School District of Caddo Parish, Louisiana; prescribing the form, terms and conditions of said Bonds; designating the date, denomination and place of payment of said Bonds; providing for the payment thereof in principal and interest; and providing for other matters in connection therewith.

BE IT RESOLVED by 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, that:

SECTION 1. Definitions. As used herein, the following terms shall have the following meanings, unless the context otherwise requires:

"**Agreement**" means the agreement to be entered into between the Issuer and the Paying Agent pursuant to this Resolution.

**"Bond"** means any Bonds of the Issuer authorized to be issued by this Resolution, whether initially delivered or issued in exchange for, upon transfer of, or *in lieu* of any Bond previously issued.

**"Bond Register"** means the records kept by the Paying Agent at its principal corporate trust office in which registration of the Bonds and transfers of the Bonds- shall be made as provided herein.

**"Bonds"** means the Issuer's General Obligation School Bonds, Series 2005, authorized by this Resolution in the total aggregate principal amount of Twenty Million Dollars (\$20,000,000), being the second emission of bonds authorized at an election held on April 17, 2004.

**"Code"** means the Internal Revenue Code of 1986, as amended.

**"Defeasance Obligations"** means cash or Government Securities.

**"Executive Officers"** means, collectively, the President and the Secretary of the Governing Authority.

**"Governing Authority"** means the Parish School Board of the Parish of Caddo, State of Louisiana.

**"Government Securities"** means direct obligations of, or obligations the principal of and interest on which are unconditionally guaranteed by the United States of America, which are non-callable prior to their maturity, may be United States Treasury obligations such as the State and Local Government Series and may be in book-entry form.

**"Interest Payment Date"** means March 1 and September 1 of each year during the period the Bonds are outstanding, commencing March 1, 2006.

**"Issuer"** means Parishwide School District of Caddo Parish, Louisiana.

**"Outstanding"** when used with respect to Bonds means, as of the date of determination, all Bonds theretofore issued and delivered under this Resolution, except:

1. Bonds theretofore canceled by the Paying Agent or delivered to the Paying Agent for cancellation;
2. Bonds for payment or redemption of which sufficient Defeasance Obligations have been theretofore deposited in trust for the owners of such Bonds, provided that if such Bonds are to be redeemed, irrevocable notice of such redemption has been duly given or provided for pursuant to this Resolution or waived;
3. Bonds in exchange for or *in lieu* of which other Bonds have been registered and delivered pursuant to this Resolution; and
4. Bonds alleged to have been mutilated, destroyed, lost or stolen which have been paid as provided in this Resolution or by law.

**"Owner"** or **"Owners"** when used with respect to any Bond means the Person in whose name such Bond is registered in the Bond Register.

**"Paying Agent"** means Argent Trust, a division of National Independent Trust Company, in the City of Ruston, Louisiana, until a successor Paying Agent shall have been appointed pursuant to the applicable provisions of this Resolution and thereafter "Paying Agent" shall mean such successor Paying Agent.



**"Person"** means any individual, corporation, partnership, joint venture, association, joint-stock company, trust, unincorporated organization or government or any agency or political subdivision thereof.

**"Purchaser"** means Morgan Keegan & Company, Inc., of New Orleans, Louisiana, the original purchaser of the Bonds.

**"Record Date"** for the interest payable on any Interest Payment Date means the 15th calendar day of the month next preceding such Interest Payment Date.

**"Resolution"** means this resolution authorizing the issuance of the Bonds, as it may be supplemented and amended.

SECTION 2. Authorization of Bonds; Maturities. In compliance with the terms and provisions of Article VI, Section 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, and other constitutional and statutory authority, and a special election held on April 17, 2004, there is hereby authorized the incurring of an indebtedness of Twenty Million Dollars (\$20,000,000) for, on behalf of, and in the name of the Issuer, 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, including, to the extent feasible, those specific school projects set forth in the "Capital Improvements Plan" recommended by the Infrastructure Needs Committee and approved by the School Board on January 27, 2004, title to which shall be in the public. To represent said indebtedness, this Governing Authority does hereby authorize the issuance of Twenty Million Dollars (\$20,000,000) of General Obligation School Bonds, Series 2005, of the Issuer, which constitute the second emission of Bonds authorized at the said election held on April 17, 2004. The Bonds shall be in fully registered form, shall be dated March 1, 2005, shall be issued in the denomination of Five Thousand Dollars (\$5,000) or any integral multiple thereof within a single maturity and shall be numbered from R-1 upwards. The unpaid principal of the Bonds shall bear interest from the date thereof or from the most recent Interest Payment Date to which interest has been paid or duly provided for, payable on each Interest Payment Date, commencing March 1, 2006, at the following rates of interest and shall mature on March 1 of each year as follows:

YEAR (MAR. 1)	PRINCIPAL	INTEREST RATE MATURING	YEAR PER ANNUM	PRINCIPAL (MAR. 1)	INTEREST RATE MATURING PER
2007	\$425,000	5.000%	... 2019	\$800,000	4.000%
2008	450,000	5.000.....	2020	845,000	4.000
2009	475,000	5.000.....	2021	890,000	4.050
2010	500,000	5.000.....	2022	940,000	4.100
2011	525,000	5.000.....	2023	990,000	4.125
2012	555,000	5.000.....	2024	1,040,000	4.250
2013	585,000	5.000.....	2025	1,100,000	4.300

2014	615,000	4.250.....	2026	1,160,000	4.350
2015	650,000	3.650.....	2027	1,220,000	4.375
2016	685,000	3.750.....	2028	1,285,000	4.450
2017	720,000	3.875.....	2029	1,355,000	4.500
2018	760,000	3.950.....	2030	1,430,000	4.500

The principal of the Bonds, upon maturity or redemption, shall be payable at the principal corporate trust office of the Paying Agent, upon presentation and surrender thereof, and interest on the Bonds shall be payable by check of the Paying Agent mailed by the Paying Agent to the Owner (determined as of the close of business on the Record Date) at the address shown on the Bond Register. Each Bond delivered under this Resolution upon transfer of, in exchange for or *in lieu* of any other Bond shall carry all the rights to interest accrued and unpaid, and to accrue, which were carried by such other Bond, and each such Bond shall bear interest (as herein set forth) so neither gain nor loss in interest shall result from such transfer, exchange or substitution.

During any period after the initial delivery of the Bonds in book-entry-only form when the Bonds are delivered in multiple certificates form, upon request of a registered owner of at least \$1,000,000 in principal amount of Bonds outstanding, all payments of principal, premium, if any, and interest on the Bonds will be made by wire transfer in immediately available funds to an account designated by such registered owner; CUSIP number identification with appropriate dollar amounts for each CUSIP number will accompany all payments of principal, premium, and interest, whether by check or by wire transfer.

Section 3. Book-Entry Registration of Bonds. No Bond shall be entitled to any right or benefit under this Resolution, or be valid or obligatory for any purpose, unless there appears on such Bond a certificate of registration, substantially in the form provided in this Resolution, executed by the Paying Agent by manual signature.

The Bonds shall be initially issued in the name of Cede & Co., as nominee for The Depository Trust Company ("DTC"), as registered owner of the Bonds, and held in the custody of DTC. The Secretary of the Issuer or any other officer of the Issuer is authorized to execute and deliver a Letter of Representation to DTC on behalf of the Issuer with respect to the issuance of the Bonds in "book-entry only" format. The Paying Agent is hereby directed to execute said Letter of Representation. The terms and provisions of said Letter of Representation shall govern in the event of any inconsistency between the provisions of this Bond Resolution and said Letter of Representation. Initially, a single certificate will be issued and delivered to DTC for each maturity of the Bonds. The Beneficial Owners will not receive physical delivery of Bond certificates except as provided herein. Beneficial Owners are expected to receive a written confirmation of their purchase providing details of each Bond acquired. For so long as DTC shall continue to serve as securities depository for the Bonds as provided herein, all

transfers of beneficial ownership interest will be made by book-entry only, and no investor or other party purchasing, selling or otherwise transferring beneficial ownership of Bonds is to receive, hold or deliver any Bond certificate.

Notwithstanding anything to the contrary herein, while the Bonds are issued in book-entry-only form, the payment of principal of, premium, if any, and interest on the Bonds may be payable by the Paying Agent by wire transfer to DTC in accordance with the Letter of Representation.

For every transfer and exchange of the Bonds, the Beneficial Owner may be charged a sum sufficient to cover such Beneficial Owner's allocable share of any tax, fee or other governmental charge that may be imposed in relation thereto.

Bond certificates are required to be delivered to and registered in the name of the Beneficial Owner under the following circumstances:

- (a) DTC determines to discontinue providing its service with respect to the Bonds. Such a determination may be made at any time by giving 30 days' notice to the Issuer and the Paying Agent and discharging its responsibilities with respect thereto under applicable law; or
- b) The Issuer determines that continuation of the system of book-entry transfer through DTC (or a successor securities depository) is not in the best interests of the Issuer and/or the Beneficial Owners.

The Issuer and the Paying Agent will recognize DTC or its nominee as the Bondholder for all purposes, including notices and voting.

Neither the Issuer or the Paying Agent are responsible for the performance by DTC of any of its obligations, including, without limitation, the payment of moneys received by DTC, the forwarding of notices received by DTC or the giving of any consent or proxy *in lieu* of consent.

Whenever during the term of the Bonds the beneficial ownership thereof is determined by a book entry at DTC, the requirements of this Bond Resolution of holding, delivering or transferring the Bonds shall be deemed modified to require the appropriate person to meet the requirements of DTC as to registering or transferring the book entry to produce the same effect.

If at any time DTC ceases to hold the Bonds, all references herein to DTC shall be of no further force or effect.

SECTION 4. Redemption Provisions. (a) The Bonds maturing on March 1, 2016, and thereafter, will be callable for redemption by the Issuer in full or in part at any time on or after March 1, 2015, and if less than a full maturity, then by lot within such maturity, at the

principal amount thereof, plus accrued interest from the most recent Interest Payment Date to which interest has been paid or duly provided for.

(b) In the event a Bond to be redeemed is of a denomination larger than \$5,000, a portion of such Bond (\$5,000 or any multiple thereof) may be redeemed. Any Bond which is to be redeemed only in part shall be surrendered at the principal corporate trust office of the Paying Agent and there shall be delivered to the Owner of such Bond a new Bond--or Bonds of the same maturity and of any authorized denomination or denominations as requested by such Owner in aggregate principal amount equal to and in exchange for the unredeemed portion of the principal of the Bond so surrendered. Official notice of such call of any of the Bonds for redemption shall be given by means of first class mail, postage prepaid, by notice deposited in the United States mails not less than thirty (30) days prior to the redemption date addressed to the Owner of each Bond to be redeemed at his address as shown on the Bond Register.

(c) In the event of redemption of less than all of the outstanding Bonds of like maturity, such Bonds shall be redeemed by lot or in such other manner as shall be deemed fair and equitable by the Paying Agent for random selection.

SECTION 5. Registration and Transfer. The Issuer shall cause the Bond-Register to be kept by the Paying Agent. The Bonds may be transferred, registered and assigned only on the Bond Register, and such registration shall be at the expense of the Issuer. A Bond may be assigned by the execution of an assignment form on the Bond or by other instruments of transfer and assignment acceptable to the Paying Agent. A new Bond or Bonds will be delivered by the Paying Agent to the last assignee (the new Owner) in exchange for such transferred and assigned Bonds after receipt of the Bonds to be transferred in proper form. Such new Bond- or Bonds shall be in the denomination of \$5,000 or any integral multiple thereof within a single maturity. Neither the Issuer nor the Paying Agent shall be required to issue, register, transfer or exchange (i) any Bond during a period beginning at the opening of business on a Record Date and ending at the close of business on the Interest Payment Date, or (ii) any Bond called for redemption prior to maturity during a period beginning at the opening of business fifteen (15) days before the date of the mailing of a notice of redemption of such Bond and ending on the date of such redemption.

SECTION 6. Form of Bonds. The Bonds and the endorsements to appear thereon shall be in substantially the following forms, respectively, to-wit:

(FORM OF BOND)

Unless this Bond is presented by an authorized representative of the Depository Trust Company, a New York corporation ("DTC"), to the Issuer or their agent for registration of transfer, exchange, or payment, and any Bond issued is registered in the name of CEDE & CO. or in such other name as is requested by an authorized representative of DTC (and any payment is made to CEDE & CO. or to such other entity as is requested by an authorized representative of DTC),

ANY TRANSFER, PLEDGE, OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL inasmuch as the registered owner hereof, CEDE & CO., has an interest herein.

As provided in the Bond Resolution referred to herein, until the termination of the system of book-entry-only transfers through DTC and notwithstanding any other provision of the Bond Resolution to the contrary, this Bond may be transferred, in whole but not in part, only to a nominee of DTC, or by a nominee of DTC to DTC or a nominee of DTC, or by DTC or a nominee of DTC to any successor securities depository or any nominee thereof.

No. R-\_\_\_\_\_Principal Amount \$\_\_\_\_\_

UNITED STATES OF AMERICA  
STATE OF LOUISIANA  
PARISH OF CADDO  
GENERAL OBLIGATION SCHOOL BOND, SERIES 2005  
OF  
PARISHWIDE SCHOOL DISTRICT OF CADDO PARISH, LOUISIANA

Maturity Date	Interest Rate	Bond Date	CUSIPNumber
March 1, _____	_____%	March 1, 2005	_____

**PARISHWIDE SCHOOL DISTRICT OF CADDO PARISH, LOUISIANA**  
(the "Issuer"), promises to pay to:

REGISTERED OWNER: CEDE & CO. (Tax Identification #13-2555119)

PRINCIPAL AMOUNT: \_\_\_\_\_ DOLLARS

or registered assigns, on the Maturity Date set forth above, the Principal Amount set forth above, together with interest thereon from the Bond Date set forth above or the most recent interest payment date to which interest has been paid or duly provided for, payable on March 1 and September 1 of each year, commencing March 1, 2006 (each an "Interest Payment Date"), at the Interest Rate per annum set forth above until said Principal Amount is paid, unless this Bond shall have been previously called for redemption and payment shall have been duly made or provided for. The principal of and premium, if any, on this Bond, upon maturity or redemption, shall be payable at the principal corporate trust office of Argent Trust, a division of National Independent Trust Company, in the City of Ruston, Louisiana, or successor thereto (the "Paying Agent") upon presentation and surrender hereof. Interest on this Bond is payable by check of the Paying Agent mailed by the Paying Agent to the registered owner at the address as shown on the registration books of the Paying Agent maintained for such purpose. The interest so payable on any Interest Payment Date will be paid to the person in whose name this Bond (or one or more predecessor Bonds) is registered at the close of business on the Record Date (which is the 15<sup>th</sup> calendar day of the month next preceding an Interest Payment Date). Any interest not punctually paid or duly provided for shall be payable as provided in the Bond Resolution (hereinafter defined).

During any period after the initial delivery of the Bonds in book-entry-only form when the Bonds are delivered in multiple certificates form, upon request of a registered owner of at least \$1,000,000 in principal amount of Bonds outstanding, all payment of principal, premium, if any, and interest on the Bonds will be paid by wire transfer in immediately available funds to an account designated by such registered owner; CUSIP number identification with appropriate dollar amounts for each CUSIP number must accompany all payments of principal, premium, and interest, whether by check or by wire transfer.

FOR SO LONG AS THIS BOND IS HELD IN BOOK-ENTRY FORM REGISTERED IN THE NAME OF CEDE & CO. ON THE REGISTRATION BOOKS OF THE ISSUER KEPT BY THE PAYING AGENT, AS BOND REGISTRAR, THIS BOND, IF CALLED FOR PARTIAL REDEMPTION IN ACCORDANCE WITH THE BOND RESOLUTION, SHALL BECOME DUE AND PAYABLE ON THE REDEMPTION DATE DESIGNATED IN THE NOTICE OF REDEMPTION GIVEN IN ACCORDANCE WITH THE

BOND RESOLUTION AT, AND ONLY TO THE EXTENT OF, THE REDEMPTION PRICE, PLUS ACCRUED INTEREST TO THE SPECIFIED REDEMPTION DATE; AND THIS BOND SHALL BE PAID, TO THE EXTENT SO REDEEMED, (i) UPON PRESENTATION AND SURRENDER HEREOF AT THE OFFICE SPECIFIED IN SUCH NOTICE OR (ii) AT THE WRITTEN REQUEST OF CEDE & CO., BY CHECK MAILED TO CEDE & CO. BY THE PAYING AGENT OR BY WIRE TRANSFER TO CEDE & CO. BY THE PAYING AGENT IF CEDE & CO. AS BONDOWNER SO ELECTS. IF, ON THE REDEMPTION DATE, MONEYS FOR THE REDEMPTION OF BONDS OF SUCH MATURITY TO BE REDEEMED, TOGETHER WITH INTEREST TO THE REDEMPTION DATE, SHALL BE HELD BY THE PAYING AGENT SO AS TO BE AVAILABLE THEREFOR ON SUCH DATE, AND AFTER NOTICE OF REDEMPTION SHALL HAVE BEEN GIVEN IN ACCORDANCE WITH THE BOND RESOLUTION, THEN, FROM AND AFTER THE REDEMPTION DATE, THE AGGREGATE PRINCIPAL AMOUNT OF THIS BOND SHALL BE IMMEDIATELY REDUCED BY AN AMOUNT EQUAL TO THE AGGREGATE PRINCIPAL AMOUNT THEREOF SO REDEEMED, NOTWITHSTANDING WHETHER THIS BOND HAS BEEN SURRENDERED TO THE PAYING AGENT FOR CANCELLATION.

This Bond is one of an authorized issue aggregating in principal the sum of Twenty Million Dollars (\$20,000,000) (the "Bonds"), all of like tenor and effect except as to number, denomination, interest rate and maturity, the Bonds-- having been issued by the Issuer pursuant to a resolution adopted by its governing authority on January 18, 2005 (the "Resolution"), 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 Issuer and acquiring the necessary equipment and furnishings therefor, including, to the extent feasible, those specific school projects in the "Capital Improvements Plan" recommended by the Infrastructure Needs Committee and approved by the School Board on January 27, 2004, title to which shall be in the public, under the authority conferred by Article VI, Section 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, and other constitutional and statutory authority, and constitute the second emission of bonds authorized at a special election held on April 17, 2004, the result of which election has been duly promulgated in accordance with law.

The Bonds are issuable only as fully registered bonds in the denomination of \$5,000 principal amount or any integral multiple thereof, exchangeable for an equal aggregate principal amount of bonds of the same maturity of any other authorized denomination.

Subject to the limitations of and upon payment of the charges provided in the Bond Resolution, the transfer of this Bond may be registered on the registration books of the Paying Agent upon surrender of this Bond at the principal corporate trust office of the Paying Agent as registrar, accompanied by a written instrument of transfer in form and with guaranty of signature satisfactory to the Paying Agent, duly executed by the registered owner or his attorney duly authorized in writing, and thereupon a new bond or bonds of the same maturity and of authorized denomination or denominations, for the same aggregate principal amount, will be issued to the transferee. Prior to due presentment for registration of transfer of this Bond, the Issuer and the Paying Agent may deem and treat the person in whose name this Bond is registered as the absolute owner hereof for all purposes, whether or not this Bond shall be overdue and neither the Issuer nor the Paying Agent shall be bound by any notice to the contrary.

The Bonds maturing on March 1, 2016, and thereafter, will be callable for redemption by the Issuer in full or in part at any time on or after March 1, 2015, and if less than a full maturity, then by lot within such maturity, at the principal amount thereof, plus accrued interest from the most recent Interest Payment Date to which interest has been paid or duly provided for.

In the event a Bond to be redeemed is of a denomination larger than \$5,000, a portion of such Bond (\$5,000 or any multiple thereof) may be redeemed. Any Bond which is to be redeemed only in part shall be surrendered at the office of the Paying Agent and there shall be delivered to the Owner of such Bond, a Bond or Bonds of the same maturity and of any authorized denomination or denominations as requested by such owner in aggregate principal

amount equal to and in exchange for the unredeemed portion of the principal of the Bond so surrendered.

In the event of redemption of less than all of the outstanding Bonds of like maturity, such Bonds shall be redeemed by lot or in such other manner as shall be deemed fair and equitable by the Paying Agent for random selection.

The Bond Resolution permits, with certain exceptions as therein provided, the amendment thereof and the modifications of the rights and obligations of the Issuer and the rights of the owners of the Bonds at any time by the Issuer with consent of the owners of two-thirds (2/3) of the aggregate principal amount of all Bonds issued under the Bond Resolution, to be determined in accordance with the Bond Resolution.

This Bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the Bond Resolution until the certificate of registration hereon shall have been signed by the Paying Agent.

This Bond and the issue of which it forms a part constitute general obligations of the Issuer, and the full faith and credit of the Issuer is pledged for the payment of this Bond and the issue of which it forms a part. Said Bonds are secured by a special ad valorem tax to be imposed and collected annually in excess of all other taxes on all the property subject to such taxation within the territorial limits of the Issuer, under the Constitution and laws of Louisiana, sufficient in amount to pay the principal of this Bond and the issue of which it forms a part and the interest thereon as they severally mature.

It is hereby certified, recited and declared that all acts, conditions and things required to exist, to happen and to be performed precedent to and in the issuance of this Bond and the issue of which it forms a part to constitute the same legal, binding and valid obligations of the Issuer have existed, have happened and have been performed in due time, form and manner as required by law, and that the indebtedness of the Issuer, including this Bond and the issue of which it forms a part, does not exceed the limitations prescribed by the Constitution and statutes of the State of Louisiana.

It is certified that this Bond is authorized by and is issued in conformity with the requirements of the Constitution and statutes of this State.

IN WITNESS WHEREOF, Parishwide School District of Caddo Parish, Louisiana has caused this Bond to be executed in its name by the facsimile or manual signatures of the President and Secretary of its governing authority, the Parish School Board of the Parish of Caddo, State of Louisiana, and the corporate seal of said governing authority to be impressed hereon.

PARISHWIDE SCHOOL DISTRICT OF CADDO PARISH, LOUISIANA

(facsimile or manual)  
Secretary,  
Caddo Parish School Board

(Facsimile or manual)  
President,  
Caddo Parish School Board

(SEAL)

\* \* \* \* \*

(FORM OF SECRETARY OF STATE ENDORSEMENT -  
TO BE PRINTED ON ALL BONDS)

OFFICE OF SECRETARY OF STATE  
STATE OF LOUISIANA

This Bond secured by a tax. Registered on this the \_\_\_\_ day of \_\_\_\_\_, 2005.

\_\_\_\_\_  
Secretary of State

(FORM OF PAYING AGENT'S CERTIFICATE OF REGISTRATION  
TO BE PRINTED ON ALL BONDS)

This Bond is one of the Bonds referred to in the within-mentioned Bond Resolution.

ARGENT TRUST,  
a division of National Independent Trust Company  
as Paying Agent

Date of Registration: \_\_\_\_\_

By \_\_\_\_\_  
Authorized Officer

\* \* \* \* \*

(FORM OF ASSIGNMENT)

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers  
unto

\_\_\_\_\_  
\_\_\_\_\_  
Please Insert Social Security  
or other Identifying Number of Assignee

the within Bond and all rights thereunder, and hereby irrevocably constitutes and appoints

\_\_\_\_\_ attorney or agent to transfer the within  
Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

NOTICE: The signature to this assignment  
must correspond with the name as it appears  
upon the face of the within Bond in every  
particular, without alteration or enlargement or  
any change whatever.

\* \* \* \* \*

(FORM OF LEGAL OPINION CERTIFICATE -  
TO BE PRINTED ON ALL BONDS)

I, the undersigned Secretary of the Parish School Board of the Parish of Caddo,  
State of Louisiana, do hereby certify that the following is a true copy of the complete legal  
opinion of Foley & Judell, L.L.P., the original of which was manually executed, dated and issued  
as of the date of payment for and delivery of the original Bonds- of the issue described therein  
and was delivered to Morgan Keegan & Company, Inc., of New Orleans, Louisiana, the original  
purchaser thereof:

(Bond Printer Shall Insert Legal Opinion)

I further certify that an executed copy of the above legal opinion is on file in my  
office, and that an executed copy thereof has been furnished to the Paying Agent for this Bond.

\* \* \* \* \*

(STATEMENT OF INSURANCE - TO BE PRINTED ON BONDS)

\* \* \* \* \*



SECTION 7. Execution of Bonds. The Bonds shall be signed by the Executive Officers for, on behalf of, in the name of and under the corporate seal of the Issuer, which signatures and corporate seal may be either manual or facsimile.

SECTION 8. Registration of Bonds. The Bonds shall be registered with the Secretary of State of the State of Louisiana as provided by law and shall bear the endorsement of the Secretary of State in substantially the form set forth herein, provided that such endorsement shall be manually signed only on the Bonds initially delivered to the Purchaser, and Bonds subsequently exchanged therefore as permitted in this Bond Resolution may bear the facsimile signature of said Secretary of State.

SECTION 9. Pledge of Full Faith and Credit. The Bonds shall constitute general obligations of the Issuer, and the full faith and credit of the Issuer is hereby pledged for their payment. This Governing Authority does hereby obligate itself and is bound under the terms and provisions of law and the election authorizing the Bonds to impose and collect annually in excess of all other taxes a tax on all of the property subject to taxation within the territorial limits of the Issuer, sufficient to pay the principal of and the interest on the Bonds falling due each year, said tax to be levied and collected by the same officers, in the same manner and at the same time as other taxes are levied and collected within the territorial limits of the Issuer.

SECTION 10. Sinking Fund. For the payment of the principal of and the interest on the Bonds, the Issuer will establish a special fund, to be held by the regularly designated fiscal agent of the Issuer (the "Sinking Fund"), into which the Issuer will deposit the proceeds of the aforesaid special tax and no other moneys whatsoever (other than investment earnings thereon). The depository for the Sinking Fund shall transfer from the Sinking Fund to the Paying Agent at least one (1) day in advance of each Interest Payment Date, funds fully sufficient to pay promptly the principal and interest falling due on such date.

All moneys deposited with the regularly designated fiscal agent bank or banks of the Issuer or the Paying Agent under the terms of this Resolution shall constitute sacred funds for the benefit of the Owners of the Bonds, and shall be secured by said fiduciaries at all times to the full extent thereof in the manner required by law for the securing of deposits of public funds.

All or any part of the moneys in the Sinking Fund shall, at the written request of the Issuer, be invested in accordance with the provisions of the laws of the State of Louisiana, in which event all income derived from such investments shall be added only to the Sinking Fund.

SECTION 11. Application of Proceeds. The Executive Officers are hereby empowered, authorized and directed to do any and all things necessary and incidental to carry out all of the provisions of this Resolution, to cause the necessary Bonds to be printed, to issue, execute and seal the Bonds, and to effect delivery thereof as hereinafter provided. The proceeds derived from the sale of the Bonds, except accrued interest, shall be deposited by the Issuer in a

bank or banks to be used only for the purpose for which the Bonds are issued. Accrued interest, if any, derived from the sale of the Bonds shall be deposited in the Sinking Fund to be applied to the first interest payment.

SECTION 12. Bonds Legal Obligations. The Bonds shall constitute legal, binding and valid obligations of the Issuer, and shall be the only representations of the indebtedness as herein authorized and created.

SECTION 13. Resolution a Contract. The provisions of this Resolution shall constitute a contract between the Issuer and its successors, and the Owner or Owners from time to time of the Bonds and any such Owner or Owners may at law or in equity, by suit, action, mandamus or other proceedings, enforce and compel the performance of all duties required to be performed by the Governing Authority or the Issuer as a result of issuing the Bonds.

No material modification or amendment of this Resolution, or of any resolution amendatory hereof or supplemental hereto, may be made without the consent in writing of the Owners of two-thirds (2/3) of the aggregate principal amount of the Bonds then outstanding; provided, however, that no modification or amendment shall permit a change in the maturity or redemption provisions of the Bonds, or a reduction in the rate of interest thereon, or in the amount of the principal obligation thereof, or affecting the obligation of the Issuer to pay the principal of and the interest on the Bonds as the same shall come due from the revenues appropriated, pledged and dedicated to the payment thereof by this Resolution, or reduce the percentage of the Owners required to consent to any material modification or amendment of this Resolution, without the consent of the Owners of the Bonds.

SECTION 14. Severability; Application of Subsequently Enacted Laws. In case any one or more of the provisions of this Resolution or of the Bonds shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions of this Resolution or of the Bonds, but this Resolution and the Bonds- shall be construed and enforced as if such illegal or invalid provisions had not been contained therein. Any constitutional or statutory provisions enacted after the date of this Resolution which validate or make legal any provision of the Resolution and/or the Bonds which would not otherwise be valid or legal, shall be deemed to apply to this Resolution and to the Bonds.

SECTION 15. Recital of Regularity. This Governing Authority having investigated the regularity of the proceedings had in connection with the Bonds herein authorized and having determined the same to be regular, the Bonds shall contain the following recital, to wit:

"It is certified that this Bond is authorized by and is issued in conformity with the requirements of the Constitution and statutes of this State."

SECTION 16. Effect of Registration. The Issuer, the Paying Agent, and any agent of either of them may treat the Owner in whose name any Bond is registered as the Owner of such Bond for the purpose of receiving payment of the principal (and redemption price) of and interest on such Bond and for all other purposes whatsoever, and to the extent permitted by law, neither the Issuer, the Paying Agent, nor any agent of either of them shall be affected by notice to the contrary.

SECTION 17. Notices to Owners. Wherever this Resolution provides for notice to Owners of Bonds of any event, such notice shall be sufficiently given (unless otherwise herein expressly provided) if in writing and mailed, first-class postage prepaid, to each Owner of such Bonds, at the address of such Owner as it appears in the Bond Register. In any case where notice to Owners of Bonds is given by mail, neither the failure to mail such notice to any particular Owner of Bonds, nor any defect in any notice so mailed, shall affect the sufficiency of such notice with respect to all other Bonds. Where this Resolution provides for notice in any manner, such notice may be waived in writing by the Owner or Owners entitled to receive such notice, either before or after the event, and such waiver shall be the equivalent of such notice. Waivers of notice by Owners shall be filed with the Paying Agent, but such filing shall not be a condition precedent to the validity of any action taken in reliance upon such waiver.

SECTION 18. Cancellation of Bonds. All Bonds surrendered for payment, redemption, transfer, exchange or replacement, if surrendered to the Paying Agent, shall be promptly canceled by it and, if surrendered to the Issuer, shall be delivered to the Paying Agent and, if not already canceled, shall be promptly canceled by the Paying Agent. The Issuer may at any time deliver to the Paying Agent for cancellation any Bonds previously registered and delivered which the Issuer may have acquired in any manner whatsoever, and all Bonds so delivered shall be promptly canceled by the Paying Agent. All canceled Bonds held by the Paying Agent shall be disposed of as directed in writing by the Issuer.

SECTION 19. Mutilated, Destroyed, Lost or Stolen Bonds. If (a) any mutilated Bond is surrendered to the Paying Agent, or the Issuer and the Paying Agent receive evidence to their satisfaction of the destruction, loss or theft of any Bond, and (b) there is delivered to the Issuer and the Paying Agent such security or indemnity as may be required by them to save each of them harm-less, then, in the absence of notice to the Issuer or the Paying Agent that such Bond has been acquired by a bona fide purchaser, the Issuer shall execute, and upon its request the Paying Agent shall register and deliver, in exchange for or *in lieu* of any such mutilated, destroyed, lost, or stolen Bond, a new Bond of the same maturity and of like tenor, interest rate and principal amount, bearing a number not contemporaneously outstanding. In case any such mutilated, destroyed, lost or stolen Bond has become or is about to become due and payable, the Issuer in its discretion may, instead of issuing a new Bond, pay such Bond. Upon the issuance of

any new Bond under this Section, the Issuer may require the payment by the Owner of a sum sufficient to cover any tax or other governmental charge that may be imposed in relation thereto and any other expenses (including the fees and expenses of the Paying Agent) connected therewith. Every new Bond issued pursuant to this Section *in lieu* of any mutilated, destroyed, lost or stolen bond shall constitute a replacement of the prior obligation of the Issuer, whether or not the mutilated, destroyed, lost or stolen Bond shall be at any time enforceable by anyone and shall be entitled to all the benefits of this Resolution equally and ratably with all other Outstanding Bonds. Any additional procedures set forth in the Agreement, authorized in this Resolution, shall also be available with respect to mutilated, destroyed, lost or stolen Bonds. The provisions of this Section are exclusive and shall preclude (to the extent lawful) all other rights and remedies with respect to the replacement and payment of mutilated, destroyed, lost or stolen Bonds.

SECTION 20. Discharge of Resolution; Defeasance. If the Issuer shall pay or cause to be paid, or there shall other-wise be paid to the Owners, the principal (and redemption price) of and interest on the Bonds, at the times and in the manner stipulated in this Resolution, then the pledge of the money, securities, and funds pledged under this Resolution and all covenants, agreements, and other obligations of the Issuer to the Owners of the Bonds shall thereupon cease, terminate, and become void and be discharged and satisfied, and the Paying Agent shall pay over or deliver all money held by it under this Resolution to the Issuer.

Bonds or interest installments for the payment of which money shall have been set aside and shall be held in trust (through deposit by the Governing Authority of funds for such payment or otherwise) at the maturity date thereof shall be deemed to have been paid within the meaning and with the effect expressed above in this Section. Bonds shall be deemed to have been paid, prior to their maturity, within the meaning and with the effect expressed above in this Section if they have been defeased pursuant to Chapter 14 of Title 39 of the Louisiana Revised Statutes of 1950, as amended, or any successor provisions thereto.

SECTION 21. Successor Paying Agent; Paying Agent Agreement. The Issuer will at all times maintain a Paying Agent meeting the qualifications hereinafter described for the performance of the duties hereunder for the Bonds. The designation of the initial Paying Agent in this Resolution is hereby confirmed and approved. The Issuer reserves the right to appoint a successor Paying Agent by (a) filing with the Person then performing such function a certified copy of a resolution or ordinance giving notice of the termination of the Agreement and appointing a successor and (b) causing notice to be given to each Owner. Every Paying Agent appointed hereunder shall at all times be a bank or trust company organized and doing business under the laws of the United States of America or of any State, authorized under such laws to exercise Trust powers, and subject to supervision or examination by Federal or State authority.

The Executive Officers are hereby authorized and directed to execute an appropriate Agreement with the Paying Agent for and on behalf of the Issuer in such form as may be satisfactory to said officers, the signatures of said officers on such Agreement to be conclusive evidence of the due exercise of the authority granted hereunder.

SECTION 22. Non-Arbitrage. The Issuer covenants and agrees that, to the extent permitted by the laws of the State of Louisiana, it will comply with the requirements of the Internal Revenue Code of 1986 and any amendment thereto (the "Code") in order to establish, maintain and preserve the exclusion from "gross income" of interest on the Bonds under the Code. The Issuer further covenants and agrees that it will not take any action, fail to take any action, or permit any action within its control to be taken, or permit at any time or times any of the proceeds of the Bonds or any other funds of the Issuer to be used directly or indirectly in any manner, the effect of which would be to cause the Bonds to be "arbitrage bonds" or would result in the inclusion of the interest on any of the Bonds in gross income under the Code, including, without limitation, (i) the failure to comply with the limitation on investment of Bond- proceeds or (ii) the failure to pay any required rebate of arbitrage earnings to the United States of America or (iii) the use of the proceeds of the Bonds in a manner which would cause the Bonds to be "private activity bonds".

Section 23. Execution of Documents. In connection with the issuance and sale of the Bonds, the Executive Officers are each authorized, empowered and directed to execute on behalf of the Issuer such documents, certificates and instruments as they may deem necessary, upon the advice of bond counsel, to effect the transactions contemplated by this Bond Resolution, the signatures of such persons on such documents, certificates and instruments to be conclusive evidence of the due exercise of the authority granted hereunder.

SECTION 24. Publication. A copy of this Resolution shall be published immediately after its adoption in one issue of the official journal of the Issuer.

SECTION 25. Continuing Disclosure. The Executive Officers are hereby empowered and directed to execute an appropriate Continuing Disclosure Certificate (substantially in the form set forth in Appendix H of the official statement issued in connection with the sale and issuance of the Bonds) pursuant to S.E.C. Rule 15c2-12(b)(5).

SECTION 26. Section Headings. The headings of the various sections hereof are inserted for convenience of reference only and shall not control or affect the meaning or construction of any of the provisions hereof.

SECTION 27. Effective Date. This Resolution shall become effective immediately.

The foregoing resolution having been submitted to a vote, the vote thereon was as follows:

<u>MEMBERS:</u>	<u>YEAS:</u>	<u>NAYS:</u>	<u>ABSENT:</u>	<u>ABSTAINING:</u>
Phillip R. Guin	X			
Eursla Hardy	X			
Willie D. Burton	X			
Charlotte Crawley	X			
Lola May	X			
Tammy T. Phelps	X			
Lillian Priest	X			
Bonita Crawford	X			
Barry F. Rachal	X			
Larry Ramsey	X			
Ginger Armstrong	X			
Willie Henderson	X			

And the resolution was declared adopted, on this, the 18th day of January, 2005.

<u>/s/ Ollie Tyler</u>	<u>/s/ Willie Henderson</u>
Secretary	President

*Vote on the motion carried unanimously.*

Mr. Schlueter stated that the board having its financial house in order pays off when it comes to the taxpayers and expressed his appreciation to Mr. Wreyford and the Finance Department for all they do to make this happen.

Mr. Henderson expressed, on behalf of the board, appreciation to Mr. Schlueter, Mr. Wreyford and his staff, and the superintendent for their leadership as this report is tangible evidence of the prudent manner in which the board handles its financial affairs.

#### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

Mrs. Tyler presented the agenda and highlighted items being brought for the board's consideration. President Henderson proposed items 10, 11, 14, 15, and 17 as the consent agenda.

#### **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators, staff and other guests also were recognized.

**4-H.** Ms. Lola Boone, Extension Agent-Youth Development Specialist for 4-H, expressed appreciation to the Caddo Parish School Board for all the support given to the LSU Ag Center and introduced Catherine Pace, new team member from East Baton Rouge Parish. Students from the C. E. Byrd 4-H Club were recognized and a tray of cookies was presented to the board in appreciation for the board's support of the 4-H Program.

**Drug Education Poster Contest.** The following students were recognized as winners in the recent Caddo Schools' Drug Education poster contest: (1) Patrick Sullivan, Youree Drive Middle School, 1<sup>st</sup> Place, middle school level; (2) LaShunda Clark, Fair Park High School, 1<sup>st</sup> Place, high school level; and (3) Troy Jackson, Jr., Fair Park High School, overall winner. The first place winners were presented a \$50 check and the overall winner was presented a \$100 check.

**Legion of Valor Bronze Cross for Achievement Award.** Lt. Col. Daniel Durr, Caddo's JROTC Supervisor, presented the Legion of Valor Bronze Cross for Achievement Award. He

introduced Willie Burton, area coordinator for the Louisiana 8<sup>th</sup> Brigade Headquarters, who expressed to the board appreciation for the board's support of the JROTC Program. Mr. Burton said this award is given to only one in about every 3,000 students in the program, and Lt. Col. Durr announced the award this year goes to Samantha Richardson from C. E. Byrd High School.

**Special National Award – Beta Alpha Chapter of the National Sorority of Phi Delta Kappa.**

Mrs. Mary Butler, President of the Beta Alpha Chapter of the National Sorority of Phi Delta Kappa, announced that Superintendent Ollie S. Tyler is the recipient of the National Citation Award. She stated that Mrs. Tyler participated against 50 states, 5 regions and 133 chapters, covering the YES Program (Y-Youth, E-Education and S-Services). Mrs. Butler read a letter received from the National Program Committee of the National Phi Delta Kappa Sorority expressing appreciation to the local chapter for submitting the scrapbook on Mrs. Tyler's many accomplishments. She announced this award will be presented to Mrs. Tyler at the annual convention July 15-24 in Norfolk, Virginia. The audience expressed congratulations to the superintendent. Members of the Beta Alpha Chapter presented Mrs. Tyler with a plaque/clock in recognition of this award. On behalf of the Mayor of the City of Shreveport, Archie Hall read a proclamation in recognition of Mrs. Tyler's achievement and proclaiming Tuesday, January 18, 2005, as Ollie S. Tyler Day in the City of Shreveport. Mrs. Burnadine Anderson announced the scrapbook will be on display in the Superintendent's Office for any who might wish to view it.

**VISITORS**

Carolyn Rhymes, president of the Caddo Association of Educators, addressed the board on matters of interest and concern to CAE. She stated that since 1978, the Caddo Association of Educators has provided services and benefits to thousands of school employees in Caddo Parish, one of which has been representing employees in grievance hearings. She said that even though there is no policy regarding the presence of a CAE representative in other settings, they have been able to attend conferences with employees and their supervisors, especially when the conference was to discuss the supervisor's recommendation for termination of the employee. Depending on the administration, she stated that this practice has changed over the years. However, she added, one thing has not changed and that is the CAE does not meet with an employee/employees during work time, as planning time for teachers is work time. She said it is understood that rarely does a teacher or anyone else want to be disturbed during their lunch break; therefore, any meeting with employees must occur before the workday begins or after work. She added in any case it has always been the practice for the representative to sign in at the work site/school as required; and since 1978, there has never been any problem with these requirements. She stated she understands concerns were recently brought to the board regarding what is allowed and what is not allowed; and if the board's practice now is not to allow an employee to have a representative present in possible termination conferences with supervisory personnel, requested that the board reconsider its decision. If the supervisory personnel are following the procedures for such a conference, she asked why would there be a problem if someone else is in the room. She stated there is no representation at that level since no grievance is filed. She added that the CAE does not believe having a representative present in that setting should cause any disruption to the process; and if that occurs, the supervisor can excuse the representative and conduct the administrative conference with the employee. She said if the employee's rights are violated or the CPSB policies have not been followed, the association can advise the employee of the right to grieve the action taken. She summarized by saying that CAE knows the Caddo Parish School Board has always been concerned that employees' rights are protected and is confident this matter can be resolved so the board can do what is best for the employees and the system.

Lori Taylor, paraprofessional for the CPSB, addressed the board on behalf of the Caddo Parish teachers' aides and their appreciation for the Superintendent's recognition of the contributions they make in the classroom and requested that the board support the Superintendent's recommendation for the Teachers Aid's Salary Schedule.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on matters of concern to the Federation. She expressed appreciation on behalf of the teachers and school employees of the Federation for the Superintendent's having addressed the standards in No Child Left Behind in the proposed Teachers' Aid Salary Schedule. She encouraged the board to support the Superintendent's recommendation for Option 3, because this particular schedule provides the needed structure to not only award teachers' aids for educational

and professional attainment and creating incentives for continued educational and professional development, but it also recognizes the longevity of service by these employees to the Caddo Parish School System. She further added that in the spirit of partnership, the Federation will continue to do their part in preparing teachers aids to meet the challenges of NCLB and the many other issues facing public education. She announced that in the next few months the Federation will offer professional development opportunities for teachers aids in the areas of research based coursework, annual paraprofessional and school related personnel conference with offerings in math, reading, classroom management and community relations, and the presentation of the annual Ruby McCoy scholarship to a teacher's aid working toward becoming a teacher. Mrs. Lansdale added that the Federation is currently planning for the 2<sup>nd</sup> annual most improved student banquet, which is a time to honor those students who might never receive recognition in the traditional sense, i.e. awards for outstanding academics, sports achievement, etc., but will recognize such things as turning around disruptive behavior or changing a poor/mediocre report card into a better one. She announced the students are chosen based on the recommendation of the teachers and staffs in the schools. She summarized that these are only a few of the things the Federation is working on for quality education in the district and they look forward to exploring other opportunities to partner with the board and the administration to achieve the high professional standards reflecting the value of public education in Caddo Parish.

### **CONFIRM THE CONSENT AGENDA**

*Mr. Burton moved, seconded by Mrs. Hardy, to approve the consent agenda (Items 10, 11, 14, 15 17). Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

#### **Item No. 10.A.**

**Personnel Recommendations.** Per request from the superintendent, Mary Nash Robinson, assistant superintendent for human resources, introduced the following personnel appointments recommended by the superintendent and approved by the board: Gerald Badgley, principal of C. E. Byrd High School; Betty Jordan, interim assistant principal of Bethune Middle School; David Brown, assistant principal of administration at Turner Elementary/Middle School; Deloris Lynch, interim assistant principal of administration at Fair Park High School for the remainder of the 2004-2005 school year; and Sammi Hayes, counselor at North Caddo High School. Administrators, families and friends present were also recognized. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the positions to which they were appointed.

#### **Item No. 10.B.**

**Requests for Leaves.** The following requests for leaves were approved as recommended by staff and included in the mailout.

#### Certified

##### Sabbatical (Medical), Spring Semester, 2004-2005 School Year

Mary Ann Critton, Teacher, Oak Terrace Alternative, 31.5 years

Carla Mason, Instructional Coordinator, Newton Smith Elementary, 16.5 years

Rose McCulloch, Teacher, Linear Middle School, 9.5 years

Mary Beth Tucker, Speech Therapist, 12.5 years

##### Catastrophic Illness (December 7, 2004-January 7, 2005 – 14 days)

Dawn Seals, Teacher, Caddo Heights Elementary, 5.5 years

#### Classified

##### Leave Without Pay (January 3, 2005-May 31, 2005)

Jacqueline Williams, Cafeteria Monitor, Summer Grove, 1 year

#### Requests of the Board

Julie Gootee's, teacher, Shreve Island Elementary, request to rescind her sabbatical, leave for study that was approved for the spring semester of the 2004-2005 school year.

Teressia Garner, teacher at Caddo Middle Career and Technology School, request to rescind her medical sabbatical leave that was approved for the spring semester of the 2004-2005 school year.



### **Agenda Item No. 10.C.**

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the other personnel transactions report for hiring, assignment changes, separations and resignations for the period of November 23, 2004 through December 15, 2004 as submitted in the mailout.

### **Agenda Item No. 11.A.**

**Bids.** The board approved the following bids as recommended by staff and included in the mailout on the bid tabulation sheet: (1) **Water Treatment Chemicals** - Anderson Chemical totaling \$28,583.80; (2) **Library Furniture and Equipment** - GN Associates totaling \$8,568.00; Highsmith, Inc. totaling \$1,749.34 and Moser Corporation totaling \$19,035; (3) **Printing Press for Caddo Career Center** - Postpone the bid award for Printing Press until February; (4) **Calculators for All Schools** - D & H Distributing totaling \$842.07.

### **Agenda Item No. 11.B.**

**Request for Proposals.** The board approved the following bids as recommended by staff and included in the mailout on the bid tabulation sheet: (1) **Dedicated Internet Access.** CenturyTel totaling \$237,600 for 36 months; and (2) **Broadband Service.** CenturyTel totaling \$720,000 (30 months).

### **Agenda Item No. 11.C.**

**Bids. (Capital Projects/Construction).** The board approved the following bids as recommended by staff and included on the bid tabulation sheets: (1) Lighting Retrofit at Green Oaks. Project 2005-403 - Jack Spring Electric for the sum total of \$287,910; (2) Chillers for Green Oaks, Project 2006-307 - Payne Company for the sum total of \$504,840.

### **Agenda Item No. 14**

**Revisions to CPSB Policy DBK.** The board approved the proposed revisions to CPSB Policy DBK as recommended by staff and submitted in the mailout.

### **Agenda Item No. 15**

**Pipeline Litigation Settlement Resolution.** The board approved the resolution to reject the settlement offer, along with related information, of the pipeline litigation settlement as included in the mailout.

### **Agenda Item No. 17**

**Resolutions Scheduling Tenure Hearings for Tenured Teachers.** The board approved resolutions scheduling tenure hearings for tenured teachers as recommended by staff.

### **APPROVAL OF LEGAL SERVICES AGREEMENTS PURSUANT TO RFP 10L-05**

*Mr. Ramsey moved, seconded by Mr. Guin, that in response to the RFP for Legal Services that all deficiencies in any proposal documents received by the Caddo Parish School Board be waived, but further that any and all proposals as proposed be rejected to the extent any such proposal in part and/or in whole does not reflect the Legal Services Program (with designated attorneys) proposed in the remainder of this motion herein below, and further move that the CPSB adopt the following system for legal services, (becoming effective and fully implemented March 1, 2005).*

*CPSB's General Counsel shall be Reginald Abrams (referred to at times herein as General Counsel) of Abrams & Lafargue. General Counsel shall have a direct line of supervision and accountability to the Caddo Parish School Board. General Counsel shall attend all CPSB meetings, shall represent the CPSB in all contractual and adverse dealings and negotiations with the Superintendent, shall have general over-sight and shall be responsive to the CPSB in dealings with any other attorneys, shall counsel the Board during grievance, expulsion and*

*employee appeal hearings, shall represent the Board in preparation of contracts, shall be prepared to provide the Board with general counsel at all times, shall provide quarterly reports to the Board about the status of litigation and legal affairs, shall monitor and review legal billings of all other approved CPSB legal counsel prior to payment, shall provide services and assign CPSB legal matters in accordance with Option 2 submitted by Abrams & Lafargue in response to RFP-10L-05. Compensation for Abrams & Lafargue legal services shall be as described in Option 2, i.e., Retainer, Hourly Fee and Out of Pocket expenses as submitted by Abrams & Lafargue in response to RFP-10L-05.*

*The Superintendent, and her designated staff, shall be administrative liaison to all attorneys (other than the General Counsel to the Board).*

*Risk Management:*

*At any time that the Department of Risk Management finds a deficiency in the legal handling of a claim, it shall promptly report same in writing to the Superintendent and the General Counsel. The Department of Risk Management shall monitor and maintain a claim file on the following types of claims and litigation: Personal Injury Defense; Construction Litigation; Other litigation involving personal and/or property damages; or Workers Compensation Claims.*

*1. Abrams & Lafargue is approved to provide legal services to the Board in all the areas described in the Firm's response to RFP-10L-05. Abrams & Lafargue shall equitably assign legal work to all law firms that are approved by the Board taking into consideration any special expertise of the firms, the workload of Abrams & Lafargue, and the needs and best interest of the school system.*

*2. The following law firms are approved to provide legal services to the CPSB:*

*Beard & Sutherland  
Cook, Yancey King and Galloway  
Hubley, Marcotte, Rhodes & Hussey  
Law Offices of Ronald Lattier  
Rountree, Cox & Guin  
Law Offices of Eskridge E. Smith, Jr.  
Law Offices of Zelda Tucker  
Weiner, Weiss & Madison  
Mayer, Smith & Roberts*

*Attorneys retained under this section shall be compensated at a rate of \$125.00 per hour. Paralegal time shall not be billed for more than \$45.00 per hour.*

*3. General Guidelines*

*Attorneys shall make reasonable efforts to minimize the CPSB's legal fees. More than one attorney should not bill for the same service provided by a firm for the CPSB.*

*Paralegal(s) shall be supervised at all times if utilized for CPSB work by an attorney/firm. The attorney/firm shall be fully responsible for the work product of any paralegal they utilize. Paralegal time shall not be billed for a service and/or provision, which is also billed by an attorney. All legal services shall be billed monthly, with a copy of all billings sent to General Counsel.*

*By the end of each March, June, September, December, all firms providing services shall provide (at no additional cost to the CPSB) a summary of any litigation they are handling, by sending the summary to the General Counsel. The General Counsel shall provide an overall summary and compilation to the Board in January, April, July and October.*

*4. Other Provisions:*

*The Board shall have the right to terminate the services of any attorney by providing 15 days notice by mail to their last known address.*

*In addition to the other services provided by the General Counsel, and notwithstanding the legal assignments herein, the General Counsel shall be expected to take necessary action on an expedited basis at any time he deems it necessary to protect the interests of the Caddo Parish School System.*

*When necessary, the CPSB may direct General Counsel to review and make recommendations about the services, billings and legal affairs of any other attorney/firm providing services to the CPSB.*

*Each and every attorney/firm listed herein above, must provide to the CPSB written confirmation of acceptance to terms provided herein, which must be received within ten days of January 18, 2005, that the attorney/firm accept the terms and provisions of the CPSB's action and expressly agree to accept the rate of \$125.00 per hour for attorney time, and \$45.00 per hour for paralegal services under the terms and conditions of this system. This written confirmation of acceptance shall be evidenced by proper documentation to establish the capacity of the person signing the confirmation. In the event the attorney/firm does not timely accept by written confirmation, then that attorney/firm shall be removed from the legal services system.*

*Each and every attorney/firm providing legal services to the Board shall maintain at all times professional malpractice liability insurance having coverage for the CPSB in an amount at or exceeding \$1,000,000.00 per claim.*

*Each April 1<sup>st</sup>, or at any time upon request of the Superintendent or Board President, each attorney/firm providing legal services to the CPSB shall provide a certificate of professional malpractice liability insurance having liability limit coverage at or exceeding \$1,000,000.00 per claim.*

*If at any time, the Board is required to provide the Superintendent with independent counsel, the CPSB President shall authorize the provision of such counsel, which counsel shall be selected by the Superintendent, but which attorney shall be subject to the same payment for service as the attorneys selected in Paragraph 2 above.*

*Any pending litigation shall be handled as follows:*

*All pending litigation shall be handled by the law firm that is currently assigned to the matter.*

Mr. Ramsey commented that over the last two years he challenged the General Counsel to reduce legal expenses and asked he would work on retainer. He further stated he feels that is a key to this proposal and in looking at the success of the group of attorneys in place and the fact there was a reduction of almost \$100,000 in legal expenses last year, he believes this motion is the best avenue. Mr. Guin asked for clarification on the reference in the second paragraph of the motion where it states that *services and assigned CPSB legal matters in accordance with Option 2* (and there are things not listed in this paragraph but listed in the original proposal) and if this sentence incorporates everything listed in Mr. Abrams' proposal under Option 2 into this motion? Mr. Abrams answered that it does and the motion was modified from the original motion passed three years ago as some of the problems with the original motion were it did not include the assignment portion and the monitoring and reviewing of bills. Mr. Guin stated that is the reason he asked because of questions as to whether or not this supersedes, but he understands the last line incorporates everything in Option 2 into this motion.

Mrs. Armstrong asked legal counsel if his proposal includes student hearings or is it separate? Mr. Abrams stated it would be separate; it is under the hourly portion. Mrs. Armstrong asked about student hearings here? Mr. Abrams said no, that this is hearings at the school site. Mrs. Armstrong also asked if Legal Counsel will be providing priority service to the Caddo Parish School Board, board members, school administrators, and Central Office in his retainer proposal? Mr. Abrams answered that is correct.

Mrs. Crawley asked General Counsel if Option 2 will be a savings? Mr. Abrams stated that he did not calculate an amount of the savings to the school district, but he came up with a proposal for a retainer agreement as well as an hourly rate and he believes that a savings will be seen because he will be in the rotation as a part of the option and this could possibly cut down in some areas. Past practice was if there was a person handling a particular matter and the same issue

came up later, because of the rotation, it would have to be assigned to a different attorney; therefore, the same research would be conducted again on the same issue. Under the proposal being considered, he would be able to give it back to the original attorney and save the research time. He added he did not go through and detail what the savings to the district would be. He said the proposed plan allows him the ability to work with the attorneys as to efficiencies, which he believes will be a savings. He said the staff has a lot of confidence in the lawyers they have been working with, i.e. Steve White working with those who deal with bids and contracts.

Mrs. Crawley added that she feels a strong fiscal responsibility and feels we are at least not duplicating the system put in place three years ago which resulted in legal fees tripling. She said she is inclined either way about accepting the proposal and the previous representative from District 4 rejected the proposal put into place three years ago, because he predicted the significant increase in legal fees. Mrs. Crawley stated that if she votes for the proposal on the floor, she hopes we will move back down, because our district's legal fees have been more (approximately \$200,000) than any other school district similar in size to Caddo, and \$200,000 will buy M&S supplies, textbooks, etc. She believes every dollar saved can be moved into the classroom. She stated she will possibly support the motion on the floor because of changes, but she hopes these changes will be seen more than just on paper.

Mr. Abrams responded to the dollar amount and that when the system began in 2002, there were 138 pending cases which were reassigned, creating a peak in the numbers. He added that we have continued to receive cases; and at the present are down to about 78 pending cases, which is almost cut in half. He said if the cases are not being worked, they will backlog again and legal fees will appear down, but in actuality, it's just a matter of keeping everything stacked and they are not being resolved, and unresolved cases get worse and cost you money, and that is because the previous attorney rate was \$85 an hour and the new rate is \$125 an hour. Also, when dealing with workers comp, you are dealing with employees who need to have issues resolved and thus it is important to have lawyers working those cases properly and get them resolved, which will help the board and the administration.

*Mr. Burton moved, seconded by Mrs. May, to call for the question to end debate. Vote on the motion failed with Board members Guin, Hardy, Burton, May, Priest, Ramsey and Armstrong supporting the motion and Board members Crawley, Phelps, Crawford, Rachal and Henderson opposed.*

Mr. Burton stated that this issue has been discussed and debated and everyone knows about the fact that attorney fees have gone up, but we also know that more cases are being resolved and not stacked up, and he said it is necessary to move forward and debate the other issues later.

Mr. Ramsey asked the board to keep in mind that the proposal caps a major portion of the expenses the board has experienced. He said it will also open opportunities for legal service coverage to the administrators and Central Office staff and urged the board to support the motion.

Mr. Rachal reiterated Mr. Ramsey's comments that we are now putting a cap in place so we will know what our maximum will be. Ms. Phelps reiterated the comments made by Board member Burton and asked fellow board members to remember when we begin comparing our district with other districts, we do not know what is taking place in other districts' legal matters and that it's important to just have knowledge and be aware of what is going on in our district, and the comparisons are not specific enough.

Mr. Abrams addressed the statements made referencing *cap* and that the proposal is one that will provide unlimited access to the superintendent and board members and attendance at board meetings, etc., but it does not include that he will meet with all administrative staff.

Mr. Henderson commended board members for examining the proposals. He said he was concerned about the legal services and what we were spending, but in looking at the proposals, he realized how limited he is in evaluating the business of legal services. He believes everyone has looked at the costs and tried to limit investigations to the areas where there was expertise, and the motion on the floor is a good motion.

*Vote on the motion carried unanimously.*

## **SUPERINTENDENT'S REPORT**

**Requests for Leaves.** The superintendent announced that there was an error in the name of the school on the leave request for Rose McCulloch and that the school is Linear Middle School, not J S Clark Middle School.

Mrs. Tyler reported that information on items A-F has been sent to board members and staff is present to address board members' questions.

**Booker T. Washington Gym.** Mr. Burton commented on the architectural drawings for the Booker T. Washington Gym and announced they were available for board members to view.

**West Shreveport Parking.** Steve White reported that staff has looked at the parking availability at West Shreveport Elementary and the only logical option appears to be to extend the existing parking to the west. He stated the piece of property, according to tax records, is owned by PPI Omnibus, out of Scottsdale, Arizona. He reported he has attempted to get in touch with a representative and has been unsuccessful; but he reported he has written a letter asking that they verify ownership of that particular piece of property in question and if they are interested in selling it. He announced he will keep the board apprised of any response.

Mr. Burton asked Mr. White to share this information with Mrs. Pierson.

**Update on Paraeducators' Salary Schedule.** *Mr. Guin moved, seconded by Mrs. Crawley, for approval of salary supplements for paraprofessionals who meet No Child Left Behind (NCLB) requirements beginning with the 2005-2006 school year and that those supplements follow Option 3 as submitted and recommended by the Superintendent in the mailout titled Salary Supplements for Paraprofessionals dated December 17, 2004. And, furthermore that funding for said supplements be included in the 2005-2006 General Fund budget and be funded by the property tax revenues from the 2004 assessment increase.*

Mr. Guin stated it has been said to him that a motion like this might leave the impression there is a lack of confidence in the Superintendent, but his reason for making the motion is because the board asked the Superintendent a few months ago to visit this item and expressed appreciation to the Superintendent for a job well done. He added the Superintendent came back to the board with a very viable plan along with a way to fund it and he believes Caddo has a number of paraprofessionals who have been watching this item and this is an opportunity for the board to support the Superintendent by putting our money where our mouth is and saying we will do this. He believes it will have a positive affect on the paraprofessionals throughout the summer months as they will know there is going to be a supplement available and those who have not begun to get the proper certification will do so. He said he also believes it will protect the board and keep the board from budgeting other items that might prohibit this from being funded. He asked that the board support the motion and thanked Mrs. Tyler for her work.

Mrs. Crawley reiterated Mr. Guin's comments. She expressed her appreciation to the Superintendent for her timely response to the board's request to address this issue. Mrs. Crawley stated she, too, believes it is true that some people will get started toward reaching certification if they know it is going to happen.

Mr. Ramsey stated he believes the consensus of the board was that this item would be a part of the budget planning process and asked the Superintendent if that was in fact her intention – to include this item in the budget planning for the 2005-2006? The Superintendent answered that was correct. Mr. Ramsey said there have been numerous references by the Superintendent since last April that as soon as funding is available, she would bring a recommendation to the board. He added that in September 2004, a motion was brought before the board, which he voted in favor of, which said the ball was in the Superintendent's court. He said his expectation was that the Superintendent would follow through and bring something to the board and asked that the board, since nothing will begin until it is approved by the board, to stay with that decision. He stated he will support this line item in the budget, but believes that as a matter of team work, he would like to see the Superintendent's final proposal, because we are still short \$7.5 million. He recommended that the board wait and include it as a line item in the budget. Mr. Ramsey restated he supports the increase for the paraprofessionals, but not the motion on the floor.

Ms. Phelps reiterated Mr. Ramsey's comments and referenced the minutes from the last meeting where the board discussed this matter and decided to allow the Superintendent to bring a recommendation to the board for making this a line item in the budget process for 2005-2006 and she still supports this.

Mr. Rachal stated that the board has discussed this item for months and his conclusion is the paraprofessionals have earned this pay raise. He said he understands the money is there and that it is just a matter of striking it into the budget. He agrees with the professional courtesy, but since the board has seen the increase in taxes and the tax investment dollars are larger, the board needs to recognize the revenue and go ahead and invest it. He asked the Superintendent if there is any doubt that the funds are there? The Superintendent answered the funds will be there and she intends to talk to each board member to insure the paraeducators get this raise. That commitment has been made and staff's intent is to go with the recommendation that has been made. Mr. Rachal asked the Superintendent if she took issue with the board moving forward with it now versus later? The Superintendent said no, unless someone is saying we are going to renege, and she knows she is not going to do that. Mr. Rachal stated again he believes the board needs to move forward.

Mr. Guin stated the board has items on the agenda every month that ask the board to do something, support a program, etc. and the board approves it. He further stated that the item will later come back to the board to either approve a change to the budget, and in the six years he has served on the board, he has never seen a budget where funding for particular new programs is added to the budget but it was later determined where the funding would come from. He said he also recognizes the fact that if the motion on the floor passes, the funding for it, the final decision, will be made when the board votes on the budget. He shared an example of several years ago where a list of programs were added for Booker T. Washington High School, but the board only funded two of those programs, and reminded the board that the board was approached as to why BTW didn't have all these programs, at which time, the board reminded them they were given the programs, but the board did not fund them. Consequently, he recognizes the board will be voting on the funding at a later date. He said the intent of this motion is to uphold the Superintendent's recommendation.

Mrs. Armstrong stated a point was made having to do with the education and timeframe and encouraging our employees to get the course work. She said by letting these employees know upfront they will be getting a pay raise, it will allow them two semesters to get needed coursework. She said it is credibility to the board to let them have that time upfront and to know that the board stands behind the employees.

Mr. Burton stated he initially supported Board Member Ramsey's comments, but when the Superintendent was asked if she had a problem with the proposal, she answered no; so he has no problem in supporting the motion on the floor.

Ms. Phelps stated she is in favor of the raise and that it's not about giving the approval for the raise, but it's about doing it now. She said she understands the Superintendent does not have a problem with moving forward, but she does not like feeling pressured to make a decision as she has not received a call for her input or thoughts about the motion and asked board members to respect other board members.

Mr. Henderson stated that after the work session two weeks ago, he believed the consensus of the board was this would be done during the budget time and he didn't sense anyone felt different. He said at this point, he will support the motion as he does not want to send the wrong message to the paraprofessionals. He does not want anyone to get the idea if he voted against the motion that he is against the raise, as this is not the case.

Mr. Ramsey stated that based on Mrs. Tyler's comments, he will change his vote and support the motion on the floor; but reminded the board about the importance of teamwork on the board. By changing his vote to support the motion he also wanted the superintendent to know that he understands her recommendation will be intact and he knows where it will come from.

*Vote on the motion carried unanimously.*

## **UNFINISHED BUSINESS**

Mr. Ramsey asked, with the board's approval of the next series of bonds, that the superintendent reconvene the Bond Committee for the purpose of determining the projects for these bonds.

## **NEW BUSINESS**

### **ANNOUNCEMENTS AND REQUESTS**

Mr. Burton asked that the superintendent and staff look into the feasibility of selling the property next to St. Matthews AME Church and next to Central on Pierre Avenue and Weinstock. Mr. Burton stated his request is primarily because we are not using the property and conversations are taking place regarding renovation/rejuvenation of the Allendale/Lakeside community. There are people who are interested in buying the property and he believes we should expedite this process. The superintendent asked Mr. Burton if he wished for staff to make this an agenda item once the information has been received so the board could authorize staff to put out bids? Mr. Burton answered in the affirmative.

Mr. Rachal asked if we would be looking at selling this asset and if the funds would go in the General Fund? Mr. Burton answered he is not sure what fund the monies would go to, but just feels we need to proceed with selling the property, so it can be put to use. Mr. Rachal asked for staff to determine what the property is zoned before moving forward. Mr. Burton said he brought this as a request, so the board cannot discuss it at this time, but when staff brings back a recommendation.

Mr. Guin requested that the Superintendent and the board's attorney pull Policy GCBE/GDBE and update the policy to better reflect the practices currently transpiring as they relate to school bookkeepers, central office clerical personnel and central office administrators, particularly in the areas of Spring Break and Christmas/Winter break. He stated that part of the policy is directed toward a group of employees that today do not fall under the current practices for them to not adhere to the policy, i.e. we do not expect a school bookkeeper in the schools when schools are closed; and it is necessary that we make certain the policy fits the practice.

Mr. Guin also asked that the board attorney, concerning his reports to the board, include more information in those reports, i.e. how many cases at the beginning of the year, how many cases are retiring, and how many new cases are being added, so as to compare apples to apples, and give a more detailed case load comparison by month.

Mrs. May expressed her appreciation to Joe Brown, director of information technology, for having his staff contact her and correct the problem she had with her computer.

Mrs. Armstrong asked the Superintendent for a status report on the additional parking lot requested for Summerfield Elementary? Steve White, director of capital projects, responded that it was approved for the upcoming year's capital projects. The project has been assigned to an engineer and he believes it is Civil Design who has met with Mr. Hunnicutt to make some minor revisions to the original plans, rerouting a bus loop so the traffic patterns do not cross.

Mrs. Tyler thanked the board for indulging the staff and schools and helping get the fund balance where it needed to be in order for the district to maintain its bond rating.

Mr. Henderson announced he will attend a LSBA legislative committee meeting in Alexandria on Thursday to consider proposed resolutions for the LSBA Annual Convention and that he has copies if any board member is interested in getting one. Mr. Henderson also asked about the correspondence from the State Department regarding Job Corps and routing? The Superintendent explained that in 2001, Job Corps Opportunity Center became an Option II school for the Caddo Public School System, which created some problems under the current accountability system. Because it is a school with open enrollment, the label on the school never allowed for it to meet the mandates under the present accountability system. She added that for about a year, staff has been working with the state to get them to leave the school intact since it is serving a number of young people, but remove it from Option II and make it Option I so the students from Caddo will have their scores on the assessments going back to those schools. She

said this will help us in that we will not have to any longer worry about the label. Mrs. Tyler said Caddo was granted this request.

Mr. Henderson announced that the February Executive Committee meeting will be on Thursday, February 3, 2005 at 4:30 p.m.

Mr. Rachal commented on the recent Louisiana Student Council Convention hosted by Captain Shreve High School and how impressed he was. He announced that our district's middle and high schools have some of the best representation nationwide when it comes to student councils. Mr. Rachal also commented on the decrease from 4.81% rate to 4.29% rate on the General Obligation bonds.

Mr. Rachal stated that during last year's budget meetings, he requested getting the budget in plenty of time to review it thoroughly and was assured he would have this by the end of January. The Superintendent stated staff is working on the budget, but it is virtually impossible to get it to the board that quick, as staff is also in the process of completing budget revisions for the State. However, she said staff will be working to have it to the board as soon as possible.

**Adjournment.** *Mr. Burton moved, seconded by Mrs. Hardy, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:35 p.m.*

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Ollie S. Tyler, Secretary

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Willie L. Henderson, President



**February 3, 2005**

The **Caddo Parish School Board (CPSB)** met in special session in its office at 1961 Midway, Shreveport, Louisiana at approximately 5:40 p.m. (immediately following the Executive Committee/Board Work Session) on Thursday, February 3, 2005 with President Willie Henderson presiding and the following school board members present being a quorum: Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy T. Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Ginger Armstrong and Larry Ramsey. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were omitted.

#### **PERSONNEL RECOMMENDATION(S)**

*Mr. Guin moved, seconded by Mrs. May, for acceptance of the Superintendent's and staff's recommendation concerning personnel. Vote on the motion carried unanimously.* David Barr, director of classified personnel, introduced the following appointment approved by the CPSB: Dr. Mary B. Reliford-Harris, supervisor of transportation. This appointment will receive the appropriate salary as reflected by the Caddo Parish School Board salary schedule applicable to the position to which she is appointed.

#### **EXECUTIVE SESSIONS**

Mr. Burton left the meeting at approximately 5:42 p.m.

**Student Readmission Appeal Hearing.** *Mr. Guin moved, seconded by Mrs. Hardy, that based on staff's response that everyone is in agreement with the recommendation for the student, that the board approve staff's recommendation concerning the student readmission appeal. Vote on the motion carried unanimously.*

**Prospective Litigation – Legislative Audit of CPSB dated October 24, 2003.** *Mrs. Armstrong moved, seconded by Mrs. Crawley, to go into executive session for up to 10 minutes for the purpose of discussing prospective litigation regarding the legislative audit of the CPSB dated October 24, 2003. Vote on the motion carried unanimously and the board went into executive session at approximately 5:45 p.m.*

The board reconvened in open session at approximately 6:30 p.m.

*Mr. Ramsey moved, seconded by Mrs. Armstrong, that board counsel contact Dr. Schiller's counsel regarding the repayment of funds placed into Dr. Schiller's tax deferred annuity as indicated in the Legislative Audit of October 24, 2003. Vote on the motion carried unanimously (Mr. Burton was absent for the vote).*

**Adjournment.** *Mrs. May moved, seconded by Mrs. Crawley, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:32 p.m.*

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Ollie S. Tyler, Secretary

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Willie L. Henderson, President

**February 3, 2005**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana, at 4:30 p.m. on Thursday, February 3, 2005, with President Willie Henderson presiding and Ginger Armstrong and Lola May present being a quorum. Other school board members present were Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, and Larry Ramsey. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mrs. Crawley gave the invocation and led in the Pledge of Allegiance.

## **PRESENTATIONS**

**2003-04 Financial Audit Report.** Superintendent Ollie Tyler recognized Ben Wreyford, director of finance, who introduced Margie Williamson with Allen, Green and Williamson. Mr. Wreyford stated the board has contracted with the firm of Allen, Green and Williamson to conduct the school board's annual audit. He also recognized James Odom with the firm. Ms. Williamson reviewed each of the following audit reports summarizing the highlights of each: (1) Comprehensive Annual Financial Report containing the financial statements (2) Single Audit Report and (3) Procedures Performed on the Caddo Educational Excellence Fund (CEEF).

Ms. Williamson noted the independent auditor's report which issues a clean opinion on the financial statements. She pointed out the management's discussion and analysis which is a narrative discussion prepared by the school board staff discussing the financial statements contained in the report as well as current year financial information compared to the prior year. She reported there are two sets of financial statements: the government-wide financial statements (which includes all the funds of the school board) as well as all the capital assets and long-term debt, and the fund financial statements. She noted the General Fund balance of \$8,250,098 which is an increase in the fund balance compared to the previous two years, and the Ending Fund Balance for the General Fund of \$26,172,760, which is in total and includes some reserves. The unreserved portion of the fund balance in the General Fund is \$18,298,586. Ms. Williamson announced that the report will be submitted to the Government Finance Officers Association and the Association of School Business Officials for Excellence in Financial Reporting for a technical review. If the school board passes, it will receive a reward for excellence in reporting, as it has done for the past 16 years.

Ms. Williamson highlighted the single audit report, which is a report on compliance and internal control and includes four findings. (1) Financial Statements – The findings and corrective action plan was included on pages 14 and 15 of the report and were as follows: (a) the bid for the buses and the fact that the advertisement was not advertised in the official journal. She reported it was emailed and never received and/or published, thus the corrective action is that prior to opening any formal bid, an affidavit from the official journal must be provided. (2) Federal Programs: (a) Title I – For the '03-'04 school year, there were nine teachers working in Title I schoolwide programs who did not meet the definition of *highly qualified*. The corrective action plan is that for the '04-'05 school year, those nine positions were filled by teachers who do meet the definition of *highly qualified*. (b) Title I Comparability Report – This report was prepared in October 2003 and reflected that all schools were comparable, but when testing the report, there were two schools that were not comparable. It was suggested that the report be prepared a little later in the year when all the vacancies have been filled (maybe in December) in order to give a truer picture of comparability. (c) Title I Project Completion Report – This report was not filed timely with the Department of Education and the accounting department has now established procedures to ensure all reports are filed timely. She also referenced the inclusion of the management letter with only one comment - in testing the inventory of fixed assets and the recommendation that the accounting department continue to train and communicate with school personnel the procedures for updating inventory listing (which the school board has put a program in place that they are training the schools to use). An agreed upon procedure for statistical schedules prepared by the school board was also highlighted and she announced that there were no exceptions to report in any of the nine tests conducted on the nine schedules. The Audit Committee Letter defining the auditors' responsibilities was also highlighted.

Ms. Williamson highlighted the agreed upon procedures for the CEEF fund and the only comment was that at one school a couple of radios were purchased for a total of approximately

\$211.90. Because these did not appear to be for educational enhancement, staff has contacted the school and the school is reimbursing the school board for this amount.

She summarized that the financial report is a very good report and recognized the efforts made to monitor the budget and to make tough decisions regarding the budget.

Mr. Guin asked about the circumstances relative to corrective action, i.e. the affidavit regarding the Official Journal and if there is a need to develop a policy to address this matter or is it a procedural change without policy? The superintendent responded this finding can be addressed in the procedures. Mr. Wreyford responded that this procedure has already been implemented. Mr. Guin referenced the bid opening at the last meeting when it was not mentioned to the board that they had to vote to accept this and asked if this is the case with that bid? He asked if this is something the board needs to be made aware of prior to voting on items (that it had been advertised in the Official Journal)? Mr. Wreyford stated he believes it is strictly an administrative procedure, i.e. when bids are taken, staff edits and determines the low bid and verifies that the publication has occurred. Mr. Guin asked if this was put into place after the findings in the audit? Mr. Wreyford answered in the affirmative.

### **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE FEBRUARY 15, 2005 CPSB MEETING**

The superintendent reviewed the proposed agenda for the February 15, 2005 school board meeting and discussion followed as summarized.

**Additions.** The superintendent requested that the following items be added to the February 15<sup>th</sup> agenda: (1) Superintendent's Semi-Annual Progress Report; (2) Authority for the Superintendent to Sign Teacher Contracts for the 2005-2006 School Year; (3) Approval of Resolution Giving Preliminary Approval to the Issuance of General Obligation School Refunding Bonds and Providing for Other Matters in Connection Therewith; and (4) Three Student Appeal Hearings under Executive Session. Mr. Ramsey requested that an item be added to the agenda, if the Norris Ferry Road property is still for sale, to postpone the selling of the property. Mr. Burton requested that an item be added to the agenda placing the property near Central Elementary at Pierre Avenue and Weinstock up for bid and that the necessary procedures as prescribed for selling the property be followed. Mr. Guin asked that an item be added titled *Representation by Professional Organizations*. He announced that he will discuss this item with the superintendent and legal counsel.

**Postpone Sale of Norris Ferry Road Property (Ramsey) and Sale of Property Near Central Elementary (corner of Pierre and Weinstock) (Burton).** Mrs. Crawley requested additional information from Mr. Ramsey and Mr. Burton relative to their proposed agenda items. She stated that in '97, a study was done as to ideas of what can be done with that land and she would like to receive information that will help the board understand what has changed since that time and why the board placed these items in the '97 bond election. Mr. Burton stated that when he first mentioned this item, he explained that the proposal was put there in 1993 or 1994 (when Dr. Terril was superintendent) to try and build on to the school in that area, but since that time, the idea has become defunct. Since the property has just been sitting there and since the school board is not in the real estate business, there may be people who would like to develop the property. Mr. Henderson asked that Mr. Burton place this in writing for the mailout to the board members prior to the board meeting.

Mrs. Crawley indicated she understands; however, there was a reason behind purchasing the property and she would like to know the reasons and how things have changed. Mrs. Crawley indicated she would also like additional information on Mr. Ramsey's agenda item to postpone the sale of the property on Norris Ferry Road.

Mr. Ramsey asked Jeff Hudson, purchasing agent, if, since the Norris Ferry property was first put up for sale, there has not been any interest expressed, and that since that time, another appraisal has been secured and it has not again been put up for sale, nor any interest expressed in the property? Mr. Hudson responded that a real estate agent called on behalf of a client; however, Caddo is forbidden by law to work any transaction through a real estate agent, but it must be bid. Since that time, staff has not heard anything additional. Mr. Ramsey asked again for clarification that the only call was a real estate agent that has a client that may be interested in

the property? Mr. Hudson answered that is correct. Mr. Ramsey also stated for clarification that there is not a great interest in purchasing the property, but feels like when the I-49 ramps are opened, there will be a greater desire for properties in that area. He would like for the board to wait and see what develops in that area, as well as look at the redistricting issues and the study by the Council of Great City Schools, and not rush to sell it, but wait and put all the facts together so as to make a more informed decision. Mr. Henderson requested that Mr. Ramsey summarize his rationale on this agenda item for the mailout.

Mrs. Crawford said it will be nice to have the rationale not only as to why we should sell, but also why we should not sell. She stated she understands what the maker of the motion is saying, but she also asked what the benefit is to the district if it is sold. Mr. Henderson stated that if the board receives the rationale for not selling the property, that this will probably answer the question as to why we should sell it. Mr. Burton further explained that a board member has stated he will bring a motion to the board along with the rationale for delaying the sale. It is then that board members can provide reason why they think a different decision should be made. Mrs. Crawford indicated she could withdraw her request and look at other possible ways to redirect the request, because she knows if you are going to sell something, there are two sides – sell it for certain reasons or keep it for certain reasons.

Mr. Ramsey reminded everyone that one thing the board was initially looking at when first putting the property up for sale was a \$20 million deficit, and things have improved since then. The board now has an opportunity to regain everything that's been invested in that piece of property, and asked that the board be cautious in proceeding with the sale.

Mrs. Crawford asked if the lack of interest has been because people do not know we are interested in selling it, because people think we are planning to build a school on it? Mr. Henderson stated he believes it is just a matter of there is a piece of property and if people see it and are interested in it, they will inquire about it.

Mr. Rachal stated that being in real estate, he has had inquiries about the Norris Ferry Road property; however, he is mandated by state law as to how it is to be handled and properties listed for sale must be sold for at least the appraised value. He said Mr. Ramsey is correct in his comments about the increased interest in the property because property value is going up at an increased pace and as soon as the loop is completed, the board can be assured that the price will be even higher. He said he believes we will see more interest in this particular piece of property; however, we will still be guided by state law, and if the property continues to increase in value, it will be worth the wait to sell.

Mrs. Crawley stated for clarification that she wishes to understand if there is reason to sell this property because of declining student population. Mr. Henderson said he is hoping that the maker of the motion will provide whatever information is needed in order to make a decision. Mrs. Crawley asked that the superintendent give the board some information (especially in the schools that have gone down).

Mr. Henderson indicated that legal counsel has advised him of some technical points regarding the motion. Mr. Abrams explained to the board that Mr. Ramsey has basically reported that he intends to bring a motion to postpone the sale. He reminded the board that the original motion was to sell the property which means the board has declared it is surplus and is not going to use the property. He stated the motion Mr. Ramsey intends to bring is one that only postpones the timing of the sale. If he were wishing to change the motion to rescind the action taken by the board to sell the property, that is a different motion and the board, at that point, would no longer be saying it is surplus. Regarding the good reason to sell or not, the board has already made the decision to sell. If a motion is made to rescind the action, notice would be given to the body as to the intent or 2/3 vote of the board would be needed to add it to the agenda. Mr. Ramsey reiterated that his intent is to postpone it (indefinitely). Mr. Burton stated that he understands that the board does not have to rescind an action taken by a different Board. Mr. Abrams indicated any board member coming to the meeting just needs to know if the motion is to rescind the action versus a postponement.

Mr. Guin also asked the authors of these two agenda items to identify in their rationale for the sale of property the budgets these properties were purchased from as he is hearing conversation

about making up deficits and being able to put these monies in different places, but he believes if the property was purchased from capital funds, the monies would go back into that fund.

Mr. Burton asked for a personal point of privilege and announced that he has a class tonight; however, he wishes to have the opportunity to vote on the proposed agenda. Mr. Henderson stated he will move the agenda forward.

**Revision of 2004-2005 General Fund Budget.** Mr. Ramsey stated he has been asked if he approved the salary raises to which he has responded it was done as a line item in the general fund budget. He said he noticed in the budget that every category has a line item for salaries and asked if this covers every salary paid in the Caddo School system? Mr. Wreyford answered in the affirmative and pointed out that this is strictly the General Fund, but there is a line item in every fund for salaries. Mr. Henderson also stated there is a salary schedule for every position and when the board approves an appointment, it is in line with the board-approved salary schedule for that position.

**Superintendent's Report.** Ms. Phelps asked that an item be added under Superintendent's Report addressing security department representation at SRO meetings.

**Redistricting.** Mrs. Armstrong indicated that Mr. Burton mentioned at the last board meeting something about looking at the population in District 3 relative to redistricting and asked if staff is looking at the redistricting of any other districts? The superintendent said that is correct and staff will be looking at redistricting for the district as a whole. She said it is necessary to look at the elementary schools that feed into the middle schools, and the middle schools that feed into the high schools. Mrs. Armstrong asked when input can be expected? Mrs. Tyler responded this is a very cumbersome task and staff needs adequate time to pull together a committee of those who work directly with attendance lines to be able to respond with accurate information and numbers. Mrs. Armstrong requested that board members be included in the open discussion so the board can see how districts play off of each other as well as the affects it has on each district. The superintendent stated she will possibly recommend Committee of the Whole meetings to discuss these issues.

**Proposed 2005-2006 School Calendar.** Mrs. Crawley stated that the proposed calendar seems to have met a lot of the requests from the community and asked when the calendar committee was studying the proposal, if the revised law was considered which governs the number of minutes? She asked if the 4 x 4 schools in particular are o.k.? The superintendent answered in the affirmative and asked Mrs. Gunn to respond. Mrs. Gunn confirmed staff received this information from the state department and understands the district will have to be in compliance with it even though it has not passed all the hurdles at the state level. Mrs. Crawley asked if, with different schedules, all the days add up? Mrs. Gunn reported that Mr. Thomas has worked with all the high schools to ensure that the required number of instructional minutes is met.

**Snack Provision Agreement and Sandwich Provision Agreement – FDDOC.** Board members inquired about backup material for this item which was not included in the mailout. It was reported that the information was not available at the time of mailout, but is now available and will be sent to board members.

**21<sup>st</sup> Century Community Learning Center Program.** Mr. Rachal inquired about the fact that the CPSB is a co-applicant on the funding for this program and that this program received approval from the Louisiana Department of Education, and if the funding is coming from the state or from the Community Learning Centers? The superintendent reported that funding is coming from the federal government through the state to this particular organization. Caddo will be providing in-kind services, i.e. buses. Mr. Rachal requested receiving additional information on the 21<sup>st</sup> Century Community Learning Center and what it actually does? The superintendent responded there is lots of information and will ask staff to forward the information to him.

**Policy Regarding Purchase of Real Estate and Policy BBAA-1 School Board Member Authority (Superintendent's Contract).** Mr. Ramsey asked that staff provide to the board members copies of pages 7-15 of the State Legislative Audit.

**Consent Agenda.** The president recommended that items 9-12, 14-20, and 25-26 be the consent agenda. *Mrs. Armstrong moved, seconded by Mrs. May, for approval of the proposed agenda*

*including the consent agenda, as announced by the chair for the February 15, 2005 meeting. Vote on the motion carried unanimously.*

**CPSB WORK SESSION (PRESENTATION OF THE PROPOSED AGENDA AND CONSENT AGENDA)**

The president polled the audience for input on the proposed agenda for the February 15<sup>th</sup> school board meeting. There were no speakers.

**Adjournment.** *Mrs. May moved, seconded by Mrs. Armstrong, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at 5:40 p.m.*

**February 15, 2005**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, February 15, 2005, with President Willie Henderson presiding and the following school board members present being a quorum – Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps, Lillian Priest (arrived at approximately 4:34 p.m.), Bonita Crawford, Barry Rachal, Larry Ramsey and Ginger Armstrong. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mrs. Crawley gave the invocation and led in the Pledge of Allegiance.

### **CONSIDERATION OF MINUTES OF THE JANUARY 18, 2005 AND FEBRUARY 3, 2005 CPSB MEETINGS**

*Mr. Burton moved, seconded by Mrs. Hardy, that the minutes of the January 18, 2005 and February 3, 2005 CPSB meetings be approved as submitted by staff in the mailout. Vote on the motion carried unanimously.*

### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

Mrs. Tyler presented the agenda and highlighted items being brought for the board's consideration. Mrs. Tyler noted that information for agenda item No. 10.B.2. is placed at board members' stations. The following item was postponed: *Representation by Professional Organizations.*

*Mrs. Armstrong moved, seconded by Mrs. May, to suspend the rules to add an item to the agenda for the board's consideration. Vote on the motion to suspend the rules carried unanimously. Mrs. Armstrong moved, seconded by Mrs. May, to add for the board's consideration the approval of the allocation of Caddo Educational Excellence Fund (CEEF) interest to schools. Vote on the motion carried unanimously. President Henderson proposed items 9-28 as the consent agenda.*

### **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators, staff and other guests also were recognized.

**Reading is Fundamental.** Shaztada Scoby, student at Mrs. Eddie Jones West Shreveport Elementary School, was recognized as an honorable mention winner in the RIF (Reading is Fundamental) national poster contest. Mrs. Anderson announced that Miss Scoby was the only student chosen from Louisiana. The local RIF Program is sponsored by the Delta Lambda Omega Chapter of Alpha Kappa Alpha Sorority.

**LHSAA.** The following students were recognized for honors received at the Louisiana High School Athletic Association state swim meet: (1) Anthony Fleming (100-meter butterfly, the 200-meter individual medley and male LHSAA outstanding swimmer for the last two years), (2) Mason McGee (200-meter freestyle and 500-meter freestyle), (3) Morgan McGee (100-meter back stroke with All American consideration time and female LHSAA outstanding swimmer), (4) Alex Robertson (500-meter freestyle and third in the 200-meter freestyle), (5) Rob Smith (third in the 500-meter freestyle and the 100-meter freestyle), (6) Matthew Pope (2<sup>nd</sup> in the state), (7) Katelyn Mullenax and Renee Do scored high enough to help Caddo Magnet place 5th overall.

**National Board Certified Counselor.** Michael Bottoms, counselor at Bethune Middle School, was recognized for attaining national board certification.

**Superintendent's Semi-Annual Progress Report.** Superintendent Ollie Tyler highlighted the semi-annual report on the activities that occurred in the school district during the first semester. Mrs. Tyler noted there are 21 objectives in Priority Goal #1 and staff continues to work toward raising the level of educational programs and student performance. She stated the staff, the

schools, the students, and the community have done a tremendous job and noted the following highlights for this Priority Goal: (1) School Improvement Plans were looked at for every school and a plan was designed for addressing the needs of every individual school (DAP). (2) Reading First Initiative has expanded from last year and will have a total of \$4.2 million for the 04-05 school year. Mrs. Tyler announced that the Early Reading First grant application was just completed and if granted will put this research-based program in eight schools targeting four-year olds to help better prepare them to enter school. (3) Literacy for School Libraries where staff continues to write grants and seek funding that will help implement programs designed to help Caddo's students achieve academically. (4) Research-based instructional models placed in each of the High Priority schools have been successful. (5) Quality professional development was provided at the High Priority schools to ensure that teachers are receiving necessary training for addressing needs of students in those schools. (6) 45 teaching positions were added to support instructional programs in Grades 4, 8 and 10 in any school with a need. (7) An Overage Program was begun at Hamilton Terrace for middle school students. (8) The LEAP after-school program is serving approximately 1,700 students (regular and special education) in the 4<sup>th</sup> and 8<sup>th</sup> grades and targets those taking the LEAP test.

Mrs. Tyler stated that Priority Goal #2 addresses recruiting, training, evaluating and retaining high quality staff. She reported some of the accomplishments under this priority goal include (1) providing \$128,000 tuition for special education teachers in the first semester, (2) securing federal and local dollars, as well as grant dollars for providing tuition money, providing funds for paraeducators to take the parapro test, tutoring for paraeducators, as well as the expense for some paraeducators practice testing. Staff also was able to register more than 3,000 persons online for access to professional development offerings at their schools. Mrs. Tyler also announced that unique training has been available for Child Nutrition employees through department based and site based sessions. She reported a comprehensive program has been added for training principals and administrators at the local and state levels, and an additional 41 teachers have enrolled in the national board certified teacher program. The number of highly qualified teachers increased by 5%, and staff has also assisted them with tuition and CLUs to help them become more highly qualified. The number of substitute teachers with a bachelor's degree or higher has significantly increased, and the substitute fill rate has increased from the end of last school year from 85.5% to 99%.

Highlights of accomplishments in Priority Goal #3 included coordination and delivery of effective and efficient administrative support services aligned with the schools' needs. A resource newsletter was designed by the grant writer for distribution to each of the schools pointing out funding possibilities and procedures for writing grants. The Security Department developed a safe schools template in accordance with mandates in Act 1225 of the Louisiana Legislature and joined forces with area law enforcement agencies, fire department and homeland security agency to update the district's Crisis Response Plan including possible terrorist activity. Staff is also evaluating and in the process of upgrading the physical security needs of all schools and departments. Fourteen inservices were conducted to address the needs of students with 504 disabilities as well as provide weekly remediation to identify dyslexic students as required by the State Department of Education. Mrs. Tyler also announced the district has been able to maintain its AA bond rating which results in savings to taxpayers on the interest paid on bonds, \$2.1 million in savings over the life of the \$88 million in bonds.

Mrs. Tyler also reported that the group medical insurance renewal was less than budgeted resulting in \$700,000 to the district, and commended Randy Watson for his efforts in this area. E-Rate discounts resulted in a savings of \$219,000 to the district during the first semester. Also, approximately 220 new prospective small and economically disadvantaged businesses have been added to the existing list of vendors and she thanked Mr. Booker White, Fair Share administrator, for helping make this a reality.

Mrs. Tyler reported that the board-appointed Bond Prioritization Committee recommended and the board approved the first year projects from the bonding funds. She announced that staff is diligently working to accomplish the tasks/projects and that the committee will be bringing recommendations for years two and three to the board next month.

The superintendent stated that one of the things staff has attempted to do under Goal #4 is to raise the community outreach. She announced the eight GED sites have been increased to 13



throughout the district and are open to anyone in the community wishing to work on their GED or brush up on their skills. Mrs. Tyler announced that Caddo has partnered with several community groups, i.e. 21<sup>st</sup> Century Learning Grant with Bethune and Oak Park, which has helped increase parental involvement and academic growth of students. Several parishwide workshops have been conducted with parents on LEAP 21 testing to help them acquire skills to help their students. The MAPPS (Math and Parent Partnership in the Southwest) Program, which engages parents and students in mathematics activities, was initiated and is doing very well. Mrs. Tyler also announced that all schools in high poverty neighborhoods have a school nurse and a social worker that make regular visits. Also, the superintendent announced the system has gained approximately 238 new partners since July 2004. Attempts have been made during the first semester to educate the public by sending out articles in various publications as to what is going on in the public schools. Updates are also given to the clubs, groups throughout the community.

Mrs. Tyler also announced that an Academic Celebration will be held on Tuesday, February 22, from 6-8 p.m. at Hirsch Coliseum for the purpose of recognizing all 74 schools, students and staff for their outstanding work. She stated the NCLB accountability results were known last October and this is an opportunity to recognize the great job done by everyone despite some of the challenges and obstacles faced. She also said this will be an academic pep rally in which the public will be invited to participate. Every school and every department will be receiving something in recognition of accomplishments. This celebration will be a catalyst to encourage everyone that they can meet the new mandates in the upcoming testing, as well as a time to honor all the support employees who work diligently in their commitment to the children.

## **VISITORS**

Angie Elliott, Oil City parent, addressed the board in support of having the 7<sup>th</sup> and 8<sup>th</sup> grades put back at Oil City. Ms. Elliott noted several problems in students not being able to stay at Oil City through the 8<sup>th</sup> grade, i.e. students transferring in the 7<sup>th</sup> grade are not allowed to try out for band and some other extracurricular activities because they were not at the school in the 6<sup>th</sup> grade. Ms. Elliott asked that the board consider returning the 7<sup>th</sup> and 8<sup>th</sup> grades to Oil City.

David Hale, Oil City parent, asked the board to support returning the 7<sup>th</sup> and 8<sup>th</sup> grades to Oil City. He stated that as a parent of four children, he desires to see them in the same school and not attending different schools. He shared his favorable impression of Oil City when he visited the school about enrolling them in public schools and would like for the board to consider moving the 7<sup>th</sup> and 8<sup>th</sup> grades back to the school.

Rev. H. Calvin Austin III expressed his gratitude to the board for their commitment to Booker T. Washington High School and for presenting him with an honorary high school diploma from Booker T. Washington High School.

Maria Stockton, bus driver, addressed the board on challenges bus drivers experience daily in transporting students when it comes to student discipline. Ms. Stockton asked the board if they are aware bus drivers have no pay schedules as most other positions do? She noted the fact that bus drivers this year had to sign a document stating they would not work overtime, which severely limits drivers abilities to take on additional trips; and that any delays resulting from mishaps, the extra time on the trip is dismissed and becomes the drivers' loss. She also stated that PR2s for additional trips are delayed many times for up to 90 days while the paperwork is being processed. These issues are making it more difficult to get drivers for trips. Ms. Stockton also noted that orchestrations are intense when routes begin being traded during the school year instead of waiting until the bumping session as required by policy and law. She said this practice makes it appear they are being kept on as a way of avoiding the granting of tenure. Ms. Stockton requested the board's consideration in creating an environment to retain the bus drivers who are committed to the system and the education of its students.

Carolyn Rhymes, president of the Caddo Association of Educators, addressed the board on the Read Across America program which focuses on how important it is to motivate children to read and to introduce students to the joy of reading. Mrs. Rhymes invited and encouraged members of the board to participate in this year's program on March 2<sup>nd</sup> by volunteering to read to students in the public schools on that day.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on participation in the Community Conversations held over the last few weeks in all the system's high schools. She stated that from the parent's comments, it was evident they want the same thing educators want – safe and orderly schools. She said there has been much discussion on the lack of parental involvement and strategies on how to reach out to the community organizational structures to link with parents. Mrs. Lansdale also said parents spoke out on the need for real world academic standards, the basics; the desire for a curriculum that recognizes everyone will not be going to college, standards that align with becoming a productive citizen regardless of where one goes after high school, and the feeling that there is way too much attention on standardized testing. With the teacher being the single most important ingredient in educating a child, it's also factual that 40% of new teachers are lost in the first three years. Discipline of all students regardless of their abilities, overage students, the need for pullout programs and facilities that set grade levels for those students falling behind and at risk for dropping out, and the importance of early childhood education were areas discussed at the community conversation meetings. She also stated it is hopeful many of these issues will be addressed in the Kindergarten Plus legislation recently enacted by Governor Blanco. Mrs. Lansdale said the forum reminded everyone that this is truly the public's education. Mrs. Lansdale also addressed the board on the Federation not being able to see members except before and after school and the fact that this ban has never been experienced before in Caddo Parish. She said the Federation has never violated instructional time, but was told this procedure was put into place to protect that time. She stated now the Federation is being denied meetings before and after school and since this is not instructional time, she doesn't believe the procedure was put into place to protect that time. She said administration has been asked to review their communications with principals and asked the board to provide leadership and direction that will promote a workplace climate where there is justice and fairness for all employees.

#### **CONFIRM THE CONSENT AGENDA**

*Mr. Burton moved, seconded by Mrs. Hardy to approve the consent agenda (Items 9-28). Vote on the motion carried unanimously.* The following is a summary of the items categorized as the consent agenda and approved by the board.

#### **Agenda Item No. 9.B.**

**Requests for Leaves.** The following requests for leaves were approved as recommended by staff and included in the mailout.

#### Certified

##### Sabbatical (Study) 2005-2006 School Year

Judy Nicholas, Librarian, Teacher Resource Center, 17.5 years

##### Sabbatical (Medical) Remainder of Spring Semester, 2004-05 SY

Rebecca Gentry, Teacher, Youree Drive Middle, 12.5 years

Sheryl Tarver, Teacher, Creswell Elementary, 20.5 years

##### Catastrophic Illness (January 7-14, 2005 – 6 days)

Tammy Chaffold, Teacher, Sunset Acres Elementary, 4.5 years

##### Catastrophic Illness (January 18-21, Jan. 27-Feb. 2, 2005 – 9 days)

Rachael McCain, Teacher, Barret Elementary, 5.5 years

##### Catastrophic Illness (April 22-May 27, 2005 – 27 days)

Sharon Jennings, Teacher, Blanchard Elementary, 4.5 years

Request of Board. Kimberly Thomas, Teacher, Blanchard Elementary, 4 days without pay, March 7-11, 2005.

#### Classified

##### Leave Without Pay (January 3, 2005 – May 31, 2005)

Jacqueline Williams, Cafeteria Monitor-Aide, Summer Grove, 1 year

##### Catastrophic Leave (January 6, 2005 – February 17, 2005)

Robert Phillips, Jr., Bus Driver, Transportation Dept., 20 years

##### Catastrophic Leave (January 31, 2005 – February 4, 2005)

Judy Byrd, Bus Driver, Transportation Dept., 7 years

##### Catastrophic Leave (February 9, 2005 – March 23, 2005)

Lesa Bowlin, Bus Driver, Transportation Dept., 3 years

**Agenda Item No. 9.C.**

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the other personnel transactions report for certified and classified personnel covering the period of December 16, 2004 through January 25, 2005 as included in the mailout.

**Agenda Item No. 9.E.**

**Renewal of Administrative Contracts.** The board approved the renewal of administrative contracts for Lila Finney, Jeanette Taylor, Lynette Everett, Kevin Guerrero, Kenneth Cochran, Kenneth Coutee, Monica Jenkins-Moore, Charles Lowder, Janie Moran, Gladys Rhinehart, Richard Dezendorf, Barbara Hollis, Barbara Allen and Sandra Saxon.

**Agenda Item No. 10.A.**

**Bids.** The board approved the bid of AB Dick for the printing press for the Caddo Career Center totaling \$55,500 as recommended by staff and included on the bid tabulation sheet in the mailout.

**Agenda Item No. 10.B.**

**Bids (Capital Projects/Construction).** The board approved the following bids as recommended by staff and included on the bid tabulation sheet presented at today's meeting: (1) J.D. Electric for the sum total of \$130,870 for Project 2005-404, "Lighting Retrofit at Mooretown", and (2) Air Repair, Inc. for the sum total of \$419,999 for Project 206-504 "HVAC Window Unit Replacement" at Fairfield Elementary.

**Agenda Item No. 11**

**Acceptance of 2003-04 Financial Audit Report.** The board approved acceptance of the 2003-2004 Financial Audit Report as included in the mailout.

**Agenda Item No. 12**

**Revision of 2004-2005 General Fund Budget.** The board approved the revisions to the 2004-2005 General Fund Budget as recommended by staff and included in the mailout.

**Agenda Item No. 13**

**The Snack Provision Agreement and Sandwich Provision Agreement – FDDOC.** The board approved the snack provision agreement and sandwich provision agreement (FDDOC) as recommended by staff and as submitted in the mailout.

**Agenda Item No. 14**

**Contract for the 21st Century Community Learning Center Program between Fully Devoted Developer of Children Ministry, Inc. and the Caddo Parish School Board.** The board approved the contract for the 21<sup>st</sup> Century Community Learning Center Program between Fully Devoted Developer of Children Ministry, Inc. and the Caddo Parish School Board as recommended by staff and included in the mailout.

**Agenda Item No. 15**

**Revision in Agreement between VOA and the CPSB related to our 21<sup>st</sup> Century Community Learning Center Program.** The board approved the revision in the agreement between the VOA and the CPSB related to our 21<sup>st</sup> Century Community Learning Center Program as recommended by staff and included in the mailout.

**Agenda Item No. 16**

**Pupil Progression Plan Parental Review Committee.** The board approved the Pupil Progression Plan Parental Review Committee as included in the mailout.

**Agenda Item No. 17**

**Revisions to CPSB Policy EEAD (Special Use of School Buses).** The board approved revisions to CPSB Policy EEAD (Special Use of School Buses) as recommended by staff and included in the mailout.

**Agenda Item No. 18**

**Revisions to CPSB Policy IICA (Field Trips and Excursions), IICA-SE (Special Events Request Form).** The board approved revisions to CPSB Policy IICA (Field Trips and Excursions), and IICA-SE (Special Events Request Form) as recommended by staff and included in the mailout.

**Agenda Item No. 19**

**Proposed 2005-2006 School Calendar.** The board approved the proposed 2005-2006 school calendar as submitted in the mailout.

**Agenda Item No. 20**

**Revisions to CPSB Policy DJH (Procurement Card).** The board approved the revisions to the CPSB Policy DJH (Procurement Card) as submitted in the mailout.

**Agenda Item No. 21**

**Academic Celebration Resolution.** The board approved a resolution proclaiming February 22, 2005 as Caddo Parish Public Schools Academic Celebration Day as submitted in the mailout.

**Agenda Item No. 22**

**Policy Regarding Purchase of Real Estate.** The board approved the proposed policy regarding the purchase of real estate as submitted in the mailout.

**Agenda Item No. 23**

**Policy BBAA-1 School Board Member Authority (Superintendent's Contract).** The board approved Policy BBAA-1 School Board Member Authority (Superintendent's Contract) as submitted in the mailout.

**Agenda Item No. 24**

**Approval of Resolution Scheduling Tenure Hearing for Tenured Teacher.** The board approved a resolution to schedule a tenure hearing for a tenured teacher as recommended by staff.

**Agenda Item No. 25**

**Authority for Superintendent to Sign Teacher Contracts for the 2005-2006 School Year.** The board approved authorization for the superintendent to sign teacher contracts for the 2005-2006 school year.

**Agenda Item No. 26**

**Approval of Resolution Giving Preliminary Approval to the Issuance of General Obligation School Refunding Bonds and Providing for Other Matters in Connection Therewith.** The board approved the following resolution giving preliminary approval to the issuance of general obligation school refunding bonds and providing for other matters in connection therewith as recommended by staff and included in the mailout.

RESOLUTION

A resolution giving preliminary approval to the issuance of not exceeding Twenty Eight Million Dollars (\$28,000,000) of General Obligation School Refunding Bonds, of Parishwide School District of Caddo Parish, Louisiana; making application to the State Bond Commission for approval of said Bonds; and providing for other matters in connection therewith.

WHEREAS, pursuant to the provisions of Article VI, Section 33 of the Constitution of the Louisiana of 1974, Sub-Part A, Part III, Chapter 4, of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority, the Parishwide School District of Caddo Parish, Louisiana (the "Issuer") has heretofore issued (i) \$20,000,000 of General Obligation School Bonds, Series 1998, dated July 1, 1998 (the "Series 1998 Bonds") and (ii) \$20,000,000 of General Obligation School Bonds, Series 2000, dated June 1, 2000 (the "Series 2000 Bonds") (the Series 1998 and the Series 2000 Bonds sometimes collectively referred to as the "Refunded Bonds"); and

WHEREAS, in order to provide debt service savings to the taxpayers of the Parishwide School District of Caddo Parish, Louisiana, the Issuer desires to refund the callable maturities of the Issuer's outstanding Series 1998 Bonds and the Series 2000 Bonds, pursuant to the provisions of Chapter 14-A Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority (the "Act"), through the issuance of its refunding bonds; and

WHEREAS, pursuant to the Act, and subject to the approval of the State Bond Commission, the Issuer desires to accomplish the refunding by authorizing the issuance of not exceeding Twenty Eight Million Dollars (\$28,000,000) of its General Obligation School Refunding Bonds (the "Bonds"), to be payable from unlimited ad valorem taxes; and

WHEREAS, the Issuer desires to make formal application to the State Bond Commission for approval of the issuance of the Bonds;

NOW, THEREFORE, 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 "Issuer"), that:

SECTION 1. Preliminary Approval of the Bonds. Preliminary approval is given to the issuance of not exceeding Twenty Eight Million Dollars (\$28,000,000) of General Obligation School Refunding Bonds (the "Refunding Bonds"), of the Issuer, to be issued for the purpose of refunding the callable maturities of the Issuer's outstanding (i) General Obligation School Bonds, Series 1998, dated July 1, 1998 and (ii) General Obligation School Bonds, Series 2000, dated June 1, 2000, and paying the costs of issuance of the Refunding Bonds, said Refunding Bonds to be payable from and secured by unlimited ad valorem taxes now being levied and collected annually in excess of all other taxes on all the property subject to taxation within the territorial limits of the Issuer. The Refunding Bonds shall bear interest at a rate or rates not to exceed five and one half percent (5-1/2%) per annum, to be determined by subsequent resolution of this Governing Authority at the time of the sale of the Refunding Bonds, and shall mature in annual installments due no later than March 1, 2020. The Refunding Bonds shall be issued in fully registered form, shall be sold to the purchasers thereof at a price of

not less than 97% of par, plus accrued interest, and shall have such additional terms and provisions as may be determined by this Governing Authority.

SECTION 2. Employment. This Governing Authority finds and determines that a real necessity exists for the employment of special bond counsel in connection with the issuance of the Bonds, and accordingly, Foley & Judell, L.L.P., is hereby employed to do and perform comprehensive legal and coordinate professional work as bond counsel with respect to the issuance and sale of the Bonds. 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 such Bonds, shall counsel and advise this Governing Authority as to the issuance and sale thereof and shall furnish its opinion covering the legality of the issuance of the Bonds. 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 70% of 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 "outofpocket" expenses, said fees to be contingent upon the issuance, sale and delivery of said Bonds. Pursuant to instructions from the Superintendent, Bond Counsel shall cause to be prepared an official statement containing detailed and comprehensive financial and statistical data with respect to the sale of the Bonds and the costs of the preparation and printing of said 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 Superintendent upon presentation of appropriate statements from the particular rating service 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 employment and of the fees herein designated, and the Superintendent is hereby empowered and directed to issue vouchers in payment for the work herein provided for upon completion of the work herein specified and under the conditions herein enumerated.

SECTION 3. State Bond Commission. Application is hereby made to the State Bond Commission, Baton Rouge, Louisiana, for approval of the issuance and sale of the Refunding Bonds and for consent and authority to proceed with the issuance and sale of the Refunding Bonds as provided above, and Bond Counsel is directed to make application to the State Bond Commission in accordance with the foregoing on behalf of the Governing Authority.

SECTION 4. Appointment of Investment Banker/Underwriter. Morgan Keegan & Company, Inc., of New Orleans, Louisiana, is hereby appointed as investment banker/underwriter in connection with refunding the Series 1998 Bonds and the Series 2000

Bonds, any compensation to be subsequently approved by the Issuer and to be paid from the proceeds of the Refunding Bonds and contingent upon the issuance of the Refunding Bonds; provided that no compensation shall be due to said investment banker/underwriter unless the Refunding Bonds are sold and delivered.

The foregoing resolution having been submitted to a vote, the vote thereon was as follows:

<u>MEMBERS:</u>	<u>YEAS:</u>	<u>NAYS:</u>	<u>ABSENT:</u>	<u>ABSTAINING:</u>
Phillip R. Guin	X			
Eursla Hardy	X			
Willie D. Burton	X			
Charlotte Crawley	X			
Lola May	X			
Tammy T. Phelps	X			
Lillian Priest	X			
Bonita Crawford	X			
Barry F. Rachal	X			
Larry Ramsey	X			
Ginger Armstrong	X			
Willie Henderson	X			

And the resolution was declared adopted, on this, the 15th day of February, 2005.

<u>/s/ Ollie S. Tyler</u> Secretary	<u>/s/ Willie Henderson</u> President
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STATE OF LOUISIANA

PARISH OF CADDO

I, the undersigned Secretary of the Parish School Board of the Parish of Caddo, State of Louisiana, do hereby certify that the foregoing \_\_\_\_\_ (\_\_\_) pages constitute a true and correct copy of a resolution adopted by the Parish School Board of the Parish of Caddo, State of Louisiana, on February 15, 2005, giving preliminary approval to the issuance of -not exceeding Twenty Eight Million Dollars (\$28,000,000) of General Obligation School Refunding Bonds, Series 2005, of the Parishwide School District of Caddo Parish, Louisiana; making application to the State Bond Commission for approval of said Bonds; and providing for other matters in connection therewith.

IN FAITH WHEREOF, witness my official signature and the impress of the official seal of said Parish School Board on this, the 15<sup>th</sup> day of February, 2005.

/s/Ollie S. Tyler  
 Secretary

**Agenda Item No. 27**

**Postpone Sale of Norris Ferry Road.** The board approved that the sale of the Norris Ferry Road property be postponed as submitted in the mailout.

## Agenda Item No. 28

**Sale of Property Near Central Elementary School (Corner of Pierre and Weinstock).** The board approved that the property near Central Elementary School at Pierre Avenue and Weinstock be placed up for bid and that the necessary procedures as prescribed for selling the property be followed as included in the mailout.

### **ALLOCATION OF CADDO EDUCATIONAL EXCELLENCE FUND (CEEF) INTEREST TO SCHOOLS**

*Mrs. Armstrong moved, seconded by Mrs. May, to approve the allocation of the Caddo Educational Excellence Fund interest to schools as recommended by the Caddo Educational Excellence Fund Committee and the Superintendent and included in the mailout.* Mrs. Armstrong stated it is important to recognize the amounts that will be distributed to each school and that when the committee met, they agreed to keep the same formula for distribution that was previously used. Mrs. Armstrong announced that the distribution will be that 44 schools with a student population of 600 or less will be receiving \$1,516; 25 schools with a student population of 601-1200 will be receiving \$2,016; and 5 schools with a student population of over 1200 will be receiving \$2,516. Mrs. Armstrong said it is important that we are able to allocate this amount of funding for materials and supplies as well as in professional development for our individual schools. Mr. Henderson stated he sat in on the committee meetings and teachers in the meeting were asked if they had any input into how this money is used with one teacher responding they did and the other did not. He noted this because the board has, on numerous occasions, been approached by teachers that they do not have supplies and felt this was an opportunity to ask them this question. He said he believes this is a source of revenue that principals can use to address some of those concerns. *Vote on the motion carried unanimously.*

### **SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** The superintendent announced that an update on these projects was included in the *Weekly Briefings*.

**Report on Booker T. Washington Feeder Schools.** The superintendent announced that staff is continuing to work on this report.

**Professional Organization Visits in Schools.** Mrs. Tyler announced that information has been provided to the board members and staff has instructed all administrators at the school, and staff will follow up, that professional organizations are allowed to talk with their members before and after school on a voluntary basis; and if grievances are filed, the organizations may represent them during the day in the schools.

**Study of Demographic Lines in CPSB District 3.** The superintendent announced that staff has not completed this study and will continue to work on this.

**West Shreveport Parking.** The superintendent announced a follow up report was sent to the board on this matter in the *Weekly Briefings*.

**Report on Mid Term Grades (2004-05 Compared to Mid Term 2003-04).** Mrs. Tyler stated this report was sent to the board in the *Weekly Briefings*.

**CPSB Security Department Representation at SRO Meetings.** Mrs. Tyler announced she has the information today and will be placing it in the next *Weekly Briefings*. She stated that Roy Murry, director of security, made contact with the departments to ask them to let us know when they meet so a representative can be in attendance.

### **UNFINISHED BUSINESS**

Mr. Guin inquired about the status of an item he had on the Superintendent's Report last month and he received information that staff had worked with legal counsel on revisions to the CPSB policy he referenced, and if it will be coming back to the board in the future as he would like to see this item addressed before spring break. The superintendent responded that she will follow up and have something in the mailout.



## ANNOUNCEMENTS AND REQUESTS

Mrs. Hardy extended congratulations and accolades to Superintendent Ollie Tyler for her outstanding leadership. She commended Mrs. Tyler for her successes, for the obstacles she has overcome, for doing the right thing in the right way, for looking for the best in others and for giving her best. Mrs. Hardy also noted the article in the February 6<sup>th</sup> edition of *The Times* which recognized the superintendent as one of the outstanding leaders in the community.

Mr. Ramsey stated that good things happen when you have a good leader and a good leader surrounds themselves with good people. He also expressed gratitude to staff and the committee that worked on the calendar for bringing it to the board with the issues resolved.

Barry Rachal brought to the board's attention a meeting of the MPC last week concerning licenses for restaurants to be built across the street from Captain Shreve High School and Lee Hedges stadium that will be serving alcohol. He stated he spoke against this happening. He believes the MPC missed the intention of what the state laws actually say and that he would like to see the board individually and collectively stand up against this happening.

Mr. Rachal also said that it has been brought to his attention that the internet service is continually going down across the district and asked where we are for getting up to speed with our service? Joe Brown, director of technology, responded that staff has been working with engineers to resolve this issue. He stated the problem is a filtering problem, not an internet service problem, and the fact that we are filtering internet content, and the number of computers in the district that are accessing the internet exceeds the number or licenses to conduct the filtering. He added the number of licenses has increased and staff has ordered a new firewall server that will increase the capacity of the amount of traffic that passes over our network.

Mr. Rachal referenced a memo the board received regarding a temporary building at the cost of \$75,000 and asked about this expenditure. Steve White, director of capital projects, explained that the initial expense in relocating a T-Building is only part of the cost and every time one is moved, staff is required to bring the structure up to current codes, both fire alarm, ADA code, ramps, handicap accessible, two-way communications, and covered walkway from the school to the T-Building. He said this has been the average cost over the past several years for the relocation of a T-Building. Mr. Rachal asked what the T stands for? Mr. White stated whether they are *temporary* or *transportable*, they are all referred to as T-Buildings. Mr. Rachal asked about other options, for example, at this particular site (Timmons)? Mr. White responded there are a couple of options, i.e. a conventional piece built classroom configuration, transportable or temporary buildings, or a modular type structure.

Mrs. Armstrong asked Steve White if staff is looking at a company in Minden as a source for the modular buildings? Mr. White answered staff is working with this company. Mrs. Armstrong stated she mentioned modular buildings several years ago and the fact that they are very cost effective. She believes we should have long since been looking at this route and have current figures so when we are building wings and there is a need for additional classrooms, the information would be readily available to make a timely decision. She referenced the nationwide record this company has and since they have been in Minden several years, this is something we should have checked into long ago. She asked staff to get some figures as quickly as possible so the board will be able to address the situation at Timmons. Mr. White reported staff has met with the company in Minden and the first school this company constructed was last year in California and staff is investigating this concept and trying to price it out versus other options.

Mr. Guin encouraged staff to look at the possibility of expediting a building for Timmons because there are students meeting in the library and cafeteria which is creating a hardship.

Mr. Guin referenced comments from speakers on Oil City and stated that Oil City lost its 7<sup>th</sup> and 8<sup>th</sup> grades during Superintendent Schiller's tenure and the community has requested numerous times that the board address returning the 7<sup>th</sup> and 8<sup>th</sup> grades to Oil City. He said this move placed several negatives on the school, i.e. how it affects the siblings and the cost to parents and students. He stated that if a student remains at Oil City through the 6<sup>th</sup> grade, when they move to the 7<sup>th</sup> grade, they are starting a year later than the traditional programs and many middle schools will not allow a 7<sup>th</sup> grader coming in new to the school to participate in some of the programs

such as band, because they were not at the school in the 6<sup>th</sup> grade. He asked that the superintendent and staff conduct a feasibility study as to how it will affect the area schools, how can this be addressed and minimize the negative effect, the cost involved (is there additional classroom space that would be needed), and the number of students that will be affected both at the school and outside, and make a recommendation to the board. Mr. Guin stated this item was on the agenda previously, but was removed because of propaganda. It became a war of communities and he believes it was a result of knowledge and rumors. The superintendent stated that the process has been ongoing as Oil City discussed this with staff several months ago and staff has begun to look into this request. She added there are some negatives; however, she believes band students should be allowed to participate in the 7<sup>th</sup> grade as most 6<sup>th</sup> graders do not participate in the band. Mrs. Tyler reported that staff will follow up because there are other schools involved and she will submit a report and recommendation to the board.

Mrs. Crawley asked the superintendent to prepare a response on the bus driver's comments during the visitors' section referencing when the bus breaks down, it costs the bus drivers time and also the delay of 90 days for getting paid. The superintendent will investigate and provide a response to the board.

Mrs. Crawley also asked if there is anything that needs to be done to make certain the system has enough substitutes given the high number of absentees because of illness? The superintendent responded that staff has crafted a plan to address this.

## **EXECUTIVE SESSION**

**Student Appeal Hearings.** The superintendent announced that the parents of two of the student readmission appeals are in agreement with staff's recommendation and the parent of the third student has requested a postponement due to illness. *Mr. Burton moved, seconded by Ms. Priest, to accept staff's recommendation for readmission of the two students. Vote on the motion carried unanimously.*

Mr. Rachal stated he would be interested in hearing from students who are readmitted as to what they have learned and what their plans are once they are readmitted in the school system.

**Tenure Hearing for Tenured Teacher.** The superintendent announced that this hearing has been postponed until the March 15<sup>th</sup> CPSB meeting.

**Tenure and Dismissal Hearing for Tenured Teacher.** *Mr. Burton moved, seconded by Mrs. Hardy, to go into executive session to consider a tenure hearing for a tenured teacher. Vote on the motion carried unanimously and the board went into executive session at approximately 6:17 p.m.*

The board reconvened in open session at approximately 6:45 p.m.

*Mr. Guin moved, seconded by Mrs. Hardy that Jonathan Dagenhart be found guilty of immorality under Louisiana Revised Statute 17:443 due to his conviction of four counts of child molestation under Louisiana Revised Statute 14:81.2. Vote on the motion carried unanimously.*

*Mr. Guin moved, seconded by Mrs. Hardy, that due to Mr. Dagenhart's conviction for child molestation as an offense under Louisiana Revised Statute 17:15 A(2), a conviction under Louisiana Child Protection Act, that Mr. Dagenhart be disciplined by dismissal and that Mr. Dagenhart be provided written reasons for the removal by the superintendent and that the State Department of Education be notified of this hearing and the result of the hearing. Vote on the motion carried unanimously.*

**Adjournment.** *Mr. Guin moved, seconded by Mr. Burton, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:47 p.m.*

**March 7, 2005**

The **Caddo Parish School Board (CPSB)** met in *special session* on Monday, March 7, 2005 at 12 noon with President Willie Henderson presiding and the following board members present being a quorum: Eursla Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps (arrived at approximately 12:10 p.m.), Lillian Priest, Bonita Crawford, Barry Rachal, Larry Ramsey and Ginger Armstrong. Mr. Guin was absent. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mrs. Armstrong gave the invocation and led in the Pledge of Allegiance.

## **VISITORS**

Alvin Childs, developer for Shoppes at Bellmead Center, addressed the board on concerns brought to his attention by one of the board members relative to the proposed shoppes at Bellmead, i.e. underage drinking in the project and the fear of setting a precedent. Mr. Childs stated he met with the board member regarding those concerns and shared with the board member details of the project. Mr. Childs said that he personally, along with the co-developer and members of his firm, are responsible developers in the community. They have or had children in the school system, their employees are members of the community, and they all share the same goal, and that is none are about creating an environment that is not good for the community. He said he and the board member both agreed the project and the locations are 100% in compliance with both state and local law, and they (the developers) have agreed to take extra steps to insure that the project addresses the concerns stated. Mr. Childs shared a copy of the letter he had written to the board member addressing the specific steps agreed to and that they are committed to do with the project, including (1) on-site security during all business hours, (2) security monitoring 24 hours a day, 7 days a week, (3) no restaurant entrances facing Roma Street or Lee Hedges Stadium, (4) construction of a landscaping berm along Roma to partially screen the project from the stadium, (5) a prohibition against video poker and video arcades, and (6) implementation of traffic control measures during the scheduled events at Lee Hedges Stadium. Mr. Childs stated the variance approved by the Zoning Board of Appeals is for restaurants, not bars or lounges, and the developers have agreed to do these things because they are responsible developers. He explained that this project is a *lifestyle center*, and a lifestyle center is distinctive in a lot of ways, in that it's designed, it's site-planned, and most importantly is the fact that high-end tenants occupy these centers. Mr. Childs said it is not only his desire and his intent, but he is legally obligated by the tenants he has secured to date, i.e. Chicos, Ann Taylor, Coldwater Creek, to not have the type of restaurant operation that would invite children to illegally obtain alcohol.

## **RESOLUTION OPPOSING ALCOHOL SALES AT SHOPPES AT BELLMEAD LLC**

*Mr. Rachal moved approval of the resolution opposing alcohol sales at Shoppes at Bellmead as included in the mailout. The president announced that the motion dies for lack of a second.*

## **EXECUTIVE SESSION**

*Mr. Burton moved, seconded by Mrs. Hardy, to go into executive session to hear litigation for up to 30 minutes. Vote on the motion carried unanimously and the board went into executive session at approximately 12:15 p.m.*

The board reconvened in open session at approximately 1:35 p.m. *Mr. Ramsey moved, seconded by Mrs. Hardy, that the CPSB request a rehearing and application for stay in the matter of Cavalier v. Caddo Parish School Board. Vote on the motion carried unanimously with Board members Hardy, Crawley, Crawford, Rachal, Ramsey, Armstrong and Henderson voting in favor. (Mr. Burton, Mrs. May, Ms. Phelps and Ms. Priest had left the meeting.)*

**Adjournment.** *Mr. Ramsey moved, seconded by Mrs. Hardy, for adjournment. Vote on the motion carried unanimously, and the meeting adjourned at approximately 1:37 p.m.*

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Ollie S. Tyler, Secretary

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Willie L. Henderson, President

**March 1, 2005**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana, at 4:30 p.m. on Tuesday, March 1, 2005, with President Willie Henderson presiding and Ginger Armstrong and Lola May present being a quorum. Other school board members present were Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps, Lillian Priest, Bonita Crawford, and Barry Rachal. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mrs. May gave the invocation and led in the Pledge of Allegiance.

Prior to the invocation, President Henderson asked that legal counsel give an opinion in *Doe v. Tangiapohoa Parish* regarding school board members' ability to pray prior to the school board meeting. Legal Counsel Reginald Abrams stated that the ruling only applies to the Tangiapohoa Parish School Board and is not precedent for Caddo Parish at this time, and until the 5<sup>th</sup> Circuit Court of Appeal rules, it is his opinion the Caddo Parish School Board can continue praying until directed otherwise by a higher court.

## **PRESENTATIONS**

**Job Skills Tournament.** Superintendent Ollie Tyler introduced Wanda Gunn, chief academic officer, who introduced Dr. Nadalie Thomas, director of special education. Dr. Thomas briefly explained that the Job Skills Tournament, or Wonderful World of Work, is a skills Olympics for Caddo's special needs students attempting to graduate with a *Certificate of Achievement*. Teachers and those at the special education center work daily to help students prepare to be good citizens and good community workers so when they leave Caddo Parish, they will have a portfolio of skills they can offer to an employer. She explained that many of these things are not possible without the hard work of the teachers, the community and the parents; and community donors play a very valuable role in these programs. Dr. Thomas introduced Kevin McCotter, BellSouth, who presented to the superintendent and board president a check for \$1,000. He expressed appreciation for BellSouth having the opportunity to be fully integrated in the school system, and particularly for having the opportunity to sponsor the special needs students in this upcoming competition. Dr. Thomas announced that this contribution will help cover some of the items offered to these students that IDEA will not cover. She also invited board members to attend the tournament on March 24<sup>th</sup>. Willie Henderson expressed on behalf of the board appreciation to BellSouth, and Mr. McCotter, for the contributions they make not only for this effort, but the many other aspects of the school system.

**Elementary Professional Development Schools.** Wanda Gunn, chief academic officer, explained that in 1999, Governor Mike Foster created a Blue-Ribbon Commission on Teacher Quality with the purpose being to develop recommendations to improve teacher quality in Louisiana. She stated one of the recommendations was to create professional development schools that would provide positive learning environments in which pre-service teachers, experienced teachers, and university faculties could work together to produce higher achieving K-12 students. She announced that 100% of the universities in Louisiana have created professional development schools (PDS), and Caddo has five of the PDS schools of the 52 across the state. Priscilla Pullen, Principal of Midway Elementary Professional Development School; Pat Johnson, on behalf of Barbara Lane, Principal of Mooretown Elementary Professional Development School; and Charles Lowder, Principal of E B Williams Stoner Hill Lab Professional Development School each shared with the board and audience how each professional development school partnership (Midway/LSUS, Mooretown/Grambling and E B Williams Stoner Hill/Centenary) has benefited the students and teachers at their respective school sites. Each highlighted how important a professional development school is in supporting the professional development for practicing teachers (undergrads), in sharing the responsibility for professional development and student learning, helping professional development of teacher candidates, providing opportunities for partnerships to take active roles in each other's setting, providing a rich framework for research and grant opportunities and enhancing student achievement. Highlights of professional development activities (inservices and workshops) held after school and on Saturdays, student teacher program and involvement activities, parental involvement program activities, collaborative teambuilding activities between the schools and their university partner, grant funding received, student achievement activities, school performance scores and growth targets were shared with the board members and audience. School families, partnership representatives from the universities, student teachers, students,

PTA representatives, et. al. were introduced. Copies of each school's presentation were shared with board members and have been attached and made a part of the permanent record of the board.

Ms. Phelps expressed appreciation to all the principals/schools for the good report on the professional development school program. Mrs. Armstrong expressed appreciation to all for their dedication and asked that this appreciation be shared with the individual school staffs for their extra work and dedication. Mrs. Hardy extended congratulations to all for their hard work, dedication and commitment. Ms. Priest extended congratulations to all three professional development schools for an outstanding report.

**Recess.** The board president called for a recess at approximately 5:23 p.m. and the meeting reconvened at approximately 5:40 p.m.

**Opportunity Caddo 2<sup>nd</sup> Quarter Update.** Superintendent Tyler stated that in accordance with board policy, staff must present a quarterly update to the board on the Opportunity Caddo Program. Booker White, Opportunity Caddo administrator, shared with the board that the Opportunity Caddo "Fair Share" program falls under the district's third priority goal to *coordinate and deliver efficient and effective administrative support functions aligned with school based needs* and the objectives for carrying out the program – *to implement efforts to reach a 25% goal of using small and economically disadvantaged businesses and to provide services and outreach services to those businesses.*

Mr. White shared statistics showing the dollar activity in the first and second quarters as follows. The total dollars spent in the first quarter was \$9.1 million (\$888,000 from Opportunity Caddo vendors, \$716,000 from minority-owned businesses, and \$410,000 from women-owned businesses). The total dollars spent in the second quarter was \$17.2 million (\$776,000 from Opportunity Caddo vendors, \$1.3 million from minority businesses, and \$665,000 from women-owned businesses). He announced that the third and fourth quarters are peak seasons for the Construction Department and construction figures for the first and second quarters primarily were dollars spent on projects in the design stage. He reported there are about 138 companies in the Opportunity Caddo vendor directory, 72 of which are minority-owned businesses and 56 are women-owned businesses. Mr. White reported he continues to work with the Construction Department to update Policy FEF (Construction Contract Bidding and Awards) and shared a breakdown of dollar amounts by the major buying entities – Child Nutrition, Construction and Purchasing.

Mr. White announced that approximately 90% of all CPSB procurement is done through some type of contract, thus he is making sure if there are any opportunities to reach out to small and economically disadvantaged business, that we are doing so. He explained that part of this process has been to ask each school and department to complete a form for any amounts spent between \$3,500 and \$10,000 to better help in tracking the spending of these funds. He added staff has also drafted a plan to help carry out the policy approved by the board last year.

Mr. White also reported that the bid notices for construction are being placed on the web page and companies have responded that they appreciate the district doing this as it better helps them be aware of upcoming bids. It is anticipated this format will be followed in the future by the Child Nutrition Programs Department as well as others.

It was reported that meetings are held monthly with fair share liaisons, as well as on a one-on-one basis, to help address specific needs for a particular department. Mr. White also announced staff continues to participate in and facilitate events such as expos where documentation, applications, postcards, brochures, etc. can be distributed to better educate the public about Opportunity Caddo. Mr. White presented other means by which the staff has attempted to increase the awareness of the Opportunity Caddo program, as well as ways to stay current on various avenues of promotion through numerous publications. A listing of second quarter successes also was shared with board members, and Mr. White stated he is continuously looking for additional success stories.

Ms. Priest inquired of steps the administration might take to ensure that general contractors and departments are following the good faith effort stipulation; and if staff determines this is not being followed, and what sanctions or penalties does the program have in place? Mr. White

responded that he had met with legal counsel on several occasions regarding this matter and referred to Mr. Abrams for a response. The superintendent stated that Caddo policy does not address sanctions; the district has an aspirational goal and asked Mr. Abrams to respond to the specifics of Caddo's policy. Mr. Abrams responded that Caddo's policy does not provide for the ability to sanction based on Public Bid Law. He added there was some comparison of Caddo's policy to the Fair Share policy enacted by the City Council of the City of Shreveport which does have some sanctions included in it. Caddo has an aspirational goal and the forms to be used by construction suggests that contractors show what they are doing to make certain it happens. Again, as far as a sanction, Caddo's policy does not provide this option.

Mr. Henderson expressed appreciation to Mr. White for his report and he believes the board understood the limitations from the beginning; and it appears from the report, that it is working well and encouraged staff to continue to work with companies to help them understand we are not interested in forcing anyone to do anything, but are only desiring a level playing field to allow everyone interested to participate.

### **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE MARCH 15, 2005 CPSB MEETING**

The superintendent reviewed the proposed agenda for the March 15, 2005 school board meeting and discussion followed as summarized.

**Fair Park: Initial Ninth Grade “Jump” Program Proposal.** Mrs. Armstrong inquired if this is the same program funded by Bill Gates? The superintendent answered it is not, but this proposal is one where staff replicated different parts of programs and designed one to help Fair Park. Once Fair Park analyzed their test data to determine their academic deficiencies, they set up creative ways to help retain students and also assist them in making progress. Mrs. Tyler also stated there is no additional cost to the board to implement this research-based proposal.

Mr. Bruce Daigle, principal at Fair Park High School, explained that in looking at the test scores for the past several years, the data indicates we are losing students between the 9<sup>th</sup> and 10<sup>th</sup> grade year. He stated the research from Johns Hopkins University shows that 66% of students that don't make it out of the 9<sup>th</sup> grade their first time taking it will drop out, and Fair Park would like to change that through the presented proposal that will highlight reading. Fair Park has 19 teachers who have signed up to take a Reading 544 *Read Across the Content Area* through Louisiana Tech University which will enable them to get their specialist degrees in the high school level and be able to teach reading to these high school students. Mr. Daigle said he and his staff have looked at the drop out rate and believe that this change of giving the ninth graders coming into the school some type of structure with 95 minutes of instruction and the opportunity to earn four credits per semester in that 9<sup>th</sup> grade year, will enable them to *Jump* ahead of what a regular sophomore would have and hopefully keep them from getting behind. The main component of this proposal is to help these students move ahead with a little extra help. The superintendent commended the principal and staff at Fair Park for this idea as Johns Hopkins University has been known for the research in helping children who are challenged, particularly in Reading, and she is excited that the teachers at Fair Park are committed to helping these students, and the motivation that this program would bring to the students.

Ms. Barbee, assistant principal, reiterated the opportunity for the students' ability to earn eight Carnegie units in the freshman year; and even if a student fails a class in the freshman year, they will not have to feel defeated, because they can still be a sophomore. Mr. Daigle further explained that with this program, incoming freshmen would be required to take Reading the first semester and the second semester English I. They would also get two mathematics in their freshman year – Intro to Algebra and Algebra I, thus allowing them to be able to take Geometry their sophomore year before taking the LEAP test, which is a big portion of that test in their sophomore year.

Ms. Phelps asked for clarification on the 95-minute class periods and if this is just for Reading? Mr. Daigle explained from a provided chart, the layout for classes and options available for the students and all the classes the freshman year are 95 minutes. Ms. Phelps stated that the focus on reading has been her thought for a long time and is something she wishes to see out of her request to look at revamping the CAPT program. Mr. Daigle explained Fair Park would also be

using the Reading 180 labs and the accelerated reader program along with the teachers certified to teach this.

Mr. Henderson asked if these students will continue on the Block Program as sophomores? Mr. Daigle said they will not.

Mr. Burton stated the 9<sup>th</sup> grade has always been a pivotal year to especially young men and believes this is an excellent idea. He asked if there will be an effort to piggyback this to other schools? The superintendent answered staff has discussed if this works, it will be a program to replicate in the other high schools, because the whole idea is to share so the entire school district can continue to improve.

Mrs. May stated she has visited with the superintendent and staff and is ecstatic that the staff at Fair Park wishes to do something to enhance the 9<sup>th</sup> graders and expressed her appreciation to the Fair Park staff.

**Workmen's Compensation Settlement.** Mr. Henderson asked if the procedure has been reviewed to the point we know what changes need to be made? Mr. Lavergne responded that to the best of his knowledge, all procedures have been followed. Mr. Henderson, for clarification, stated that when reading the report, it appeared the accident occurred because we didn't blockade an area, and hopes we have cautioned staff so this doesn't happen again. Mr. Armstrong stated staff has become more aware to take the necessary precautions when something serious happens to make sure it doesn't happen again.

**Representation by Professional Organizations.** Mr. Guin shared with the board backup information on this item placed at board members' stations. He referred to a letter sent out by the previous superintendent outlining procedures of which this was one of them. He stated it was his opinion then that the board should have enacted a policy for this and one that could be adhered to by all the schools. Because of some recent happenings, he said he is taking the opportunity to ask the board to relook at this. He shared that he has met with the superintendent about the draft and if there are concerns or need for changes, this draft affords that possibility. The superintendent stated she shared with Mr. Guin in their meeting, and also shared with the board, the fact that she has procedures in place and does not believe what is being proposed is good for the children. She referenced several recent incidents whereby staff had to make an immediate decision regarding some employees and did not need a policy that would cause a 24-hour wait before it could be addressed, and place the board in an increased liable position. She asked the board to not consider doing a policy. Mrs. Tyler stated that since the inception of the school system, the superintendent has had the authority based on the climate of the system, to manage these type of activities in the schools, since Caddo does not recognize collective bargaining or unions. The superintendent further stated we are held accountable for student achievement, for insuring employees are performing and when they are not, the issues must be addressed. The principal at each school has the authority to put procedures in place that will work at that school and the superintendent needs to have the same opportunity. The focus must remain on student achievement, and administration must have the authority to work closely with the employees to inspire them to help keep the focus on the children, while giving them the respect they are due and honoring them as an employee. She asked the board to not pass a policy for this area.

Willie Burton recognized City Councilman Calvin Lester's attendance at the meeting.

**T Building for Timmons.** Mr. Guin inquired about the memorandum at board members' stations regarding the T building for Timmons Elementary and that it states in the memorandum that funding is available in the Capital Projects budget? Mrs. Tyler responded it is in the Capital Projects T building account. Mr. Guin asked if this is a decision staff can make if the need is there or is it a matter the board has to act on? The superintendent explained that each year the board gives staff the authority in the budget to do what needs to be done with Capital Projects and asked to staff to verify this process. Steve White explained there is a line item in the budget for \$300,000 for the relocation of T buildings, and it has been his experience that this decision has been left up to staff's discretion as the need arises, and has not required board action. He further explained staff has identified a single, double T building that can be moved to Timmons and there are some remaining funds in the \$300,000 budget that can be used to begin this immediately.

Mr. Rachal asked staff if this is the normal cost to relocate the T buildings? Mr. White answered it is. Mr. Rachal inquired about what amount is budgeted for a new wing addition per classroom? Mr. White answered a ballpark figure is approximately \$100,000 per classroom. Mr. White stated this is the only quick response to the need.

Ms. Phelps asked Mr. White if every temporary building is a two classroom building, and what is the cost for a single classroom? Mr. White answered every temporary building is not a two classroom building, and the cost for a single classroom is approximately half the cost.

Mrs. Armstrong inquired about the additional reports presented that address construction problems and if the issues at Sunset Acres, Oak Park, and Woodlawn are being addressed or will they be addressed in the upcoming budget process? Mr. White explained that the issue of water at Oak Park was addressed this week by staff clearing mud that was drastically slowing down the drainage, and he believes this will eliminate this problem; and if not, staff will determine what additional modifications need to be made. Mr. White reported that the issue at Woodlawn of handicap accessibility to the gymnasium has been assessed and to address this problem, a ramp would need to be built down from the administration wing into the courtyard area and then ramped back up into the gymnasium, which would also require a canopy to provide cover for the wheelchair-bound to be covered in inclement weather. Mr. White also recommended a third ramp and second canopy from the wing adjacent to the gymnasium for easy accessibility by wheelchair-bound students. Mr. White explained that the canopies for walkways to T buildings at Sunset Acres have been looked into and it's also staff's recommendation to consider sidewalks of the appropriate width if canopies are provided, as well as installing handicap ramps to the T buildings. The entire package totals approximately \$240,000.

Ms. Phelps inquired as to why the expense for power was needed on the relocation? Mr. White explained that power poles are located between the second and third rows of T Buildings which is where a walkway would go, thus the need for the relocation of the power poles.

Mrs. Hardy asked about canopies covering the walkways from the gymnasium at J S Clark Middle School. Mr. White stated there was nothing budgeted in this year's capital projects and this was the first year that the Capital Projects Committee recommended bringing forth a specific line item for canopies. He added that with some changes in the additional revenue funding, there was a dedicated line item for canopies; however, J S Clark was not one of the projects we were able to get to. Mrs. Hardy asked why we would build a building like this without covered walkways to keep the students from getting rained on? Mr. White said it was simply an issue of money. There was \$260,000 dedicated for the auxiliary gymnasium and the cost was actually approximately \$500,000, greatly exceeding the budget. This is something that can be readily added in the future. Mr. Henderson stated that as the board proceeds with working on the capital projects budget, this is a project that can be added to the list.

**Consent Agenda.** The president recommended items 9-10, 12-17 as the consent agenda. Item number 11 *Project C.A.M.P. (Creating an Atmosphere to Modify Performance)/W.K. Kellogg Foundation* was pulled. *Mrs. Armstrong moved, seconded by Mrs. May, to accept items 9-10, 12-17 as the consent agenda for the March 15<sup>th</sup> meeting. Motion carried unanimously. Mrs. Armstrong moved, seconded by Mrs. May, that the agenda as printed, with items 1-24 as recommended by staff, be established as the agenda for the March 15<sup>th</sup> CPSB meeting. Motion carried unanimously.*

Mr. Henderson polled the audience for comments and questions. There were none.

Mr. Rachal shared with the board members a proposed resolution which he would ask that the president consider calling an executive session to address. Mr. Henderson indicated that because of the nature of the resolution, the special session would need to be called for no later than noon on Monday, March 7<sup>th</sup>. He stated that when a special session is called or when a regular board meeting is changed, an attempt is made to do so when everyone can be in attendance, and with the LSBA Conference Thursday through Saturday, he believes Monday is the earliest date it can be set. Mr. Burton called for a point of order and this is not a regular meeting and the board president can call a special session if he wishes to do so, but neither a vote nor a poll can be taken at this time. Mr. Rachal requested that the board president call a special session for Monday, March 7<sup>th</sup> at 12 noon. Mr. Henderson asked board members to contact him as soon as



possible as to whether or not they are available to attend a special called meeting on Monday. Mr. Rachal asked if could address the issue at this meeting. Mr. Henderson said he could not. Mr. Rachal asked board members to take the opportunity to review the resolution he has presented and consider the short-term and long-term consequences for our school facilities.

**April Board Meeting.** Mr. Henderson announced that it will possibly be necessary to reschedule the April board meeting as the date of April 19<sup>th</sup> is the day in which the majority of the school board members are scheduled to return from the National School Boards Association annual conference. *Mrs. Armstrong moved, seconded by Mrs. May, to amend the motion establishing the agenda to add an additional item to reschedule the April board meeting. Vote on the motion carried unanimously.*

**Mimie Cherry.** Mr. Henderson announced that Mrs. Mimie Cherry recently passed away. Mrs. Cherry attended almost every board meeting for approximately 25 years and he feels it appropriate that the board recognize her contributions to the Caddo Parish School System and to convey our condolences to her family.

**Adjournment.** *Mrs. May moved, seconded by Mrs. Armstrong, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:50 p.m.*

**March 15, 2005**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, March 15, 2005, with President Willie Henderson presiding and the following school board members present being a quorum – Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps, Lillian Priest (arrived at approximately 4:45 p.m.), Bonita Crawford, Barry Rachal, Larry Ramsey and Ginger Armstrong. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mrs. May gave the invocation and led in the Pledge of Allegiance.

### **CONSIDERATION OF MINUTES OF THE FEBRUARY 15, 2005, MARCH 1, 2005, AND MARCH 7, 2005 CPSB MEETINGS**

*Mr. Burton moved, seconded by Mrs. Hardy, to approve the minutes of the February 15, 2005, March 1, 2005, and March 7, 2005 CPSB meetings as submitted by staff in the mailout. Vote on the motion carried unanimously.*

### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

Superintendent Ollie Tyler presented the agenda and highlighted items being brought for the board's consideration. Mrs. Tyler noted that under Item 6 "*Presentations/Special Recognitions*" the Academic Celebration Committee will also be recognized. Mr. Henderson announced that Items 17 (*Special Education Contract*) and 18 (*Resolution of Continued Employment*) have been added since the work session, that Item 19 (*Representation by Professional Organizations*) has been removed from the agenda per Board member Guin, and he proposed items 9-18 and 20 as the consent agenda. Regarding Item #20, Mr. Burton inquired if the date being proposed for the April board meeting is the same date as the Senior Recognition Program? Mr. Henderson answered it is and that is the reason for moving the time to 3:30 p.m.

### **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators, staff and other guests also were recognized.

**Louisiana Project Learning Tree Teacher of the Year.** Brenda Smith, 4<sup>th</sup> Grade Science and Math teacher at Oil City Elementary Magnet School, was recognized as the Louisiana Project Learning Tree Teacher of the Year. Mrs. Anderson announced that the Project Learning Tree is one of the premier environmental education programs in the world and uses the forest to increase students' understanding of our complex environment, to stimulate critical thinking to develop the ability to make informed decisions on environmental issues and instill the commitment to take responsible action as stewards of our earth. She stated this program is sponsored by the LSU Ag Center, Louisiana Forestry Association and the Louisiana Department of Agriculture and Forestry and introduced Ricky Kilpatrick who made a presentation to Ms. Smith on behalf of the LSU Ag Center. He also announced that Ms. Smith will be submitted for a national award.

**AEP Swepco Vision Grants.** Mrs. Anderson introduced Betsy Warren and John Hubbard, representatives from AEP Swepco, who presented an award of \$20,012 to 43 teachers for their Vision Grants. Mrs. Anderson stated this program partners with educators and provides resources to help make a difference in students' lives. The grants awarded will provide funding for projects that will benefit approximately 7,500 elementary, middle and high school students. Mrs. Anderson asked those teachers present who received these grants to stand and be recognized. Mrs. Anderson also announced that AEP Swepco has partnered with Caddo schools by offering for the last three years a 3-day "Summer Science Inquiry" workshop free of charge for K-12 teachers, donated \$15,000 toward the construction of the EAST Lab facility at Southwood High School, as well as awarded donations for the Robotics Program in Caddo Parish at Keithville and Southwood.

**Louisiana Association of Student Councils Principal of the Year.** Kay Robinson, principal of Caddo Middle Magnet School, was recognized for being named the 2005 Louisiana Association of Student Councils Principal of the Year at the recently held Louisiana Association of Student Councils Conference at Captain Shreve High School. Mrs. Robinson was selected from over 200 schools in the State of Louisiana and recognized for her devotion and service to schools. Members of the faculty and staff at Caddo Middle Magnet presented a beautiful bouquet to Mrs. Robinson.

**Act of Heroism.** Mr. Ray Atmus, Jr., mechanic in Caddo's Maintenance Department, Electrical Engineering Division, was recognized for his recent act of heroism in attempting to pull passengers from a burning auto in a tragic accident near Lakeshore Elementary School.

**LHSAA Basketball State Champs (Girls).** The Southwood Lady Cowboys were recognized for having recently won the LHSAA Class 5A Basketball Championship. Members of the team recognized were Jessica Henry, guard, junior; Lacanjala Latin, guard, junior; Ricosha Kendells, guard, freshman; Cody Webb, forward, junior; Jasmine Grant, forward, freshman; Chuntarria Herron, center, freshman; Anitria Mosley, guard, senior, Sweet 16 Outstanding 5A player; Brittney Houston, guard, sophomore, Shawnette Jenkins, forward, junior; Cindee Wright, forward, senior; Zevelyn Ivory, center, junior; Annie Brown, forward, junior; and Porsha Black, center, junior. Managers Eisha Bates (junior) and Megan Arterberr (sophomore), and Trainer Mike Peck were also recognized. Mrs. Anderson announced that the Southwood Lady Cowboys have won 8 state championships, with 573 wins for the coach and 117 losses. The assistant coach is James Cummings and the coach is Steve McDowell. The principal is Mr. Ken Wood.

**Academic Celebration Committee.** President Henderson and Superintendent Tyler expressed words of appreciation to the members of the Academic Celebration Committee for their hard work and efforts to make Caddo's Academic Celebration held on February 22, 2005 a successful event. Mr. Henderson stated this was an outstanding first for Caddo, and expressed the entire board's appreciation for the work of all employees. Superintendent Ollie Tyler stated that the Academic Celebration was a time for the Caddo family to come together and celebrate the accomplishments of the past school year as well as provide a "Pep" for this week's testing. She expressed how proud she is of all Caddo's employees and recognized the following members of the Academic Celebration Committee for taking the leadership role to make the event a success. Burnadine Moss Anderson and Wanda Gunn (chairpersons), Ginger Armstrong, Tommy Armstrong, Donna Baker, David Barr, Gretchen Boggs, Ed Bradley, Toni Bales, Marie Clark, Richea Corbin, Taquilla Cornelious, Billy Davis, Reginald Dodd, Benny Doty, Lonnie Dunn, Sara Ebarb, Leisa Edwards, Jan Elkins, Lila Finney, Gayle Flowers, Don Fritz, Rhonda Glass, Mickie Grant, Willie Henderson, Jan Holliday, Jeff Howard, Jeff Hudson, Scott Hughes, Niharika Jain (student), Otis Jones, Cooper Knecht, Richard Lavergne, Charles Lowder, Renee Marsh, Lewis McCulloch, Cheryl Mills, Roy Murry, Dr. Jeane Nichols, Ann Ozment, Janis Parker, Henry Price, Kathy Rettelle, Mary Nash Robinson, Mike Roy, Dr. Susan Shofner, Dr. Dominic Salinas, Tommy Smith, Jackie Solomon, Sherry Stanford, Nadalie Thomas, Roy Thomas, Mary Trammel, Mariah Underwood, Charlotte Watson, Sheila Wimberly, Rosemary Woodard, Ben Wreyford and Judy Yarbrough.

Mr. Burton asked for a *Point of Personal Privilege* and announced that as he recognized the great players from Southwood High School, he was reminded that Board member Eursla Hardy was a great basketball player at Grambling and Baton Rouge having the highest score in the State, and was recognized as an All American Player.

## **VISITORS**

Carolyn Rhymes, president of the Caddo Association of Educators, addressed the board on the matter of *when employees are represented*. She stated that members of the Caddo Association of Educators have not expressed a need to change the manner in which they are presently being represented in conferences, hearings, grievances, appeals, and other settings. She said members are trained and are aware of when representation is to occur and it is not when a supervisor wishes to have a conference with them. She said the members believe if what occurs in the administrative conferences is not according to board policy and procedures, the CAE will address the manner in which the conference was handled by filing the appropriate grievance or complaint. She reported that internal investigations, as a result of allegations against an employee, entail the employee and others being questioned by security personnel and other

administrative staff members. She said a CAE representative will accompany the employee when the report is turned over to the Personnel Office; and if at that time it is learned that inaccurate, incomplete information is included in the report, the matter is then addressed through the appropriate channels. Mrs. Rhymes said the CAE understands management's role in supervising employees and also understands the rights of employees, and that the process followed for 25 years has worked and has not interfered with management's role or weakened the employees' rights to grieve when those rights have been violated. She summed up her comments by saying that the CAE believes the board should continue to operate in the manner that has worked and if the time comes when the process needs to be changed, the CAE will approach the board.

Charlotte Watson, president of the Elementary Principals Association, shared with the board this groups' support of the policy and procedure in place for allowing professional organizations to meet with staff members before and after school instead of during teachers' planning times. She said it is important to protect the instructional day and the planning time is very much a part of the instructional day, and encouraged the board's support of protecting the instructional day between 8 a.m. and 3 p.m.

Lewis McCulloch, president of the Middle School Principals Association, addressed the board on CPSB Policy GBI and the Middle School Principals Association's support of no revisions or changes in the current verbage or intent. Mr. McCulloch said it is important to have the latitude to not jeopardize the instructional focus, while at the same time provide a format for presentation that allows proper dissemination to all employees. He added that the implementation of No Child Left Behind has caused administrators to move from informative faculty meetings to more professional development. He stated that instructional interruptions should not be allowed throughout the day, and believes the intent of the policy now in place allows for meetings before and after school which is the appropriate time. He said the term *laissez faire* means leave alone and this is the Middle School Principals Association's request of the board relative to this policy.

Dr. Sandra McCalla, principal of Captain Shreve High School, shared with the board her thoughts on collective bargaining and began her comments by referencing an article in *The Advocate* saying that all 68 school boards in the state oppose collective bargaining. She shared that she would not be where she is today if it were not for collective bargaining/trade unions as her father was a union carpenter. She said one of her father's aims was to educate his daughters so that they could be in a profession where they did not need other people to represent them when an issue arose. Dr. McCalla said that union climates prevail when employees see there is no other means to the ends they wish to meet without collective bargaining. She said that while she is not appearing before the board today representing the CAE, she is a long-time career member of the CAE, and this organization led the way and the school board responded when 25 years ago the school board opened a professional development center at CAE's request. She said she can remember when having a planning period came about, because when she first began teaching, she taught six periods a day and was very appreciative for the planning period being implemented. She stated that Caddo has been the envy of other school systems in providing the type of health benefits, and benefits and salaries, grievance policy, and a due process which gives all employees recourse at every level. She said most differences that occur at the school house are best settled at the school house without any interference, and noted that schools in urban cities around the country that have collective bargaining are in deplorable shape and New Orleans has been cited as the best example in Louisiana. She said collective bargaining will require all teachers to belong to the same organization, losing the flexibility employees have now, will fragment the profession by creating dissention where it is not necessary; therefore, she asked the board if the issue comes to the forefront again, to please consider there is more to lose than gain by implementing collective bargaining.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, first stated for the record that she would like to thank everyone for the respect shown their organization. She addressed the board on a meeting with Federation leaders across the state where they voted to oppose SB7 by Senator Walter Boasso. She explained that this legislation would gut the state teachers retirement system and cut benefits for coming generations of teachers and employees. She further explained that this bill would only affect employees hired after July 1, 2005 and the Federation believes it is important to protect educators' rights who have not yet entered the profession. She said with 40% of all new teachers in Louisiana leaving the profession within the first three years, this bill would make it even more difficult to attract and keep good teachers and

school employees. She explained that the intent of the Boasso bill is to merge the teachers retirement system with the Louisiana State Employees Retirement System which will severely restrict the influence of teachers and state employees in the new system. She said the current teacher system has 12 members who are elected by current educators or retirees and the new 17-member board would include just 1 member elected by current employees and 1 by retirees, with the rest being appointed, including 3 representatives of a for-profit corporation, and the bill would change the way retirement benefits are computed meaning lower benefits to retirees, an increased amount for employee contributions, and a raise in the number of years of service an employee must work before retiring. The proposed legislation would also eliminate the popular DROP program which allows the employees to retire but keep working for 3 years with retirement benefits being paid into an account toward a nest egg for when the employees actually leave public service. Also, employees would no longer be able to use accumulated sick leave in the computation of retirement benefits. She said teachers and school employees deserve to know that they will be taken care of in their retirement and this bill will make it more difficult for teachers to decide they want to spend their careers in Louisiana. She also expressed the disappointment that Governor Blanco did not put pay increases in her executive budget; however, it is believed a legislative package is in the works that will provide the funds needed for raises. She said the Federation will continue to work hard to ensure that when the Legislative Session opens April 25<sup>th</sup> that the state budget will include the state raises our teachers and that employees will receive what they have been promised and what they deserve. She also stated the Federation is committed to a quality education for all children and dignity and respect for those who provide it. Mrs. Lansdale also noted that the Number 1 school system in Louisiana is St. Tammany and it does have collective bargaining.

## **CONFIRM THE CONSENT AGENDA**

*Mr. Burton moved, seconded by Mrs. Hardy to approve the consent agenda (Items 9-18 and 20).* Mr. Guin asked for a point of clarification regarding 10.B.10, 11 and 12 and referenced the president's comment that staff's recommendation is to reject these bids and that the motion sheet and the agenda items do not coincide with one another. The superintendent stated that the items in which bids are recommended to be rejected are those listed as Items 10, 11 and 12 on the motion sheet. *Vote on the motion carried unanimously.* The following is a summary of the items categorized as the consent agenda and approved by the board.

### **Item No. 9.A.**

**Personnel Recommendations.** Per request from the superintendent, Mary Nash Robinson, assistant superintendent for human resources, introduced the following personnel appointments recommended by the superintendent and approved by the board: David Bellar, Assistant Principal of Administration, Booker T. Washington High School and Julia Smith, Interim Assistant Principal of Instruction at Walnut Hill Elementary/Middle School for the remainder of the 2004-2005 school year. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the positions to which they were appointed.

### **Agenda Item No. 9.B.**

**Requests for Leaves.** The following requests for leaves were approved as recommended by staff and included in the mailout.

#### **Certified**

##### **Sabbatical Study, 2005-2006 School Year**

Tamra Daw, Teacher, Oil City Elementary, 23.5 years

**Catastrophic Illness, January 5 (1/2), 6, 7, 2005 (2½ days)**

Kristi Fontenot, Teacher, Broadmoor Middle Lab, 7.5 years

**Catastrophic Illness, February 14 – April 5, 2005 (30 days)**

Katherine Green, Teacher, Sunset Acres Elementary, 17.5 years

**Catastrophic Illness, February 23 – April 13, 2005 (30 days)**

James Ramsey, Teacher, Broadmoor Middle Lab, 2.5 years

**Catastrophic Illness, March 14 – May 2, 2005 (30 days)**

Lynette Savage, Teacher, Keithville Elementary/Middle, 4.5 years

**Catastrophic Illness, April 11 – May 20, 2005 (30 days)**

Marla Townsend, Teacher, Southern Hills Elementary, 14.5 years

Catastrophic Illness, December 17, 2004 (1/2), January 3-14, 2005 (10.5 days)

Mary Beth Tucker, Speech Therapist, Itinerant Speech Dept., 12.5 years

Request of the Board

Kasie Mainiero, teacher at Summerfield Elementary School, request to rescind her leave without pay for the remainder of the spring semester of the 2004-2005 school year.

Classified

Leave Without Pay, February 7, 2005 – until released by doctor (not longer than 1 year)

Deborah R. Speights, Special Education Aide, Hamilton Terrace, 5 years

**Agenda Item 9.C.**

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the other personnel transactions report for hiring, assignment changes, separations and resignations for the period of January 26, 2005 through February 25, 2005 as submitted in the mailout.

**Agenda Item 10.A.**

**Bids.** The following bids were approved as recommended by staff and as submitted in the mailout on the bid tabulation sheets: (1) Toolroom Mill for Caddo Career Center – Machine Tools, Inc. totaling \$35,888; (2) Inspection and Repair of Sprinkler System – Fire Tech Systems, Inc. totaling \$12,206; (3) Middle School Athletics – Football America totaling \$4,085.45; Moore-Sigler Sports World totaling \$5,645.35; Riddell/All American totaling \$2,757.60; S&S Worldwide totaling \$224.72; Shreveport Sports Group totaling \$1,388.76 and Sports-O-Graham totaling \$1,466.70; (4) Food Service Paper and Supplies – Conco Food Service totaling \$19,618.25; Fuqua Paper totaling \$5,988; Long’s Preferred totaling \$70,474.55; Pilgrim’s Food totaling \$6,987.50 and VCC Janitorial totaling \$43,699.50. (5) Fish Poultry, Eggs, Meat and Specialty and (6) Canned and Frozen Foods and Supplies – Conco Foods, Farmer’s Seafood, Gerlach Meat, Lance, Inc., Pilgrim’s Food and VCC Janitorial for Food and Supplies.

**Bids. (Capital Projects/Construction).** The following bids/recommendations were approved as submitted by staff in the mailout: (1) Cooling Tower at Turner, Project 2006-303 – Fitzgerald Contractors, Inc. for the sum total of \$135,000; (2) Cooling Tower for Keithville, Project 2006-304 – Fitzgerald Contractors, Inc. for the sum total of \$127,900; (3) Fire Alarm & Fire Safety at Oak Park, Project 2006-308 – Camus Electric for the sum total of \$59,600; (4) Fire Alarm & Fire Safety at Oak Terrace, Project 2006-309 – Camus Electric for the sum total of \$85,840; (5) Huntington Roof Bldg E1, K, M, O and Canopies, Project 2006-214 – Grosjean Contractors, Inc. for the sum total of \$272,000; (6) Cooling Tower at Linwood, Project 2006-306 – Fitzgerald Contractors, Inc. for the sum total of \$102,625; (7) HVAC Window Unit replacement at University, Project 2006-501 – Air Repair, Inc. for the sum total of \$24,780; (8) Summerfield Parking Lot & Drop-off Loop, Project 2006-235 – ZAC Construction Company for the sum total of \$241,471; (9) Wireless Additions & MDF Upgrades at Various Schools, Project 2005-308A – Jack Moorman Electric for the sum total of \$276,805; (10) Lighting Retrofit at Oak Park, Project 2006-405, All bids for Project 2006-405 “Lighting Retrofit at Oak Park” be rejected; (11) Fire Alarm & Fire Safety at Northwood, Project 2006-310 – All bids for Project 2006-310 “Fire Alarm & Fire Safety at Northwood” be rejected; (12) Lighting Retrofit at Linear, Project 2006-402 – All bids for Project 2006-402, Lighting Retrofit at Linear, be rejected.

**Agenda Item No. 11**

**USDA Team Nutrition Training Grant.** The board approved the 2005-2006 USDA Team Nutrition Training Grant as recommended by staff and included in the mailout.

**Agenda Item No. 12**

**Early Reading First Grant.** The board approved the Early Reading First Grant pre-application as recommended by staff and included in the mailout.

**Agenda Item No. 13**

**K-12 Mathematics Textbook Adoption.** The board approved the adoption of the K-12 Mathematics Textbooks as recommended by the Mathematics Textbook Review Committee for Caddo Parish schools for 2005-2012 and as recommended by staff and included in the mailout.

#### Agenda Item No. 14

**Fair Park: Initial Ninth Grade “Jump” Program Proposal.** The board approved the Initial Ninth Grade Jump Program Proposal for Fair Park as recommended by staff and included in the mailout.

#### Agenda Item No. 15

**Workmen’s Compensation Settlement – Deborah Shelton v. CPSB, Claim #39952.** The board approved the workmen’s compensation settlement for Deborah Shelton v. CPSB, Claim #39952, for the amount of \$25,000, as recommended by staff and included in the mailout.

#### Agenda Item No. 16

**Bond Prioritization Committee’s Recommendations for Second Phase.** The board approved the Bond Prioritization Committee’s recommendation for the second phase of the bond funds as included in the mailout.

#### Agenda Item No. 17

**Special Education Contract.** The board approved the special education contract for the Special Education Department to offer required services to students with disabilities as recommended by staff and as revised as per legal counsel and placed at board members’ stations.

#### Agenda Item No. 18

**Resolution of Continued Employment.** The board approved the resolution directing the superintendent to write letters of reasonable assurance of continued employment as submitted in the mailout.

#### Agenda Item No. 20

**Reschedule April CPSB Meeting.** The board approved that the April 19, 2005 regularly scheduled CPSB meeting be changed to Thursday, April 21, 2005 at 3:30 p.m.

#### SUPERINTENDENT’S REPORT

**Report on Booker T. Washington Feeder Schools and Study of Demographic Lines in CPSB District 3.** The superintendent announced that a meeting has been scheduled for March 21<sup>st</sup> to begin working on this request.

**Feasibility Study on Oil City Elementary School.** Mrs. Tyler reported that a meeting is scheduled for March 23<sup>rd</sup> to address this item.

**Report on Queensborough Elementary Handicap Accessibility.** Superintendent Tyler stated that she will be working with staff to address this item when Mr. White returns to work and a report will be sent in the *Weekly Briefings*.

**Report on Caddo Heights Paved Parking Lot.** Mrs. Tyler announced that a report on this item was given to Mrs. May and a copy will be shared with all board members through the *Weekly Briefings*.

#### UNFINISHED BUSINESS

Mr. Burton inquired about the status of his request to staff relative to the feasibility of correcting the parking space problem at West Shreveport Elementary. The superintendent responded that she will follow up and provide a response.

Mr. Rachal stated that discussions were held earlier in the year regarding teacher absences and referenced the weekly report provided on the total number of teachers that are absent that staff

has filled with subs. He would like to get another report of the daily absences with special attention on Fridays (a history of these absences for this year).

## **NEW BUSINESS**

Mr. Ramsey requested that *Revision to the Whistleblower Retaliation Policy* be placed on the board agenda. He asked that Mr. Abrams review this policy and present possible revisions.

## **ANNOUNCEMENTS AND REQUESTS**

Ms. Phelps referenced the recent release of the District Performance Scores and expressed appreciation to the staff for their hard work in the successful scores.

Mr. Ramsey stated he thought the retreat was very successful. Mrs. May suggested that future retreats be 3 days rather than 2 days to allow appropriate time to cover everything. Mr. Rachal also expressed his appreciation to staff for the information they shared which has given him a greater appreciation for what the staff does.

## **EXECUTIVE SESSION**

**Student Readmission Appeal Hearing.** *Mr. Burton moved, seconded by Mrs. Crawley, to accept staff's recommendation relative to the student readmission appeal. Vote on the motion carried unanimously.*

**Cavalier v. CPSB et al, No. 03-30395, US Fifth Circuit Court of Appeals.** *Mr. Burton moved, seconded by Mrs. May, to go into executive session for up to 10 minutes to hear an update on the Cavalier v. CPSB et al, No. 03-30395, US Fifth Circuit Court of Appeals. Vote on the motion carried unanimously and the board went into executive session at approximately 5:47 p.m. The board reconvened into open session at approximately 6:37 p.m.*

**Tenure Hearing for Tenured Teacher.** *Mr. Burton moved, seconded by Mrs. Hardy, to go into executive session for a tenured hearing for as long as it takes to dispense with the matter. Vote on the motion carried unanimously and following a 10 minute recess to set up the room, the board went into executive session at approximately 6:50 p.m.*

Mr. Burton left the meeting at approximately 10:30 p.m.

The board reconvened into open session at approximately 10:50 p.m. Mr. Guin asked that when scheduling the remainder of the hearing, that board members be given as much notice as possible so work schedules can be adjusted to allow attendance at the remainder of the hearing.

**Adjournment.** *Mr. Guin moved, seconded by Mrs. May, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 10:51 p.m.*

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Ollie S. Tyler, Secretary

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Willie L. Henderson, President



**April 5, 2005**

The **Caddo Parish School Board (CPSB)** met in *special session* on Tuesday, April 5, 2005, at approximately 5:50 p.m. (immediately following the Executive Committee/Board Work Session) with President Willie Henderson presiding and the following board members present being a quorum: Phillip Guin, Eursla Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Larry Ramsey and Ginger Armstrong. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. The invocation and pledge were omitted.

## **VISITORS**

Alma Stewart, retired Caddo Parish teacher, addressed the board on Caddo's magnet schools. She expressed appreciation to the board for recognizing the importance of giving her a choice for her children, and now her grandchildren, to attend the school setting which best fit them and their focus. She expressed her, and her husband's, support of all schools in the parish and shared their experiences in volunteering in the schools. Mrs. Stewart indicated it is her desire that her grandchildren remain in a diverse setting and encouraged the board to move forward.

Braden B. Ash, parent, addressed the board on the future of Caddo's magnet program. He expressed his appreciation to the board's dedication to the continuing excellence of Caddo's educational system. He stated his interest and sensitivity to the challenges the board faces and encouraged and urged the board to preserve the magnet system, as it works. Raising standards of expectation will seldom produce negative results, and he asked the board to provide a solution to move forward and preserve what we have.

Joe Webb, parent, addressed the board on a situation regarding his children in Caddo Parish public schools and school board policies governing transportation for students. He stated they recently moved and because of policy, his high school student has had no transportation to and from school. He stated his experience with other school districts helping to get the students back and forth to school. He has now learned that transportation can be provided for the student, but because he missed so much school, he referenced a letter requiring him to attend a mandatory conference where he will be fined. He shared that he doesn't understand why he cannot get answers to his questions since it is our job to make sure the children get an education and he doesn't see this happening in this district.

Owen Holoman, parent, addressed the board on the testing of four and five-year olds for the magnet program. He said the magnet program is a very good program and encouraged the board to continue with it, and he is in favor of the new ruling regarding testing by scores. He said to him No Child Left Behind also means no classroom will be slowed down by children who are unequally yoked. Children need to be challenged and with peers of their same intelligence.

Greg Brown, parent and local child adolescent psychiatrist, addressed the board on the service magnet schools provide on the academic achievement performance of the parish school system. He said the magnet schools provide opportunities and challenges to a very diverse group of students from varied backgrounds. He said the availability of the magnet option is a crucial component for those families who desire to keep their children in the public school system, as well as for families considering moving to this area. He encouraged the board to look at and consider approving the superintendent's recommendation for changing the current structure of the magnet program and move forward.

Chere Ann Nathan, parent, spoke in support of the magnet school system and her involvement with education at the medical school in Shreveport. She said there are a number of programs that have been introduced by the medical school and Biomedical Research Foundation to stimulate interest in the sciences for those students who will be applying to medical school. She said she has repeatedly seen that those who apply and complete these programs are the magnet school students. She also explained that in the recruitment of faculty for the medical school, the perceived educational standards in the state are a major concern. However, she further stated that once she explains the accolades and achievements of Caddo's schools and the magnet schools, not only in academics, but also in the arts, the medical school has been successful in recruiting some of the best faculty to this area. Not supporting the magnet program will indirectly affect the economic growth and development of the City. She said studies indicate all

students do not learn in the same way; and if we take advantage of students' interests and aptitude, they will do better in even the unrelated subjects. She said it is important to provide the academically inclined students an environment to thrive and develop to the best of their abilities. Mrs. Nathan said the system has been successful and deserves to be nurtured and emulated, and asked the board to support the superintendent's plan which promotes diversity and retains the magnet school system.

Susan Falbaum, parent, shared with the board her experiences with Caddo's magnet program. She said her children's experience at Caddo Magnet High School has been nothing shy of extraordinary, and that the magnet school has met all aspects of her children's academic, creative and social needs. Mrs. Falbaum stated she believes the total focus on the student can best be accomplished in a magnet environment where most of the students are because of their desire for learning and the staff can concentrate on teaching. She said Caddo Magnet has also repeatedly brought state and national recognition to Caddo Parish through the achievements of its students.

Sheila Cason, parent, shared with the board why she decided to have her child in the Caddo public system, and encouraged the board to support the superintendent's proposal.

Malcolm Murchison, parent, spoke in support of the magnet school program. Mr. Murchison re-emphasized the importance of diversity in the magnet program and encouraged the board to continue this. Secondly, he said academic choices have allowed his children to be academically challenged in the environment that best suited their needs. He shared with the board the experience of his son being selected as Presidential Scholar, one of 104 children, two from every state; and because of this honor, he was able to go to Washington, D.C. for a ceremony at the White House. While there, he ran into two other parents whose children had attended South Highlands Elementary Magnet School, which he believes speaks highly of the system to have three of the 104 students as products of this district.

Billy Brokenberry, parent, addressed the board on the positive experience he has had with the magnet program in Caddo Parish. He said the challenges the magnet programs offer are very important, and he believes had it not been for the magnet programs, his daughter would have not had the opportunity to play on Kennedy Stage. He encouraged the board to keep these magnet programs in place and continue to move forward.

## **PERSONNEL RECOMMENDATIONS**

*Mr. Burton moved, seconded by Mrs. Hardy, to accept the superintendent's recommendations for personnel recommendations. Vote on the motion carried unanimously.* Mary Nash Robinson, assistant superintendent for human resources, introduced the following appointments approved by the CPSB: (1) Pamela Fite, Professional Development Specialist, and (2) Demise Loyd, head coach at Booker T. Washington High School. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board salary schedule applicable to the position to which they are appointed. Administrators, family and friends present were also recognized.

## **APPROVAL OF RESOLUTION PROVIDING FOR ISSUANCE AND SALE OF GENERAL OBLIGATION REFUNDING BONDS, SERIES 2005 AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH**

Mrs. Tyler requested that this item be pulled from the agenda, because bond counsel has advised the market is not where it needs to be for the district to reap the benefits. She asked that it be placed on the agenda for the April 21<sup>st</sup> meeting for the board's consideration at that time if the market is where it needs to be. The president announced the item will be placed on the April 21<sup>st</sup> agenda.

## **EXECUTIVE SESSION**

**Student Readmittance Appeal Hearing.** *Mr. Burton moved, seconded by Ms. Priest, to accept the superintendent's recommendation for the student readmittance. Vote on the motion carried unanimously.*

**Update Regarding Litigation in Jones v. CPSB, CV No. 11,055 and Update Regarding Litigation in Cavalier v. CPSB, No. 03-30395, U.S. 5<sup>th</sup> Circuit Court of Appeal.** *Mr. Burton*

*moved, seconded by Mrs. May, to go into executive session for up to 20 minutes concerning the update regarding litigation in Jones v. CPSP and the update regarding the litigation in Cavalier v. CPSB. Vote on the motion carried unanimously and following a brief recess, the board went into executive session at approximately 6:00 p.m.*

The board reconvened into open session at approximately 6:54 p.m.

*Mr. Ramsey moved, seconded by Mrs. Hardy, that the Caddo Parish School Board not consent to Julie Cavalier's intervention in the suit of Jones v. CPSB as requested in her letter to Julie Lafargue dated March 17, 2005, and presented to the board. Vote on the motion carried unanimously.*

*Mr. Ramsey moved, seconded by Mrs. Hardy, that (1) the Caddo Parish School Board not apply for writs to the U.S. Supreme Court in the litigation entitled Cavalier v. CPSB, 03-30395, U.S. 5<sup>th</sup> Circuit Court of Appeal and (2) that the board implement the interim admissions policy for elementary and middle magnet schools for the 2005-2006 school year, which provides as follows:*

*This policy will be temporary and will be in effect only for the 2005-2006 school year.*

*All admissions to all magnet schools will be made without regard to race and without consideration of race.*

#### **Elementary Magnet Schools**

*The admissions policy for the elementary magnet schools is based upon the following criteria: sibling preference, admissions test scores, and diversity.*

*First preference will be given to siblings of enrolled students in the same manner as utilized in the past. That is, applicants who meet the qualifications for admission to the magnet school, and who have siblings presently enrolled in the school who will be enrolled at that school for the 2005-2006 school year, will be admitted first. This admission will be made without regard to race and without consideration of race.*

*Admissions to the remaining seats available at an elementary magnet school after siblings are placed will be made as follows:*

*First, 50% of the seats will be filled based upon ranked admissions test scores, without regard to race and without consideration of race.*

*Then, in order to achieve diversity, 50% of the seats will be filled from a pool of applicants who meet the criteria for admission to the magnet school and who would be assigned to attend a Title I school for the 2005-2006 school year. This admission will be made without regard to race and without consideration of race.*

*Thereafter, if seats are still available, applicants will be placed according to their ranked admissions test scores, without regard to race and without consideration of race.*

*When admissions are made based upon ranked admissions test scores, only one ranking list of all applicants will be used. Applicants will be ranked according to their admissions test score, without regard to race and without consideration of race.*

#### **Middle Magnet Schools**

*First preference will be given to siblings of enrolled students in the same manner as utilized in the past. That is, applicants who meet the qualifications for admission to the middle magnet school, and who have siblings presently enrolled in the school who will be enrolled at that school for the 2005-2006 school year, will be admitted first. This admission will be made without regard to race and without consideration of race.*

*All remaining seats after placement of siblings will be assigned to applicants who meet or exceed the required admissions test score, without regard to race and without consideration of race.*

*When admissions are made based upon ranked admissions test scores, only one ranking list of all applicants will be used. Applicants will be ranked according to their admissions test score, without regard to race and without consideration of race.*

### **High Schools**

*The present admissions policy for Caddo Magnet High School and the high schools with magnet components will remain the same. These policies presently do not consider race in admitting students, and will not consider race in admitting students for the 2005-2006 school year.*

Mr. Ramsey stated his appreciation for the time the superintendent, staff and attorneys spent in developing this policy. He said the first request was to help us comply and keep the school system going in the direction it's going in and he personally feels this is the right decision. He asked the board to support this interim admissions policy. Mrs. Hardy congratulated the superintendent, staff and others involved in developing this interim policy and expressed appreciation for those who gave up their Spring Break to accomplish this. Mr. Guin also thanked the superintendent and staff and asked legal counsel, for the record, if the proposed policy the board is preparing to vote on meets the requirements of the 5<sup>th</sup> Circuit Court ruling and, basically, is it legal? Mr. Abrams responded yes it is. Ms. Phelps echoed previous comments and expressed appreciation to all who were in attendance today. She said the board believed they were doing things according to policy and rules and there was nothing done intentional to be unfair. She believes the board was unaware the policies had changed, and not knowing something had changed, there was nothing to do about it. She also stated that with the way in which this matter was brought up, that the changes being made indicates the board's willingness to make necessary changes once they became aware of the need to do so.

*Vote on the motion carried unanimously.*

Mr. Abrams stated for clarification to the public that the CPSB was always acting in compliance with the Consent Decree, as best as we can determine. He said the district court ruled in favor of CPSB at the lower level that we were complying with the Consent Decree at all times and that in 1996, the 5<sup>th</sup> Circuit actually ruled in the same manner, upholding the same decision as to the manner in which children were admitted to the magnet schools; however, the court has changed, therefore this ruling was a surprise to the CPSB. The board was acting in accordance with the court order, and was caught in a *Catch 22* type situation in trying to comply with the district court who believed we were complying with that order and ruled in the CPSB's favor, just for it to be overturned by the 5<sup>th</sup> Circuit Court this year. The board has acted in accordance with the 5<sup>th</sup> Circuit and their denial to a rehearing and can now move forward. Mr. Abrams reiterated that the CPSB acted in accordance with law at all times until the 5<sup>th</sup> Circuit made a change in its decision.

Mrs. Tyler thanked the board for continuing to put the children's interest first in making sure Caddo has the kinds of schools that will meet the needs of all our children. She stated that the standards have not been lowered and all the children will meet the standards in place for the magnet schools, and diversity will still be in place based on the poverty guidelines.

Mr. Henderson also expressed his appreciation to the superintendent and legal staff, and especially to the members of the board, for the manner in which they rose to the task of addressing a concern. He believes the board has viewed this as a challenge and something that can be used to make the system better. Mr. Henderson believes the system will be stronger and will provide for an even better policy.

**Adjournment.** *Mr. Guin moved, seconded by Mrs. Crawley, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 7:10 p.m.*

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Ollie S. Tyler, Secretary

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Willie L. Henderson, President

**April 5, 2005**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana, at 4:30 p.m. on Tuesday, April 5, 2005, with President Willie Henderson presiding and Ginger Armstrong and Lola May present being a quorum. Other school board members present were Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal and Larry Ramsey. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Ms. Phelps gave the invocation and led in the Pledge of Allegiance.

## **PRESENTATIONS**

**Middle and High School Professional Development Schools.** Leisa Edwards, middle schools director, and Roy Thomas, high schools director, introduced the middle and high school professional development schools and the Centenary College partners. Ms. Edwards referenced the presentation made to the board in March on the elementary professional development schools and stated that it was because of this partnership's success that collaboration began in 2002 with Youree Drive Middle School and in 2004 with C. E. Byrd High School. Dr. Naomi Coyle, then of Centenary College, met with the administrators and faculty at both schools to discuss the partnerships and the roles of the PDS schools, and both schools voted overwhelmingly to support the partnership. Roy Thomas stated that one of the first projects of the PDS partnership was a scholarship, when in 2003 Centenary offered its first course, Supervision of Student Teaching, at Youree Drive Middle School. He added that in the summer of 2004, the same course was offered at C E Byrd High School.

Arleen Hague, principal of Youree Drive Middle School, shared with the board highlights of the professional development learning community partnership with Centenary College, focusing on academic excellence in the neighborhood schools. Mrs. Hague stated that Centenary College and Youree Drive are developing partners in education where the partnership and commitment of Centenary and Youree Drive's teachers has allowed for professional growth together. She highlighted the Student Teacher course taught by a Centenary professor in the summer of 2003 which allowed for 21 teachers to become certified for student teachers in their classroom. Mrs. Hague also highlighted an art program offered through Meadows Museum which provided enrichment in the Fine Arts to the 6<sup>th</sup> graders. She also highlighted several ways in which professional development opportunities were provided, i.e. expertise of Centenary instructors was used to conduct an inservice on higher order thinking skills, opportunities to attend conferences in such areas as grant writing, non-education majors assisting in the classrooms, the future publication of a book on classroom management techniques, and student teachers from Centenary. The Art Department at Youree Drive this year led the conferences with parents where students explained their portfolios, projects and grades. This partnership is allowing for Centenary graduates to become a part of the faculty at Youree, to become successful professionals and to remain in the community to provide outstanding leadership and expand the professional learning community. Mrs. Hague further stated that being a professional development school allows for new ideas and strategies that evolve through collaborative work and helps professional development of new teachers, supports student learning and supports professional development for the faculty. She also introduced members of the Youree faculty present at the meeting.

Jerry Badgley, principal of C. E. Byrd High School, shared with the board highlights of the partnership between Centenary College and C. E. Byrd High School as a professional development school which began in the Spring of 2004. Mr. Badgley said the school is very proud of Byrd's status as a 4 star school of exemplary academic growth and he believes this is possible because of the partnerships that have been developed. He said the students of C. E. Byrd have an excellent opportunity to experience firsthand wonderful and exciting challenges they will face as student teachers. He reported that Byrd currently has four student teachers from Centenary; and a technology class for Centenary students has also been offered on the Byrd campus, which was an expansion from the student teachers on the campus. The Science Department also began holding accountability nights where parents are invited in small classroom settings to review the information students will be expected to know for spring accountability testing, and it is hoped this will be expanded into all four core courses next year. Mr. Badgley shared with the board that the faculty is excited about the future partnership with Centenary.

Mr. Thomas stated that high expectations have been set for the 05-06 school year; however prior to that time, the schools will help plan and implement the May module. Also, the Supervising Student Teachers course will be offered next year at Centenary which will enable teachers to earn three graduate credit hours. Mr. Thomas said that the schools have pledged to continue to provide observation and student teaching opportunities for those students who are up and coming teachers, as well as expand the participation in the May module. He also said staff will attend the PDK quarterly meeting, which affords the opportunity for everyone to come together and talk about issues that relate to the schools in the partnership. Also, Centenary's faculty will be included in the PDK conferences, and school staff will offer to serve as guest lecturers in Centenary's classes, as well as provide access for Centenary students and faculty who are conducting research. Ms. Edwards summarized the group's presentation by recognizing representatives of the professional development department who met with principals and staff to discuss faculty inservice based on needs assessment from accountability data, as well as activities for the spring and upcoming school year. She announced that Centenary will provide input in analyzing accountability test data to be received May 10<sup>th</sup> and will be looking at strengths and weaknesses for planning inservices. She reported an external assessment of existing programs will be provided, support in writing school grants, as well as collaborate with the professional development liaison regarding CLUs. Teachers in the middle school have met regarding being highly qualified and meeting the No Child Left Behind mandates and Centenary and the professional development staff specialists are working to see specifically what middle school teachers need to be highly qualified. Ms. Edwards also stated that they will participate in family LEAP and GEE family nights to help the parents help the students as well as explore the possibility of providing college courses that will allow teachers to become highly qualified. They will also assume the fiscal responsibility for stipends for the classroom teachers involved in teaching of the methods courses. Ms. Edwards also thanked Mrs. Linda Nelson, Dale Comonique, Linda Creech and Mike Roy for assisting in today's presentation.

Mr. Henderson expressed appreciation to the superintendent and staff and Centenary College for participation in this program and the very fine report. He encouraged the superintendent and staff to continue to move forward.

#### **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE APRIL 21, 2005 CPSB MEETING**

The superintendent reviewed the proposed agenda for the April 21, 2005 school board meeting and discussion followed as summarized.

**Revisions to CPSB Policy GBCB and GBCB-R.** Larry Ramsey requested that this item be postponed to the May meeting and that it be deferred to Legal Counsel. Mr. Abrams explained this item relates to revisions in the Whistleblower Policy and to better define what is subject to whistle blowing, as well as the procedures in the appeal process. He said he is asking that this be postponed until the May meeting as he has not had an opportunity to prepare something for the board's consideration because of the numerous other issues being addressed.

**Request to Use Booker T. Washington Auditorium.** Willie Burton stated that a request has been made to use the BTW auditorium this summer; and because the policy states special permission is needed in the summer, he is asking the board to approve this request as it has been done in the past.

**Representation by Professional Organizations.** Mr. Guin stated that last month some board members expressed concerns in the way some of the policy revisions were written and he believes board counsel has answered those concerns. He referenced a copy of the revision which has been approved by board counsel and shared with board members today and asked for it to be placed on the April 21<sup>st</sup> agenda.

**Bids.** Mrs. Armstrong referenced the bid item *Walnut Hill Girls Locker Room, Phase I*, and asked the superintendent when the boys' locker room might be addressed and if this will have an affect on the building of a new gymnasium at Walnut Hill? The superintendent asked Steve White to respond to the question. Mr. White explained that the girls' locker room at Walnut Hill is funded through the specific annual allotment for Title IX improvements and the boys' locker room would have to be renovated from funds through the Capital Projects budget; and due to

budgetary constraints, it's not being brought forward as a recommendation for this year. Mrs. Armstrong asked if there is any minimal funding to upgrade the boys' locker room in any way? Mr. White said he will take a look at the request and report back on what might possibly be done in various stages. He explained that renovations are typically made in one project, as this is the most cost effective way of only having to pay the mobilization fee to the contractor one time for moving onsite.

Mr. Henderson asked what happens if the renovation of the girls' locker room is delayed (because it is a Title IX situation) in the event consideration is given on the construction of a new gym? Mrs. Tyler responded she will get with staff to discuss the Title IX timelines regarding promises made to address Title IX issues.

Mr. Burton asked if the Fair Share coordinator has been involved in the bid process for the projects listed on the agenda? The superintendent answered in the affirmative.

**Consent Agenda.** The president recommended items 9, 11-13, and 15-21 as the consent agenda. Item number 22 *Revisions to CPSB Policy GBCB and GBCB-4 (Abrams)* was postponed until the May meeting. *Mrs. Armstrong moved, seconded by Mrs. May, that the proposed agenda for Thursday, April 21, 2005 CPSB meeting be approved. Motion carried unanimously.* Mr. Henderson polled the audience for comments and questions.

Pat England, Caddo Association of Educators, stated that when the board changed from meeting twice a month to one meeting a month with a work session, it was done so materials could be sent out prior to the meeting and if anyone had questions, they would have the opportunity to ask them at the work session. She added that for years, the CAE had access to the mailout information, but now each month pays ten cents a page for the materials, and they do so because it is important as a professional organization to know what the board will be considering. She referenced the packet received over the spring break, and that only today the revised agenda was received, but not information relating to the item added. Information was provided to the board members today at the meeting on that particular item; but, she pointed out, the opportunity for the audience to comment or ask questions in this work session was denied because no one knew what was included in the document provided to the board today. She urged the board to revisit the procedures for the work session and consider what the intent and spirit was when the procedure was established.

**Adjourn.** *Mrs. Armstrong moved, seconded by Mrs. May, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:13 p.m.*

**April 21, 2005**

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 Thursday, April 21, 2005, with President Willie Henderson presiding and the following school board members present being a quorum – Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May (arrived at approximately 3:50 p.m.), Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Larry Ramsey and Ginger Armstrong. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Ms. Phelps gave the invocation and led in the Pledge of Allegiance.

### **CONSIDERATION OF MINUTES OF THE MARCH 15, 2005 AND APRIL 5, 2005 CPSB MEETINGS**

*Mr. Burton moved, seconded by Mrs. Armstrong, to approve the minutes of the March 15, 2005 and April 5, 2005 CPSB meetings as submitted in the mailout. Vote on the motion carried unanimously.*

### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

Superintendent Ollie Tyler presented the agenda and highlighted items being brought for the board's consideration. Mr. Guin requested that Item 22 *Representation by Professional Organizations* be postponed until further notice. Mr. Henderson announced Items 9-13 and 15-21 as the consent agenda.

### **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators, staff and other guests also were recognized.

**United Studies Student Exchange Program.** Mrs. Anderson recognized students in attendance from Russia, China, Germany and Mexico who are a part of the United Studies Student Exchange program. Sue Callaway, director, and Matthew Cox, community volunteer, were also recognized and welcomed.

**Zaner-Bloser Handwriting Contest Winner.** Keith Winston, 5<sup>th</sup> grader at Shreve Island Elementary, was recognized as the winner of the Zaner-Bloser Handwriting Contest, being recognized as the best in the State of Louisiana. Mrs. Anderson announced that he will also be competing nationally in April. Dr. Karen Eason is the principal at Shreve Island Elementary.

**Math Count Winners.** The following students were recognized as Math Count winners for the State of Louisiana: (1) Mickey Garrett placed 1<sup>st</sup> in regional competition, 3<sup>rd</sup> place in the State of Louisiana, and is progressing to the national competition in Detroit. He is a student at Caddo Middle Magnet. (2) Nicholas Taylor placed 2<sup>nd</sup> in the regional competition, 4<sup>th</sup> place in the State of Louisiana, and will compete in the national competition in Detroit. He is a student at Caddo Middle Magnet. (3) Kyle Johnson placed 3<sup>rd</sup> in regional competition and is a student at Caddo Middle Magnet. (4) Amanda Foy placed 4<sup>th</sup> in regional competition and is a student at Caddo Middle Magnet. Mr. T. Willie Moore is the teacher/coach and Mrs. Kay Robinson is the principal.

**Perfect ACT Scorer.** Andrew Williamson, junior at Caddo Magnet High School, was recognized as one of only two college-bound students in Louisiana and one of 17 students in the United States, to achieve a 36, the highest possible composite score, on the December 2004 ACT. Mrs. Anderson shared with those present that of the national high school graduating class in 2004, the average ACT score was 20.9. Mrs. Mary Rounds is principal of Caddo Magnet High School.

**BESE Student Member.** Scott Hayter was recognized as the student from the State of Louisiana who sits on the Board of Elementary and Secondary Education. He is a junior at



Captain Shreve High School and is the fifth *Gator* who has been selected to represent Louisiana's high school students as an advisor to BESE. Mrs. Anderson explained that he travels to Baton Rouge every month to meet with the BESE board and help with decisions that affect students. Dr. Sandra McCalla is the principal at Captain Shreve High School.

**National East Team Winners.** The following EAST (Environmental and Spatial Technology) Lab students were recognized for achievements at a recent conference in Little Rock, Arkansas. (1) Amber Futch, Richard Morales and Candace Sheridan were recognized as the Windows 2000 Server winners. (2) Brad Franklin, John Garcia, Nathan Haynes and Devin Kirkham were recognized as Regional Geospatial Training winners. (3) Joshua McCartney and Devin Kirkham were recognized as winners in Architectural Design in the EAST Program. (4) Vanessa Glover was recognized for achievement in Advanced GIS: Vector Analysis and Visualization. (5) Stanley Paden and Timothy Strobeck were recognized as winners in Solid Edge. (6) Shanan Walker and Joseph Wang were recognized as winners in the Casablanca Division. (7) Elizabeth Beasley, Kimberley Bennick and Amber Brashear were recognized for having received a superior rating in their competition. Mr. Jeff Roberts is the MST Coordinator, Mrs. Carolyn Lacowski and Mr. Lloyd Rushing are the EAST facilitators. Mrs. Anderson announced that the team received a *Superior* rating, which is the highest rating a team can receive.

**Louisiana Skills USA Winners.** The following students were recognized for accomplishments in the Louisiana Skills USA competition (formerly known as Skills USA VICA). This national organization serves a quarter million secondary and post secondary students enrolled in technical skilled and service occupations. (1) Brittany White, a student at Captain Shreve High School, received recognition in the area of *Promotional Bulletin Board*. (2) Matthew Bailey, a student at Captain Shreveport High School, received recognition in the area of *Architectural Drafting*. (3) Roshundra Smith, a student at Captain Shreve, was recognized in her area of *Opening & Closing Ceremony Team*. (4) Justin Baker, a student at C. E. Byrd High School, was recognized in the area of *Technical Drafting*. (5) Justin Forman, a student at Fair Park High School, was recognized in the area of *Extemporaneous Speaking*. (6) Heidi Jones, a student at Northwood High School, was recognized as the *State Treasurer*. (7) Kyle Turner, a student at Northwood High School was recognized in the area of *Advertising Design* and for the Louisiana State Pin design. (8) Nathaniel Patten, a student at Northwood High School, was recognized in the area of *Precision Machining*. (9) Chasity Knox, a student at Southwood High School, was recognized in the area of *Opening & Closing Ceremony Team* and she is also *State Parliamentarian*. (10) David Bush, a student at Southwood High School, was recognized in the area of *Heating, Ventilation & Air Conditioning*. (11) Jessica Chism, Southwood High School, was recognized in the area of *Opening/Closing Ceremony Team*. (12) Lindsey Briceno, Southwood High School, was recognized in the area of *Opening/Closing Ceremony Team* and is also the *State Secretary*. Mrs. Anderson also recognized teachers Donald Vaughn, Debbie Bothel, the home school principals, as well as Gayle Flowers, principal of Caddo Career & Technology Center.

**National Board Certified Counselors.** Mrs. Anderson recognized the following counselors who have recently attained National Board Certification status: (1) Sandra Thaxton (Broadmoor Middle Laboratory School); (2) Penny Sampson (C E Byrd High School); (3) Karen Smith (Caddo Career & Technology Center); (4) Courtney LeBlanc (Creswell Elementary School) and (5) Susan Willoughby (Vivian Elementary/Middle School)

**Recess.** The board president called for a five-minute recess at approximately 4:10 p.m. The board reconvened into open session at approximately 4:25 p.m.

## **VISITORS**

Vera Jones, Phi Delta Kappa, addressed the board on this sorority's parental involvement program. She shared that baseline data continues to reveal there is a lack of parental involvement and their organization believes that accountability is a two-way street. With the responsibilities on teachers and schools today, the homes and parents should share that same responsibility. She announced that in commemoration of their Founder's Day activities, they are hoping to provide a sea of support that will actually increase the roles of parental involvement in the PTAs by approximately 500. Mrs. Jones announced that their sorority challenges other organizations to work with them on this project to hopefully encourage the schools' principals.

Mary Butler, Phi Delta Kappa National Sorority, expressed appreciation to the Caddo Parish School Board and the superintendent for the opportunity to present to seven schools a token to help them get this program started. She said they have a desire to get parents involved in the PTA program in the schools so they will be aware of what is going on in the schools. She said she believes this is a starting point. She explained the program is the YES Program (Y is for youth, the E is for Education and S is for Service). Mrs. Butler recognized the following schools - Central Elementary, Creswell Elementary, Herndon Elementary, Turner Elementary, Caddo Middle Career & Technology, J S Clark Middle School, Bethune Middle School and Lakeshore Elementary – and presented each with a check for \$100 to assist in getting as many parents as possible involved in the PTA.

Mrs. Hardy expressed appreciation to this sorority for the many things they do for the students and asked that they consider also including a school(s) in the Cooper Road area.

Angela Hale, Oil City parent, addressed the board on bringing the 7<sup>th</sup> and 8<sup>th</sup> grades back to Oil City. Mrs. Hale shared with the board her experiences with Oil City School as a child and now with her children. She asked the board to consider moving the 7<sup>th</sup> and 8<sup>th</sup> grades back to Oil City.

Paige Carlisle, Herndon parent, spoke in opposition to adding the 7<sup>th</sup> and 8<sup>th</sup> grades back to Oil City Elementary School. She stated that the opposition is because (1) this would reduce the enrollment at Herndon and (2) the impact on being able to attract the highly qualified teachers.

Chip Dickey, Mayor of Oil City, addressed the board on moving the 7<sup>th</sup> and 8<sup>th</sup> grades back to Oil City. He stated that he began his teaching career at Oil City and shared the numbers of students Oil City lost in the 6<sup>th</sup> grade in 02-03 and 03-04 because of siblings attending other schools; and this would not have happened if the 7<sup>th</sup> and 8<sup>th</sup> grades were at Oil City. Mayor Dickey noted some of the reasons students are lost to other schools include cheerleading, dance line, etc. He also shared with the board that these changes, which were made under the prior administration, correlate directly with the decline in the enrollment in North Caddo. He asked the board to consider bringing back the 7<sup>th</sup> grade to Oil City for one year, which will not affect Vivian or Herndon, and assess test scores at the end of that year and then either add the 8<sup>th</sup> grade or take the 7<sup>th</sup> grade back.

Dottie Smith, parent, addressed the board in support of returning the 7<sup>th</sup> and 8<sup>th</sup> grades to Oil City Elementary. She stated that she believes that it will be in her daughter's best interest to be able to stay at Oil City through the 8<sup>th</sup> grade. Mrs. Smith shared with the board her daughter's recent experience of having a broken leg and needing one-on-one teaching and how excited she was to go back to school, because she loves Oil City. She encouraged the board to support having the 7<sup>th</sup> and 8<sup>th</sup> grades returned to Oil City.

Pat Thomas, teacher at Vivian Middle School and parent, addressed the board on students from Oil City attending Vivian Middle School and the fact that they have become a part of the Vivian Middle School family. She said she doesn't look at the students from Oil City as being different from the other students, but she loves all her students. She said Vivian has worked very hard to become the neighborhood school for the northern part of the parish. She addressed the drop in enrollment over the past years, a fact which has not been able to support three middle schools any longer. She said the smaller middle schools are not able to provide the extra curricular activities or enrichment programs what can be offered in the larger middle schools. Adding the 7<sup>th</sup> and 8<sup>th</sup> grades back to Oil City will create a further dwindling of these programs. She asked the board to consider all the affects of making this change before doing so.

KnaKita McMullen, teacher at Vivian Elementary/Middle School, asked the board to consider the impact of establishing an additional middle school program in northern Caddo Parish. She said the current program addresses the needs of all students (gifted, special education, or special needs students). The student population is continuing to show exemplary growth as evidenced by the school performance scores. She stated that a decrease in student numbers will limit extracurricular activities such as football, golf, track and other related activities. Ms. McMullen noted the importance of middle school years in the process of building good peer relationships, and when students from surrounding communities come together it builds cohesiveness and unity. She said Vivian has been very successful in this area and believes keeping the structure as it now is will be in the best interest of all students in the community.

Jackie Lansdale, president of the Caddo Federation of Teachers and Support Personnel, addressed the board on matters of concern of the Federation. She spoke about the partnership act that has flooded the Legislative program for this legislative session. She said students, parents, teachers, and school board members all want the same things – academic standards, disciplinary codes of conduct for safe and secure schools, and resources, resources, resources. Mrs. Lansdale stated the number one criteria in raising student achievement is the quality of the educator and teacher pay is directly linked to that. She noted that Louisiana is 45<sup>th</sup> in the nation in teachers' pay, and the Southern Regional Education Board reports that Caddo is \$8,000 below the national average. She stated the second criteria is the size of the classroom, a good pupil/teacher ratio and we must communicate to children that we care enough about them to give them the *tools of the trade* – textbooks and learning materials, which are things that matter and are things that AFT bargains in contracts in Louisiana and around the country. She said teachers are called to teach and the contract is a keeper of these teachers' dream, a clean, rational and orderly process. She said with partnerships no one has to spend emotional and intellectual resources fighting the same fight year after year. Mrs. Lansdale referenced the pay for teachers' aides that has been talked about since 2003 and that Mrs. Tyler has been clear that she will do right by the teachers' aides, to lift up these dedicated employees from poverty wages; however, these employees will not see one penny until the fall. She stated that in the contract process, this could have been addressed completely and immediately. In Louisiana, school superintendents, chancellors and officials bargain their contracts, so why not us, as this is the fulfillment of the democratic process and promise our soldiers are fighting for in Iraq. She reminded the board that partnership is not about sneaking out on our obligations, but is about what we want to do – save classrooms, textbooks for every child, a fear-free environment to work out the employment problems, a competitive salary schedule so every child is taught by a fully credentialed, top-notch educator, for in a school system like this, the students will flourish, parents are proud, property values go up and politicians sleep very well at night.

#### **CONFIRM THE CONSENT AGENDA**

*Mrs. Armstrong moved, seconded by Mrs. Hardy, to approve the consent agenda (Items 9-13 and 15-21). Vote on the motion carried unanimously.* The following is a summary of the items categorized as the consent agenda and approved by the board.

#### **Agenda Item No. 9.B.**

**Requests for Leaves.** The board approved the following requests for leaves as recommended by the superintendent and included in the mailout.

##### Certified

Sabbatical (Study), 2005-2006 School Year

Sheri Samuels, Counselor, Donnie Bickham Middle, 22.5 years

Catastrophic Illness, March 24-May 12, 2005 (30 days) (revision to previous request)

Sharon Jennings, Teacher, Blanchard Elementary, 4.5 years

##### Classified

Leave Without Pay, February 28, 2005 – Until February 28, 2006

Lee Vera Turner, Bus Attendant, Transportation, 3 years

Catastrophic Leave, February 18, 2005 (1 day)

Judy Byrd, Bus Driver, Transportation, 7 years

#### **Agenda Item No. 9.C.**

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the other personnel transactions report for hiring, assignment changes, separations and resignations for the period of February 26, 2005 through March 25, 2005 as submitted in the mailout.

#### **Agenda Item No. 10.A.**

**Bids.** The board approved the following bid as recommended by staff and as submitted in the mailout on the bid tabulation sheet. (1) Playground Equipment for Fairfield Elementary – Miracle Recreation for the sum total of \$31,098.21.

### **Agenda Item No. 10.B.**

**Bids (Capital Projects/Construction).** The board approved the following staff recommendations submitted in the mailout. (1) Lighting Retrofit at Captain Shreve, Project 2006-511 – Camus Electric for the sum total of \$238,500. (2) Cooling Tower Replacement at Byrd, Project 2006-305 – Berg, Inc. for the sum total of \$178,200. (3) New Gymnasium at Booker T. Washington, Project 2006-108 – That bids for Project 2006-108 “New Gymnasium at Booker T. Washington” be rejected and that the project be redesigned and rebid. (4) HVAC Window Unit Replacement Southern Hills, Project 2006-507 – Berg, Inc. for the sum total of \$583,662. (5) Lighting Retrofit at Werner Park, Project 2006-401 – Hicks Electric for the sum total of \$138,120. (6) Vivian Garage Roof Building, Project 2006-218 - Johnny’s Roofing for the sum total of \$37,205. (7) Shreveport Garage Roof Shop & Garage, Project 2006-220 – Johnny’s Roofing for the sum total of \$48,765. (8) HVAC Retrofit at Pine Grove, Project 2006-506 – Republic Contractors for the sum total of \$368,500. (9) Lighting Retrofit at Pine Grove, Project 2006-406 – Bossier Electric for the sum total of \$94,600. (10) HVAC Window Unit Replacement at Fair Park, Project 2006-509 – Berg, Inc. for the sum total of \$3,027,700. (11) Stage Lighting at Captain Shreve, Project 2006-312 – Bid date rescheduled to May 3, 2005. (12) Atkins Roof Buildings A, B, C, D, E, F & G, Project 2006-211 – Dunn Construction LLC for the sum total of \$285,600. (13) Building “D” Re-roof 81<sup>st</sup> Elementary, Project 2006-216 – Hefner Roofing for the sum total of \$38,975. (14) Walnut Hill Girls Locker Room, Phase I, Project 2006-206 – Douglas Construction for the sum total of \$72,253. (15) Caddo Middle Magnet Elevator, Project 2006-201A – Carter Construction for the sum total of \$146,000. (16) HVAC Window Unit Replacement at North Highlands, Project 2006-502 – Fitzgerald Contractors for the sum total of \$671,400. (17) Lighting Retrofit at Eden Gardens, Project 2006-407 – Recommended that the bids be rejected and that the project be redesigned and re-bid since the bids were all over budget. (18) Caddo Career & Technology Canopy, Project 2006-231 – Douglas Construction for the sum total of \$49,024. (19) HVAC Window Unit Replacement at Northside, Project 2006-505 – Fitzgerald Contractors for the sum total of \$684,000. (20) Wireless Additions & MDF Upgrades, Project 2005-308B – J D Electric for the sum total of \$288,250. (21) HVAC Window Unit Replacement At Vivian, Project 2006-508 – The Payne Company for the sum total of \$1,024,800. (22) HVAC at Linear Gym & Auditorium, Project 2006-302 – The Payne Company for the sum total of \$652,000. (23) Claiborne Roof Building “B”, Project 2006-224 – Ball Contracting for the sum total of \$46,300. (24) Mooretown Roof Building F, G & Canopy, Project 2006-221 – Bid opening rescheduled for April 26, 2005 and staff will bring a recommendation at the May 17<sup>th</sup> meeting. (25) Hazardous Material Abatement (Asbestos), Project 2006-203 – Abatement Services for the total sum of \$83,914. (26) HVAC Window Unit Replacement at Riverside, Project 2006-503 – Thermo Technics for the sum total of \$584,645. (27) Playground Equipment at Atkins, Werner Park and Mooringsport, Project 2006-242 – to D & A Associates for the sum total of \$97,888. (28) Car Drop Off loop at A.C. Steere, Project 2006-234 – Vanderberg Construction for the sum total of \$111,600. (29) Shreve Island Parking & Drop Off Loop, Project 2006-238 – William N. Carter for the sum total of \$178,000. (30) Floor Removal (Abatement) for floor tile replacement at Various Schools, Project 2006-205A – Bids for Project 2006-205A “Floor Removal (Abatement) for floor tile replacement at various schools” have been rescheduled to open April 26, 2005. Staff will bring a recommendation at the May 17<sup>th</sup> meeting. (31) Floor Tile Replacement at Various Schools, Project 2006-205 – Bids for Project 2006-204A “Floor Removal (Abatement) for floor carpet replacement at various schools has been rescheduled to open April 26<sup>th</sup> and a recommendation brought at the May 17<sup>th</sup> meeting. (32) Floor Removal (Abatement) for floor carpet replacement at Various Schools, Project 2006-204A – Bids for Project 2006-204A “Floor Removal (Abatement) for floor carpet replacement at various schools have been rescheduled to open April 26<sup>th</sup> and a recommendation brought at the May 17<sup>th</sup> meeting. (33) Carpet replacement at Various Schools, Project 2006-204 – Bids for Project 2006-204 “Carpet replacement at various schools” have been rescheduled to open on April 26<sup>th</sup> and a recommendation brought at the May 17<sup>th</sup> meeting. (34) Lighting Retrofit at Oak Park, Project 2006-405 – Hicks Electric for the sum total of \$118,000. (35) Fire Alarms & Fire Safety at Northwood, Project 2006-310 – Jack Spring Electric for the sum total of \$148,200. (36) Lighting Retrofit at Linear, Project 2006-402 – Bossier Electric for the sum total of \$172,200.

### **Agenda Item No. 11**

**Youth Enrichment Programs (YEP) Agreement for 2005-2006.** The board approved the Youth Enrichment Programs (YEP) Agreement for 2005-2006 to provide for the continuation of the YEP after school program, stipulating the payment of regular services, building use and air conditioning fees as recommended by staff and as submitted in the mailout.

### **Agenda Item No. 12**

**Request for Bus Transportation – Arc of Caddo-Bossier.** The board approved the request from Arc of Caddo-Bossier for use of one wheelchair/handicapped accessible school bus to transport Caddo school students to a summer program (June 6-10, 2005 and June 13-17, 2005)

that is an extension of our Adaptive Physical Education curriculum for disabled students as recommended by staff and as submitted in the mailout.

#### **Agenda Item No. 13**

**Request for School Bus Transportation by Shreveport Green/ShrevCORPS.** The board approved the request from Shreveport Green/ShrevCORPS to use school buses for June 6 – July 29, 2005 for transporting Caddo Parish students to a free Earth Camp at Walter B. Jacobs Park and to transport participants in the ShrevCORPS summer program to various work sites and training locations as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 15**

**Request for Bus Transportation – LSU-S LaPREP.** The board approved the request of the Louisiana State University-Shreveport LaPREP program for bus transportation for field trips for Caddo middle school students enrolled in the LaPREP summer program as recommended by staff and as submitted in the mailout.

#### **Agenda Item No. 16**

**Comprehensive School Reform Program (CSRP) Grant.** The board approved the Comprehensive School Reform Program (CSRP) Grant application as recommended by staff and included in the mailout.

#### **Agenda Item No. 17**

**LA GEAR UP Grant.** The board approved the LA GEAR UP (Louisiana Gaining Early Awareness and Readiness for Undergraduate Programs) grant application as recommended by staff and as submitted in the mailout.

#### **Agenda Item No. 18**

**Project B.L.A.S.T. (Bringing Literacy and Science Together).** The board approved the Project B.L.A.S.T. (Bringing Literacy and Science Together) grant as recommended by staff and as submitted in the mailout.

#### **Agenda Item No. 19**

**8(g) Competitive Grants.** The board approved the 8(g) Competitive grant applications as recommended by staff and as submitted in the mailout.

#### **Agenda Item No. 20**

**High School Course Proposals for SY2005-06.** The board approved the high school course proposals for the 2005-2006 school year for Southwood High School as recommended by staff and as submitted in the mailout.

#### **Agenda Item No. 21**

**Request to use Booker T. Washington High School Auditorium.** The board approved the request to waive Item Number 2 in CPSB Policy KG for the Top Ladies of Distinction's request to use BT Washington's auditorium on Saturday, June 4, 2005.

#### **BUS USAGE AGREEMENT–SOUTHERN UNIVERSITY – SHREVEPORT, NATIONAL YOUTH SPORTS PROGRAM**

Mr. Burton announced that he will have to abstain from voting on this item as he works at Southern University. *Mr. Guin moved, seconded by Mrs. Armstrong, approval of the request from Southern University Shreveport for the use of six buses for the 2005 National Youth Sports Program June 6 – July 8, 2005 as recommended by staff and included in the mailout. Vote on the motion carried with board member Burton abstaining and board members Guin, Hardy,*

*Crawley, May, Phelps, Priest, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion.*

**RESOLUTION PROVIDING FOR ISSUANCE AND SALE OF GENERAL OBLIGATION REFUNDING BONDS, SERIES 2005, AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH**

*Mrs. Armstrong moved, seconded by Mrs. Hardy, for approval of the resolution providing for the issuance and sale of General Obligation refunding bonds, Series 2005, and providing for other matters in connection therewith.* Grant Schleuter, bond attorney with Foley, Judell, stated that the school board previously approved preliminary approval for the refunding/refinancing for two of the outstanding bond issues, Series 1998 and Series 2000. He said it was scheduled for the last school board meeting to try and sell if the interest rates were favorable. He added they were not and that is why it is being brought forth for action at today's meeting. He reported that one of the two issues is able to be refinanced today (the 1998 issue) and the resolution before the board will provide for the sale of the bonds to refinance this one issue, which will produce net savings, after costs, to taxpayers of \$560,000. Mr. Schleuter also explained the resolution contains language that will authorize bond counsel to proceed on a day-by-day basis, watching the market, and at such time that the Series 2000 bond issue is refinanceable, to proceed immediately with the refinancing of that issue and authorizing the superintendent to sign a bond purchase agreement for the second part of the transaction provided that there be at least a net savings to taxpayers equal to 5% of the bonds being refunded, approximately an additional \$850,000. He reiterated that the effect of the resolution today will be to lock in \$560,000 true savings to taxpayers and authorize the superintendent and bond counsel to proceed and look at the market each day, price the bonds when feasible, produce an approximate \$850,000 savings and come back to the board with the details on the second part of the transaction. He said the goal is to save approximately \$1.4 million from the refinancing of the two issues. Mr. Schleuter added that the rating agencies also confirmed Caddo Parish School Board's excellent bond rating, so the AA rating is still maintained.

Mr. Rachal asked bond counsel if there is a time estimate for the 5% on the 2000 series? Mr. Scheuler explained that on a refinance it is totally dependent on (1) tax exempt interest rates and (2) the reinvestment rates. He said it could happen at anytime; it just depends on the market. The resolution will give authority to sell the bonds immediately when the market is where we need it to be. *Vote on the motion carried unanimously and the following resolution was approved.*

RESOLUTION

A resolution providing for the issuance and sale of Twelve Million Four Hundred Five Thousand Dollars (\$12,405,000) of General Obligation School Refunding Bonds, Series 2005, of Parishwide School District of Caddo Parish, Louisiana; prescribing the form, fixing the details and providing for the rights of the owners thereof; providing for the payment of the principal of and interest on such bonds and the application of the proceeds thereof to the refunding of certain bonds of said School District; and providing for other matters in connection therewith.

WHEREAS, pursuant to the provisions of Article VI, Section 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, and other constitutional and statutory authority, and a special election held on October 18, 1997, the result of which was duly promulgated in accordance with law, Parishwide School District of Caddo Parish, Louisiana (the "Issuer"), acting through its governing authority, issued (i) \$20,000,000 of General Obligation School Bonds, Series 1998 dated July 1, 1998, of which \$15,220,000 is currently outstanding (the "Series 1998 Bonds") and (ii) \$20,000,000 of General Obligation School Bonds, Series 2000 dated June 1, 2000, of which \$17,010,000 is currently outstanding (the "Series 2000 Bonds"); and

WHEREAS, the Issuer is authorized to borrow money and issue general obligation school bonds payable from ad valorem taxes to refund its outstanding general

obligation school bonds, pursuant to Chapter 14-A of Title 39 of the Louisiana Revised Statutes of 1950, as amended (the "Act"), and other constitutional and statutory authority; and

WHEREAS, the Issuer has found and determined that the advance refunding of \$12,570,000 of the Series 1998 Bonds, consisting of those Series 1998 Bonds which mature March 1, 2009 to March 1, 2016, inclusive and March 1, 2018 (the "Refunded Bonds"), would be financially advantageous to the Issuer and would result in a lower effective interest rate on such Refunded Bonds and debt service savings to the Issuer; and

WHEREAS, pursuant to the Act and other constitutional and statutory authority, it is now the desire of the Issuer to adopt this resolution in order to (i) provide for the issuance of Twelve Million Four Hundred Five Thousand Dollars (\$12,405,000) principal amount of its General Obligation School Refunding Bonds, Series 2005 (the "Bonds"), for the purpose of advance refunding the Refunded Bonds, to fix the details of the Bonds and to sell the Bonds to the Underwriter thereof and (ii) to authorize the refunding of the Series 2000 Bonds at such time as a certain savings level to taxpayers is attained; and

WHEREAS, it is necessary to provide for the application of the proceeds of the Bonds and to provide for other matters in connection with the payment or redemption of the Refunded Bonds; and

WHEREAS, it is necessary that this Governing Authority prescribe the form and content of the Defeasance and Escrow Deposit Agreement providing for the payment of the principal, premium and interest of the Refunded Bonds and authorize the execution thereof as hereinafter provided; and

WHEREAS, in connection with the issuance of the Bonds, it is necessary that provision be made for the payment of the principal and interest of the Refunded Bonds described in Exhibit A hereto, and to provide for the call for redemption of the Refunded Bonds pursuant to a Notice of Defeasance and Call for Redemption; and

WHEREAS, the Issuer desires to sell the Bonds to the underwriter thereof and to fix the details of the Bonds and the terms of the sale of the Bonds;

NOW, THEREFORE, BE IT RESOLVED by 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, that:

## ARTICLE I

### DEFINITIONS AND INTERPRETATION

SECTION 1.1. Definitions The following terms shall have the following meanings unless the context otherwise requires:

**"Act"** shall mean Chapter 14A of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other applicable constitutional and statutory authority.

**"Bond" or "Bonds"** shall mean any or all of the General Obligation School Refunding Bonds, Series 2005 of the Issuer, issued pursuant to the Bond Resolution, as the same may be amended from time to time, whether initially delivered or issued in exchange for, upon transfer of, or in lieu of any previously issued Bond.

**"Bond Obligation"** shall mean, as of the date of computation, the principal amount of the Bonds then Outstanding.

**"Bond Resolution"** shall mean this resolution, as it may amended and supplemented as herein provided.

**"Business Day"** shall mean a day of the year other than a day on which banks located in New York, New York and the cities in which the principal offices of the Escrow

Agent and the Paying Agent are located are required or authorized to remain closed and on which the New York Stock Exchange is closed.

**"Code"** shall mean the Internal Revenue Code of 1986, as amended.

**"Costs of Issuance"** shall mean all items of expense, directly or indirectly payable or reimbursable and related to the authorization, sale and issuance of the Bonds, including but not limited to printing costs, costs of preparation and reproduction of documents, filing and recording fees, initial fees and charges of any fiduciary, legal fees and charges, fees and charges for the preparation and distribution of a preliminary official statement and official statement, if paid by the Issuer, fees and disbursements of consultants and professionals, costs of credit ratings, fees and charges for preparation, execution, transportation and safekeeping of the Bonds, costs and expenses of refunding, premiums for the insurance of the payment of the Bonds, if any, and any other cost, charge or fee paid or payable by the Issuer in connection with the original issuance of Bonds.

**"Debt Service"** for any period shall mean, as of the date of calculation, an amount equal to the sum of (a) interest payable during such period on Bonds and (b) the principal amount of Bonds which mature during such period.

**"Defeasance Obligations"** shall mean (a) cash, or (b) noncallable Government Securities.

**"Escrow Agent"** shall mean with respect to the Refunded Bonds, Argent Trust, a division of National Independent Trust Company, in the City of Ruston, Louisiana, and its successor or successors, and any other person which may at any time be substituted in its place pursuant to the Bond Resolution.

**"Escrow Agreement"** shall mean the Defeasance and Escrow Deposit Agreement dated as of May 1, 2005, between the Issuer and the Escrow Agent, substantially in the form attached hereto as Exhibit B, as the same may be amended from time to time, the terms of which are incorporated herein by reference.

**"Executive Officers"** shall mean, collectively, the President and Secretary of the Governing Authority.

**"Fiscal Year"** shall mean the one-year accounting period ending on June 30 of each year, or such other one-year period as may be designated by the Governing Authority as the fiscal year of the Issuer.

**"Governing Authority"** shall mean the Parish School Board of the Parish of Caddo, State of Louisiana, or its successor in function.

**"Government Securities"** shall mean direct general obligations of, or obligations the principal of and interest on which are unconditionally guaranteed by, the United States of America, which may be United States Treasury Obligations such as the State and Local Government Series and may be in book entry form.

**"Insurer"** means, with respect to the Bonds, Financial Security Assurance Inc., or any successor thereto.

**"Interest Payment Date"** shall mean March 1 and September 1 of each year, commencing September 1, 2005.

**"Issuer"** shall mean Parishwide School District of Caddo Parish, Louisiana.

**"Municipal Bond Insurance Policy"** or **"Insurance Policy"** shall mean the municipal bond insurance policy issued by the Insurer guaranteeing the scheduled payment of the principal of and interest on the Bonds when due as provided therein.

**"Outstanding"**, when used with reference to the Bonds, shall mean, as of any date, all Bonds theretofore issued under the Bond Resolution, except:



(a) Bonds theretofore cancelled by the Paying Agent or delivered to the Paying Agent for cancellation;

(b) Bonds for the payment or redemption of which sufficient Defeasance Obligations have been deposited with the Paying Agent or an escrow agent in trust for the owners of such Bonds as provided in Section hereof, provided that if such Bonds are to be redeemed, irrevocable notice of such redemption has been duly given or provided for pursuant to the Bond Resolution, to the satisfaction of the Paying Agent, or waived;

(c) Bonds in exchange for or in lieu of which other Bonds have been registered and delivered pursuant to the Bond Resolution; or

(d) Bonds alleged to have been mutilated, destroyed, lost, or stolen which have been paid as provided in the Bond Resolution or by law.

**"Owner" or "Owners"** shall mean the Person reflected as registered owner of any of the Bonds on the registration books maintained by the Paying Agent.

**"Paying Agent"** shall mean Argent Trust, a division of National Independent Trust Company, in the City of Ruston, Louisiana, as paying agent and registrar hereunder, until a successor Paying Agent shall have become such pursuant to the applicable provisions of the Bond Resolution, and thereafter "Paying Agent" shall mean such successor Paying Agent.

**"Person"** shall mean any individual, corporation, partnership, joint venture, association, jointstock company, trust, unincorporated organization, or government or any agency or political subdivision thereof.

**"Record Date"** shall mean, with respect to an Interest Payment Date, the fifteenth day of the calendar month next preceding such Interest Payment Date, whether or not such day is a Business Day.

**"Refunded Bonds"** shall mean the callable maturities of the Issuer's outstanding General Obligation School Bonds, Series 1998, dated July 1, 1998, consisting of those Series 1998 Bonds maturing March 1, 2009 to March 1, 2016, inclusive and March 1, 2018, which are being refunded by the Bonds, as more fully described in Exhibit A hereto.

**"State"** shall mean the State of Louisiana.

**"Underwriter"** shall mean Morgan Keegan & Company, Inc., of New Orleans, Louisiana, the original underwriters of the Bonds.

SECTION 1.2. In this Bond Resolution, unless the context otherwise requires, (a) words importing the singular include the plural and vice versa, (b) words of the masculine gender shall be deemed and construed to include correlative words of the feminine and neuter genders and (c) the title of the offices used in this Bond Resolution shall be deemed to include any other title by which such office shall be known under any subsequently adopted charter.

## ARTICLE II

### AUTHORIZATION AND ISSUANCE OF BONDS

SECTION 2.1. Authorization of Bonds; Refunding of Refunded Bonds (a) This Bond Resolution creates a series of Bonds of the Issuer to be designated "General Obligation School Refunding Bonds, Series 2005, of Parishwide School District of Caddo Parish, Louisiana", and provides for the full and final payment of the principal of and interest on all the Bonds.

(b) The Bonds issued under this Bond Resolution shall be issued for the purpose of advance refunding the Refunded Bonds through the escrow of a portion of the proceeds of the Bonds, together with other available moneys of the Issuer in Government Securities, in accordance with the terms of the Escrow Agreement, in order to provide for the payment of the

principal of, premium, if any, and interest on the Refunded Bonds as they mature or upon earlier redemption as provided in Section hereof.

(c) Provision having been made for the orderly payment until maturity or earlier redemption of all the Refunded Bonds, in accordance with their terms, it is hereby recognized and acknowledged that as of the date of delivery of the Bonds under this Bond Resolution, provision will have been made for the performance of all covenants and agreements of the Issuer incidental to the Refunded Bonds, and that accordingly, and in compliance with all that is herein provided, the Issuer is expected to have no future obligation with reference to the aforesaid Refunded Bonds, except to assure that the Refunded Bonds are paid from the Government Securities and funds so escrowed in accordance with the provisions of the Escrow Agreement.

(d) The Escrow Agreement is hereby approved by the Issuer and the Executive Officers are hereby authorized and directed to execute and deliver the Escrow Agreement on behalf of the Issuer substantially in the form of Exhibit B hereof, with such changes, additions, deletions or completions deemed appropriate by such signing officials, and it is expressly provided and covenanted that all of the provisions for the payment of the principal of, premium, if any, and interest on the Refunded Bonds from the special trust funds created under the Escrow Agreement shall be strictly observed and followed in all respects.

SECTION 2.2. . In consideration of the purchase and acceptance of the Bonds by those who shall own the same from time to time, the provisions of this Bond Resolution shall be a part of the contract of the Issuer with the Owners of the Bonds and shall be deemed to be and shall constitute a contract between the Issuer and the Owners from time to time of the Bonds. The provisions, covenants and agreements herein set forth to be performed by or on behalf of the Issuer shall be for the equal benefit, protection and security of the Owners of any and all of the Bonds, each of which Bonds, regardless of the time or times of its issue or maturity, shall be of equal rank without preference, priority or distinction over any other thereof except as expressly provided in this Bond Resolution.

SECTION 2.3. Obli. The Bonds shall constitute general obligations of the Issuer, and the full faith and credit of the Issuer is hereby pledged for their payment and for the payment of all the interest thereon. The Issuer is bound under the terms and provisions of law and this Bond Resolution to impose and collect annually, in excess of all other taxes, a tax on all the property subject to taxation within the territorial limits of the Issuer, sufficient to pay the principal of and interest on the Bonds falling due each year, said tax to be levied and collected by the same officers, in the same manner and at the same time as other taxes are levied and collected within the territorial limits of the Issuer. All ad valorem taxes levied by the Issuer in each year for the payment of the Bonds shall, upon their receipt, be transferred to the Governing Authority, which shall have responsibility for the deposit of such receipts and for the investment and reinvestment of such receipts and the servicing of the Bonds and any other general obligation school bonds of the Issuer.

SECTION 2.4. Insurance of the Bonds The Issuer does hereby find that since substantial benefits will accrue from the insurance of the Bonds, the Bonds are being insured by the Insurer and an appropriate legend shall be printed on the Bonds as evidence of such insurance. The cost of the Municipal Bond Insurance Policy shall be paid from the proceeds of the Bonds.

SECTION 2.5. Authorization and Designation Pursuant to the provisions of the Act, there is hereby authorized the issuance of Twelve Million Four Hundred Five Thousand Dollars (\$12,405,000) principal amount of Bonds of the Issuer to be designated "General Obligation School Refunding Bonds, Series 2005, of Parishwide School District of Caddo Parish, Louisiana", for the purpose of advance refunding the Refunded Bonds. The Bonds shall be in substantially the form set forth as Exhibit C hereto, with such necessary or appropriate variations, omissions and insertions as are required or permitted by the Act and this Bond Resolution.

This Governing Authority hereby finds and determines that upon the issuance of the Bonds, the total outstanding amount of general obligation school bonds of the Issuer issued and deemed to be outstanding will not exceed the Issuer's general obligation bond limit.

SECTION 2.6. Denominations, Dates, Maturities and Interest The Bonds are issuable as fully registered bonds without coupons in the denominations of \$5,000 principal amount or any integral multiple thereof within a single maturity, and shall be numbered R1 upward.

The Bonds shall be dated the date of delivery thereof, shall mature on March 1 in the years and in the principal amounts and shall bear interest, payable on March 1 and September 1 of each year, commencing September 1, 2005, at the rates per annum, as follows:

<u>DATE</u> <u>(MARCH 1)</u>	<u>PRINCIPAL</u> <u>PAYMENT</u>	<u>INTEREST</u> <u>RATE</u>
2006	\$ 15,000	3.00%
2007	15,000.....	3.00
2008	20,000.....	3.25
2009	990,000.....	3.25
2010	1,040,000.....	4.00
2011	450,000.....	3.75
2011	635,000.....	4.00
2012	1,135,000.....	4.00
2013	1,185,000.....	4.25
2014	1,245,000.....	4.50
2015	1,310,000.....	5.00
2016	1,375,000.....	5.00
2017	1,455,000.....	5.00
2018	1,535,000.....	5.00

The principal and premium, if any, of the Bonds are payable in such coin or currency of the United States of America as at the time of payment is legal tender for payment of public and private debts at the principal corporate trust office of the Paying Agent, upon presentation and surrender thereof. Interest on the Bonds is payable by check mailed on or before the Interest Payment Date by the Paying Agent to the Owner thereof (determined as of the close of business on the Record Date) at the address of such Owner as it appears on the registration books of the Paying Agent maintained for such purpose.

Except as otherwise provided in this Section, Bonds shall bear interest from date thereof or from the most recent Interest Payment Date to which interest has been paid or duly provided for, as the case may be, provided, however, that if and to the extent that the Issuer shall default in the payment of the interest on any Bonds due on any Interest Payment Date, then all such Bonds shall bear interest from the most recent Interest Payment Date to which interest has been paid on the Bonds, or if no interest has been paid on the Bonds, from their dated date.

The person in whose name any Bond is registered at the close of business on the Record Date with respect to an Interest Payment Date shall in all cases be entitled to receive the interest payable on such Interest Payment Date notwithstanding the cancellation of such Bond upon any registration of transfer or exchange thereof subsequent to such Record Date and prior to such Interest Payment Date.

SECTION 2.7. Book Entry Registration of Bonds. The Bonds shall be initially issued in the name of Cede & Co., as nominee for The Depository Trust Company ("DTC"), as registered owner of the Bonds, and held in the custody of DTC. The Secretary of the Issuer or any other officer of the Issuer is authorized to execute and deliver a Blanket Letter of Representation to DTC on behalf of the Issuer with respect to the issuance of the Bonds in "book-entry only" format. The terms and provisions of said Letter of Representation shall govern in the event of any inconsistency between the provisions of this Bond Resolution and said Letter of Representation. Initially, a single certificate will be issued and delivered to DTC for each maturity of the Bonds. The Beneficial Owners will not receive physical delivery of Bond certificates except as provided herein. Beneficial Owners are expected to receive a written confirmation of their purchase providing details of each Bond acquired. For so long as DTC shall continue to serve as securities depository for the Bonds as provided herein, all transfers of beneficial ownership interest will be made by book-entry only, and no investor or other party

purchasing, selling or otherwise transferring beneficial ownership of Bonds is to receive, hold or deliver any Bond certificate.

Notwithstanding anything to the contrary herein, while the Bonds are issued in book-entry-only form, the payment of principal of, premium, if any, and interest on the Bonds may be payable by the Paying Agent by wire transfer to DTC in accordance with the Letter of Representation.

For every transfer and exchange of the Bonds, the Beneficial Owner (as defined in the Blanket Letter of Representation) may be charged a sum sufficient to cover such Beneficial Owner's allocable share of any tax, fee or other governmental charge that may be imposed in relation thereto.

Bond certificates are required to be delivered to and registered in the name of the Beneficial Owner under the following circumstances:

- (a) DTC determines to discontinue providing its service with respect to the Bonds. Such a determination may be made at any time by giving 30 days' notice to the Issuer and the Paying Agent and discharging its responsibilities with respect thereto under applicable law; or
- b) The Issuer determines that continuation of the system of book-entry transfer through DTC (or a successor securities depository) is not in the best interests of the Issuer and/or the Beneficial Owners.

The Issuer and the Paying Agent will recognize DTC or its nominee as the Bondholder for all purposes, including notices and voting.

Neither the Issuer or the Paying Agent are responsible for the performance by DTC of any of its obligations, including, without limitation, the payment of moneys received by DTC, the forwarding of notices received by DTC or the giving of any consent or proxy in lieu of consent.

Whenever during the term of the Bonds the beneficial ownership thereof is determined by a book entry at DTC, the requirements of this Bond Resolution of holding, delivering or transferring the Bonds shall be deemed modified to require the appropriate person to meet the requirements of DTC as to registering or transferring the book entry to produce the same effect.

If at any time DTC ceases to hold the Bonds, all references herein to DTC shall be of no further force or effect.

### **ARTICLE III**

#### **GENERAL TERMS AND PROVISIONS OF THE BONDS**

**SECTION 3.1. Exchange of Bonds; Persons Treated as Owners** The Issuer shall cause books for the registration and for the registration of transfer of the Bonds as provided in this Bond Resolution to be kept by the Paying Agent at its principal corporate trust office, and the Paying Agent is hereby constituted and appointed the registrar for the Bonds. At reasonable times and under reasonable regulations established by the Paying Agent said list may be inspected and copied by the Issuer or by the Owners (or a designated representative thereof) of 15% of the outstanding principal amount of the Bonds.

All Bonds presented for registration of transfer or exchange shall be accompanied by a written instrument or instruments of transfer in form and with a guaranty of signature satisfactory to the Paying Agent, duly executed by the Owner or his attorney duly authorized in writing.

Upon surrender for registration of transfer of any Bond, the Paying Agent shall register and deliver in the name of the transferee or transferees one or more new fully registered Bonds of authorized denomination of the same maturity and like aggregate principal amount. At the option of an Owner, Bonds may be exchanged for other Bonds of authorized denominations of the same maturity and like aggregate principal amount, upon surrender of the Bonds to be

exchanged at the principal corporate trust office of the Paying Agent. Whenever any Bonds are so surrendered for exchange, the Paying Agent shall register and deliver in exchange therefor the Bond or Bonds which the Owner making the exchange shall be entitled to receive.

No service charge to the Owners shall be made by the Paying Agent for any exchange or registration of transfer of Bonds. The Paying Agent may require payment by the person requesting an exchange or registration of transfer of Bonds of a sum sufficient to cover any tax or other governmental charge that may be imposed in relation thereto.

The Issuer and the Paying Agent shall not be required to issue, register the transfer of or exchange any Bond during a period beginning at the opening of business on a Record Date or any date of selection of Bonds to be redeemed and ending at the close of business on the Interest Payment Date.

All Bonds delivered upon any registration of transfer or exchange of Bonds shall be valid obligations of the Issuer, evidencing the same debt and entitled to the same benefits under this Bond Resolution as the Bonds surrendered.

Prior to due presentment for registration of transfer of any Bond, the Issuer and the Paying Agent, and any agent of the Issuer or the Paying Agent may deem and treat the person in whose name any Bond is registered as the absolute owner thereof for all purposes, whether or not such Bond shall be overdue, and shall not be bound by any notice to the contrary.

**SECTION 3.2. Bonds Mutilated, Destroyed, Stolen or Lost** In case any Bond shall become mutilated or be improperly cancelled, or be destroyed, stolen or lost, the Issuer may in its discretion adopt a resolution and thereby authorize the issuance and delivery of a new Bond in exchange for and substitution for such mutilated or improperly cancelled Bond, or in lieu of and substitution for the Bond destroyed, stolen or lost, upon the Owner (i) furnishing the Issuer and the Paying Agent proof of his ownership thereof and proof of such mutilation, improper cancellation, destruction, theft or loss satisfactory to the Issuer and the Paying Agent, (ii) giving to the Issuer and the Paying Agent an indemnity bond in favor of the Issuer and the Paying Agent in such amount as the Issuer may require, (iii) complying with such other reasonable regulations and conditions as the Issuer may prescribe and (iv) paying such expenses as the Issuer and the Paying Agent may incur. All Bonds so surrendered shall be delivered to the Paying Agent for cancellation pursuant to Section 3.4 hereof. If any Bond shall have matured or be about to mature, instead of issuing a substitute Bond, the Issuer may pay the same, upon being indemnified as aforesaid, and if such Bond be lost, stolen or destroyed, without surrender thereof.

Any such duplicate Bond issued pursuant to this Section shall constitute an original, additional, contractual obligation on the part of the Issuer, whether or not the lost, stolen or destroyed Bond be at any time found by anyone. Such duplicate Bond shall be in all respects identical with those replaced except that it shall bear on its face the following additional clause:

"This bond is issued to replace a lost, cancelled or destroyed bond under the authority of R.S. 39:971 through 39:974."

Such duplicate Bond may be signed by the facsimile signatures of the same officers who signed the original Bonds, provided, however, that in the event the officers who executed the original Bonds are no longer in office, then the new Bonds may be signed by the officers then in office. Such duplicate Bonds shall be entitled to equal and proportionate benefits and rights as to lien and source and security for payment as provided herein with respect to all other Bonds hereunder, the obligations of the Issuer upon the duplicate Bonds being identical to its obligations upon the original Bonds and the rights of the Owner of the duplicate Bonds being the same as those conferred by the original Bonds.

**SECTION 3.3. Preparation of Definitive Bonds, Temporary Bonds** Until the definitive Bonds are prepared, the Issuer may execute, in the same manner as is provided in Section 3.5, and deliver, in lieu of definitive Bonds, but subject to the same provisions, limitations and conditions as the definitive Bonds except as to the denominations, one or more temporary typewritten Bonds substantially of the tenor of the definitive Bonds in lieu of which

such temporary Bond or Bonds are issued, in authorized denominations, and with such omissions, insertions and variations as may be appropriate to temporary Bonds.

SECTION 3.4. Cancellation of Bonds All Bonds paid, together with all Bonds purchased by the Issuer, shall thereupon be promptly cancelled by the Paying Agent. The Paying Agent shall thereupon promptly furnish to the Secretary of the Governing Authority an appropriate certificate of cancellation.

SECTION 3.5. Execution The Bonds shall be executed in the name and on behalf of the Issuer by the manual or facsimile signatures of the Executive Officers, and the corporate seal of the Issuer (or a facsimile thereof) shall be thereunto affixed, imprinted, engraved or otherwise reproduced thereon. In case any one or more of the officers who shall have signed or sealed any of the Bonds shall cease to be such officer before the Bonds so signed and sealed shall have been actually delivered, such Bonds may, nevertheless, be delivered as herein provided, and may be issued as if the person who signed or sealed such Bonds had not ceased to hold such office. Said officers shall, by the execution of the Bonds, adopt as and for their own proper signatures their respective facsimile signatures appearing on the Bonds or any legal opinion certificate thereon, and the Issuer may adopt and use for that purpose the facsimile signature of any person or persons who shall have been such officer at any time on or after the date of such Bond, notwithstanding that at the date of such Bond such person may not have held such office or that at the time when such Bond shall be delivered such person may have ceased to hold such office.

SECTION 3.6. Registration by Secretary of State The Bonds shall be registered with the Secretary of State of the State of Louisiana and shall bear the endorsement of the Secretary of State of the State of Louisiana substantially in the form set forth in Exhibit C hereto, provided such endorsement shall be manually signed only on the Bonds initially delivered to the Underwriter, and any Bonds subsequently exchanged therefor as permitted in this Bond Resolution may bear the facsimile signature of said Secretary of State.

SECTION 3.7. Registration by Paying Agent No Bond shall be valid or obligatory for any purpose or entitled to any security or benefit under this Bond Resolution unless and until a certificate of registration on such Bond substantially in the form set forth in Exhibit C hereto shall have been duly executed on behalf of the Paying Agent by a duly authorized signatory, and such executed certificate of the Paying Agent upon any such Bond shall be conclusive evidence that such Bond has been executed, registered and delivered under this Bond Resolution.

## ARTICLE IV

### SINKING FUND; PAYMENT OF BONDS

SECTION 4.1. Sinking Fund (a) For the payment of the principal of and the interest on the Bonds, the Issuer will maintain a special fund, to be held by the regularly designated fiscal agent of the Issuer (the "Sinking Fund"), into which the Issuer will deposit the proceeds of the aforesaid tax described in Section hereof and no other moneys whatsoever. The depository for the Sinking Fund shall transfer from the Sinking Fund to the Paying Agent at least one (1) day in advance of each Interest Payment Date, funds fully sufficient to pay promptly the principal and interest falling due on such date.

(b) All moneys deposited with the regularly designated fiscal agent bank or banks of the Issuer or the Paying Agent under the terms of this Bond Resolution shall constitute sacred funds for the benefit of the Owners of the Bonds, and shall be secured by said fiduciaries at all times to the full extent thereof in the manner required by law for the securing of deposits of public funds.

(c) All or any part of the moneys in the Sinking Fund shall, at the written request of the Issuer, be invested in accordance with the provisions of the laws of the State of Louisiana, in which event all income derived from such investments shall be added only to the Sinking Fund. Accrued interest, if any, received upon delivery of the Bonds shall be invested only in Government Securities maturing on or prior to the first Interest Payment Date.

SECTION 4.2. Payment of Bonds The Issuer shall duly and punctually pay or cause to be paid as herein provided, the principal of every Bond and the interest thereon, at the dates and places and in the manner stated in the Bonds according to the true intent and meaning thereof.

## ARTICLE V

### REDEMPTION OF BONDS

SECTION 5.1. Redemption of Bonds The Bonds will not be callable prior to maturity.

## ARTICLE VI

### APPLICATION OF BOND PROCEEDS

SECTION 6.1. Application of Bond Proceeds As a condition of the issuance of the Bonds, the Issuer hereby binds and obligates itself to:

(a) Deposit irrevocably in trust with the Escrow Agent under the terms and conditions of the Escrow Agreement, as hereinafter provided, an amount of the proceeds derived from the issuance and sale of the Bonds (exclusive of accrued interest), together with additional moneys of the Issuer, as will enable the Escrow Agent to purchase Government Obligations described in the Escrow Agreement, which shall mature in principal and interest in such a manner as to provide at least the required cash amount on or before each payment date for the Refunded Bonds (said amounts being necessary on each of the designated dates to pay and retire or redeem the Refunded Bonds, including premiums, if any, payable upon redemption). Prior to or concurrently with the delivery of the Bonds, the Issuer shall obtain an independent mathematical verification that the moneys and obligations required to be irrevocably deposited in trust in the Escrow Fund with the Escrow Agent, together with the earnings to accrue thereon, will always be sufficient for the payment of the principal of, premium, if any, and interest on the Refunded Bonds. The moneys so deposited with the Escrow Agent shall constitute a trust fund irrevocably dedicated for the use and benefit of the owners of the Refunded Bonds.

(b) Deposit in the Expense Fund established with the Escrow Agent such amount of the proceeds of the Bonds as will enable the Escrow Agent to pay the Costs of Issuance and the costs properly attributable to the establishment and administration of the Escrow Fund on behalf of the Issuer.

(c) Deposit accrued interest, if any, received on the delivery date of the Bonds into the Sinking Fund established by Section 4.1 hereof and to apply said funds to pay a portion of the interest due on the Bonds on the first Interest Payment Date therefor. Accrued interest, if any, received upon delivery of the Bonds shall be invested only in Government Securities maturing on or prior to the first Interest Payment Date.

## ARTICLE VII

### SUPPLEMENTAL BOND RESOLUTIONS

SECTION 7.1. Supplemental Resolutions Effective Without Consent of Owners For any one or more of the following purposes and at any time from time to time, a resolution supplemental hereto may be adopted, which, upon the filing with the Paying Agent of a certified copy thereof, but without any consent of Owners, shall be fully effective in accordance with its terms:

- (a) to add to the covenants and agreements of the Issuer in the Bond Resolution other covenants and agreements to be observed by the Issuer which are not contrary to or inconsistent with the Bond Resolution as theretofore in effect;
- (b) to add to the limitations and restrictions in the Bond Resolution other limitations and restrictions to be observed by the Issuer which are not contrary to or inconsistent with the Bond Resolution as theretofore in effect;
- (c) to surrender any right, power or privilege reserved to or conferred upon the Issuer by the terms of the Bond Resolution, but only if the surrender of

such right, power or privilege is not contrary to or inconsistent with the covenants and agreements of the Issuer contained in the Bond Resolution;

- (d) to cure any ambiguity, supply any omission, or cure or correct any defect or inconsistent provision of the Bond Resolution; or
- (e) to insert such provisions clarifying matters or questions arising under the Bond Resolution as are necessary or desirable and are not contrary to or inconsistent with the Bond Resolution as theretofore in effect.

**SECTION 7.2. Supplemental Resolutions Effective With Consent of Owners**

Except as provided in Section 7.1, any modification or amendment of the Bond Resolution or of the rights and obligations of the Issuer and of the Owners of the Bonds hereunder, in any particular, may be made by a supplemental resolution, with the written consent of the Owners of a majority of the Bond Obligation at the time such consent is given. No such modification or amendment shall permit a change in the terms of maturity of the principal of any outstanding Bond or of any installment of interest thereon or a reduction in the principal amount thereof or in the rate of interest thereon without the consent of the Owner of such Bond, or shall reduce the percentages of Bonds the consent of the Owner of which is required to effect any such modification or amendment, or change the obligation of the Issuer to levy and collect taxes for the payment of the Bonds as provided herein, without the consent of the Owners of all of the Bonds then outstanding, or shall change or modify any of the rights or obligations of either the Paying Agent or the Escrow Agent without its written assent thereto. For the purposes of this Section, Bonds shall be deemed to be affected by a modification or amendment of the Bond Resolution if the same adversely affects or diminishes the rights of the Owners of said Bonds.

Any amendment or supplement to the Bond Resolution shall be subject to the prior written consent of the Insurer. Any rating agency rating the Bonds must receive notice of each amendment and a copy thereof at least 15 days in advance of its execution or adoption. The Insurer shall be provided with a full transcript of all proceedings relating to the execution of any such amendment or supplement.

A supplemental resolution, upon the filing with the Paying Agent of a certified copy thereof, shall become fully effective in accordance with its terms.

**ARTICLE VIII**

**TAX COVENANTS CONTINUING DISCLOSURE**

**SECTION 8.1. Tax Covenants.** The Issuer covenants and agrees that, to the extent permitted by the laws of the State of Louisiana, it will comply with the requirements of the Code to in order to establish, maintain and preserve the exclusion from "gross income" of interest on the Bonds under the Code. The Issuer shall not take any action or fail to take any action, nor shall it permit at any time or times any of the proceeds of the Bonds or any other funds of the Issuer to be used directly or indirectly in any manner, to acquire any securities or obligations the acquisition of which would cause any Bond to be an "arbitrage bond" as defined in the Code or would result in the inclusion of the interest on any Bond in "gross income" under the Code, including, without limitation, (i) the failure to comply with the limitation on investment of the proceeds of the Bonds, (ii) the failure to pay any required rebate of arbitrage earnings to the United States of America, or (iii) the use of the proceeds of the Bonds in a manner which would cause the Bonds to be "private activity bonds" under the Code.

The Executive Officers are hereby empowered, authorized and directed to take any and all action and to execute and deliver any instrument, document or certificate necessary to effectuate the purposes of this Section.

**SECTION 8.2. Continuing Disclosure Certificate** The Secretary of the Governing Authority is hereby empowered and directed to execute an appropriate Continuing Disclosure Certificate (substantially in the form set forth in Appendix H of the official statement issued in connection with the sale and issuance of the Bonds) pursuant to S.E.C. Rule 15c2-12(b)(5).



SECTION 8.3. Bonds Are Not "Bank Qualified" The Bonds are not designated as "qualified tax-exempt obligations" within the meaning of Section 265(b)(3) of the Code.

## ARTICLE IX

### REMEDIES ON DEFAULT

SECTION 9.1. Events of Default If one or more of the following events (in this Bond Resolution called "Events of Default") shall happen, that is to say,

- (a) if default shall be made in the due and punctual payment of the principal of any Bond when and as the same shall become due and payable, whether at maturity or otherwise (in determining whether a principal payment default has occurred, no effect shall be given to payments made under the Municipal Bond Insurance Policy); or
- (b) if default shall be made in the due and punctual payment of any installment of interest on any Bond when and as such interest installment shall become due and payable (in determining whether an interest payment default has occurred, no effect shall be given to payments made under the Municipal Bond Insurance Policy); or
- (c) if default shall be made by the Issuer in the performance or observance of any other of the covenants, agreements or conditions on its part in the Bond Resolution, any supplemental resolution or in the Bonds contained and such default shall continue for a period of fortyfive (45) days after written notice thereof to the Issuer by the Insurer or by any Owner; or
- (d) if the Issuer shall file a petition or otherwise seek relief under any Federal or State bankruptcy law or similar law;

then, upon the happening and continuance of any Event of Default the Insurer and the Owners of the Bonds shall be entitled to exercise all rights and powers for which provision is made under Louisiana law; provided, however, that the exercise of remedies at the direction of the Owners is subject to the prior written consent of the Insurer, and the Insurer, acting alone, shall have the exclusive right to direct any action or remedy to be undertaken so long as it is not then in default of its payment obligations under the Municipal Bond Insurance Policy. The Issuer shall notify the Insurer immediately upon the occurrence of any Event of Default. No event of Default shall be waived without the consent of the Insurer. All remedies shall be cumulative with respect to the Paying Agent, the Owners and the Insurer; if any remedial action is discontinued or abandoned, the Paying Agent, the Owners and the Insurer shall be restored to their former positions.

The Paying Agent or Issuer shall provide the Insurer with immediate notice of any payment default, and notice of any other default known to the Paying Agent within thirty (30) days of the Paying Agent's or Issuer's knowledge thereof.

## ARTICLE X

### CONCERNING FIDUCIARIES

SECTION 10.1. Escrow Agent; Appointment and Acceptance of Duties Argent Trust, a division of National Independent Trust Company, in the City of Ruston, Louisiana, is hereby appointed Escrow Agent with respect to the Refunded Bonds. The Escrow Agent shall signify its acceptance of the duties and obligations imposed upon it by this Bond Resolution by executing and delivering the Escrow Agreement.

SECTION 10.2. Paying Agent; Appointment and Acceptance of Duties The Issuer will at all times maintain a Paying Agent having the necessary qualifications for the performance of the duties described in this Bond Resolution. The designation of Argent Trust, a division of National Independent Trust Company, in the City of Ruston, Louisiana, as the initial Paying Agent is hereby confirmed and approved. The Paying Agent shall signify its acceptance of the duties and obligations imposed on it by the Bond Resolution by executing and delivering to the Executive Officers a written acceptance thereof. The Governing Authority reserves the right to appoint a successor Paying Agent by (a) filing with the Person then performing such

function a certified copy of a resolution giving notice of the termination of the agreement and appointing a successor and (b) causing notice to be given to each Owner. Furthermore, the Paying Agent may be removed by the Issuer at any time for any breach of its duties set forth herein, affective upon appointment of a successor Paying Agent as set forth above. Every Paying Agent appointed hereunder shall at all times be a trust company or bank organized and doing business under the laws of the United States of America or of any State, authorized under such laws to exercise trust powers, and subject to supervision or examination by Federal or State authority.

The Insurer shall be furnished with written notice of the resignation or removal of the Paying Agent and the appointment of any successor thereto.

## ARTICLE XI

### MISCELLANEOUS

SECTION 11.1. Defeasance (a) If the Issuer shall pay or cause to be paid to the Owners of all Bonds then outstanding, the principal and interest become due thereon, at the times and in the manner stipulated therein and in the Bond Resolution, then the covenants, agreements and other obligations of the Issuer to the Owners shall be discharged and satisfied. In such event, the Paying Agent shall, upon the request of the Issuer, execute and deliver to the Issuer all such instruments as may be desirable to evidence such discharge and satisfaction and the Paying Agent shall pay over or deliver to the Issuer all moneys, securities and funds held by them pursuant to the Bond Resolution which are not required for the payment of Bonds not theretofore surrendered for such payment.

(b) Bonds or interest installments for the payment of which money shall have been set aside and shall be held in trust (through deposit by the Issuer of funds for such payment or otherwise) at the maturity date thereof shall be deemed to have been paid within the meaning and with the effect expressed above in this Section. Bonds shall be deemed to have been paid, prior to their maturity, within the meaning and with the effect expressed above in this Section if they have been defeased pursuant to Chapter 14 of Title 39 of the Louisiana Revised Statutes of 1950, as amended, or any successor provisions thereto.

### SECTION 11.2. Evidence of Signatures of Owners and Ownership of Bonds

(a) Any request, consent, revocation of consent or other instrument which the Bond Resolution may require or permit to be signed and executed by the Owners may be in one or more instruments of similar tenor, and shall be signed or executed by such Owners in person or by their attorneys in fact appointed in writing. Proof of (i) the execution of any such instrument, or of an instrument appointing any such attorney, or (ii) the ownership by any person of the Bonds shall be sufficient for any purpose of the Bond Resolution (except as otherwise therein expressly provided) if made in the following manner, or in any other manner satisfactory to the Paying Agent, which may nevertheless in its discretion require further or other proof in cases where it deems the same desirable:

- (1) the fact and date of the execution by any Owner or his attorney in fact of such instrument may be proved by the certificate, which need not be acknowledged or verified, of an officer of a bank or trust company or of any notary public or other officer authorized to take acknowledgments of deeds, that the person signing such request or other instrument acknowledged to him the execution thereof, or by an affidavit of a witness of such execution, duly sworn to before such notary public or other officer. Where such execution is by an officer of a corporation or association or a member of a partnership, on behalf of such corporation, association or partnership, such certificate or affidavit shall also constitute sufficient proof of his authority;
- (2) the ownership of Bonds and the amount, numbers and other identification, and date of owning the same shall be proved by the registration books of the Paying Agent.

(b) Any request or consent by the Owner of any Bond shall bind all future Owners of such Bond in respect of anything done or suffered to be done by the Issuer or the Paying Agent in accordance therewith.

SECTION 11.3. Moneys Held for Particular Bonds The amounts held by the Paying Agent for the payment due on any date with respect to particular Bonds shall, on and after such date and pending such payment, be set aside on its books and held in trust by it, without liability for interest, for the Owners of the Bonds entitled thereto.

SECTION 11.4. Parties Interested Herein Nothing in the Bond Resolution expressed or implied is intended or shall be construed to confer upon, or to give to, any person or entity, other than the Issuer, the Paying Agent, the Escrow Agent, the Insurer and the Owners of the Bonds any right, remedy or claim under or by reason of the Bond Resolution or any covenant, condition or stipulation thereof; and all the covenants, stipulations, promises and agreements in the Bond Resolution contained by and on behalf of the Issuer shall be for the sole and exclusive benefit of the Issuer, the Paying Agent, the Escrow Agent, the Insurer and the Owners of the Bonds and the owners of the Refunded Bonds.

SECTION 11.5. No Recourse on the Bonds No recourse shall be had for the payment of the principal of or interest on the Bonds or for any claim based thereon or on this Bond Resolution against any member of the Governing Authority or officer of the Issuer or any person executing the Bonds.

SECTION 11.6. Successors and Assigns Whenever in this Bond Resolution the Issuer is named or referred to, it shall be deemed to include its successors and assigns and all the covenants and agreements in this Bond Resolution contained by or on behalf of the Issuer shall bind and enure to the benefit of its successors and assigns whether so expressed or not.

SECTION 11.7. Subrogation In the event the Bonds herein authorized to be issued, or any of them, should ever be held invalid by any court of competent jurisdiction, the Owner or Owners thereof shall be subrogated to all the rights and remedies against the Issuer had and possessed by the owner or owners of the Refunded Bonds.

SECTION 11.8. Severability In case any one or more of the provisions of the Bond Resolution or of the Bonds issued hereunder shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provision of the Bond Resolution or of the Bonds, but the Bond Resolution and the Bonds shall be construed and enforced as if such illegal or invalid provisions had not been contained therein. Any constitutional or statutory provision enacted after the date of the Bond Resolution which validates or makes legal any provision of the Bond Resolution or the Bonds which would not otherwise be valid or legal shall be deemed to apply to the Bond Resolution and to the Bonds.

SECTION 11.9. Publication of Bond Resolution This Bond Resolution shall be published one time in the official journal of the Issuer; however, it shall not be necessary to publish any exhibits hereto if the same are available for public inspection and such fact is stated in the publication.

SECTION 11.10. Execution of Documents In connection with the issuance and sale of the Bonds, the Executive Officers are each authorized, empowered and directed to execute on behalf of the Issuer such documents, certificates and instruments as they may deem necessary, upon the advice of bond counsel, to effect the transactions contemplated by this Bond Resolution, the signatures of the Executive Officers on such documents, certificates and instruments to be conclusive evidence of the due exercise of the authority granted hereunder.

SECTION 11.11. Audit As soon as practicable after the filing thereof, a copy of any financial statement of the Issuer and a copy of any audit and annual report of the Issuer shall be forwarded to the Underwriter until the Bonds mature.

## ARTICLE XII

### SALE OF BONDS

SECTION 12.1. Sale of Bonds The Bonds are hereby awarded to and sold to the Underwriter at the price and under the terms and conditions set forth in the Bond Purchase Agreement attached hereto as Exhibit D, and after their execution, registration by the Secretary

of State and authentication by the Paying Agent, the Bonds shall be delivered to the Underwriter or its agents or assigns, upon receipt by the Issuer of the agreed purchase price.

SECTION 12.2. Official Statement The Issuer hereby approves the form and content of the Preliminary Official Statement dated April 19, 2005, pertaining to the Bonds, which has been submitted to the Issuer, and hereby ratifies its prior use by the Underwriter in connection with the sale of the Bonds. The Issuer further approves the form and content of the final Official Statement and hereby authorizes and directs the execution by the President and Secretary of the Governing Authority and delivery of such final Official Statement to the Underwriter for use in connection with the public offering of the Bonds.

SECTION 12.3. Additional Refunding Bonds Authorized for Series 2000 Bonds. Approval is given to the issuance of not exceeding \$15,000,000 of refunding bonds to refund the callable maturities of the Series 2000 Bonds, and the Superintendent is hereby authorized to execute a Bond Purchase Agreement with the Underwriter, in form and substance satisfactory to Bond Counsel to the School Board, provided the sale of the Bonds produces minimum net present value savings (after payment of all costs) to taxpayers of at least 5% of the principal amount of Series 2000 Bonds being refunded.

### ARTICLE XIII

#### REDEMPTION OF REFUNDED BONDS

SECTION 13.1. Call for Redemption Subject only to the actual delivery of the Bonds, the Issuer's \$12,570,000 of General Obligation School Bonds, Series 1998, consisting of the callable maturities of that issue maturing March 1, 2009 to March 1, 2016, inclusive and March 1, 2018 are hereby irrevocably called for redemption on March 1, 2008 at the principal amount thereof and accrued interest to the applicable redemption date, in compliance with the resolutions authorizing their issuance.

SECTION 13.2. Notice of Defeasance and Call for Redemption In accordance with the resolution authorizing the issuance of the Refunded Bonds, a Notice of Defeasance and Call for Redemption for the Refunded Bonds in substantially the form attached hereto as Exhibit E shall be sent by the paying agent for the Refunded Bonds to the registered owners as the same appear on the registration books of said paying agent by means of first class mail not less than thirty (30) days prior to the date of redemption.

### ARTICLE XIV

#### PROVISIONS RELATING TO THE INSURER

SECTION 14.1. Delivery of the Insurance Policy The Issuer hereby agrees to cause the Insurance Policy with respect to the Bonds to be delivered to the Paying Agent at or prior to the delivery of the Bonds to secure the obligations of the Issuer to pay the principal of and interest on the Bonds entitled to the benefits thereof. All amounts received by the Paying Agent under said Insurance Policy shall be used solely for regularly scheduled payments of principal of and interest on the Bonds entitled to the benefits of such Insurance Policy.

The Insurer shall be deemed to be the sole holder of the Bonds insured by it for the purpose of exercising any voting right or privilege or giving any consent or direction or taking any other action that the holders of the Bonds insured by it are entitled to take pursuant to this Bond Resolution. The maturity of the Bonds shall not be accelerated without the consent of the Insurer.

Amounts paid by the Insurer under the Insurance Policy shall not be deemed paid for purposes of this Bond Resolution and shall remain Outstanding and continue to be due and owing until paid by the Issuer in accordance with this Bond Resolution. The Insurer shall, to the extent it makes any payment of principal of or interest on the Bonds become subrogated to the rights of the recipients of such payments in accordance with the terms of the Insurance Policy. This Bond Resolution shall not be discharged unless all amounts due or to become due to the Insurer have been paid in full or duly provided for.

SECTION 14.2. Items Required to be Furnished to the Insurer While the Insurance Policy is in effect, the Issuer or the Paying Agent, as appropriate, shall furnish to the Insurer:

- (a) in connection with the issuance of any additional bonds, a copy of the disclosure document, if any, circulated with respect to such additional bonds,
- (b) notice of the resignation or removal of the Paying Agent and the appointment of a successor thereto;
- (c) copies of all notices required to be delivered to the Owners, the Paying Agent or any other party under this Bond Resolution; and
- (d) copies, on an annual basis, of the Issuer's audited financial statements and annual budget.

Copies of any amendments made to the documents executed in connection with the issuance of the Bonds which are consented to by the Insurer shall also be sent to Standard & Poors.

SECTION 14.3. Payment Procedures If, on the business day prior to the related scheduled interest payment date or principal payment date ("Payment Date") there is not on deposit with the Paying Agent, after making all transfers and deposits required under the Bond Resolution, moneys sufficient to pay the principal of and interest on the Bonds due on such Payment Date, the Paying Agent shall make a claim under the Insurance Policy and give notice to the Insurer and to its designated agent (if any) (the "Insurer's Fiscal Agent") by telephone or telecopy of the amount of such deficiency of the amount of such deficiency, and the allocation of such deficiency between the amount required to pay interest on the Bonds and the amount required to pay principal of the Bonds, confirmed in writing to the Insurer and the Insurer's Fiscal Agent by 12:00 noon, New York Parish time, on such business day by filling in the form of Notice of Claim and Certificate delivered with the Insurance Policy.

The Paying Agent shall keep a complete and accurate record of all funds deposited by the Insurer into the Policy Payments Account and the allocation of such funds to payment of interest on and principal paid in respect of any Bonds. The Insurer shall have the right to inspect such records at reasonable times upon reasonable notice to the Paying Agent.

Upon payment of a claim under the Insurance Policy the Paying Agent shall establish a separate special purpose trust account for the benefit of holders of the Bonds referred to herein as the "Policy Payments Account" and over which the Paying Agent shall have exclusive control and sole right of withdrawal. The Paying Agent shall receive any amount paid under the Insurance Policy in trust on behalf of holders of the Bonds and shall deposit any such amount in the Policy Payments Account and distribute such amount only for purposes of making the payments for which a claim was made. Such amounts shall be disbursed by the Paying Agent to holders of the Bonds in the same manner as principal and interest payments are to be made with respect to the Bonds under the sections hereof regarding payment of Bonds. It shall not be necessary for such payments to be made by checks or wire transfers separate from the check or wire transfer used to pay debt service with other funds available to make such payments.

Funds held in the Policy Payments Account shall not be invested by the Paying Agent and may not be applied to satisfy any costs, expenses or liabilities of the Paying Agent.

Any funds remaining in the Policy Payments Account following a Payment Date shall promptly be remitted to the Insurer.

SECTION 14.4. Notices to the Insurer The notice address of the Insurer is:

Financial Security Assurance Inc.  
 350 Park Avenue  
 New York, New York 10022-6022  
 Attention: Managing Director -- Surveillance

Re: Policy No. \_\_\_\_\_  
 Telephone (212) 826-0100  
 Telecopier: (212) 339-3529

In each case in which notice or other communication refers to an Event of Default, then a copy of such notice or other communication shall also be sent to the attention of General Counsel and shall be marked to indicate "URGENT MATERIAL ENCLOSED."

This Resolution having been submitted to a vote, the vote thereon was as follows:

<u>Member</u>	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstaining</u>
Phillip R. Guin	<u>X</u>	_____	_____	_____
Eursla Hardy	<u>X</u>	_____	_____	_____
Willie D. Burton	<u>X</u>	_____	_____	_____
Charlotte Crawley	<u>X</u>	_____	_____	_____
Lola May	<u>X</u>	_____	_____	_____
Tammy T. Phelps	<u>X</u>	_____	_____	_____
Lillian Priest	<u>X</u>	_____	_____	_____
Bonita Crawford	<u>X</u>	_____	_____	_____
Barry F. Rachal	<u>X</u>	_____	_____	_____
Larry Ramsey	<u>X</u>	_____	_____	_____
Ginger Armstrong	<u>X</u>	_____	_____	_____
Willie Henderson	<u>X</u>	_____	_____	_____

And the resolution was declared adopted on this, the 21<sup>st</sup> day of April, 2005.

/s/ Ollie Tyler

/s/ Willie Henderson

Secretary

President

STATE OF LOUISIANA

PARISH OF CADDO

I, the undersigned Secretary of the Parish School Board of the Parish of Caddo, State of Louisiana, -do hereby certify that the foregoing \_\_\_\_\_ (\_\_\_\_) pages constitute a true and correct copy of a resolution adopted by said Parish School Board on April 21, 2005, providing for the issuance and sale of \$12,405,000 of General Obligation School Refunding Bonds, Series 2005, of Parishwide School District of Caddo Parish, Louisiana; prescribing the form, fixing the details and providing for the rights of the owners there-of; providing for the payment of the principal of and interest on such bonds and the application of the proceeds thereof to the refunding of certain bonds of said School District; and providing for other matters in connection therewith.

IN FAITH WHEREOF, witness my official signature and the impress of the official seal of said Parish School Board on this, the 21<sup>st</sup> day of April, 2005.

\_\_\_\_\_  
 Secretary

(SEAL)

**EXHIBIT A  
 TO BOND RESOLUTION**

**OUTSTANDING BONDS TO BE REFUNDED**

General Obligation School Bonds, Series 1998, dated July 1, 1998, as follows:

DATE (MARCH 1)	PRINCIPAL PAYMENT	INTEREST RATE
2009	\$ 980,000 .....	4.50%
2010	1,035,000 .....	4.60
2011	1,090,000 .....	4.70
2012	1,150,000 .....	4.80
2013	1,210,000 .....	4.85
2014	1,275,000 .....	5.00
2015	1,345,000 .....	5.00
2016	1,415,000 .....	5.00
2018	<u>3,070,000 .....</u>	5.00
	\$12,570,000	

Those Series 1998 Bonds maturing March 1, 2009, and thereafter will be called for redemption on March 1, 2008, at the principal amount thereof and accrued interest to March 1, 2008.

## EXHIBIT B TO BOND RESOLUTION

### DEFEASANCE AND ESCROW DEPOSIT AGREEMENT

This DEFEASANCE AND ESCROW DEPOSIT AGREEMENT, by and between **PARISHWIDE SCHOOL DISTRICT OF CADDO PARISH, LOUISIANA** (the "Issuer"), appearing herein through the hereinafter named officers, and **ARGENT TRUST, a division of National Independent Trust Company**, in the City of Ruston, Louisiana, a national banking association duly authorized to exercise corporate trust powers, as escrow agent (the "Escrow Agent"), appearing herein through the hereinafter named officers, which shall be dated as of May 1, 2005.

#### WITNESSETH:

WHEREAS, the Issuer has heretofore duly authorized and issued its General Obligation School Bonds, Series 1998, of which \$15,220,000 is still outstanding (the "1998 Bonds"); and

WHEREAS, the governing authority of the Issuer has found and determined that the refunding of \$12,570,000 of the 1998 Bonds which mature March 1, 2009 to March 1, 2016, inclusive and March 1, 2018 (the "Refunded Bonds"), would be financially advantageous to the Issuer and would result in debt service savings; and

WHEREAS, the Issuer has authorized the issuance of \$12,405,000 of its General Obligation School Refunding Bonds, Series 2005 (the "Bonds"), for the purpose of refunding the Refunded Bonds, pursuant to a resolution adopted by the Issuer on April 21, 2005 (the "Bond Resolution"); and

WHEREAS, the Bond Resolution provides that a portion of the proceeds from the sale of the Bonds (exclusive of accrued interest thereon) shall be placed in escrow with the Escrow Agent and, together with the interest earned from the investment thereof, will be sufficient to pay the principal of, premium, if any, and interest on the Refunded Bonds to their respective redemption date;

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, and in order to provide for the aforesaid refunding and thereby reduce annual debt service on the Refunded Bonds and lower the effective rate of interest paid with respect to the Issuer's general obligation school bonds, the parties hereto agree as follows:

**SECTION 1. Establishment of Escrow Fund.** There is hereby created and established with the Escrow Agent a special and irrevocable escrow fund to be known as "Parishwide School District of Caddo Parish, Louisiana, General Obligation School Refunding

Bonds, Series 2005, Escrow Fund" (herein called the "Escrow Fund") to be held in trust by the Escrow Agent separate and apart from other funds of the Issuer and the Escrow Agent. Receipt of a true and correct copy of the Bond Resolution is hereby acknowledged by the Escrow Agent, and reference herein to or citation herein of any provision of said Bond Resolution shall be deemed to incorporate the same as a part hereof in the same manner and with the same effect as if fully set forth herein.

SECTION 2. Deposit to Escrow Fund; Application of Moneys. Concurrently with the issuance and delivery of the Bonds, the Issuer will cause to be deposited with the Escrow Agent the sum of \$\_\_\_\_\_ from the proceeds of the Bonds (the "Bond Proceeds") and a transfer of \$\_\_\_\_\_ from the existing funds of the Issuer (the "Existing Funds"). Such funds will be applied as follows:

- (i) \$\_\_\_\_\_ of Bond Proceeds to the Escrow Fund to purchase the Escrow Obligations (hereinafter defined) described in Schedule A-1 attached hereto;
- (ii) \$\_\_\_\_\_ of Existing Funds to the Escrow Fund to purchase the Escrow Obligation (hereinafter defined) described in Schedule A-2 attached hereto;
- (iii) \$\_\_\_\_\_ of Existing Funds to the Escrow Fund to establish an initial cash deposit;
- (iv) \$\_\_\_\_\_ of Bond Proceeds to the Expense Fund created in Section 3 hereof; and
- (v) \$\_\_\_\_\_ of Existing Funds to the Expense Fund created in Section 3 hereof.

(b) Concurrently with such deposit, the Escrow Agent shall apply the moneys described in (i) and (ii) above to the purchase of the obligations, described in Schedule A attached hereto. The obligations listed in Schedule A hereto and any other direct obligations of the United States Government are hereinafter referred to as the "Escrow Obligations". All documents evidencing the book entries of the Escrow Obligations shall be held by the Escrow Agent and appropriate evidence thereof shall be furnished by the Escrow Agent to the Issuer. As shown in Schedule B attached hereto, the Escrow Obligations shall mature in principal amounts and pay interest in such amounts and at such times so that sufficient moneys will be available from such Escrow Obligations (together with other moneys on deposit in the Escrow Fund) to pay, as the same mature and become due or are redeemed, the principal of, premium, if any, and interest on the Refunded Bonds. The Issuer, on the basis of a mathematical verification of an independent certified public accountant, has heretofore found and determined that the investments described in said Schedule A are adequate in yield and maturity date in order to provide the necessary moneys to accomplish the refunding of the Refunded Bonds.

In the event that, on the date of delivery of the Bonds, there is not delivered to the Escrow Agent any Escrow Obligation described in Schedule A hereto, the Escrow Agent shall accept delivery of cash and/or replacement obligations which are direct, noncallable general obligations of or guaranteed by the United States of America (collectively, "Replacement Obligations") described in paragraph (b) of this Section, in lieu thereof, and shall hold such Replacement Obligations in the Escrow Fund until the Escrow Obligations described in Schedule A which were not delivered on the date of delivery of the Bonds are available for delivery. The Escrow Agent shall return to the supplier thereof any Replacement Obligations in exchange for and upon receipt of the Escrow Obligations set forth in Schedule A for which such Replacement Obligations described in such paragraph (b) were substituted. The Escrow Agent shall have no power or duty to invest any moneys held in the Escrow Fund or to make substitutions of the Escrow Obligations held in the Escrow Fund or to hereafter sell, transfer or otherwise dispose of such Escrow Obligations, except pursuant to the following subparagraph (b).

(c) An obligation shall qualify as a Replacement Obligation or other permitted substitution obligation only if such Replacement Obligations:



(i) are in an amount, and/or mature in an amount (including any interest received thereon), which together with any cash or Government Securities substituted for the Escrow Obligations listed in Schedule A hereto is equal to or greater than the amount payable on the maturity date of the Escrow Obligations listed in Schedule A hereto for which the substitution occurred;

(ii) mature on or before the next date on which the Government Securities listed in Schedule A hereto which are substituted for will be required for payment of principal of, premium, if any, or interest on the Refunded Bonds; and

(iii) the Escrow Agent shall have been provided with (A) a mathematical verification of an independent certified public accountant that the Replacement Obligations are sufficient to pay the principal, interest and premium of the Refunded Bonds as shown on Schedule C and (B) an opinion of nationally recognized bond counsel to the effect that the substitution is permitted hereunder and has no adverse effect on the exclusion from gross income for federal income tax purposes of interest on the bonds or the Refunded Bonds.

To the extent that the Escrow Obligations mature before the payment dates referred to in Schedule C, the Escrow Agent may invest for the benefit of the Issuer such cash in other Escrow Obligations provided that the investment in such other Escrow Obligations mature on or before dates pursuant to Section 6 in such amounts as equal or exceed the Section 6 requirements and that such investment does not cause the Bonds or the Refunded Bonds to be "arbitrage bonds" under the Internal Revenue Code of 1986, as amended.

(d) The Escrow Agent shall collect and receive the interest accruing and payable on the Escrow Obligations and the maturing principal amounts of the Escrow Obligations as the same are paid and credit the same to the Escrow Fund, so that the interest on and the principal of the Escrow Obligations, as such are paid, will be available to make the payments required pursuant to Section 6 hereof.

(e) In the event there is a deficiency in the Escrow Fund, the Escrow Agent shall notify the Issuer of such deficiency, and the Issuer shall immediately remedy such deficiency by paying to the Escrow Agent the amount of such deficiency. The Escrow Agent shall not be liable for any such deficiency, except as may be caused by the Escrow Agent's negligence or willful misconduct.

### SECTION 3. Establishment of Expense Fund; Use of Moneys in Expense Fund.

There is also hereby created and established with the Escrow Agent a special trust account to pay the Costs of Issuance of the Bonds, as defined in the Bond Resolution (herein called the "Expense Fund") to be held in the custody of the Escrow Agent separate and apart from any other funds of the Issuer and the Escrow Agent, to which the amount of the proceeds derived from the issuance and sale of the Bonds hereinabove set forth are to be deposited. The amounts on deposit in the Expense Fund shall be used for and applied to the payment of the Costs of Issuance of the Issuer in connection with the issuance, sale and delivery of the Bonds and the establishment of the funds hereunder; and pending such disbursement moneys in the Expense Fund shall be invested by the Escrow Agent as directed by the Issuer. Payment of the aforesaid expenses shall be made by the Escrow Agent from the moneys on deposit in such Expense Fund for the purposes listed in Schedule D hereto upon receipt by the Escrow Agent of either an invoice or statement for the appropriate charges, or a written request of the Issuer signed by the Secretary of the Governing Authority, which request shall state, with respect to each payment to be made, the person, firm or corporation to whom payment is to be made, the amount to be paid and the purpose for which the obligation to be paid was incurred. Each such invoice, statement or written request shall be sufficient evidence to the Escrow Agent that the payment requested to be made from the moneys on deposit in such Expense Fund is a proper payment to the person named therein in the amount and for the purpose stated therein, and upon receipt of such invoice, statement or written request, and the Escrow Agent shall pay the amount set forth therein as directed by the terms thereof. When all expenses contemplated to be paid from such Expense Fund have been paid, such fund shall be closed and any balance remaining therein shall be withdrawn by the Escrow Agent and applied by the Issuer to the payment of principal of Bonds next falling due.

SECTION 4. Deposit to Escrow Fund Irrevocable. The deposit of the moneys in the Escrow Fund shall constitute an irrevocable deposit of said moneys in trust exclusively for the benefit of the owners of the Refunded Bonds and such moneys and Escrow Obligations, together with any income or interest earned thereon, shall be held in escrow and shall be applied solely to the payment of the principal of, premium, if any, and interest on the Refunded Bonds as the same mature and become due or are redeemed. Subject to the requirements set forth herein for the use of the Escrow Fund and the moneys and investments therein, the Issuer covenants and agrees that the Escrow Agent shall have full and complete control and authority over and with respect to the Escrow Fund and moneys and investments therein and the Issuer shall not exercise any control or authority over and with respect to the Escrow Fund and the moneys and investments therein.

SECTION 5. Use of Moneys. The Escrow Agent shall apply the moneys deposited in the Escrow Fund and the Expense Fund and the Escrow Obligations, together with any income or interest earned thereon, in accordance with the provisions hereof. The Escrow Agent shall have no power or duty to invest any moneys held hereunder, or to make substitutions of the Escrow Obligations held hereunder or to sell, transfer or otherwise dispose of the Escrow Obligations acquired hereunder, except as provided in 2(b) above. The liability of the Escrow Agent for the payment of the amounts to be paid hereunder shall be limited to the principal of and interest on the Escrow Obligations and cash available for such purposes in the Escrow Fund and the Expense Fund. Any amounts held as cash in the Escrow Fund, or in the Expense Fund shall be held in cash without any investment thereof, not as a time or demand deposit with any bank, savings and loan or other depository.

SECTION 6. Payment of Refunded Bonds. The Escrow Agent shall receive the matured principal of and the interest on the Escrow Obligations as the same are payable. On or before each interest payment date on the Refunded Bonds, the Escrow Agent shall transmit to the Issuer or the paying agent for the Refunded Bonds in immediately available funds, sufficient amounts for the payment of the interest on the Refunded Bonds due on said date and any principal of and redemption premiums on the Refunded Bonds due on said date by reason of the redemption of Refunded Bonds, in accordance with Schedule C attached hereto.

SECTION 7. Notice of Defeasance and Call for Redemption. The Issuer shall cause a Notice of Defeasance and Call for Redemption for the Refunded Bonds to be sent by the applicable paying agent for the Refunded Bonds, by first class mail, postage prepaid, not less than thirty (30) days prior to the applicable date of redemption of the Refunded Bonds to the registered owners as the same appear on the registration books maintained by said paying agent. The Issuer will reimburse the Escrow Agent for any expenses incurred in connection with this Section from moneys other than those in the Escrow Fund.

SECTION 8. Remaining Moneys in Escrow Fund. Upon the retirement of the Refunded Bonds, any amounts remaining in the Escrow Fund shall be paid to the Issuer as its property free and clear of the trust created by the Bond Resolution and this Agreement and shall be transferred to the Issuer.

SECTION 9. Rights of Owners of Refunded Bonds. The escrow trust fund created hereby shall be irrevocable and the owners of the Refunded Bonds shall have a beneficial interest and a first, prior and paramount claim on all moneys and Escrow Obligations in the Escrow Fund until paid out, used and applied in accordance with this Agreement.

SECTION 10. Fees of Escrow Agent. In consideration of the services rendered by the Escrow Agent under this Agreement, the Issuer has paid to the Escrow Agent its reasonable fees and expenses, and the Escrow Agent hereby acknowledges (i) receipt of such payment and (ii) that it shall have no lien whatsoever upon any moneys in the Escrow Fund. In no event shall the Issuer be liable to any person by reason of the transactions contemplated hereby other than to the Escrow Agent as set forth in this Section 10.

The Escrow Agent and its respective successors, assigns, agents and servants shall not be held to any personal liability whatsoever, in tort, contract, or otherwise, in connection with the execution and delivery of this Agreement, the establishment of the Escrow Fund, the acceptance of the moneys and securities deposited therein, the purchase of those Escrow Obligations listed in Schedule A, the retention of the Escrow Obligations or the proceeds thereof

or any payment, transfer or other application of moneys or securities by the Escrow Agent in accordance with the provisions of this Agreement or by reason of any act, omission or error of the Escrow Agent made in good faith and without negligence in the conduct of its duties.

SECTION 11. Enforcement. The Issuer, the paying agent for the Refunded Bonds and the owners of the Refunded Bonds shall have the right to take all actions available under law or equity to enforce this Agreement or the terms hereof.

SECTION 12. Records and Reports. The Escrow Agent will keep books of record and account in which complete and correct entries shall be made of all transactions relating to the receipts, disbursements, allocations and application of the money and Escrow Obligations deposited to the Escrow Fund and all proceeds thereof. With respect to each investment of the proceeds of Escrow Obligations, the Escrow Agent shall record, to the extent applicable, the purchase price of such investment, its fair market value, its coupon rate, its yield to maturity, the frequency of its interest payment, its disposition price, the accrued interest due on its disposition date and its disposition date. Such books shall be available for inspection at reasonable hours and under reasonable conditions by the Issuer and the owners of the Bonds and the Refunded Bonds.

SECTION 13. Successor Escrow Agents. If at any time the Escrow Agent or its legal successor or successors should become unable, through operation of law or otherwise, to act as escrow agent hereunder, or if its property and affairs shall be taken under the control of any state or federal court or administrative body because of insolvency or bankruptcy or for any other reason, a vacancy shall forthwith exist in the office of escrow agent hereunder. In such event the Issuer, by appropriate order, and with the prior written consent of the Issuer, shall promptly appoint an escrow agent to fill such vacancy.

Any successor escrow agent shall execute, acknowledge and deliver to the Issuer and the Escrow Agent an instrument accepting such appointment hereunder, and the Escrow Agent shall execute and deliver an instrument transferring to such successor escrow agent, subject to the terms of this Agreement, all the rights, powers and trusts of the Escrow Agent hereunder. Upon the request of any such successor escrow agent, the Issuer shall execute any and all instruments in writing for more fully and certainly vesting in and confirming to such successor escrow agent all such rights, powers and duties. The Escrow Agent shall pay over to its successor escrow agent a proportional part of the Escrow Agent's fee hereunder.

The Escrow Agent may be removed at any time by an instrument or concurrent instrument in writing delivered to the Escrow Agent by the Issuer.

SECTION 14. Amendments. This Agreement may be amended with the consent of the Issuer and the Escrow Agent (i) to correct ambiguities, (ii) to strengthen any provision hereof which is for the benefit of the owners of the Refunded Bonds or the Bonds or (iii) to sever any provision hereof which is deemed to be illegal or unenforceable; and provided further that this Agreement shall not be amended unless the Issuer shall deliver an opinion of nationally recognized bond counsel, that such amendments will not cause the Refunded Bonds to be "arbitrage bonds". A copy of any amendment shall be provided to the Insurer and any rating agencies which have rated the Bonds.

SECTION 15. Successors Bound. All covenants, promises and agreements in this Agreement shall bind and inure to the benefit of the respective successors and assigns of the Issuer, the Escrow Agent and the owners of the Refunded Bonds, whether so expressed or not.

SECTION 16. Louisiana Law Governing. This Agreement shall be governed by the applicable laws of the State of Louisiana.

SECTION 17. Termination. This Agreement shall terminate when all of the Refunded Bonds have been paid as aforesaid and any remaining moneys have been paid to the Issuer.

SECTION 18. Severability. If any one or more of the covenants or agreements provided in this Agreement on the part of the Issuer or the Escrow Agent to be performed should be determined by a court of competent jurisdiction to be contrary to law, such covenant or agreement shall be deemed and construed to be severable from the remaining covenants and

agreements herein contained and shall in no way affect the validity of the remaining provisions of this Agreement.

SECTION 19. Counterparts. This Agreement may be executed in several counterparts, all or any of which shall be regarded for all purposes as one original and shall constitute and be one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have executed this Escrow Deposit Agreement as of the day and year first written.

PARISHWIDE SCHOOL DISTRICT OF  
CADDO PARISH, LOUISIANA  
Shreveport, Louisiana

By: \_\_\_\_\_  
President,  
Parish School Board

ATTEST:

By: \_\_\_\_\_ (SEAL)  
Secretary,  
Parish School Board

ARGENT TRUST, a division of National  
Independent Trust Company  
Ruston, Louisiana

By: \_\_\_\_\_  
Title:

(SEAL)

**SCHEDULE A-1  
To Escrow Deposit Agreement**

**SCHEDULE OF ESCROW SECURITIES  
PURCHASED WITH BOND PROCEEDS**

**SCHEDULE A-2  
To Escrow Deposit Agreement**

**SCHEDULE OF ESCROW SECURITIES  
PURCHASED WITH EXISTING FUNDS**

**SCHEDULE B  
To Escrow Agreement**

**ESCROW CASH FLOW AND PROOF OF SUFFICIENCY**

**SCHEDULE C  
To Escrow Deposit Agreement**

**DEBT SERVICE ON REFUNDED BONDS****SCHEDULE D  
To Escrow Deposit Agreement****COSTS OF ISSUANCE**

State Bond Commission Fees	\$ 6,977.50
Bond Counsel Fees	23,992.50
Bond Counsel Expenses	3,500.00
POS and OS preparation	14,000.00
POS and OS printing	3,500.00
CPA Verification	3,000.00
Paying Agent Fees (Argent Trust)	0.00
Escrow Agent Fee (Argent Trust)	2,500.00
Rating Agency Fee (Moody's)	5,750.00
Rating Agent Fee (Standard & Poor's)	4,000.00
Publications	2,500.00
Miscellaneous	3,783.09
TOTAL	73,503.09

**EXHIBIT C  
TO BOND RESOLUTION**

NO. R-\_\_\_\_\_ PRINCIPAL AMOUNT \$\_\_\_\_\_

Unless this Bond is presented by an authorized representative of the Depository Trust Company, a New York corporation ("DTC"), to the Issuer or their agent for registration of transfer, exchange, or payment, and any Bond issued is registered in the name of CEDE & CO. or in such other name as is requested by an authorized representative of DTC (and any payment is made to CEDE & CO. or to such other entity as is requested by an authorized representative of DTC), ANY TRANSFER, PLEDGE, OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL inasmuch as the registered owner hereof, CEDE & CO., has an interest herein.

As provided in the Bond Resolution referred to herein, until the termination of the system of book-entry-only transfers through DTC and notwithstanding any other provision of the Bond Resolution to the contrary, this Bond may be transferred, in whole but not in part, only to a nominee of DTC, or by a nominee of DTC to DTC or a nominee of DTC, or by DTC or a nominee of DTC to any successor securities depository or any nominee thereof.

UNITED STATES OF AMERICA  
STATE OF LOUISIANA  
PARISH OF CADDO

GENERAL OBLIGATION SCHOOL REFUNDING BOND, SERIES 2005  
OF

PARISHWIDE SCHOOL DISTRICT  
OF CADDO PARISH, LOUISIANA

Bond Date	Maturity Date	Interest Rate	CUSIP Number
_____, 2005	March 1, ____	_____%	_____

Parishwide School District of Caddo Parish, Louisiana (the "Issuer"), promises to pay, but solely from the source and as hereinafter provided, to:

REGISTERED OWNER: CEDE & CO. (Tax Identification #13-2555119)

PRINCIPAL AMOUNT: \_\_\_\_\_ DOLLARS

or registered assigns, on the Maturity Date set forth above, the Principal Amount set forth above, together with interest thereon from the Bond Date set forth above, or from the most recent interest payment date to which interest has been paid or duly provided for, payable on March 1 and September 1 of each year (each an "Interest Payment Date"), commencing September 1, 2005, at the Interest Rate per annum set forth above until said Principal Amount is paid, unless this Bond shall have been previously called for redemption and payment shall have been made or duly provided for. The principal of this Bond, upon maturity or redemption, is payable in such coin or currency of the United States of America which at the time of payment is legal tender for payment of public and private debts at the principal corporate trust office of Argent Trust, a division of National Independent Trust Company, in the City of Ruston, Louisiana, or any successor thereto (the "Paying Agent"), upon presentation and surrender hereof. Interest on this Bond is payable by check mailed by the Paying Agent to the registered owner. The interest so payable on any Interest Payment Date will, subject to certain exceptions provided in the hereinafter defined Bond Resolution, be paid to the person in whose name this Bond is registered at the close of business on the Record Date (which is the 15th calendar day of the month next preceding an Interest Payment Date). Any interest not punctually paid or duly provided for shall be payable as provided in the Bond Resolution.

This Bond is one of an authorized issue of General Obligation School Refunding Bonds, Series 2005, aggregating in principal the sum of Twelve Million Four Hundred Five Thousand Dollars (\$12,405,000) (the "Bonds"), said Bonds having been issued by the Issuer pursuant to a resolution adopted by its governing authority on April 21, 2005 (the "Bond Resolution"), for the purpose of refunding the callable maturities of the Issuer's General Obligation School Bonds, Series 1998, as more fully described in the Bond Resolution, and paying the costs of issuance of the Bonds, under the authority of Chapter 14-A of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority.

The Bonds are issuable as fully registered bonds in the denomination of \$5,000, or any integral multiple thereof within a single maturity, exchangeable for an equal aggregate principal amount of Bonds of the same maturity of any other authorized denomination.

Subject to the limitations and requirements provided in the Bond Resolution, the transfer of this Bond shall be registered on the registration books of the Paying Agent upon surrender of this Bond at the principal corporate trust office of the Paying Agent, as Bond Registrar, duly endorsed by, or accompanied by a written instrument of transfer in form and a guaranty of signature satisfactory to the Paying Agent, duly executed by the registered owner or his attorney duly authorized in writing, and thereupon a new Bond or Bonds of the same maturity and of authorized denomination or denominations, for the same aggregate principal amount, will be issued to the transferee. Prior to due presentment for transfer of this Bond, the Issuer and the Paying Agent and any agent of either thereof may deem and treat the registered owner hereof as the absolute owner hereof (whether or not this Bond shall be overdue) for the purpose of receiving payment of or on account of principal hereof and interest hereon and for all other purposes, and neither the Issuer nor the Paying Agent shall be affected by any notice to the contrary. Upon any such registration of transfer or exchange, the Paying Agent may require payment of an amount sufficient to cover any tax or other governmental charge in connection therewith.

The Bonds are not callable prior to their stated maturity dates.

The Issuer shall cause to be kept at the principal corporate trust office of the Paying Agent a register (the "Bond Register") in which registration of the Bonds and of transfers of the Bonds shall be made as provided in the Bond Resolution. This Bond may be transferred, registered and assigned only on the Bond Register, and such registration shall be at the expense of the Issuer. This Bond may be assigned by the execution of the assignment form hereon or by other instrument of transfer and assignment acceptable to the Paying Agent. A new Bond will be delivered by the Paying Agent to the last assignee (the new registered owner) in exchange for this transferred and assigned Bond after receipt of this Bond to be transferred in proper form. Such new Bond shall be in the same denomination. Neither the Issuer nor the Paying Agent shall be required to issue, register, transfer or exchange any Bond- during a period beginning at the opening of business on the 15th calendar day of the month next preceding an Interest Payment Date and ending at the close of business on the Interest Payment Date.

The Bond Resolution permits, with certain exceptions as therein provided, the amendment thereof and the modifications of the rights and obligations of the Issuer and the rights of the owners at any time by the governing authority of the Issuer with the consent of the owners of a majority in aggregate principal amount of all Bonds issued and then outstanding under the Bond Resolution, to be determined in accordance with the Bond Resolution.

This Bond and the issue of which it forms a part have been duly registered with the Secretary of State of Louisiana as provided by law.

This Bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the Bond Resolution until the certificate of registration hereon shall have been signed by the Paying Agent.

This Bond and the issue of which it forms a part constitute general obligations of the Issuer, and the full faith and credit of the Issuer is pledged for the payment of this Bond and the issue of which it forms a part. The Bonds are secured by a special ad valorem tax to be imposed and collected annually in excess of all other taxes on all the property subject to taxation within the territorial limits of the Issuer, under the Constitution and laws of Louisiana, sufficient in amount to pay the principal of this Bond and the issue of which it forms a part and the interest thereon as they severally mature.

It is certified that this Bond is authorized by and is issued in conformity with the requirements of the Constitution and statutes of the State of Louisiana. It is further certified, recited and declared that all acts, conditions and things required to exist, to happen and to be performed precedent to and in the issuance of this Bond and the issue of which it forms a part to constitute the same legal, binding and valid obligations of the Issuer have existed, have happened and have been performed in due time, form and manner as required by law, and that the indebtedness of the Issuer, including this Bond and the issue of which it forms a part, does not exceed the limitations prescribed by the Constitution and statutes of the State of Louisiana.

IN WITNESS WHEREOF, 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, has caused this Bond to be executed in its name by the manual or facsimile signatures of its President and its Secretary, and a facsimile of its corporate seal to be impressed or imprinted hereon.

PARISHWIDE SCHOOL DISTRICT OF  
CADDO PARISH, LOUISIANA

Secretary  
Parish School Board

President  
Parish School Board

(SEAL)

\* \* \* \* \*

OFFICE OF SECRETARY OF STATE  
STATE OF LOUISIANA  
BATON ROUGE

This Bond secured by a tax. Registered this \_\_\_\_\_  
day of \_\_\_\_\_, 2005.

\_\_\_\_\_  
Secretary of State

\* \* \* \* \*

PAYING AGENT'S CERTIFICATE OF REGISTRATION

This Bond is one of the Bonds referred to in the within mentioned Bond Resolution.

ARGENT TRUST, a division of  
National Independent Trust Company,  
Ruston, Louisiana  
as Paying Agent

Date of Registration:

\_\_\_\_\_  
Authorized Officer

\* \* \* \* \*

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto

Please Insert Social Security  
or other Identifying Number of  
Assignee

the within Bond and all rights thereunder, and hereby irrevocably constitutes and appoints attorney or agent to transfer the within Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated:

NOTICE: The signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

\* \* \* \* \*

LEGAL OPINION CERTIFICATE

\_\_\_\_\_, I, the undersigned Secretary of the Parish School Board of the Parish of Caddo, State of Louisiana, do hereby certify that attached hereto is a true copy of the complete legal opinion of Foley & Judell, L.L.P., the original of which was manually executed, dated and issued as of the date of payment for and delivery of this Bond and was delivered to Morgan Keegan & Company, Inc., of New Orleans, Louisiana, the original purchaser thereof.

(Legal Opinion To Be Inserted)

I further certify that an executed copy of the above legal opinion is on file in my office, and that an executed copy thereof has been furnished to the Paying Agent for this Bond.

\_\_\_\_\_  
(facsimile) \_\_\_\_\_ Secretary,  
Parish School Board



\* \* \* \* \*

## STATEMENT OF INSURANCE

Financial Security Assurance Inc. ("Financial Security"), New York, New York, has delivered its municipal bond insurance policy with respect to the scheduled payments due of principal of and interest on this Bond to Argent Trust, a division of National Independent Trust Company, or its successor, as paying agent for the Bonds (the "Paying Agent"). Said Policy is on file and available for inspection at the principal office of the Paying Agent and a copy thereof may be obtained from Financial Security or the Paying Agent.

## EXHIBIT D TO BOND RESOLUTION

### BOND PURCHASE AGREEMENT

### \$12,405,000 GENERAL OBLIGATION SCHOOL REFUNDING BONDS, SERIES 2005 OF PARISHWIDE SCHOOL DISTRICT OF CADDO PARISH, LOUISIANA

April 21, 2005

Hon. Parish School Board  
Parish of Caddo  
1961 Midway Street  
Shreveport, Louisiana 71108

The undersigned, Morgan Keegan & Company, Inc., of New Orleans, Louisiana (the "Underwriter"), offers to enter into this agreement with Parishwide School District of Caddo Parish, Louisiana (the "Issuer"), which, upon your acceptance of this offer, will be binding upon you and upon us.

This offer is made subject to your acceptance of this agreement on or before 6:00 p.m., New Orleans Time on this date.

20. **Purchase Price.** Upon the terms and conditions and upon the basis of the respective representations, warranties and covenants set forth herein, the Underwriter hereby agrees to purchase from the Issuer, and the Issuer hereby agrees to sell to the Underwriter, all (but not less than all) of the above captioned General Obligation School Refunding Bonds, Series 2005 of the Issuer (the "Bonds"). The purchase price of the Bonds is set forth in Schedule I hereto. Such purchase price shall be paid at the Closing (hereinafter defined) in accordance with paragraph 6 hereof. The Bonds are to be issued by the Issuer, acting through the Parish School Board of the Parish of Caddo, State of Louisiana, its governing authority (the "Governing Authority"), under and pursuant to, and are to be secured by a resolution adopted by the Governing Authority on April 21, 2005 (the "Bond Resolution"). The Bonds are issued pursuant to Chapter 14A of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority (the "Act"). The Bonds shall mature on the dates and shall bear interest at the fixed rates, all as described in Schedule II attached hereto. A portion of the proceeds of the Bonds will be deposited with Argent Trust, a division of National Independent Trust Company, in the City of Ruston, Louisiana, as Escrow Agent (the "Escrow Agent"), and invested pursuant to a Defeasance and Escrow Deposit Agreement dated May 1, 2005, between the Issuer and the Escrow Agent (collectively, the "Escrow Agreement") and applied to the payment of principal of and premium, if any, and interest for the callable maturities of the Issuer's outstanding General Obligation School Bonds, Series 1998, which are described in Exhibit A to the Bond Resolution (the "Refunded Bonds").

21. **Public Offering.** The Underwriter intends to make an initial bona fide public offering of all of the Bonds at not in excess of the public offering prices set forth on

Schedule II attached hereto, and may subsequently change such offering price without any requirement of prior notice. The Underwriter may offer and sell Bonds to certain dealers (including dealers depositing bonds into investment trusts) and others at prices lower than such public offering prices. Not less than ten business days prior to the Closing, the Underwriter agrees to furnish to Foley & Judell, L.L.P., Bond Counsel, a certificate acceptable to Bond Counsel (i) specifying the reoffering prices at which a substantial amount of the Bonds was sold to the public (excluding bond houses, brokers and other intermediaries) and (ii) certifying the accuracy of such reoffering prices (if lower than those set out in Schedule II). The Underwriter acknowledges that Bond Counsel will rely on such representations in making their determination that the Bonds are not "arbitrage bonds" within the meaning of the Internal Revenue Code of 1986, as amended.

22. **Representative.** Morgan, Keegan & Company, Inc. is duly authorized to execute this Bond Purchase Agreement.

23. **Official Statement.** The Issuer shall deliver to the Underwriter at least one (1) copy of the Official Statement dated the date hereof relating to the Bonds, executed on behalf of the Issuer by the duly authorized officers of the Governing Authority. The Issuer agrees to amend or supplement the Official Statement on or prior to the Closing whenever requested by the Underwriter when, in the reasonable judgment of the Underwriter and/or Bond Counsel to the Issuer, such amendment or supplementation is required.

You hereby ratify and approve the lawful use of the Preliminary Official Statement, dated April 19, 2005 relating to the Bonds (the "Preliminary Official Statement") by the Underwriter prior to the date hereof, and authorize and approve the Official Statement and other pertinent documents referred to in Section 7 hereof to be lawfully used in connection with the offering and sale of the Bonds. The Issuer has previously provided the Underwriter with a copy of its Preliminary Official Statement dated April 19, 2005. As of its date, the Preliminary Official Statement has been deemed final by the Issuer for purposes of SEC Rule 15c212(b)(1). The Issuer agrees to provide to the Underwriter within seven business days of the date hereof sufficient copies of the Official Statement to enable the Underwriter to comply with the requirements of Rule 15c212(b)(4) under the Securities Exchange Act of 1934, as amended.

24. **Representations of the Issuer.**

(a) The Issuer has authorized, or prior to the delivery of the Bonds the Issuer will duly authorize all necessary action to be taken by it for: (i) the sale of the Bonds upon the terms set forth herein and in the Official Statement; (ii) the approval of the Official Statement and the signing of the Official Statement by a duly authorized officer; and (iii) the execution, delivery and receipt of this Bond Purchase Agreement, the Escrow Agreement and any and all such other agreements and documents as may be required to be executed, delivered and received by the Issuer in order to carry out, give effect to, and consummate the transactions contemplated hereby, by the Bonds, the Official Statement, and the Bond Resolution;

(b) The information contained in the Official Statement is and, as of the date of Closing, will be correct in all material respects and such information does not contain and will not contain any untrue statement of a material fact and does not omit and will not omit to state a material fact required to be stated therein or necessary to make the statements in such Official Statement, in light of the circumstances under which they were made, not misleading;

(c) To the knowledge of the Issuer there is no action, suit, proceeding, inquiry or investigation at law or in equity or before or by any court, public board or body pending against or affecting the Issuer or the Governing Authority or threatened against or affecting the Issuer or the Governing Authority (or, to the knowledge of the Issuer, any basis therefor) contesting the due organization and valid existence of the Issuer or the Governing Authority or the validity of the Act or wherein an unfavorable decision, ruling or finding would adversely affect the transactions contemplated hereby or by the Official Statement or the validity or due adoption of the Bond Resolution or the validity, due authorization and execution of the Bonds, this Bond Purchase Agreement, the Escrow Agreement or any agreement or instrument to which the Issuer is a party and which is

used or contemplated for use in the consummation of the transaction contemplated hereby or by the Official Statement;

(d) The authorization, execution and delivery by the Issuer of the Official Statement, this Bond Purchase Agreement, the Escrow Agreement and the other documents contemplated hereby and by the Official Statement, and compliance by the Issuer with the provisions of such instruments, do not and will not conflict with or constitute on the part of the Issuer a breach of or a default under any provisions of the Louisiana Constitution of 1974, as amended, or any existing law, court or administrative regulation, decree or order by which the Issuer or its properties are or, on the date of Closing will be, bound;

(e) All consents of and notices to or filings with governmental authorities necessary for the consummation by the Issuer of the transactions described in the Official Statement, the Bond Resolution, the Escrow Agreement, and this Bond Purchase Agreement (other than such consents, notices and filings, if any, as may be required under the securities or blue sky laws of any federal or state jurisdiction) required to be obtained or made have been obtained or made or will be obtained or made prior to delivery of the Bonds; and

(f) The Issuer agrees to cooperate with the Underwriter and its counsel in any endeavor to qualify the Bonds for offering and sale under the securities or blue sky laws of such jurisdictions of the United States as the Underwriter may reasonably request provided however that the Issuer shall not be required to register as a dealer or a broker in any such state or jurisdiction or qualify as a foreign corporation or file any general consents to service of process under the laws of any state. The Issuer consents to the lawful use of the Preliminary Official Statement and the Official Statement by the Underwriter in obtaining such qualifications. No member of the Governing Authority, or any officer, employee or agent of the Issuer shall be individually liable for the breach of any representation or warranty made by the Issuer.

**25. Delivery of, and Payment for, the Bonds.** At 9:30 a.m., New Orleans Time, on or about May 25, 2005, or at such other time or date as shall have been mutually agreed upon by the Issuer and the Underwriter, the Issuer will deliver, or cause to be delivered, to the Underwriter, the Bonds, in definitive form duly executed and registered by Argent Trust, a division of National Independent Trust Company (the "Paying Agent"), together with the other documents hereinafter mentioned and the other moneys required by the Bond Resolution to be provided by the Issuer to refund the Refunded Bonds and, subject to the conditions contained herein, the Underwriter will accept such delivery and pay the purchase price of the Bonds in Federal Funds at the office of the Escrow Agent, for the account of the Issuer.

Delivery of the Bonds as aforesaid shall be made at the offices of Bond Counsel in New Orleans, Louisiana, or such other place as may be agreed upon by the Underwriter and the Issuer. Such payment and delivery is herein called the "Closing". The Bonds will be delivered initially as fully registered bonds, one bond representing each maturity of the Bonds, and registered in such names as the Underwriter may request not less than three business days prior to the Closing or if no such instructions are received by the Paying Agent, in the name of the Representative.

**26. Certain Conditions To Underwriter's Obligations.** The obligations of the Underwriter hereunder shall be subject to the performance by the Issuer of its obligations to be performed hereunder, and to the following conditions:

(a) At the time of Closing, (i) the Bond Resolution shall have been adopted and the Escrow Agreement shall have been executed and delivered in the form approved by the Underwriter and shall be in full force and effect and shall not have been amended, modified or supplemented except as may have been agreed to by the Underwriter, (ii) the Bonds shall have been approved by resolution of the State Bond Commission, (iii) the proceeds of the sale of the Bonds shall be applied as described in the Official Statement and the Bond Resolution, and (iv) there shall have been duly adopted and there shall be in full force and effect such resolutions as, in the opinion of Bond Counsel, shall be necessary in connection with the transactions contemplated hereby; and

(b) At or prior to the Closing, the Underwriter shall have received each of the following:

(a) the approving opinion of Bond Counsel, dated the date of the Closing, relating to, among other things, the validity of the Bonds and the exclusion of the interest on the Bonds from gross income for federal income tax purposes under the law existing on the date of the Closing, in form satisfactory to the Underwriter;

(b) a supplemental opinion of Bond Counsel, dated the date of the Closing, addressed to the Issuer, the Escrow Agent and the Underwriter in form satisfactory to the Underwriter;

(c) certificates of the Issuer dated the date of the Closing, executed by authorized officers in form satisfactory to the Underwriter;

(d) the Official Statement executed on behalf of the Issuer by the duly authorized officers thereof;

(e) a specimen of the Bonds;

(f) certified copies of the Bond Resolution and all other resolutions of the Issuer and the State Bond Commission relating to the issuance and/or sale of the Bonds, as applicable;

(g) a certificate of a duly authorized officer of the Issuer, satisfactory to the Underwriter, dated the date of Closing, stating that such officer is charged, either alone or with others, with the responsibility for issuing the Bonds; setting forth, in the manner required by Bond Counsel, the reasonable expectations of the Issuer as of such date as to the use of proceeds of the Bonds and of any other funds of the Issuer expected to be used to pay principal or interest on the Bonds and the facts and estimates on which such expectations are based; and stating that, to the best of the knowledge and belief of the certifying officer, the Issuer's expectations are reasonable;

(h) a certificate of the Paying Agent, as to (a) its corporate capacity to act as such, (b) the incumbency and signatures of authorized officers, and (c) its due registration of the Bonds delivered at the Closing by an authorized officer;

(i) a letter with respect to the Bonds, dated the date of the Closing, of The Arbitrage Group, Inc., Sugarland, Texas, to the effect that they have verified the accuracy of (a) the mathematical computations of the adequacy of the maturing principal amounts of the obligations to be deposited in the Escrow Fund, together with the interest earned and to be earned thereon and uninvested cash, if any, to be held by the Escrow Agent to pay when due the principal and redemption premium of the Refunded Bonds on the dates and in the amounts provided in the Escrow Agreement, and (b) the mathematical computations supporting the conclusion that the Bonds are not "arbitrage bonds" within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended (the "Code") and the regulations promulgated, temporary and proposed, thereunder, or any successor provision to such Section 148; and

(j) other certificates of the Issuer listed on a Closing Memorandum, including any certificates or representations required in order for Bond Counsel to deliver the opinions referred to in Paragraphs 7(b)(A) and (B) of this Bond Purchase Agreement and such additional legal opinions, certificates, proceedings, instruments and other documents as Bond Counsel may reasonably request to evidence compliance by the Issuer with applicable legal requirements, the truth and accuracy, as of the time of Closing, of their respective representations contained herein, and the due performance or satisfaction by them at or prior to such time of all agreements then to be performed and all conditions then to be satisfied by each.

All such opinions, certificates, letters, agreements and documents will be in compliance with the provisions hereof only if they are satisfactory in form and substance to the Underwriter. The Issuer will furnish the Underwriter with such conformed copies or photocopies of such

opinions, certificates, letters, agreements and documents relating to the Bonds as the Underwriter may reasonably request.

27. Conditions to Obligations of the Issuer. The obligations of the Issuer hereunder to deliver the Bonds shall be subject to the execution and delivery by the Issuer or the Paying Agent of the opinions of Bond Counsel described in Sections 7(b)(A) and 7(b)(B) hereof.

28. Termination . The Underwriter shall have the right to cancel their obligation to purchase the Bonds if (i) between the date hereof and the Closing, legislation shall be enacted or favorably reported for passage to either House of the Congress by any committee of such House to which such legislation has been referred for consideration, a decision by a court of the United States or the United States Tax Court shall be rendered, or a ruling, regulation or statement by or on behalf of the Treasury Department of the United States, the Internal Revenue Service or other governmental agency shall be made or proposed to be made with respect to the federal taxation upon interest on obligations of the general character of the Bonds, or other action or events shall have transpired which may have the purpose or effect, directly or indirectly, of adversely changing the federal income tax consequences of any of the transactions contemplated in connection herewith, and, in the opinion of the Underwriter, materially adversely affects the market price of the Bonds, or the market price generally of obligations of the general character of the Bonds, or (ii) there shall exist any event which in the Underwriter's judgment either (a) makes untrue or incorrect in any material respect any statement or information contained in the Official Statement or (b) is not reflected in the Official Statement but should be reflected therein in order to make the statements and information contained therein not misleading in any material respect, or (iii) there shall have occurred any outbreak of hostilities or any national or international calamity or crisis including financial crisis, or a default with respect to the debt obligations of, or the institution of proceedings under federal or state bankruptcy laws by or against the Issuer, the effect of which on the financial markets of the United States being such as, in the reasonable judgment of the Underwriter, would make it impracticable for the Underwriter to market the Bonds or to enforce contracts for the sale of the Bonds, or (iv) there shall be in force a general suspension of trading on the New York Stock Exchange, or (v) a general banking moratorium shall have been declared by either federal, Louisiana or New York authorities, or (vi) there shall have occurred since the date of this Bond Purchase Agreement any material adverse change in the affairs of the Issuer, except for changes which the Official Statement discloses have occurred or may occur, or (vii) legislation shall be enacted or any action shall be taken by the Securities and Exchange Commission which, in the opinion of Bond Counsel, has the effect of requiring the contemplated distribution of the Bonds to be registered under the Securities Act of 1933, as amended, or the Bond Resolution, or any other document executed in connection with the transactions contemplated hereof to be qualified under the Trust Indenture Act of 1939, as amended, or (viii) a stop order, ruling, regulation or official statement by or on behalf of the Securities and Exchange Commission shall be issued or made to the effect that the issuance, offering or sale of the Bonds, or of obligations of the general character of the Bonds as contemplated hereby, or the offering of any other obligation which may be represented by the Bonds is in violation of any provision of the Securities Act of 1933, as amended, the Securities Exchange Act of 1934, as amended, or the Trust Indenture Act of 1939, as amended, or (ix) any state blue sky or securities commission shall have withheld registration, exemption or clearance of the offering, and in the reasonable judgment of the Underwriter the market for the Bonds is materially affected thereby.

If the Issuer shall be unable to satisfy any of the conditions to the obligations of the Underwriter contained in this Bond Purchase Agreement and such condition is not waived by the Underwriter, or if the obligations of the Underwriter to purchase and accept delivery of the Bonds shall be terminated or cancelled for any reason permitted by this Bond Purchase Agreement, this Bond Purchase Agreement shall terminate and neither the Underwriter nor the Issuer shall be under further obligation hereunder; except that the respective obligations to pay expenses, as provided in Section 12 hereof, shall continue in full force and effect.

29. Additional Covenants. The Issuer covenants and agrees with the Underwriter as follows:

(a) The Issuer shall furnish or cause to be furnished to the Underwriter as many copies of the Official Statement as the Underwriter may reasonably request;

(b) Before revising, amending or supplementing the Official Statement, the Issuer shall furnish a copy of the revised Official Statement or such amendment or supplement to the Underwriter. If in the opinion of the Issuer, its Bond Counsel and the Underwriter a supplement or amendment to the Official Statement is required, the Issuer will supplement or amend the Official Statement in a form and in a manner approved by the Underwriter and Bond Counsel.

30. Survival of Representations. All representations and agreements of the Issuer and the Underwriter hereunder shall remain operative and in full force and effect, and shall survive the delivery of the Bonds and any termination of this Bond Purchase Agreement by the Underwriter pursuant to the terms hereof.

31. Payment of Expenses. If the Bonds are sold to the Underwriter by the Issuer, the Issuer shall pay, from the proceeds of the Bonds, any reasonable expenses incident to the performance of its obligations hereunder, including but not limited to: (i) the cost of the preparation, printing and distribution of the Preliminary Official Statement and the Official Statement; (ii) the cost of the preparation of the printed Bonds; (iii) any rating agency fees; (iv) the fees and expenses of Bond Counsel, the Escrow Agent, the Paying Agent and any other experts or consultants retained by the Issuer and (v) the cost of the Municipal Bond Insurance Policy.

The Underwriter shall pay (a) all advertising expenses in connection with the public offering of the Bonds; (b) the cost of preparing and printing the blue sky and legal investment memoranda, if any; (c) filing fees in connection with the aforesaid blue sky and legal investment memoranda; and (d) all other expenses incurred by the Underwriter (including the cost of any Federal Funds necessary to pay the purchase price of the Bonds) in connection with their public offering.

32. Notices. Any notice or other communication to be given to the Issuer under this Bond Purchase Agreement may be given by delivering the same in writing at the address of the Issuer set forth above, and any notice or other communication to be given to the Underwriter under this Bond Purchase Agreement may be given by delivering the same in writing to Morgan Keegan & Company, Inc., 909 Poydras Street, Suite 1300, New Orleans, Louisiana 70112.

33. Parties. This Bond Purchase Agreement is made solely for the benefit of the Issuer and the Underwriter (including the successors or assigns of the either) and no other person shall acquire or have any right hereunder or by virtue hereof.

34. Governing Law. This Bond Purchase Agreement shall be governed by and construed in accordance with the laws of the State of Louisiana.

35. General. This Bond Purchase Agreement may be executed in several counterparts, each of which shall be regarded as an original and all of which will constitute one and the same instrument. The section headings of this Bond Purchase Agreement are for convenience of reference only and shall not affect its interpretation. This Bond Purchase Agreement shall become effective upon your acceptance hereof.

Very truly yours,

MORGAN KEEGAN & COMPANY, INC.

By:  
Title:

Accepted and agreed to as of  
the date first above written:

PARISHWIDE SCHOOL DISTRICT  
OF CADDO PARISH, LOUISIANA

By: \_\_\_\_\_  
Secretary, Parish School Board

(SEAL)

**SCHEDULE I  
To Bond Purchase Agreement**

**Purchase Price**

Par Amount of Bonds:	\$12,405,000.00
Less: Underwriter's Discount (.675%)	(83,733.75)
Plus: Reoffering Premium	743,880.75
<b>PURCHASE PRICE</b>	<b>\$13,065,147.00</b>

**SCHEDULE II  
To Bond Purchase Agreement**

<b>MATURITY (MARCH 1)</b>	<b>PRINCIPAL AMOUNT DUE</b>	<b>INTEREST RATE</b>	<b>REOFFERING PRICE</b>
2006	\$ 15,000	3.00%	2.75%
2007	15,000 .....	3.00 .....	2.86
2008	20,000 .....	3.25 .....	2.96
2009	990,000 .....	3.25 .....	3.08
2010	1,040,000 .....	4.00 .....	3.21
2011	450,000 .....	3.75 .....	3.36
2011	635,000 .....	4.00 .....	3.36
2012	1,135,000 .....	4.00 .....	3.51
2013	1,185,000 .....	4.25 .....	3.66
2014	1,245,000 .....	4.50 .....	3.76
2015	1,310,000 .....	5.00 .....	3.85
2016	1,375,000 .....	5.00 .....	3.94
2017	1,455,000 .....	5.00 .....	4.01
2018	1,535,000 .....	5.00 .....	4.07

**EXHIBIT E  
TO BOND RESOLUTION**

**NOTICE OF DEFEASANCE AND CALL FOR REDEMPTION**

**GENERAL OBLIGATION SCHOOL BONDS, SERIES 1998  
DATED JULY 1, 1998  
(MATURING MARCH 1, 2009 TO 2016 AND MARCH 1, 2018)**

**OF**

**PARISHWIDE SCHOOL DISTRICT OF CADDO PARISH, LOUISIANA**

**NOTICE IS HEREBY GIVEN** that, pursuant to a resolution adopted on April 21, 2005, by 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 "Issuer"), there has been deposited with **ARGENT TRUST, a division of National Independent Trust Company**, in the City of Ruston, Louisiana (the "Escrow Agent"), as Escrow Agent under a Defeasance and Escrow Deposit Agreement dated as of May 1, 2005 (the "Escrow Deposit Agreement"), between the Escrow Agent and the Issuer, moneys which have been invested in direct, noncallable obligations of the United States of America, in an amount sufficient to assure the availability of sufficient moneys to pay through the redemption date thereof, the principal of and interest on \$12,570,000 of the Issuer's outstanding General Obligation School Bonds, Series 1998, dated July 1, 1998, consisting of all of the bonds of said issue which mature March 1, 2009 to March 1, 2016, inclusive and March 1, 2018 (the "Refunded Bonds"), as hereinafter set forth.

In accordance with the provisions of Chapter 14 of Title 39 of the Louisiana Revised Statutes of 1950, as amended, the Refunded Bonds are defeased and deemed to be paid, and will no longer be secured by or entitled to the benefits of the resolution of the Issuer providing for their issuance.

**NOTICE IS HEREBY FURTHER GIVEN** that the Refunded Bonds are hereby called for redemption on March 1, 2008, at the principal amount thereof and accrued interest to the call date, the Refunded Bonds being more fully described as follows:

Maturity Date	Principal Amount	Interest Rates	CUSIP Numbers
March 1, 2009	\$ 980,000.....	4.50%	127289 KX3
March 1, 2010	1,035,000.....	4.60	127289 KY1
March 1, 2011	1,090,000.....	4.70	127289 KZ8
March 1, 2012	1,150,000.....	4.80	127289 LA2
March 1, 2013	1,210,000.....	4.85	127289 LB0
March 1, 2014	1,275,000.....	5.00	127289 LC8
March 1, 2015	1,345,000.....	5.00	127289 LD6
March 1, 2016	1,415,000.....	5.00	127289 LE4
March 1, 2018	<u>3,070,000.....</u>	5.00	127289 LG9
	\$12,570,000		

No further interest shall accrue and be payable on the Refunded Bonds from and after March 1, 2008. The Refunded Bonds should not be surrendered for payment until March 1, 2008, and then should be surrendered at The Bank of New York, as follows:

<b>By Hand, Express Mail or Courier Service</b>	<b>By Mail</b>
The Bank of New York 101 Barclay Street New York, New York 10286 Attn: Fiscal Agencies Dept (7-E)	The Bank of New York P. O. Box 11265 New York, New York 10286 Attn: Fiscal Agencies Dept. (7E)

The CUSIP NUMBERS listed above are provided for the convenience of the bondowners. The Issuer does not certify as to their correctness.

Holders of said Bonds are reminded that the Federal Interest and Dividend Tax Compliance Act of 1983 requires that the Paying Agent, as payor, withhold 30% of the principal amount if a Taxpayer Identification Number has not been provided by the Holder as payee. If the Tax Identification Number has not previously been provided to the Paying Agent, then Bondholders are requested to provide this information to the Paying Agent with a Form W-9 in order to avoid the aforesaid withholding.

PARISHWIDE SCHOOL DISTRICT OF  
CADDO PARISH, LOUISIANA

By:  
Title:

Date: \_\_\_\_\_, 2005

**SUPERINTENDENT’S REPORT**

**Update on CPSB Construction Projects.** Mrs. Tyler reported that the updates on the construction projects have been sent to board members in the *Weekly Briefings*.

**Report on Booker T. Washington Feeder Schools.** The superintendent reported that staff is continuing to analyze this information for Booker T. Washington.



**Study of Demographic Lines in CPSB District 3.** The superintendent announced that staff continues to look at the demographic lines and will have a report as soon as the study is complete.

**Feasibility Study on Oil City Elementary School.** Mrs. Tyler reported that after collecting and analyzing data, she cannot, at this time, recommend adding the middle grades to Oil City as the impact on other schools would be so great that some of the other communities could possibly lose their schools. Mr. Guin expressed his appreciation to the superintendent and staff for taking the time to complete this report on Oil City. He asked for clarification on the superintendent's statement that because of the findings, she could not at this time recommend adding the middle school program at Oil City, is he correct in assuming that along with talking with the principals as a whole that the programmatic impact at the remaining three middle schools as well as the programmatic costs to put in what is determined a small middle school is not feasible at this time? Mrs. Tyler responded that is correct, it's not feasible at this time; the impact would be too great on the academic programs and also the staffing. She said staff did pull together the numbers to determine what would happen and many of the schools in the northern part of the parish really are struggling now to maintain and cannot draw from all over the parish, with the exception of Oil City. She said the numbers do not indicate the need for three middle schools, otherwise you risk completely destroying the quality of the programs in the middle schools. She added if the enrollment increases, then staff can address the situation again.

**Clarification of Easter Holiday Pay to Security Department Employees.** The superintendent stated that she has placed at board members' stations today a clarification of the Easter Holiday Pay to the Security Department employees. Mrs. Phelps asked for clarification of the information in that Good Friday is double time, Easter Sunday is time and a half, and why there is a difference. Mrs. Tyler responded that is board policy and the board can always revise the policy. She said staff did not do what it needed to do to insure that the employees were paid adequately and steps have been taken to return to the employees the difference due them and that will be done this month.

**Update on Libbey Glass Request for Tax Abatement on Expansion Project.** Mrs. Tyler asked Ben Wreyford, director of finance, to update on the board. Mr. Wreyford announced that last month a written report on Libbey's request to major taxing bodies for certain tax abatements on a new project. Representatives from the taxing bodies met and come to an agreement which has been passed on to Libbey Glass. A response is expected from Libbey Glass soon on this economic development issue.

## **UNFINISHED BUSINESS**

Mr. Burton addressed the postponement of the Booker T. Washington project and clarified that this project will be rebid and asked about the timeframe for the project. The superintendent stated the delay is anticipated to be about 3 months, but staff still projects it will be open for the beginning of the 2006-07 school year. Mr. White answered that is correct. Mr. Burton asked that the committee be notified of the delay.

## **NEW BUSINESS**

### **ANNOUNCEMENTS AND REQUESTS**

Ms. Phelps requested that the superintendent and staff look into a situation whereby Linwood students are congregating near Atkins Elementary School and drinking and smoking in that vicinity as the student from Atkins are dismissed. She asked if we can get some assistance from SPD to address these concerns voiced by parents. The superintendent responded that she will ask Roy Murry to assist looking into this situation.

Mrs. Hardy asked that the superintendent and staff review the process for making reservations for the school board to attend conventions/conferences.

Mr. Ramsey asked that an item titled *Contract Extension for the Superintendent* be added to the May board meeting agenda.

Ms. Priest requested that the superintendent and appropriate staff and attorney look at the Opportunity Caddo Fair Share Program and address concerns about low percentage of contracts being received by minority contractors and vendors, in addition to ways we can strengthen the effectiveness of monitoring the Good Faith effort to insure participation by subcontractors and the growth and development of small contractors for joint ventures as well the unbundling of some projects.

Mrs. Armstrong asked the superintendent about the supply list to be adhered to by all teachers? Mrs. Tyler stated that last year criticism was made that some employees sent home lists that had items that we could have supplied for parents. She said staff will be looking at the funding available and hopefully better coordinate and provide teachers things they need so we won't need to ask parents for some of the items that teachers have been asking for. Mrs. Tyler also added it was learned there were lists going out that indicated extra points would be given if extra items were turned in and this is something that has never been condoned, and principals are also being asked to better monitor what is being sent on to avoid this type of publicity. Mrs. Armstrong asked if the list could be broken down by grades, i.e. K-2, and is the list being sent out a suggested list from which any teacher can pull those item she might need for her particular classroom? Mrs. Gunn responded that it is a guideline which states that the appropriate materials for that particular grade level should be used, as the list contains materials that are only appropriate for grade school, and some are only appropriate for high schools, which was developed by principals from all the levels. Mrs. Gunn also noted that the guidelines sent to the principals also encouraged them to use other means of funding, i.e. allocations for grades k-3, Title 1 funding, grant monies, wish lists, etc.

Mr. Rachal asked that an item be added to the May agenda titled *Resolution Concerning Liquor Sales*.

Mrs. Phelps asked the superintendent about the entrance exam scores for CAPT (Caddo Learning Center Program at Green Oaks) and if staff could look at revising the score a student needs to be accepted to the program? She said there is a concern that the number of students who really need the program are not able to because of entrance exam scores. The superintendent stated that the staff will look at the criteria and report back to the board.

Mr. Henderson announced that Mr. Burton had to leave the meeting at approximately 5:20 p.m. as he has a class.

Mrs. Crawley stated one of the first actions of the board when she came on the board was to raise the teacher:pupil ratio and asked if staff could provide her with the information from 02-03 and 03-04 as it relates to the staffing numbers. The superintendent stated that last year funding was available and fifty teachers were added back to the teacher pool and staff continues to attempt to lower the teacher:pupil ratio, but there are some increases, i.e. retirement, cost of living, fuel, etc. that will affect the budget.

Mrs. Tyler announced that the first budget session (for the 05-06 budget) will be held at 4:30 p.m. Monday, April 25<sup>th</sup>. Tonight will be the Senior Recognition Program at the Clarion Hotel at 6:30 p.m. The superintendent also announced that on May 5<sup>th</sup> the conclusion to the Community Conversations will be held at South Park Mall to share the data collected from the previous Community Conversation Sessions. Also, Mrs. Tyler encouraged board members to attend the ArtBREAK Program.

## **EXECUTIVE SESSIONS**

Mr. Henderson announced that there are no student readmission appeal hearings, the teacher resigned for which the tenured hearing was scheduled, and the Level IV Grievance Hearing has been rescheduled to May 3<sup>rd</sup>.

**Adjournment.** *Mr. Guin moved, seconded by Mrs. Hardy, for adjournment. Vote on the motion carried unanimously* and the meeting adjourned at approximately 5:30 p.m.

Ollie S. Tyler, Secretary

Willie L. Henderson, President

**May 3, 2005**

The **Caddo Parish School Board (CPSB)** met in special session in its office at 1961 Midway, Shreveport, Louisiana at approximately 5:40 p.m. (following the Executive Committee/Board Work Session) on Tuesday, May 3, 2005 with President Willie Henderson presiding and the following school board members present being a quorum: Phillip Guin, Eursla D. Hardy, Willie Burton (arrived at approximately 6 p.m.), Charlotte Crawley, Lola May, Tammy T. Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Ginger Armstrong and Larry Ramsey. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were omitted.

#### **WALNUT HILL GIRLS LOCKER ROOM, PHASE I, PROJECT 2006-206**

The superintendent explained that Douglas Construction was not the low bid on this project approved at the last board meeting and staff is requesting that the award to Douglas Construction be rescinded and awarded to the low bidder.

*Mrs. Armstrong moved, seconded by Mrs. May, that the award to Douglas Construction & Remodeling, Inc. be rescinded and the bid awarded to Vanderberg Construction, Inc. for Project 2006-206 "Walnut Hill Girls Locker Room, Phase I. Vote on the motion carried unanimously with Board members Guin, Hardy, Crawley, May, Phelps, Priest, Crawford, Rachal, Ramsey, Armstrong and Henderson voting for the motion.*

#### **BROADMOOR LABORATORY SCHOOL PROGRAM**

Sandy Hogan, SciPort Discovery Center, spoke in support of the Broadmoor Middle Laboratory Academic Achievement Academy proposal. Ms. Hogan shared with the board the many activities that will be available through this proposed partnership, which are also offered in the partnerships with 23 area schools (eight of which are in Caddo Parish). She explained that Caddo provides one of the educators at SciPort and she encourages teachers to work with their educators to come up with programs that coincide specifically with what is being taught in the classroom and addressing grade level expectations to tie all the programs to the curriculum. She encouraged the board to support this proposal which she believes will change the way students are learning.

*Mrs. Crawford moved, seconded by Mrs. Hardy, approval of Broadmoor Middle Lab Academic Achievement Academy beginning with the 2005-2006 school year as recommended by staff and as submitted in the mailout.*

Mrs. Crawford stated that she has visited with the principal about this proposal and she is excited about this concept which she believes will benefit the school, the students and teachers.

Ms. Phelps stated for the record and clarity that this program is addressing the needs of the higher performing students and not releasing any of the underachieving students from the school; it's a program within the program at the school.

Mr. Rachal also stated he is very excited about the program and applauded the staff for investing the time to put this together. He also expressed appreciation to SciPort for participating and offering the services.

Mr. Henderson asked staff about the student entrance requirements and the stipulation that they will parallel with the contract established for Broadmoor Middle Lab School and that students will be required to have a 2.5 grade point average? Mrs. Tyler said that is correct and that is the same grade point average a student must have to come to the Lab School component.

The superintendent commended Mrs. Brun and the staff at Broadmoor for putting together this proposal and also appreciation to Mrs. Crawford for her interest and concern for wanting to instill pride in Broadmoor and she believes this proposal will do so.

*Vote on the motion carried unanimously with Board members Guin, Hardy, Crawley, May, Phelps, Priest, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion.*

**EXECUTIVE SESSION**

**Student Readmittance Appeal.** *Mrs. May moved, seconded by Mrs. Armstrong/Mrs. Hardy, to accept the recommendation of staff for the student readmittance appeal. Vote on the motion carried unanimously with Board members Guin, Hardy, Crawley, May, Phelps, Priest, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion.*

**Level IV Grievance Hearing.** *Mr. Guin moved, seconded by Mrs. Hardy, to go into executive session for a period not to exceed 15 minutes for a Level IV Grievance Hearing. Vote on the motion carried and the board went into executive session at approximately 5:53 p.m.*

Mr. Burton arrived at approximately 6:00 p.m. The board reconvened in open session at approximately 6:42 p.m.

*Mrs. May moved, seconded by Mrs. Hardy, to uphold the superintendent's recommendation in the Level IV grievance. Vote on the motion carried unanimously.*

**Request.** Mrs. Hardy announced that Jerry Tim Brooks' family is planning a dedication for July 23, 2005 and asked that the superintendent work with them to use Booker T. Washington High School for this event. The superintendent said that Mr. Lavergne will work with them on this request.

**Adjournment.** *Mr. Guin moved, seconded by Ms. Priest, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:45 p.m.*

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Ollie S. Tyler, Secretary

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Willie L. Henderson, President

**May 3, 2005**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana, at 4:30 p.m. on Tuesday, May 3, 2005, with President Willie Henderson presiding and Ginger Armstrong and Lola May present being a quorum. Other school board members present were Phillip Guin, Eursla D. Hardy, Charlotte Crawley, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal and Larry Ramsey. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Ms. Priest gave the invocation and led in the Pledge of Allegiance.

### **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE MAY 17, 2005 CPSB MEETING**

The superintendent reviewed the proposed agenda for the May 17, 2005 school board meeting and discussion followed as summarized.

Mr. Henderson announced that Mr. Burton is not in attendance at the meeting because of a prior commitment at work.

**Approval of 2005-06 Consolidated Annual Budget.** Mr. Henderson asked if board members had any information they wished the staff to work into the budget figures for the May 17<sup>th</sup> meeting, which is the target date for adopting the budget, to please provide it to staff. He referenced two items that he knows will be presented for the board's consideration, and he will have information on his proposal for the paperless board mailout for the board to review prior to the meeting. Mr. Henderson announced he also received information from Ms. Priest concerning the budget and spoke with Mr. Wreyford concerning it. He explained it's the staff's opinion that these items will best be addressed under capital projects and they have been forwarded to that area. Ms. Phelps inquired of the president if board members can still present to him items for inclusion. Mr. Henderson answered in the affirmative, and asked board members to provide something in writing explaining a description and explanation of the item so it will better help others to respond to what is being asked. Mrs. Crawley asked if there will not be another budget work session? Mr. Henderson stated that the executive committee/board work session agenda for today is on the calendar as one of those days. She said she understands the board will be getting additional information and since the board does not have it today, asked if an additional work session will be held. Mr. Henderson stated that Ms. Phelps will be providing some information and the board has received approximately nine-tenths of his proposal in the *Weekly Briefings*. He explained that additional information relative to costs/costs savings will be provided later this week, possibly in the *Weekly Briefings*. Mr. Henderson asked if the superintendent plans on bringing any additional changes? The superintendent said she did not.

**Revision to Opportunity Caddo Policy.** Ms. Priest announced she is asking that this item be postponed until the superintendent can bring a report/recommendation.

**Resolution Regarding Liquor Sales.** Mr. Rachal shared with the board a copy of a proposed resolution for the board's consideration at its May 17<sup>th</sup> meeting. He stated that in recognition of some recent events by the City Council regarding liquor licenses and the possibility of more applications, and in the safety of the children, he would like to offer a resolution that states for the record that the School Board opposes the granting of any liquor licenses, or any exceptions, for any piece of property adjacent to any school properties. He referenced another item on the agenda for May 17<sup>th</sup> which addresses alcohol and a grant that helps stop underage drinking and he believes the two items go hand-in-hand. Mr. Rachal stated he believes the right thing to do is for the board to speak as a body, as a whole, in the protection of our children.

**Revision(s) to CPSB Policies GBCB and GBCB-R.** Reginald Abrams explained that in Policy GBCB and GBCB-R he has changed Director of Auditing and Risk Management to just Director of Auditing, and it should be changed to Chief Auditor. He announced that another mailout with this further correction will be sent to the board prior to the meeting.

**Contract Extension for Superintendent.** Mr. Ramsey announced information was placed at board members' stations. Mrs. Armstrong asked if there would be any additional detailed information on this item? Mr. Ramsey indicated there are two basic changes and legal counsel will write the necessary language.

**Consent Agenda.** The president recommended items 11, 13, 16, 18-24 as the consent agenda. Item number 29, *Revision to Opportunity Caddo Policy (Abrams)*, was postponed until a report/recommendation is received from the superintendent.

The president polled the audience for any comments or questions about the agenda, and the following speakers addressed the board about their concerns.

James Pannell, President of the Shreveport Chapter NAACP, addressed the board on the continuing problems with the Caddo Parish School Board's Fair Share Program. Mr. Pannell stated he has been working with the NAACP for close to 30 years and has been before the Caddo Parish School Board on numerous occasions through numerous administrations and at this point, he believes the relationship between the school board and the administration and NAACP is at an all time low. He said he has dealt with numerous people at the school board asking for information to determine pertinent issues to the school system. Mr. Pannell stated they have been working on the Fair Share Program for seven or eight years and continue to deal with the situation today. The board promised to put into place a Fair Share program, and there is a current board member who bid on that process before becoming a board member. He said the program is like a moving target in that one day they say they can do something and the next day it is something else. He explained he made a request to the Fair Share office for some information and when he received the information, he also was given a letter stating that future requests for information should be put in writing, but it did not say who it should be addressed to. Mr. Pannell said he put a request in writing to the Fair Share coordinator, with a copy to the superintendent and the board president, and then received a letter stating that the letter should go to the superintendent since the superintendent is the keeper of records. He shared with the board that he believes the organization is being mistreated and he doesn't believe that other organizations requesting information are treated in the same way the NAACP is being treated. Mr. Pannell asked that the board review their rules.

Steve Umling, Caddo employee, addressed the board on a needed change in CPSB Policies GCBE and GDBE. Mr. Umling said these policies have created an *us and them* attitude between Central Office personnel and support staff. He said because of the two different policies, the Central Office personnel observe additional time off during holidays and support staff does not have this time off. He asked why are there two policies when we are all here for one common goal and should all be on the same field. Mr. Umling proposed that the policies be changed and combined which will affect only 5% of the employees, and even though change is sometimes difficult, change is not a bad thing. He shared that the three neighboring parishes have adopted one policy to unite the employees, and he believes after 27 years, it is time for the administration to step up and conform to the ideas and expectations of its employees; and if not, he asked how long will these unequal policies remain? He stated he believes if these two policies are combined, the school board will observe a decrease in expenses on supplies and utilities, and believes that if the board will combine them, it will be the largest single action this board could take for the underpaid and unrecognized support staff. He said the support staff is always last, unrecognized and the board has the opportunity to change this by combining this policy. Mr. Henderson requested that Mr. Umling forward his request in writing to the superintendent. Mr. Umling stated he mailed booklets to each board member. The superintendent requested Mr. Umling provide her with a copy of his proposal.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, inquired about the status of an appeal for a Level IV grievance, since she doesn't see it listed on the agenda? Mr. Henderson stated he was unclear about the inquiry and asked Mrs. Lansdale, since there is no exchange between board members and visitors during this time on the agenda, to discuss it with him after the meeting.

Pat England, Caddo Association of Educators, referred to Item 26 and the amendments to Policy GBCB, specifically the language in the second paragraph referencing the *reporting of illegal and unethical activities retaliation prohibited* and asked how will employees know what unethical activities are included in the Louisiana Code of Governmental Ethics? Will this be a part of the policy? Also, Mrs. England asked about the language in the first paragraph which reads *all employees are responsible and accountable for adhering to the policies and all state and federal laws governing the operation of the school system*. She said she believes this is strong language followed by the statement that employees have a duty to promptly report any illegal, fraudulent,

unethical activity. Mrs. England asked if there is a charge of illegal activity and when investigated in accordance with procedure, the investigation determines that in addition to the employee who did report the activity, there were 16 other employees who never reported the same activity, how strong is the language in the policy stating *it is the duty and responsibility of the employees to report it...* and they don't report? Will those who did not report be held accountable? She believes it is only fair to clarify these issues before the revisions are finally adopted and that there is an attachment explaining what is incorporated into the Code of Governmental Ethics. Mr. Henderson responded he will have the board attorney look at the concerns expressed and that it would be helpful if she put those concerns in writing.

*Mrs. Armstrong moved, seconded by Mrs. May, approval of the proposed agenda and consent agenda for the May 17, 2005 CPSB meeting as presented. Motion carried unanimously.*

**Adjournment.** *Mrs. Armstrong moved, seconded by Mrs. May, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:25 p.m.*



**May 17, 2005**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana at 4:30 p.m. on Tuesday, May 17, 2005, with President Willie Henderson presiding and the following school board members present being a quorum – Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Larry Ramsey and Ginger Armstrong. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Ms. Priest gave the invocation and led in the Pledge of Allegiance.

President Henderson announced that Phillip Guin is not at the meeting as he is out of town on business.

### **CONSIDERATION OF MINUTES OF THE APRIL 21, 2005 AND MAY 3, 2005 CPSB MEETINGS**

*Mr. Burton moved, seconded by Mrs. Hardy, approval of the minutes of the April 21, 2005 and May 3, 2005 CPSB meetings as submitted in the mailout. Vote on the motion carried unanimously.*

### **PUBLIC HEARING ON 2005-06 CONSOLIDATED BUDGET**

President Henderson declared the public hearing open on the 2005-06 consolidated annual budget. There being no speakers, the president declared the public hearing closed.

### **PUBLIC HEARING ON DISCIPLINE POLICY**

President Henderson declared the public hearing open on the Discipline Policy.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, stated that the progressive discipline plan presented today for the board's approval contains a section for threats to teachers and that the disciplinary action required for the infraction is a mandatory suspension. She said the intent of the policy is to provide clear direction that this type of behavior is not acceptable and further communicate your intent to insure a safe work environment for employees. She expressed concern over a new interpretation of the policy as it relates to threats made outside the school, i.e. a recent situation where high school students threatened a teacher using their personal internet site, and the legal position of the board that threats against employees made by students not at school or a school-related activity are not within the jurisdiction of the board. She added thus the current Discipline Policy for threats to employees will not be enforced and she finds this perplexing as it appears to be a radical change from prior practice. Mrs. Lansdale referenced a recent situation where an elementary student left a threatening voice mail on a teacher's phone and was suspended. She said the conflicting message conveyed by the actions of the administration is one sent to employees that when they are threatened as a direct result of their employment, there is no support from the board. She announced that other boards throughout the state have taken the position they do have jurisdiction regarding threats that originate off school property, i.e. Ascension Parish has a policy that states that agreements and conspiracies to commit a disciplinary offense, even if the offense originates off school campus, are within disciplinary jurisdiction of their school board. She stated case law supports this and cited a recent case heard before the 5<sup>th</sup> Circuit, of which Caddo is a part. Mrs. Lansdale said she believes the school board recognizes the true responsibility lies with the student and the parent, but it is the school system's responsibility to see that no person is allowed to interfere with a positive learning environment, and requested that the board review their recent interpretation of its policy and clarify its position on threats to your employees, regardless of their origin and insuring a proper learning and teaching environment.

Pat England, Caddo Association of Educators, referenced a recent work session this school year where an attorney from the state department indicated revisions to Caddo's Discipline Policy were now in compliance with state department guidelines as it impacts special education students. She said that assaults or batteries on employees is covered in the Discipline Policy as the state law and that it is clear what happens when an employee is battered by a student. She said it is understood that provisions must be met as it relates to special education students, but it's very clear that it says "shall be permanently removed from the class in which the teacher was

battered". She said this does not mean that Caddo is not required to provide an appropriate educational setting for that child, but there does not seem to be consistent application. She referenced several recent cases where employees have been battered by children and asked that the board look into these matters and make sure there is clarification on the language in the policy while at the same time protecting the rights of the special education children.

President Henderson announced that since there were no additional speakers the public hearing on the Discipline Policy is closed.

## **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

Superintendent Ollie Tyler presented the agenda and highlighted items being brought for the board's consideration. Mr. Henderson announced items 11, 13-14, 17, 19-25 and 27 as the consent agenda.

## **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators, staff and other guests also were recognized.

**Regional Science and Social Studies Winners.** Martyn Delo, student at Arthur Circle Elementary, was recognized for his First Place in Regional Overall in the category of Environmental. Mrs. Anderson also announced that he will be making a presentation of his project to the Louisiana Environmental Federation today at 5:30. Scott Mitchell, Caddo Magnet High School, was recognized for being named the First Place Winner at Regional and State Competition in Sociology; Jennifer Lucky and Daniella Howard were recognized as Grand Prize winners, 1<sup>st</sup> Place in Regionals and 2<sup>nd</sup> in State, in History; Kasey Brock, Caddo Middle Magnet, Social Studies winner; Lexie Romine, Caddo Middle Magnet, First Place at Regionals and State in the areas of Economics and Environmental; Jacob Menchue, Forest Hill Elementary, First Place in Regionals and Overall in the area of Physics; Stephen Downer, Herndon, Second Place in Regionals and First in State in Geography; Jordan Lemoine, Herndon, Individual, First Place at Regionals and Overall in Behavioral; Ambrojhae Jones and Jalen Fleming, Judson Elementary, were recognized as Grand Prize and First Place winners at Regionals, in Economics; Shaylen Braggs and Courtney Hunt, Judson Elementary, for placing 2<sup>nd</sup> in Regionals and 1<sup>st</sup> in State in Political Science; Vipul Vachharajanji, South Highlands, Sweepstakes, Grand Prize and 1<sup>st</sup> in Regional, in Anthropology; Solly Dillon, Walnut Hill, 1<sup>st</sup> Place in Regional and Overall in Engineering; and Elizabeth Wuellner and Emily Rene DeRosia, 1<sup>st</sup> Place, Sociology, and Olivia Landry from Youree Drive Middle School. Mrs. Anderson recognized staff persons responsible for these programs – Yvette Lavergne, Patsy Latin, Jack Freeman, and Touissant Battley.

**Student of the Year Program.** The following students were recognized for their excellent academic achievement and strong leadership abilities in Caddo's Student of the Year Program: (1) Rebecca Davis, Elementary, 5<sup>th</sup> grade, South Highlands Elementary Magnet School; (2) Rose Pettiette, Middle School, 8<sup>th</sup> grade, Caddo Middle Magnet School; and (3) Lauren Pettiette, High School, 12<sup>th</sup> grade, C. E. Byrd High School.

**Prudential Spirit of Community Award.** John Gaddis, representative from Prudential Financial, presented the Prudential Spirit of Community Award to Justin Dean, senior at Captain Shreve, an honor recognizing outstanding community service by young Americans. He announced that Justin is responsible for founding the Northwest Louisiana Food Bank Youth Board to educate young people about hunger and to encourage them to volunteer their time to prevent hunger. He serves as President of the Youth Board and has been singled out of all the Louisiana middle and high school students for an extraordinary achievement in service to his community. Mrs. Anderson also announced that Justin Dean recently returned to Shreveport from Atlanta where he received a \$4,000 Coca Cola scholarship, and he has also received a \$10,000 scholarship from Toyota. Justin will attend Austin College where he is a Presidential Scholar and will receive the Alumni Scholarship. His total awards are \$140,000.

**Modisette Award.** The Modisette Award, presented by the Louisiana Library Association, was recently awarded to Annette Williford and Melissa Elrod, for having an exemplary library program. Mrs. Elrod also received the library media specialist of the year award. Mrs. Anderson announced that Mrs. Williford and Mrs. Elrod are also nationally board certified librarians.

## VISITORS

Carolyn Rhymes, Caddo Association of Educators, expressed her appreciation to the board and the superintendent for the manner in which they listened and responded to the CAE's concerns this past year. She commended the board and superintendent for insuring that every student in Caddo Parish receives a quality education in a great public school and for protecting the employees' rights and enhancing their salaries and benefits. She introduced the new president, Vickie Range, who will begin her term of office on June 1, 2005.

Dr. Phyllis Leone, 504 specialist in the Department of Special Services, appealed to the board on behalf of a home bound student who has passed all parts of the Graduate Exit Exam, but because of numerous medical impairments, has not met all the credit requirements. Dr. Leone asked that the board waive the requirement and allow this student to march with his senior class.

Joanetta Henderson spoke in behalf of her nephew who is wishing to graduate with his class even though he has been unable to earn all the required credits, but has passed the GEE. She asked the board to consider allowing him to graduate with his class because he has worked very hard and this is something he wants to do.

Inda Russ, homebound teacher, reported that the homebound student has worked very hard to attain the credits he has; but due to health conditions, has been unable to move forward. She asked that the board consider allowing him to walk with his class Saturday evening at Northwood's graduation.

Steve Umling, Caddo employee, referenced correspondence from the superintendent regarding Policies GCBE and GDBE. He said administration is very liberal when it comes to getting something they want, but once they achieve what they want, they turn conservative to preserve their achievement. He gave an example using the accelerator and brake in an automobile, with the accelerator being when administration wants something and the brake being what they do once they get what they want, and he said in his particular incident he believes administration has pulled the parking brake, chalked the tires and thrown out an anchor to discourage change. He believes change can be accomplished and change is not always bad, but that most of the administration tries to discourage change. Mr. Umling stated he believes it would be less costly to accept the change than to prevent it, as it is for the employees and they do deserve it. He asked the board to not continue sweeping the issue under the rug.

Jackie Lansdale, President of the Caddo Federation of Teachers/Support Personnel, addressed the board on matters of interest and concern of the Federation. Ms. Lansdale announced that the current Legislative Session is underway and the good news for teachers and school employees is lawmakers are able to budget an additional \$168 million more than expected. She said lawmakers would continue to be encouraged to plan a series of pay raises aimed at bringing educators salaries to regional and national averages. Ms. Lansdale stated that part of the \$168 million could be used to bring the teachers' raise to \$2,000 and the school employee raise to \$1,500, and it is hopeful that year after next the revenue from the Governor's cigarette tax would rise enough to pay for another raise. She also stated that at the end of the fiscal year on June 30<sup>th</sup>, the state will earn approximately \$192 million more than was expected. These funds can be used for current expenses, but cannot be placed in next year's budget, and funds not spent will go in to the State's rainy day fund. She said it is recommended that these funds be used for the teacher supply fund which would allow teachers to spend up to \$200 for classroom materials and supplies without having to dip into their own pockets. Last year the Legislature approved the funds, but did not provide the money to pay for the teachers' supplies. She requested that the board continue to explore options on ways to better supply materials for the classroom, as well as classrooms that continue to be overcrowded. Ms. Lansdale stated that positive academic progress and keeping good teachers in all the classrooms are the true costs when the budget is being calculated.

## CONFIRM THE CONSENT AGENDA

*Mr. Burton moved, seconded by Mrs. Hardy, to approve the consent agenda (Items 11, 13-14, 17, 19-25 and 27). Vote on the motion carried unanimously. The following is a summary of the items categorized as the consent agenda and approved by the board.*

### Agenda Item No. 11.B.

**Requests for Leaves.** The board approved the following requests for leaves as recommended by the superintendent and included in the mailout.

#### CERTIFIED

##### Sabbatical (Study), 2005-2006 School Year

Donnis Bozeman, Supervisor, Attendance Department, 21 years

Carla Stewart, Teacher, C. E. Byrd High School, 11 years

##### Sabbatical (Study), Spring Semester, 2005-2006 School Year

Brenda Scott, Teacher, Summer Grove Elementary, 10 years

##### Catastrophic Illness, May 9-27, 2005 (15 days)

Kim Alman, Teacher, Alexander Learning Center, 4 years

#### CLASSIFIED

##### Leave Without Pay (August 1, 2005 – December 1, 2005)

Allyson Hudson, Teacher Aide, Keithville Elementary/Middle, 8 years

##### Catastrophic Leave (February 17, 2005 – March 24, 2005)

Francis Wimberly, Bus Driver, Transportation Dept., 4 years

##### Catastrophic Leave (March 21, 2005 – April 18, 2005)

Alma Reams, Bus Driver, Transportation Dept., 4 years

### Agenda Item No. 11.C.

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the other personnel transactions report for hiring, assignment changes, separations and resignations for the period of March 26, 2005 through April 25, 2005 as submitted in the mailout.

### Agenda Item No. 11.E.

**Renewal of Administrative Contracts.** The board approved the renewal of administrative contracts as recommended by the superintendent and included in the mailout.

### Agenda Item No. 13

#### **Approval of Resolution Providing for the Issuance of \$12,710,000 of General Obligation School Refunding Bonds, Series 2005A, and Providing for Other Matters in Connection**

**Therewith.** The board approved the following resolution providing for the issuance of \$12,710,000 of General Obligation school refunding bonds, Series 2005A, and providing for other matters in connection therewith:

#### RESOLUTION

A resolution providing for the issuance of Twelve Million Seven Hundred Ten Thousand Dollars (\$12,710,000) of General Obligation School Refunding Bonds, Series 2005A, of Parishwide School District of Caddo Parish, Louisiana; prescribing the form, fixing the details and providing for the rights of the owners thereof; providing for the payment of the principal of and interest on such bonds and the application of the proceeds thereof to the refunding of certain bonds of said School District; and providing for other matters in connection therewith.

WHEREAS, pursuant to the provisions of Article VI, Section 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, and other constitutional and statutory authority, and a special election held on October 18, 1997, the result of which was duly promulgated in

accordance with law, Parishwide School District of Caddo Parish, Louisiana (the "Issuer"), acting through its governing authority, issued \$20,000,000 of General Obligation School Bonds, Series 2000 dated June 1, 2000, of which \$17,010,000 is currently outstanding (the "Series 2000 Bonds"); and

WHEREAS, the Issuer is authorized to borrow money and issue general obligation school bonds payable from ad valorem taxes to refund its outstanding general obligation school bonds, pursuant to Chapter 14-A of Title 39 of the Louisiana Revised Statutes of 1950, as amended (the "Act"), and other constitutional and statutory authority; and

WHEREAS, the Issuer has found and determined that the advance refunding of \$12,825,000 of the Series 2000 Bonds, consisting of those Series 2000 Bonds which mature March 1, 2011 to March 1, 2020, inclusive (the "Refunded Bonds"), would be financially advantageous to the Issuer and would result in a lower effective interest rate on such Refunded Bonds and debt service savings to the Issuer; and

WHEREAS, this School Board on April 21, 2005, authorized the issuance of the hereinafter defined Bonds, and the sale thereof to the Underwriters, at such time as the sale of the Bonds produces net present value savings (after payment of all costs) to taxpayers of at least 5% of the principal amount of the Refunded Bonds; and

WHEREAS, pursuant to said authorization of April 21, 2005, the Bonds have been sold to the Underwriters with the required present value savings, and the Superintendent has duly executed the Bond Purchase Agreement with the Underwriter; and

WHEREAS, pursuant to the Act and other constitutional and statutory authority, it is now the desire of the Issuer to adopt this resolution in order to provide for the issuance of Twelve Million Seven Hundred Ten Thousand Dollars (\$12,710,000) principal amount of its General Obligation School Refunding Bonds, Series 2005A (the "Bonds"), for the purpose of advance refunding the Refunded Bonds, to fix the details of the Bonds and to sell the Bonds to the Underwriter thereof; and

WHEREAS, it is necessary to provide for the application of the proceeds of the Bonds and to provide for other matters in connection with the payment or redemption of the Refunded Bonds; and

WHEREAS, it is necessary that this Governing Authority prescribe the form and content of the Defeasance and Escrow Deposit Agreement providing for the payment of the principal, premium and interest of the Refunded Bonds and authorize the execution thereof as hereinafter provided; and

WHEREAS, in connection with the issuance of the Bonds, it is necessary that provision be made for the payment of the principal and interest of the Refunded Bonds described in Exhibit A hereto, and to provide for the call for redemption of the Refunded Bonds pursuant to a Notice of Defeasance and Call for Redemption; and

WHEREAS, the Issuer desires to fix the details of the Bonds and the terms of the sale of the Bonds;

NOW, THEREFORE, BE IT RESOLVED by 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, that:

. The following terms shall have the following meanings unless the context otherwise requires:

**"Act"** shall mean Chapter 14-A of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other applicable constitutional and statutory authority.

**"Bond" or "Bonds"** shall mean any or all of the General Obligation School Refunding Bonds, Series 2005A of the Issuer, issued pursuant to the Bond Resolution, as the same may be amended from time to time, whether initially delivered or issued in exchange for, upon transfer of, or in lieu of any previously issued Bond.

**"Bond Obligation"** shall mean, as of the date of computation, the principal amount of the Bonds then Outstanding.

**"Bond Resolution"** shall collectively mean this resolution and the resolution of April 21, 2005, authorizing the sale of the Bonds, as the same may be amended and supplemented as herein provided.

**"Business Day"** shall mean a day of the year other than a day on which banks located in New York, New York and the cities in which the principal offices of the Escrow Agent and the Paying Agent are located are required or authorized to remain closed and on which the New York Stock Exchange is closed.

**"Code"** shall mean the Internal Revenue Code of 1986, as amended.

**"Costs of Issuance"** shall mean all items of expense, directly or indirectly payable or reimbursable and related to the authorization, sale and issuance of the Bonds, including but not limited to printing costs, costs of preparation and reproduction of documents, filing and recording fees, initial fees and charges of any fiduciary, legal fees and charges, fees and charges for the preparation and distribution of a preliminary official statement and official statement, if paid by the Issuer, fees and disbursements of consultants and professionals, costs of credit ratings, fees and charges for preparation, execution, transportation and safekeeping of the Bonds, costs and expenses of refunding, premiums for the insurance of the payment of the Bonds, if any, and any other cost, charge or fee paid or payable by the Issuer in connection with the original issuance of Bonds.

**"Debt Service"** for any period shall mean, as of the date of calculation, an amount equal to the sum of (a) interest payable during such period on Bonds and (b) the principal amount of Bonds which mature during such period.

**"Defeasance Obligations"** shall mean (a) cash, or (b) non-callable Government Securities.

**"Escrow Agent"** shall mean with respect to the Refunded Bonds, Argent Trust, a division of National Independent Trust Company, in the City of Ruston, Louisiana, and its successor or successors, and any other person which may at any time be substituted in its place pursuant to the Bond Resolution.

**"Escrow Agreement"** shall mean the Defeasance and Escrow Deposit Agreement dated as of June 1, 2005, between the Issuer and the Escrow Agent, substantially in the form attached hereto as Exhibit B, as the same may be amended from time to time, the terms of which are incorporated herein by reference.

**"Executive Officers"** shall mean, collectively, the President and Secretary of the Governing Authority.

**"Fiscal Year"** shall mean the one-year accounting period ending on June 30 of each year, or such other one-year period as may be designated by the Governing Authority as the fiscal year of the Issuer.

**"Governing Authority"** shall mean the Parish School Board of the Parish of Caddo, State of Louisiana, or its successor in function.

**"Government Securities"** shall mean direct general obligations of, or obligations the principal of and interest on which are unconditionally guaranteed by, the United States of America, which may be United States Treasury Obligations such as the State and Local Government Series and may be in book-entry form.

**"Insurer"** means, with respect to the Bonds, Financial Security Assurance Inc., or any successor thereto.

**"Interest Payment Date"** shall mean March 1 and September 1 of each year, commencing September 1, 2005.

**"Issuer"** shall mean Parishwide School District of Caddo Parish, Louisiana.

**"Municipal Bond Insurance Policy"** or **"Insurance Policy"** shall mean the municipal bond insurance policy issued by the Insurer guaranteeing the scheduled payment of the principal of and interest on the Bonds when due as provided therein.

**"Outstanding"**, when used with reference to the Bonds, shall mean, as of any date, all Bonds theretofore issued under the Bond Resolution, except:

(a) Bonds theretofore cancelled by the Paying Agent or delivered to the Paying Agent for cancellation;

(b) Bonds for the payment or redemption of which sufficient Defeasance Obligations have been deposited with the Paying Agent or an escrow agent in trust for the owners of such Bonds as provided in Section 11.1 hereof, provided that if such Bonds are to be redeemed, irrevocable notice of such redemption has been duly given or provided for pursuant to the Bond Resolution, to the satisfaction of the Paying Agent, or waived;

(c) Bonds in exchange for or in lieu of which other Bonds have been registered and delivered pursuant to the Bond Resolution; or

(d) Bonds alleged to have been mutilated, destroyed, lost, or stolen which have been paid as provided in the Bond Resolution or by law.

**"Owner" or "Owners"** shall mean the Person reflected as registered owner of any of the Bonds on the registration books maintained by the Paying Agent.

**"Paying Agent"** shall mean Argent Trust, a division of National Independent Trust Company, in the City of Ruston, Louisiana, as paying agent and registrar hereunder, until a successor Paying Agent shall have become such pursuant to the applicable provisions of the Bond Resolution, and thereafter "Paying Agent" shall mean such successor Paying Agent.

**"Person"** shall mean any individual, corporation, partnership, joint venture, association, joint-stock company, trust, unincorporated organization, or government or any agency or political subdivision thereof.

**"Record Date"** shall mean, with respect to an Interest Payment Date, the fifteenth day of the calendar month next preceding such Interest Payment Date, whether or not such day is a Business Day.

**"Refunded Bonds"** shall mean the callable maturities of the Issuer's outstanding General Obligation School Bonds, Series 2000, dated June 1, 2000, consisting of those Series 2000 Bonds maturing March 1, 2011 to March 1, 2020, inclusive, which are being refunded by the Bonds, as more fully described in Exhibit A hereto.

**"State"** shall mean the State of Louisiana.

**"Underwriter"** shall mean Morgan Keegan & Company, Inc., of New Orleans, Louisiana, the original underwriters of the Bonds.

SECTION 1.2 Interpretation. In this Bond Resolution, unless the context otherwise requires, (a) words importing the singular include the plural and vice versa, (b) words of the masculine gender shall be deemed and construed to include correlative words of the feminine and neuter genders and (c) the title of the offices used in this Bond Resolution shall be deemed to include any other title by which such office shall be known under any subsequently adopted charter.

## ARTICLE II Authorization and Issuance of Bonds

SECTION 2.1 Authorization of Bonds; Refunding of Refunded Bonds. (a) This Bond Resolution creates a series of Bonds of the Issuer to be designated "General Obligation School Refunding Bonds, Series 2005A, of Parishwide School District of Caddo Parish, Louisiana", and provides for the full and final payment of the principal of and interest on all the Bonds.

(b) The Bonds issued under this Bond Resolution shall be issued for the purpose of advance refunding the Refunded Bonds through the escrow of a portion of the proceeds of the Bonds, together with other available moneys of the Issuer in Government Securities, in accordance with the terms of the Escrow Agreement, in order to provide for the payment of the principal of, premium, if any, and interest on the Refunded Bonds as they mature or upon earlier redemption as provided in Section 13.1 hereof.

(c) Provision having been made for the orderly payment until maturity or earlier redemption of all the Refunded Bonds, in accordance with their terms, it is hereby recognized and acknowledged that as of the date of delivery of the Bonds under this Bond Resolution, provision will have been made for the performance of all covenants and agreements of the Issuer incidental to the Refunded Bonds, and that accordingly, and in compliance with all that is herein provided, the Issuer is expected to have no future obligation with reference to the aforesaid Refunded Bonds, except to assure that the Refunded Bonds are paid from the Government Securities and funds so escrowed in accordance with the provisions of the Escrow Agreement.

(d) The Escrow Agreement is hereby approved by the Issuer and the Executive Officers are hereby authorized and directed to execute and deliver the Escrow Agreement on behalf of the Issuer substantially in the form of Exhibit B hereof, with such changes, additions, deletions or completions deemed appropriate by such signing officials, and it is expressly provided and covenanted that all of the provisions for the payment of the principal of, premium, if any, and interest on the Refunded Bonds from the special trust funds created under the Escrow Agreement shall be strictly observed and followed in all respects.

SECTION 2.2 Bond Resolution to Constitute Contract. In consideration of the purchase and acceptance of the Bonds by those who shall own the same from time to time, the provisions of this Bond Resolution shall be a part of the contract of the Issuer with the Owners of the Bonds and shall be deemed to be and shall constitute a contract between the Issuer and the Owners from time to time of the Bonds. The provisions, covenants and agreements herein set forth to be performed by or on behalf of the Issuer shall be for the equal benefit, protection and security of the Owners of any and all of the Bonds, each of which Bonds, regardless of the time or times of its issue or maturity, shall be of equal rank without preference, priority or distinction over any other thereof except as expressly provided in this Bond Resolution.

SECTION 2.3. Obligation of Bonds. The Bonds shall constitute general obligations of the Issuer, and the full faith and credit of the Issuer is hereby pledged for their payment and for the payment of all the interest thereon. The Issuer is bound under the terms and provisions of law and this Bond Resolution to impose and collect annually, in excess of all other taxes, a tax on all the property subject to taxation within the territorial limits of the Issuer, sufficient to pay the principal of and interest on the Bonds falling due each year, said tax to be levied and collected by the same officers, in the same manner and at the same time as other taxes are levied and collected within the territorial limits of the Issuer. All ad valorem taxes levied by the Issuer in each year for the payment of the Bonds shall, upon their receipt, be transferred to the Governing Authority, which shall have responsibility for the deposit of such receipts and for the investment and reinvestment of such receipts and the servicing of the Bonds and any other general obligation school bonds of the Issuer.

SECTION 2.4 Insurance of Bonds. The Issuer does hereby find that since substantial benefits will accrue from the insurance of the Bonds, the Bonds are being insured by the Insurer and an appropriate legend shall be printed on the Bonds as evidence of such insurance. The cost of the Municipal Bond Insurance Policy shall be paid from the proceeds of the Bonds.

SECTION 2.5 Authorization and Designation. Pursuant to the provisions of the Act, there is hereby authorized the issuance of Twelve Million Seven Hundred Ten Thousand Dollars (\$12,710,000) principal amount of Bonds of the Issuer to be designated "General Obligation School Refunding Bonds, Series 2005A, of Parishwide School District of Caddo Parish,



Louisiana", for the purpose of advance refunding the Refunded Bonds. The Bonds shall be in substantially the form set forth as Exhibit C hereto, with such necessary or appropriate variations, omissions and insertions as are required or permitted by the Act and this Bond Resolution.

This Governing Authority hereby finds and determines that upon the issuance of the Bonds, the total outstanding amount of general obligation school bonds of the Issuer issued and deemed to be outstanding will not exceed the Issuer's general obligation bond limit.

**SECTION 2.6. Denominations, Dates, Maturity and Interest.** The Bonds are issuable as fully registered bonds without coupons in the denominations of \$5,000 principal amount or any integral multiple thereof within a single maturity, and shall be numbered R-1 upward.

The Bonds shall be dated the date of delivery thereof, shall mature on March 1 in the years and in the principal amounts and shall bear interest, payable on March 1 and September 1 of each year, commencing September 1, 2005, at the rates per annum, as follows:

<u>DATE</u> <u>(MARCH 1)</u>	<u>PRINCIPAL</u> <u>PAYMENT</u>	<u>INTEREST</u> <u>RATE</u>
2006	\$ 5,000.....	3.00%
2007	5,000.....	3.00
2008	10,000.....	3.25
2009	10,000.....	3.25
2010	10,000.....	3.25
2011	980,000.....	4.00
2012	1,030,000.....	5.25
2013	1,090,000.....	5.25
2014	1,155,000.....	5.25
2015	1,220,000.....	5.25
2016	1,290,000.....	5.25
2017	1,360,000.....	5.00
2018	1,435,000.....	5.00
2019	1,515,000.....	5.00
2020	1,595,000.....	5.00

The principal and premium, if any, of the Bonds are payable in such coin or currency of the United States of America as at the time of payment is legal tender for payment of public and private debts at the principal corporate trust office of the Paying Agent, upon presentation and surrender thereof. Interest on the Bonds is payable by check mailed on or before the Interest Payment Date by the Paying Agent to the Owner thereof (determined as of the close of business on the Record Date) at the address of such Owner as it appears on the registration books of the Paying Agent maintained for such purpose.

Except as otherwise provided in this Section, Bonds shall bear interest from date thereof or from the most recent Interest Payment Date to which interest has been paid or duly provided for, as the case may be, provided, however, that if and to the extent that the Issuer shall default in the payment of the interest on any Bonds due on any Interest Payment Date, then all such Bonds shall bear interest from the most recent Interest Payment Date to which interest has been paid on the Bonds, or if no interest has been paid on the Bonds, from their dated date.

The person in whose name any Bond is registered at the close of business on the Record Date with respect to an Interest Payment Date shall in all cases be entitled to receive the interest payable on such Interest Payment Date notwithstanding the cancellation of such Bond upon any registration of transfer or exchange thereof subsequent to such Record Date and prior to such Interest Payment Date.

**SECTION 2.7. Book Entry Registration of Bonds.** The Bonds shall be initially issued in the name of Cede & Co., as nominee for The Depository Trust Company ("DTC"), as registered owner of the Bonds, and held in the custody of DTC. The Secretary of the Issuer or any other officer of the Issuer is authorized to execute and deliver a Blanket Letter of Representation to DTC on behalf of the Issuer with respect to the issuance of the Bonds in

"bookentry only" format. The terms and provisions of said Letter of Representation shall govern in the event of any inconsistency between the provisions of this Bond Resolution and said Letter of Representation. Initially, a single certificate will be issued and delivered to DTC for each maturity of the Bonds. The Beneficial Owners will not receive physical delivery of Bond certificates except as provided herein. Beneficial Owners are expected to receive a written confirmation of their purchase providing details of each Bond acquired. For so long as DTC shall continue to serve as securities depository for the Bonds as provided herein, all transfers of beneficial ownership interest will be made by bookentry only, and no investor or other party purchasing, selling or otherwise transferring beneficial ownership of Bonds is to receive, hold or deliver any Bond certificate.

Notwithstanding anything to the contrary herein, while the Bonds are issued in book entry-only form, the payment of principal of, premium, if any, and interest on the Bonds may be payable by the Paying Agent by wire transfer to DTC in accordance with the Letter of Representation.

For every transfer and exchange of the Bonds, the Beneficial Owner (as defined in the Blanket Letter of Representation) may be charged a sum sufficient to cover such Beneficial Owner's allocable share of any tax, fee or other governmental charge that may be imposed in relation thereto.

Bond certificates are required to be delivered to and registered in the name of the Beneficial Owner under the following circumstances:

- (a) DTC determines to discontinue providing its service with respect to the Bonds. Such a determination may be made at any time by giving 30 days' notice to the Issuer and the Paying Agent and discharging its responsibilities with respect thereto under applicable law; or
- b) The Issuer determines that continuation of the system of book-entry transfer through DTC (or a successor securities depository) is not in the best interests of the Issuer and/or the Beneficial Owners.

The Issuer and the Paying Agent will recognize DTC or its nominee as the Bondholder for all purposes, including notices and voting.

Neither the Issuer or the Paying Agent are responsible for the performance by DTC of any of its obligations, including, without limitation, the payment of moneys received by DTC, the forwarding of notices received by DTC or the giving of any consent or proxy in lieu of consent.

Whenever during the term of the Bonds the beneficial ownership thereof is determined by a book entry at DTC, the requirements of this Bond Resolution of holding, delivering or transferring the Bonds shall be deemed modified to require the appropriate person to meet the requirements of DTC as to registering or transferring the book entry to produce the same effect.

If at any time DTC ceases to hold the Bonds, all references herein to DTC shall be of no further force or effect.

### **ARTICLE III**

#### **General Terms and Provisions of the Bonds**

SECTION 3.1. Exchange of Bonds; Persons Treated as Owners. The Issuer shall cause books for the registration and for the registration of transfer of the Bonds as provided in this Bond Resolution to be kept by the Paying Agent at its principal corporate trust office, and the Paying Agent is hereby constituted and appointed the registrar for the Bonds. At reasonable times and under reasonable regulations established by the Paying Agent said list may be inspected and copied by the Issuer or by the Owners (or a designated representative thereof) of 15% of the outstanding principal amount of the Bonds.

All Bonds presented for registration of transfer or exchange shall be accompanied by a written instrument or instruments of transfer in form and with a guaranty of signature satisfactory to the Paying Agent, duly executed by the Owner or his attorney duly authorized in writing.

Upon surrender for registration of transfer of any Bond, the Paying Agent shall register and deliver in the name of the transferee or transferees one or more new fully registered Bonds of authorized denomination of the same maturity and like aggregate principal amount. At the option of an Owner, Bonds may be exchanged for other Bonds of authorized denominations of the same maturity and like aggregate principal amount, upon surrender of the Bonds to be exchanged at the principal corporate trust office of the Paying Agent. Whenever any Bonds are so surrendered for exchange, the Paying Agent shall register and deliver in exchange therefor the Bond or Bonds which the Owner making the exchange shall be entitled to receive.

No service charge to the Owners shall be made by the Paying Agent for any exchange or registration of transfer of Bonds. The Paying Agent may require payment by the person requesting an exchange or registration of transfer of Bonds of a sum sufficient to cover any tax or other governmental charge that may be imposed in relation thereto.

The Issuer and the Paying Agent shall not be required to issue, register the transfer of or exchange any Bond during a period beginning at the opening of business on a Record Date or any date of selection of Bonds to be redeemed and ending at the close of business on the Interest Payment Date.

All Bonds delivered upon any registration of transfer or exchange of Bonds shall be valid obligations of the Issuer, evidencing the same debt and entitled to the same benefits under this Bond Resolution as the Bonds surrendered.

Prior to due presentment for registration of transfer of any Bond, the Issuer and the Paying Agent, and any agent of the Issuer or the Paying Agent may deem and treat the person in whose name any Bond is registered as the absolute owner thereof for all purposes, whether or not such Bond shall be overdue, and shall not be bound by any notice to the contrary.

**SECTION 3.2. Bonds Mutilated, Destroyed, Stolen or Lost.** In case any Bond shall become mutilated or be improperly cancelled, or be destroyed, stolen or lost, the Issuer may in its discretion adopt a resolution and thereby authorize the issuance and delivery of a new Bond in exchange for and substitution for such mutilated or improperly cancelled Bond, or in lieu of and substitution for the Bond destroyed, stolen or lost, upon the Owner (i) furnishing the Issuer and the Paying Agent proof of his ownership thereof and proof of such mutilation, improper cancellation, destruction, theft or loss satisfactory to the Issuer and the Paying Agent, (ii) giving to the Issuer and the Paying Agent an indemnity bond in favor of the Issuer and the Paying Agent in such amount as the Issuer may require, (iii) complying with such other reasonable regulations and conditions as the Issuer may prescribe and (iv) paying such expenses as the Issuer and the Paying Agent may incur. All Bonds so surrendered shall be delivered to the Paying Agent for cancellation pursuant to Section 3.4 hereof. If any Bond shall have matured or be about to mature, instead of issuing a substitute Bond, the Issuer may pay the same, upon being indemnified as aforesaid, and if such Bond be lost, stolen or destroyed, without surrender thereof.

Any such duplicate Bond issued pursuant to this Section shall constitute an original, additional, contractual obligation on the part of the Issuer, whether or not the lost, stolen or destroyed Bond be at any time found by anyone. Such duplicate Bond shall be in all respects identical with those replaced except that it shall bear on its face the following additional clause:

"This bond is issued to replace a lost, cancelled or destroyed bond under the authority of R.S. 39:971 through 39:974."

Such duplicate Bond may be signed by the facsimile signatures of the same officers who signed the original Bonds, provided, however, that in the event the officers who executed the original Bonds are no longer in office, then the new Bonds may be signed by the officers then in office. Such duplicate Bonds shall be entitled to equal and proportionate benefits and rights as to lien and source and security for payment as provided herein with respect to all

other Bonds hereunder, the obligations of the Issuer upon the duplicate Bonds being identical to its obligations upon the original Bonds and the rights of the Owner of the duplicate Bonds being the same as those conferred by the original Bonds.

SECTION 3.3 Preparation of Definitive Bonds, Temporary Bonds. Until the definitive Bonds are prepared, the Issuer may execute, in the same manner as is provided in Section 3.5, and deliver, in lieu of definitive Bonds, but subject to the same provisions, limitations and conditions as the definitive Bonds except as to the denominations, one or more temporary typewritten Bonds substantially of the tenor of the definitive Bonds in lieu of which such temporary Bond or Bonds are issued, in authorized denominations, and with such omissions, insertions and variations as may be appropriate to temporary Bonds.

SECTION 3.4. Cancellation of Bonds. All Bonds paid, together with all Bonds purchased by the Issuer, shall thereupon be promptly cancelled by the Paying Agent. The Paying Agent shall thereupon promptly furnish to the Secretary of the Governing Authority an appropriate certificate of cancellation.

SECTION 3.5. Execution. The Bonds shall be executed in the name and on behalf of the Issuer by the manual or facsimile signatures of the Executive Officers, and the corporate seal of the Issuer (or a facsimile thereof) shall be thereunto affixed, imprinted, engraved or otherwise reproduced thereon. In case any one or more of the officers who shall have signed or sealed any of the Bonds shall cease to be such officer before the Bonds so signed and sealed shall have been actually delivered, such Bonds may, nevertheless, be delivered as herein provided, and may be issued as if the person who signed or sealed such Bonds had not ceased to hold such office. Said officers shall, by the execution of the Bonds, adopt as and for their own proper signatures their respective facsimile signatures appearing on the Bonds or any legal opinion certificate thereon, and the Issuer may adopt and use for that purpose the facsimile signature of any person or persons who shall have been such officer at any time on or after the date of such Bond, notwithstanding that at the date of such Bond such person may not have held such office or that at the time when such Bond shall be delivered such person may have ceased to hold such office.

SECTION 3.6. Registration by Secretary of State. The Bonds shall be registered with the Secretary of State of the State of Louisiana and shall bear the endorsement of the Secretary of State of the State of Louisiana substantially in the form set forth in Exhibit C hereto, provided such endorsement shall be manually signed only on the Bonds initially delivered to the Underwriter, and any Bonds subsequently exchanged therefor as permitted in this Bond Resolution may bear the facsimile signature of said Secretary of State.

SECTION 3.7. Registration by Paying Agent. No Bond shall be valid or obligatory for any purpose or entitled to any security or benefit under this Bond Resolution unless and until a certificate of registration on such Bond substantially in the form set forth in Exhibit C hereto shall have been duly executed on behalf of the Paying Agent by a duly authorized signatory, and such executed certificate of the Paying Agent upon any such Bond shall be conclusive evidence that such Bond has been executed, registered and delivered under this Bond Resolution.

#### **ARTICLE IV**

##### **Sinking Fund; Payment of Bonds**

SECTION 4.1. Sinking Fund. (a) For the payment of the principal of and the interest on the Bonds, the Issuer will maintain a special fund, to be held by the regularly designated fiscal agent of the Issuer (the "Sinking Fund"), into which the Issuer will deposit the proceeds of the aforesaid tax described in Section 2.3 hereof and no other moneys whatsoever. The depository for the Sinking Fund shall transfer from the Sinking Fund to the Paying Agent at least one (1) day in advance of each Interest Payment Date, funds fully sufficient to pay promptly the principal and interest falling due on such date.

(b) All moneys deposited with the regularly designated fiscal agent bank or banks of the Issuer or the Paying Agent under the terms of this Bond Resolution shall constitute sacred funds for the benefit of the Owners of the Bonds, and shall be secured by said fiduciaries at all times to the full extent thereof in the manner required by law for the securing of deposits of public funds.

(c) All or any part of the moneys in the Sinking Fund shall, at the written request of the Issuer, be invested in accordance with the provisions of the laws of the State of Louisiana, in which event all income derived from such investments shall be added only to the Sinking Fund. Accrued interest, if any, received upon delivery of the Bonds shall be invested only in Government Securities maturing on or prior to the first Interest Payment Date.

SECTION 4.2. Payment of Bonds. The Issuer shall duly and punctually pay or cause to be paid as herein provided, the principal of every Bond and the interest thereon, at the dates and places and in the manner stated in the Bonds according to the true intent and meaning thereof.

## **ARTICLE V Redemption of Bonds**

SECTION 5.1. Redemption of Bonds. The Bonds will not be callable prior to maturity.

## **ARTICLE VI APPLICATION OF BOND PROCEEDS**

SECTION 6.1 Application of Bond Proceeds. As a condition of the issuance of the Bonds, the Issuer hereby binds and obligates itself to:

(a) Deposit irrevocably in trust with the Escrow Agent under the terms and conditions of the Escrow Agreement, as hereinafter provided, an amount of the proceeds derived from the issuance and sale of the Bonds (exclusive of accrued interest), together with additional moneys of the Issuer, as will enable the Escrow Agent to purchase Government Obligations described in the Escrow Agreement, which shall mature in principal and interest in such a manner as to provide at least the required cash amount on or before each payment date for the Refunded Bonds (said amounts being necessary on each of the designated dates to pay and retire or redeem the Refunded Bonds, including premiums, if any, payable upon redemption). Prior to or concurrently with the delivery of the Bonds, the Issuer shall obtain an independent mathematical verification that the moneys and obligations required to be irrevocably deposited in trust in the Escrow Fund with the Escrow Agent, together with the earnings to accrue thereon, will always be sufficient for the payment of the principal of, premium, if any, and interest on the Refunded Bonds. The moneys so deposited with the Escrow Agent shall constitute a trust fund irrevocably dedicated for the use and benefit of the owners of the Refunded Bonds.

(b) Deposit in the Expense Fund established with the Escrow Agent such amount of the proceeds of the Bonds as will enable the Escrow Agent to pay the Costs of Issuance and the costs properly attributable to the establishment and administration of the Escrow Fund on behalf of the Issuer.

(c) Deposit accrued interest, if any, received on the delivery date of the Bonds into the Sinking Fund established by Section 4.1 hereof and to apply said funds to pay a portion of the interest due on the Bonds on the first Interest Payment Date therefor. Accrued interest, if any, received upon delivery of the Bonds shall be invested only in Government Securities maturing on or prior to the first Interest Payment Date.

## **ARTICLE VII SUPPLEMENTAL BOND RESOLUTIONS**

SECTION 7.1. Supplemental Resolutions Effective Without Consent of Owner. For any one or more of the following purposes and at any time from time to time, a resolution supplemental hereto may be adopted, which, upon the filing with the Paying Agent of a certified copy thereof, but without any consent of Owners, shall be fully effective in accordance with its terms:

- (a) to add to the covenants and agreements of the Issuer in the Bond Resolution other covenants and agreements to be observed by the Issuer which are not contrary to or inconsistent with the Bond Resolution as theretofore in effect;
- (b) to add to the limitations and restrictions in the Bond Resolution other limitations and restrictions to be observed by the Issuer which are not

contrary to or inconsistent with the Bond Resolution as theretofore in effect;

- (c) to surrender any right, power or privilege reserved to or conferred upon the Issuer by the terms of the Bond Resolution, but only if the surrender of such right, power or privilege is not contrary to or inconsistent with the covenants and agreements of the Issuer contained in the Bond Resolution;
- (d) to cure any ambiguity, supply any omission, or cure or correct any defect or inconsistent provision of the Bond Resolution; or
- (e) to insert such provisions clarifying matters or questions arising under the Bond Resolution as are necessary or desirable and are not contrary to or inconsistent with the Bond Resolution as theretofore in effect.

**SECTION 7.2 Supplemental Resolutions Effective With Consent of Owners.** Except as provided in Section 7.1, any modification or amendment of the Bond Resolution or of the rights and obligations of the Issuer and of the Owners of the Bonds hereunder, in any particular, may be made by a supplemental resolution, with the written consent of the Owners of a majority of the Bond Obligation at the time such consent is given. No such modification or amendment shall permit a change in the terms of maturity of the principal of any outstanding Bond or of any installment of interest thereon or a reduction in the principal amount thereof or in the rate of interest thereon without the consent of the Owner of such Bond, or shall reduce the percentages of Bonds the consent of the Owner of which is required to effect any such modification or amendment, or change the obligation of the Issuer to levy and collect taxes for the payment of the Bonds as provided herein, without the consent of the Owners of all of the Bonds then outstanding, or shall change or modify any of the rights or obligations of either the Paying Agent or the Escrow Agent without its written assent thereto. For the purposes of this Section, Bonds shall be deemed to be affected by a modification or amendment of the Bond Resolution if the same adversely affects or diminishes the rights of the Owners of said Bonds.

Any amendment or supplement to the Bond Resolution shall be subject to the prior written consent of the Insurer. Any rating agency rating the Bonds must receive notice of each amendment and a copy thereof at least 15 days in advance of its execution or adoption. The Insurer shall be provided with a full transcript of all proceedings relating to the execution of any such amendment or supplement.

A supplemental resolution, upon the filing with the Paying Agent of a certified copy thereof, shall become fully effective in accordance with its terms.

## **ARTICLE VIII TAX COVENANTS, CONTINUING DISCLOSURE**

**SECTION 8.1. Tax Covenants.** The Issuer covenants and agrees that, to the extent permitted by the laws of the State of Louisiana, it will comply with the requirements of the Code to in order to establish, maintain and preserve the exclusion from "gross income" of interest on the Bonds under the Code. The Issuer shall not take any action or fail to take any action, nor shall it permit at any time or times any of the proceeds of the Bonds or any other funds of the Issuer to be used directly or indirectly in any manner, to acquire any securities or obligations the acquisition of which would cause any Bond to be an "arbitrage bond" as defined in the Code or would result in the inclusion of the interest on any Bond in "gross income" under the Code, including, without limitation, (i) the failure to comply with the limitation on investment of the proceeds of the Bonds, (ii) the failure to pay any required rebate of arbitrage earnings to the United States of America, or (iii) the use of the proceeds of the Bonds in a manner which would cause the Bonds to be "private activity bonds" under the Code.

The Executive Officers are hereby empowered, authorized and directed to take any and all action and to execute and deliver any instrument, document or certificate necessary to effectuate the purposes of this Section.

**SECTION 8.2 Continuing Disclosure Certificate.** The Secretary of the Governing Authority is hereby empowered and directed to execute an appropriate Continuing Disclosure Certificate

(substantially in the form set forth in Appendix H of the official statement issued in connection with the sale and issuance of the Bonds) pursuant to S.E.C. Rule 15c2-12(b)(5).

SECTION 8.3. Bonds are Not "Bank Qualified". The Bonds are not designated as "qualified tax-exempt obligations" within the meaning of Section 265(b)(3) of the Code.

## **ARTICLE IX REMEDIES OF DEFAULT**

SECTION 9.1 Events of Default. If one or more of the following events (in this Bond Resolution called "Events of Default") shall happen, that is to say,

- (a) if default shall be made in the due and punctual payment of the principal of any Bond when and as the same shall become due and payable, whether at maturity or otherwise (in determining whether a principal payment default has occurred, no effect shall be given to payments made under the Municipal Bond Insurance Policy); or
- (b) if default shall be made in the due and punctual payment of any installment of interest on any Bond when and as such interest installment shall become due and payable (in determining whether an interest payment default has occurred, no effect shall be given to payments made under the Municipal Bond Insurance Policy); or
- (c) if default shall be made by the Issuer in the performance or observance of any other of the covenants, agreements or conditions on its part in the Bond Resolution, any supplemental resolution or in the Bonds contained and such default shall continue for a period of forty-five (45) days after written notice thereof to the Issuer by the Insurer or by any Owner; or
- (d) if the Issuer shall file a petition or otherwise seek relief under any Federal or State bankruptcy law or similar law;

then, upon the happening and continuance of any Event of Default the Insurer and the Owners of the Bonds shall be entitled to exercise all rights and powers for which provision is made under Louisiana law; provided, however, that the exercise of remedies at the direction of the Owners is subject to the prior written consent of the Insurer, and the Insurer, acting alone, shall have the exclusive right to direct any action or remedy to be undertaken so long as it is not then in default of its payment obligations under the Municipal Bond Insurance Policy. The Issuer shall notify the Insurer immediately upon the occurrence of any Event of Default. No event of Default shall be waived without the consent of the Insurer. All remedies shall be cumulative with respect to the Paying Agent, the Owners and the Insurer; if any remedial action is discontinued or abandoned, the Paying Agent, the Owners and the Insurer shall be restored to their former positions.

The Paying Agent or Issuer shall provide the Insurer with immediate notice of any payment default, and notice of any other default known to the Paying Agent within thirty (30) days of the Paying Agent's or Issuer's knowledge thereof.

## **ARTICLE X CONCERNING FIDUCIARIES**

SECTION 10.1 Escrow Agent Appointment and Acceptance of Duties. Argent Trust, a division of National Independent Trust Company, in the City of Ruston, Louisiana, is hereby appointed Escrow Agent with respect to the Refunded Bonds. The Escrow Agent shall signify its acceptance of the duties and obligations imposed upon it by this Bond Resolution by executing and delivering the Escrow Agreement.

SECTION 10.2 Paying Agent; Appointment and Acceptance of Duties. The Issuer will at all times maintain a Paying Agent having the necessary qualifications for the performance of the duties described in this Bond Resolution. The designation of Argent Trust, a division of National Independent Trust Company, in the City of Ruston, Louisiana, as the initial Paying

Agent is hereby confirmed and approved. The Paying Agent shall signify its acceptance of the duties and obligations imposed on it by the Bond Resolution by executing and delivering to the Executive Officers a written acceptance thereof. The Governing Authority reserves the right to appoint a successor Paying Agent by (a) filing with the Person then performing such function a certified copy of a resolution giving notice of the termination of the agreement and appointing a successor and (b) causing notice to be given to each Owner. Furthermore, the Paying Agent may be removed by the Issuer at any time for any breach of its duties set forth herein, affective upon appointment of a successor Paying Agent as set forth above. Every Paying Agent appointed hereunder shall at all times be a trust company or bank organized and doing business under the laws of the United States of America or of any State, authorized under such laws to exercise trust powers, and subject to supervision or examination by Federal or State authority.

The Insurer shall be furnished with written notice of the resignation or removal of the Paying Agent and the appointment of any successor thereto.

## **ARTICLE XI MISCELLANEOUS**

**SECTION 11.1. Defeasance.** (a) If the Issuer shall pay or cause to be paid to the Owners of all Bonds then outstanding, the principal and interest become due thereon, at the times and in the manner stipulated therein and in the Bond Resolution, then the covenants, agreements and other obligations of the Issuer to the Owners shall be discharged and satisfied. In such event, the Paying Agent shall, upon the request of the Issuer, execute and deliver to the Issuer all such instruments as may be desirable to evidence such discharge and satisfaction and the Paying Agent shall pay over or deliver to the Issuer all moneys, securities and funds held by them pursuant to the Bond Resolution which are not required for the payment of Bonds not theretofore surrendered for such payment.

(b) Bonds or interest installments for the payment of which money shall have been set aside and shall be held in trust (through deposit by the Issuer of funds for such payment or otherwise) at the maturity date thereof shall be deemed to have been paid within the meaning and with the effect expressed above in this Section. Bonds shall be deemed to have been paid, prior to their maturity, within the meaning and with the effect expressed above in this Section if they have been defeased pursuant to Chapter 14 of Title 39 of the Louisiana Revised Statutes of 1950, as amended, or any successor provisions thereto.

**SECTION 11.2. Evidence of Signatures of Owners and Ownership of Bond.** (a) Any request, consent, revocation of consent or other instrument which the Bond Resolution may require or permit to be signed and executed by the Owners may be in one or more instruments of similar tenor, and shall be signed or executed by such Owners in person or by their attorneys-in-fact appointed in writing. Proof of (i) the execution of any such instrument, or of an instrument appointing any such attorney, or (ii) the ownership by any person of the Bonds shall be sufficient for any purpose of the Bond Resolution (except as otherwise therein expressly provided) if made in the following manner, or in any other manner satisfactory to the Paying Agent, which may nevertheless in its discretion require further or other proof in cases where it deems the same desirable:

- (1) the fact and date of the execution by any Owner or his attorney-in-fact of such instrument may be proved by the certificate, which need not be acknowledged or verified, of an officer of a bank or trust company or of any notary public or other officer authorized to take acknowledgments of deeds, that the person signing such request or other instrument acknowledged to him the execution thereof, or by an affidavit of a witness of such execution, duly sworn to before such notary public or other officer. Where such execution is by an officer of a corporation or association or a member of a partnership, on behalf of such corporation, association or partnership, such certificate or affidavit shall also constitute sufficient proof of his authority;
- (2) the ownership of Bonds and the amount, numbers and other identification, and date of owning the same shall be proved by the registration books of the Paying Agent.



(b) Any request or consent by the Owner of any Bond shall bind all future Owners of such Bond in respect of anything done or suffered to be done by the Issuer or the Paying Agent in accordance therewith.

SECTION 11.3. Moneys Held for Particular Bonds. The amounts held by the Paying Agent for the payment due on any date with respect to particular Bonds shall, on and after such date and pending such payment, be set aside on its books and held in trust by it, without liability for interest, for the Owners of the Bonds entitled thereto.

SECTION 11.4. Parties Interested Herein. Nothing in the Bond Resolution expressed or implied is intended or shall be construed to confer upon, or to give to, any person or entity, other than the Issuer, the Paying Agent, the Escrow Agent, the Insurer and the Owners of the Bonds any right, remedy or claim under or by reason of the Bond Resolution or any covenant, condition or stipulation thereof; and all the covenants, stipulations, promises and agreements in the Bond Resolution contained by and on behalf of the Issuer shall be for the sole and exclusive benefit of the Issuer, the Paying Agent, the Escrow Agent, the Insurer and the Owners of the Bonds and the owners of the Refunded Bonds.

SECTION 11.5. No Recourse on the Bonds. No recourse shall be had for the payment of the principal of or interest on the Bonds or for any claim based thereon or on this Bond Resolution against any member of the Governing Authority or officer of the Issuer or any person executing the Bonds.

SECTION 11.6. Successors and Assigns. Whenever in this Bond Resolution the Issuer is named or referred to, it shall be deemed to include its successors and assigns and all the covenants and agreements in this Bond Resolution contained by or on behalf of the Issuer shall bind and enure to the benefit of its successors and assigns whether so expressed or not.

SECTION 11.7. Subrogation. In the event the Bonds herein authorized to be issued, or any of them, should ever be held invalid by any court of competent jurisdiction, the Owner or Owners thereof shall be subrogated to all the rights and remedies against the Issuer had and possessed by the owner or owners of the Refunded Bonds.

SECTION 11.8. Severability. In case any one or more of the provisions of the Bond Resolution or of the Bonds issued hereunder shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provision of the Bond Resolution or of the Bonds, but the Bond Resolution and the Bonds shall be construed and enforced as if such illegal or invalid provisions had not been contained therein. Any constitutional or statutory provision enacted after the date of the Bond Resolution which validates or makes legal any provision of the Bond Resolution or the Bonds which would not otherwise be valid or legal shall be deemed to apply to the Bond Resolution and to the Bonds.

SECTION 11.9. Publication of Bond Resolution. This Bond Resolution shall be published one time in the official journal of the Issuer; however, it shall not be necessary to publish any exhibits hereto if the same are available for public inspection and such fact is stated in the publication.

SECTION 11.10. Execution of Documents. In connection with the issuance and sale of the Bonds, the Executive Officers are each authorized, empowered and directed to execute on behalf of the Issuer such documents, certificates and instruments as they may deem necessary, upon the advice of bond counsel, to effect the transactions contemplated by this Bond Resolution, the signatures of the Executive Officers on such documents, certificates and instruments to be conclusive evidence of the due exercise of the authority granted hereunder.

SECTION 11.11. Audit. As soon as practicable after the filing thereof, a copy of any financial statement of the Issuer and a copy of any audit and annual report of the Issuer shall be forwarded to the Underwriter until the Bonds mature.

## **ARTICLE XII SALE OF BONDS**

SECTION 12.1 Sale of Bonds. The Bonds have been awarded to and sold to the Underwriter at the price and under the terms and conditions set forth in the Bond Purchase Agreement attached hereto as Exhibit D, and after their execution, registration by the Secretary of State and authentication by the Paying Agent, the Bonds shall be delivered to the Underwriter or its agents or assigns, upon receipt by the Issuer of the agreed purchase price.

SECTION 12.2. Official Statement. The Issuer hereby approves the form and content of the Preliminary Official Statement dated May 2, 2005, pertaining to the Bonds, which has been submitted to the Issuer, and hereby ratifies its prior use by the Underwriter in connection with the sale of the Bonds. The Issuer further approves the form and content of the final Official Statement and hereby authorizes and directs the execution by the President and Secretary of the Governing Authority and delivery of such final Official Statement to the Underwriter for use in connection with the public offering of the Bonds.

### **ARTICLE XIII REDEMPTION OF REFUNDED BONDS**

SECTION 13.1. Call for Redemption. Subject only to the actual delivery of the Bonds, the Issuer's \$12,825,000 of General Obligation School Bonds, Series 2000, consisting of the callable maturities of that issue maturing March 1, 2011 to March 1, 2020, inclusive, are hereby irrevocably called for redemption on March 1, 2010 at the principal amount thereof and accrued interest to the applicable redemption date, in compliance with the resolutions authorizing their issuance.

SECTION 13.2. Notice of Defeasance and Call for Redemption. In accordance with the resolution authorizing the issuance of the Refunded Bonds, a Notice of Defeasance and Call for Redemption for the Refunded Bonds in substantially the form attached hereto as Exhibit E shall be sent by the paying agent for the Refunded Bonds to the registered owners as the same appear on the registration books of said paying agent by means of first class mail not less than thirty (30) days prior to the date of redemption.

### **ARTICLE XIV PROVISIONS RELATING TO THE INSURER**

SECTION 14.1 Delivery of the Insurance Policy. The Issuer hereby agrees to cause the Insurance Policy with respect to the Bonds to be delivered to the Paying Agent at or prior to the delivery of the Bonds to secure the obligations of the Issuer to pay the principal of and interest on the Bonds entitled to the benefits thereof. All amounts received by the Paying Agent under said Insurance Policy shall be used solely for regularly scheduled payments of principal of and interest on the Bonds entitled to the benefits of such Insurance Policy.

The Insurer shall be deemed to be the sole holder of the Bonds insured by it for the purpose of exercising any voting right or privilege or giving any consent or direction or taking any other action that the holders of the Bonds insured by it are entitled to take pursuant to this Bond Resolution. The maturity of the Bonds shall not be accelerated without the consent of the Insurer.

Amounts paid by the Insurer under the Insurance Policy shall not be deemed paid for purposes of this Bond Resolution and shall remain Outstanding and continue to be due and owing until paid by the Issuer in accordance with this Bond Resolution. The Insurer shall, to the extent it makes any payment of principal of or interest on the Bonds become subrogated to the rights of the recipients of such payments in accordance with the terms of the Insurance Policy. This Bond Resolution shall not be discharged unless all amounts due or to become due to the Insurer have been paid in full or duly provided for.

SECTION 14.2. Items Required to be Furnished to the Insurer. While the Insurance Policy is in effect, the Issuer or the Paying Agent, as appropriate, shall furnish to the Insurer:

- (a) in connection with the issuance of any additional bonds, a copy of the disclosure document, if any, circulated with respect to such additional bonds,

(b) notice of the resignation or removal of the Paying Agent and the appointment of a successor thereto;

(c) copies of all notices required to be delivered to the Owners, the Paying Agent or any other party under this Bond Resolution; and

(d) copies, on an annual basis, of the Issuer's audited financial statements and annual budget.

Copies of any amendments made to the documents executed in connection with the issuance of the Bonds which are consented to by the Insurer shall also be sent to Standard & Poors.

SECTION 14.3. Payment Procedures. If, on the business day prior to the related scheduled interest payment date or principal payment date ("Payment Date") there is not on deposit with the Paying Agent, after making all transfers and deposits required under the Bond Resolution, moneys sufficient to pay the principal of and interest on the Bonds due on such Payment Date, the Paying Agent shall make a claim under the Insurance Policy and give notice to the Insurer and to its designated agent (if any) (the "Insurer's Fiscal Agent") by telephone or telecopy of the amount of such deficiency of the amount of such deficiency, and the allocation of such deficiency between the amount required to pay interest on the Bonds and the amount required to pay principal of the Bonds, confirmed in writing to the Insurer and the Insurer's Fiscal Agent by 12:00 noon, New York Parish time, on such business day by filling in the form of Notice of Claim and Certificate delivered with the Insurance Policy.

The Paying Agent shall keep a complete and accurate record of all funds deposited by the Insurer into the Policy Payments Account and the allocation of such funds to payment of interest on and principal paid in respect of any Bonds. The Insurer shall have the right to inspect such records at reasonable times upon reasonable notice to the Paying Agent.

Upon payment of a claim under the Insurance Policy the Paying Agent shall establish a separate special purpose trust account for the benefit of holders of the Bonds referred to herein as the "Policy Payments Account" and over which the Paying Agent shall have exclusive control and sole right of withdrawal. The Paying Agent shall receive any amount paid under the Insurance Policy in trust on behalf of holders of the Bonds and shall deposit any such amount in the Policy Payments Account and distribute such amount only for purposes of making the payments for which a claim was made. Such amounts shall be disbursed by the Paying Agent to holders of the Bonds in the same manner as principal and interest payments are to be made with respect to the Bonds under the sections hereof regarding payment of Bonds. It shall not be necessary for such payments to be made by checks or wire transfers separate from the check or wire transfer used to pay debt service with other funds available to make such payments.

Funds held in the Policy Payments Account shall not be invested by the Paying Agent and may not be applied to satisfy any costs, expenses or liabilities of the Paying Agent.

Any funds remaining in the Policy Payments Account following a Payment Date shall promptly be remitted to the Insurer.

SECTION 14.4. Notices to the Insurer. The notice address of the Insurer is:

Financial Security Assurance Inc.  
350 Park Avenue  
New York, New York 10022-6022  
Attention: Managing Director -- Surveillance  
Re: Policy No. \_\_\_\_\_  
Telephone (212) 826-0100  
Telecopier: (212) 339-3529

In each case in which notice or other communication refers to an Event of Default, then a copy of such notice or other communication shall also be sent to the attention of General Counsel and shall be marked to indicate "URGENT MATERIAL ENCLOSED."

This Resolution having been submitted to a vote, the vote thereon was as follows:

<u>Member</u>	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstaining</u>
Phillip R. Guin			X	
Eursla Hardy	x			
Willie D. Burton	x			
Charlotte Crawley	x			
Lola May	x			
Tammy T. Phelps	x			
Lillian Priest	x			
Bonita Crawford	x			
Barry F. Rachal	x			
Larry Ramsey	x			
Ginger Armstrong	x			
Willie Henderson	x			

And the resolution was declared adopted on this, the 17<sup>th</sup> day of May, 2005.

/s/ Ollie Tyler

/s/ Willie Henderson

Secretary

President

STATE OF LOUISIANA

PARISH OF CADDO

I, the undersigned Secretary of the Parish School Board of the Parish of Caddo, State of Louisiana, do hereby certify that the foregoing \_\_\_\_\_ (\_\_\_) pages constitute a true and correct copy of a resolution adopted by said Parish School Board on May 17, 2005, providing for the issuance and sale of \$12,710,000 of General Obligation School Refunding Bonds, Series 2005A, of Parishwide School District of Caddo Parish, Louisiana; prescribing the form, fixing the details and providing for the rights of the owners thereof; providing for the payment of the principal of and interest on such bonds and the application of the proceeds thereof to the refunding of certain bonds of said School District; and providing for other matters in connection therewith.

IN FAITH WHEREOF, witness my official signature and the impress of the official seal of said Parish School Board on this, the 17<sup>th</sup> day of May, 2005.

Secretary

(SEAL)

**EXHIBIT A  
TO BOND RESOLUTION**

**OUTSTANDING BONDS TO BE REFUNDED**

General Obligation School Bonds, Series 2000, dated June 1, 2000, as follows:

<u>DATE</u> <u>(MARCH 1)</u>	<u>PRINCIPAL</u> <u>PAYMENT</u>	<u>INTEREST</u> <u>RATE</u>
2011	\$ 980,000.....	5.20 %
2012	1,035,000.....	5.25
2013	1,095,000.....	5.30
2014	1,160,000.....	5.375
2015	1,225,000.....	5.375
2016	1,300,000.....	5.375
2017	1,375,000.....	5.625
2018	1,460,000.....	5.625

2019	1,550,000.....	5.75
2020	<u>1,645,000.....</u>	<u>5.75</u>
	\$12,825,000	

Those Series 2000 Bonds maturing March 1, 2011, and thereafter will be called for redemption on March 1, 2010, at the principal amount thereof and accrued interest to March 1, 2010.

**EXHIBIT B  
TO BOND RESOLUTION**

**DEFEASANCE AND ESCROW DEPOSIT AGREEMENT**

This DEFEASANCE AND ESCROW DEPOSIT AGREEMENT, by and between **PARISHWIDE SCHOOL DISTRICT OF CADDO PARISH, LOUISIANA** (the "Issu-er"), appearing herein through the hereinafter named officers, and **ARGENT TRUST, a division of National Independent Trust Company**, in the City of Ruston, Louisiana, a national banking association duly authorized to exercise corporate trust powers, as escrow agent (the "Escrow Agent"), appearing herein through the hereinafter named officers, which shall be dated as of June 1, 2005.

**W I T N E S S E T H :**

WHEREAS, the Issuer has heretofore duly authorized and issued its General Obligation School Bonds, Series 2000, of which \$17,010,000 is still outstanding (the "2000 Bonds"); and

WHEREAS, the governing authority of the Issuer has found and determined that the refunding of \$12,825,000 of the 2000 Bonds which mature March 1, 2011 to March 1, 2020, inclusive (the "Refunded Bonds"), would be financially advantageous to the Issuer and would result in debt service savings; and

WHEREAS, the Issuer has authorized the issuance of \$12,710,000 of its General Obligation School Refunding Bonds, Series 2005A (the "Bonds"), for the purpose of refunding the Refunded Bonds, pursuant to resolutions adopted by the Issuer on April 21, 2005 and May 17, 2005 (collectively, the "Bond Resolution"); and

WHEREAS, the Bond Resolution provides that a portion of the proceeds from the sale of the Bonds (exclusive of accrued interest thereon) shall be placed in escrow with the Escrow Agent and, together with the interest earned from the investment thereof, will be sufficient to pay the principal of, premium, if any, and interest on the Refunded Bonds to their respective redemption date;

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, and in order to provide for the aforesaid refunding and thereby reduce annual debt service on the Refunded Bonds and lower the effective rate of interest paid with respect to the Issuer's general obligation school bonds, the parties hereto agree as follows:

**SECTION 1. Establishment of Escrow Fund.** There is hereby created and established with the Escrow Agent a special and irrevocable escrow fund to be known as "Parishwide School District of Caddo Parish, Louisiana, General Obligation School Refunding Bonds, Series 2005A, Escrow Fund" (herein called the "Escrow Fund") to be held in trust by the Escrow Agent separate and apart from other funds of the Issuer and the Escrow Agent. Receipt of a true and correct copy of the Bond Resolution is hereby acknowledged by the Escrow Agent, and reference herein to or citation herein of any provision of said Bond Resolution shall be deemed to incorporate the same as a part hereof in the same manner and with the same effect as if fully set forth herein.

**SECTION 2. Deposit to Escrow Fund; Application of Moneys.** Concurrently with the issuance and delivery of the Bonds, the Issuer will cause to be deposited with the Escrow Agent the sum of \$\_\_\_\_\_ from the proceeds of the Bonds (the "Bond

Proceeds") and a transfer of \$\_\_\_\_\_ from the existing funds of the Issuer (the "Existing Funds"). Such funds will be applied as follows:

- (i) \$\_\_\_\_\_ of Bond Proceeds to the Escrow Fund to purchase the Escrow Obligations (hereinafter defined) described in Schedule A-1 attached hereto;
- (ii) \$\_\_\_\_\_ of Existing Funds to the Escrow Fund to purchase the Escrow Obligation (hereinafter defined) described in Schedule A-2 attached hereto;
- (iii) \$\_\_\_\_\_ of Existing Funds to the Escrow Fund to establish an initial cash deposit;
- (iv) \$\_\_\_\_\_ of Bond Proceeds to the Expense Fund created in Section 3 hereof; and
- (v) \$\_\_\_\_\_ of Existing Funds to the Expense Fund created in Section 3 hereof.

(b) Concurrently with such deposit, the Escrow Agent shall apply the moneys described in (i) and (ii) above to the purchase of the obligations, described in Schedule A attached hereto. The obligations listed in Schedule A hereto and any other direct obligations of the United States Government are hereinafter referred to as the "Escrow Obligations". All documents evidencing the book entries of the Escrow Obligations shall be held by the Escrow Agent and appropriate evidence thereof shall be furnished by the Escrow Agent to the Issuer. As shown in Schedule B attached hereto, the Escrow Obligations shall mature in principal amounts and pay interest in such amounts and at such times so that sufficient moneys will be available from such Escrow Obligations (together with other moneys on deposit in the Escrow Fund) to pay, as the same mature and become due or are redeemed, the principal of, premium, if any, and interest on the Refunded Bonds. The Issuer, on the basis of a mathematical verification of an independent certified public accountant, has heretofore found and determined that the investments described in said Schedule A are adequate in yield and maturity date in order to provide the necessary moneys to accomplish the refunding of the Refunded Bonds.

In the event that, on the date of delivery of the Bonds, there is not delivered to the Escrow Agent any Escrow Obligation described in Schedule A hereto, the Escrow Agent shall accept delivery of cash and/or replacement obligations which are direct, non-callable general obligations of or guaranteed by the United States of America (collectively, "Replacement Obligations") described in paragraph (b) of this Section, in lieu thereof, and shall hold such Replacement Obligations in the Escrow Fund until the Escrow Obligations described in Schedule A which were not delivered on the date of delivery of the Bonds are available for delivery. The Escrow Agent shall return to the supplier thereof any Replacement Obligations in exchange for and upon receipt of the Escrow Obligations set forth in Schedule A for which such Replacement Obligations described in such paragraph (b) were substituted. The Escrow Agent shall have no power or duty to invest any moneys held in the Escrow Fund or to make substitutions of the Escrow Obligations held in the Escrow Fund or to hereafter sell, transfer or otherwise dispose of such Escrow Obligations, except pursuant to the following subparagraph (b).

(c) An obligation shall qualify as a Replacement Obligation or other permitted substitution obligation only if such Replacement Obligations:

- (i) are in an amount, and/or mature in an amount (including any interest received thereon), which together with any cash or Government Securities substituted for the Escrow Obligations listed in Schedule A hereto is equal to or greater than the amount payable on the maturity date of the Escrow Obligations listed in Schedule A hereto for which the substitution occurred;
- (ii) mature on or before the next date on which the Government Securities listed in Schedule A hereto which are substituted for will be required for payment of principal of, premium, if any, or interest on the Refunded Bonds; and

(iii) the Escrow Agent shall have been provided with (A) a mathematical verification of an independent certified public accountant that the Replacement Obligations are sufficient to pay the principal, interest and premium of the Refunded Bonds as shown on Schedule C and (B) an opinion of nationally recognized bond counsel to the effect that the substitution is permitted hereunder and has no adverse effect on the exclusion from gross income for federal income tax purposes of interest on the bonds or the Refunded Bonds.

To the extent that the Escrow Obligations mature before the payment dates referred to in Schedule C, the Escrow Agent may invest for the benefit of the Issuer such cash in other Escrow Obligations provided that the investment in such other Escrow Obligations mature on or before dates pursuant to Section 6 in such amounts as equal or exceed the Section 6 requirements and that such investment does not cause the Bonds or the Refunded Bonds to be "arbitrage bonds" under the Internal Revenue Code of 1986, as amended.

(d) The Escrow Agent shall collect and receive the interest accruing and payable on the Escrow Obligations and the maturing principal amounts of the Escrow Obligations as the same are paid and credit the same to the Escrow Fund, so that the interest on and the principal of the Escrow Obligations, as such are paid, will be available to make the payments required pursuant to Section 6 hereof.

(e) In the event there is a deficiency in the Escrow Fund, the Escrow Agent shall notify the Issuer of such deficiency, and the Issuer shall immediately remedy such deficiency by paying to the Escrow Agent the amount of such deficiency. The Escrow Agent shall not be liable for any such deficiency, except as may be caused by the Escrow Agent's negligence or willful misconduct.

**SECTION 3. Establishment of Expense Fund; Use of Moneys in Expense Fund.**

There is also hereby created and established with the Escrow Agent a special trust account to pay the Costs of Issuance of the Bonds, as defined in the Bond Resolution (herein called the "Expense Fund") to be held in the custody of the Escrow Agent separate and apart from any other funds of the Issuer and the Escrow Agent, to which the amount of the proceeds derived from the issuance and sale of the Bonds hereinabove set forth are to be deposited. The amounts on deposit in the Expense Fund shall be used for and applied to the payment of the Costs of Issuance of the Issuer in connection with the issuance, sale and delivery of the Bonds and the establishment of the funds hereunder; and pending such disbursement moneys in the Expense Fund shall be invested by the Escrow Agent as directed by the Issuer. Payment of the aforesaid expenses shall be made by the Escrow Agent from the moneys on deposit in such Expense Fund for the purposes listed in Schedule D hereto upon receipt by the Escrow Agent of either an invoice or statement for the appropriate charges, or a written request of the Issuer signed by the Secretary of the Governing Authority, which request shall state, with respect to each payment to be made, the person, firm or corporation to whom payment is to be made, the amount to be paid and the purpose for which the obligation to be paid was incurred. Each such invoice, statement or written request shall be sufficient evidence to the Escrow Agent that the payment requested to be made from the moneys on deposit in such Expense Fund is a proper payment to the person named therein in the amount and for the purpose stated therein, and upon receipt of such invoice, statement or written request, and the Escrow Agent shall pay the amount set forth therein as directed by the terms thereof. When all expenses contemplated to be paid from such Expense Fund have been paid, such fund shall be closed and any balance remaining therein shall be withdrawn by the Escrow Agent and applied by the Issuer to the payment of principal of Bonds next falling due.

**SECTION 4. Deposit to Escrow Fund Irrevocable.**

The deposit of the moneys in the Escrow Fund shall constitute an irrevocable deposit of said moneys in trust exclusively for the benefit of the owners of the Refunded Bonds and such moneys and Escrow Obligations, together with any income or interest earned thereon, shall be held in escrow and shall be applied solely to the payment of the principal of, premium, if any, and interest on the Refunded Bonds as the same mature and become due or are redeemed. Subject to the requirements set forth herein for the use of the Escrow Fund and the moneys and investments therein, the Issuer covenants and agrees that the Escrow Agent shall have full and complete control and authority over and with respect to the Escrow Fund and moneys and investments therein and the Issuer shall not exercise

any control or authority over and with respect to the Escrow Fund and the moneys and investments therein.

SECTION 5. Use of Moneys. The Escrow Agent shall apply the moneys deposited in the Escrow Fund and the Expense Fund and the Escrow Obligations, together with any income or interest earned thereon, in accordance with the provisions hereof. The Escrow Agent shall have no power or duty to invest any moneys held hereunder, or to make substitutions of the Escrow Obligations held hereunder or to sell, transfer or otherwise dispose of the Escrow Obligations acquired hereunder, except as provided in 2(b) above. The liability of the Escrow Agent for the payment of the amounts to be paid hereunder shall be limited to the principal of and interest on the Escrow Obligations and cash available for such purposes in the Escrow Fund and the Expense Fund. Any amounts held as cash in the Escrow Fund, or in the Expense Fund shall be held in cash without any investment thereof, not as a time or demand deposit with any bank, savings and loan or other depository.

SECTION 6. Payment of Refunded Bonds. The Escrow Agent shall receive the matured principal of and the interest on the Escrow Obligations as the same are payable. On or before each interest payment date on the Refunded Bonds, the Escrow Agent shall transmit to the Issuer or the paying agent for the Refunded Bonds in immediately available funds, sufficient amounts for the payment of the interest on the Refunded Bonds due on said date and any principal of and redemption premiums on the Refunded Bonds due on said date by reason of the redemption of Refunded Bonds, in accordance with Schedule C attached hereto.

SECTION 7. Notice of Defeasance and Call for Redemption. The Issuer shall cause a Notice of Defeasance and Call for Redemption for the Refunded Bonds to be sent by the applicable paying agent for the Refunded Bonds, by first class mail, postage prepaid, not less than thirty (30) days prior to the applicable date of redemption of the Refunded Bonds to the registered owners as the same appear on the registration books maintained by said paying agent. The Issuer will reimburse the Escrow Agent for any expenses incurred in connection with this Section from moneys other than those in the Escrow Fund.

SECTION 8. Remaining Moneys in Escrow Fund. Upon the retirement of the Refunded Bonds, any amounts remaining in the Escrow Fund shall be paid to the Issuer as its property free and clear of the trust created by the Bond Resolution and this Agreement and shall be transferred to the Issuer.

SECTION 9. Rights of Owners of Refunded Bonds. The escrow trust fund created hereby shall be irrevocable and the owners of the Refunded Bonds shall have a beneficial interest and a first, prior and paramount claim on all moneys and Escrow Obligations in the Escrow Fund until paid out, used and applied in accordance with this Agreement.

SECTION 10. Fees of Escrow Agent. In consideration of the services rendered by the Escrow Agent under this Agreement, the Issuer has paid to the Escrow Agent its reasonable fees and expenses, and the Escrow Agent hereby acknowledges (i) receipt of such payment and (ii) that it shall have no lien whatsoever upon any moneys in the Escrow Fund. In no event shall the Issuer be liable to any person by reason of the transactions contemplated hereby other than to the Escrow Agent as set forth in this Section 10.

The Escrow Agent and its respective successors, assigns, agents and servants shall not be held to any personal liability whatsoever, in tort, contract, or otherwise, in connection with the execution and delivery of this Agreement, the establishment of the Escrow Fund, the acceptance of the moneys and securities deposited therein, the purchase of those Escrow Obligations listed in Schedule A, the retention of the Escrow Obligations or the proceeds thereof or any payment, transfer or other application of moneys or securities by the Escrow Agent in accordance with the provisions of this Agreement or by reason of any act, omission or error of the Escrow Agent made in good faith and without negligence in the conduct of its duties.

SECTION 11. Enforcement. The Issuer, the paying agent for the Refunded Bonds and the owners of the Refunded Bonds shall have the right to take all actions available under law or equity to enforce this Agreement or the terms hereof.



SECTION 12. Records and Reports. The Escrow Agent will keep books of record and account in which complete and correct entries shall be made of all transactions relating to the receipts, disbursements, allocations and application of the money and Escrow Obligations deposited to the Escrow Fund and all proceeds thereof. With respect to each investment of the proceeds of Escrow Obligations, the Escrow Agent shall record, to the extent applicable, the purchase price of such investment, its fair market value, its coupon rate, its yield to maturity, the frequency of its interest payment, its disposition price, the accrued interest due on its disposition date and its disposition date. Such books shall be available for inspection at reasonable hours and under reasonable conditions by the Issuer and the owners of the Bonds and the Refunded Bonds.

SECTION 13. Successor Escrow Agents. If at any time the Escrow Agent or its legal successor or successors should become unable, through operation of law or otherwise, to act as escrow agent hereunder, or if its property and affairs shall be taken under the control of any state or federal court or administrative body because of insolvency or bankruptcy or for any other reason, a vacancy shall forthwith exist in the office of escrow agent hereunder. In such event the Issuer, by appropriate order, and with the prior written consent of the Issuer, shall promptly appoint an escrow agent to fill such vacancy.

Any successor escrow agent shall execute, acknowledge and deliver to the Issuer and the Escrow Agent an instrument accepting such appointment hereunder, and the Escrow Agent shall execute and deliver an instrument transferring to such successor escrow agent, subject to the terms of this Agreement, all the rights, powers and trusts of the Escrow Agent hereunder. Upon the request of any such successor escrow agent, the Issuer shall execute any and all instruments in writing for more fully and certainly vesting in and confirming to such successor escrow agent all such rights, powers and duties. The Escrow Agent shall pay over to its successor escrow agent a proportional part of the Escrow Agent's fee hereunder.

The Escrow Agent may be removed at any time by an instrument or concurrent instrument in writing delivered to the Escrow Agent by the Issuer.

SECTION 14. Amendments. This Agreement may be amended with the consent of the Issuer and the Escrow Agent (i) to correct ambiguities, (ii) to strengthen any provision hereof which is for the benefit of the owners of the Refunded Bonds or the Bonds or (iii) to sever any provision hereof which is deemed to be illegal or unenforceable; and provided further that this Agreement shall not be amended unless the Issuer shall deliver an opinion of nationally recognized bond counsel, that such amendments will not cause the Refunded Bonds to be "arbitrage bonds". A copy of any amendment shall be provided to the Insurer and any rating agencies which have rated the Bonds.

SECTION 15. Successors Bound. All covenants, promises and agreements in this Agreement shall bind and inure to the benefit of the respective successors and assigns of the Issuer, the Escrow Agent and the owners of the Refunded Bonds, whether so expressed or not.

SECTION 16. Louisiana Law Governing. This Agreement shall be governed by the applicable laws of the State of Louisiana.

SECTION 17. Termination. This Agreement shall terminate when all of the Refunded Bonds have been paid as aforesaid and any remaining moneys have been paid to the Issuer.

SECTION 18. Severability. If any one or more of the covenants or agreements provided in this Agreement on the part of the Issuer or the Escrow Agent to be performed should be determined by a court of competent jurisdiction to be contrary to law, such covenant or agreement shall be deemed and construed to be severable from the remaining covenants and agreements herein contained and shall in no way affect the validity of the remaining provisions of this Agreement.

SECTION 19. Counterparts. This Agreement may be executed in several counterparts, all or any of which shall be regarded for all purposes as one original and shall constitute and be one and the same instrument.

IN WITNESS WHEREOF, the parties hereto have executed this Escrow Deposit Agreement as of the day and year first written.

PARISHWIDE SCHOOL DISTRICT OF  
CADDO PARISH, LOUISIANA  
Shreveport, Louisiana

By: \_\_\_\_\_  
President, Parish School Board

ATTEST:

By: \_\_\_\_\_  
Secretary, Parish School Board

(SEAL)

ARGENT TRUST, a division of National  
Independent Trust Company  
Ruston, Louisiana

By: \_\_\_\_\_  
Title:

(SEAL)

**SCHEDULE A-1  
To Escrow Deposit Agreement**

**SCHEDULE OF ESCROW SECURITIES  
PURCHASED WITH BOND PROCEEDS**

**SCHEDULE A-2  
To Escrow Deposit Agreement**

**SCHEDULE OF ESCROW SECURITIES  
PURCHASED WITH EXISTING FUNDS**

**SCHEDULE B  
To Escrow Agreement**

**ESCROW CASH FLOW AND PROOF OF SUFFICIENCY**

**SCHEDULE C  
To Escrow Deposit Agreement**

**DEBT SERVICE ON REFUNDED BONDS**

**SCHEDULE D  
To Escrow Deposit Agreement**

**COSTS OF ISSUANCE**

State Bond Commission Fees	\$7,130.00
Bond Counsel Fees	24,206.00
Bond Counsel Expenses	2,500.00
POS and OS preparation	12,000.00
POS and OS printing	3,500.00
CPA Verification	3,000.00
Paying Agent Fees (Argent Trust)	0.00
Escrow Agent Fee (Argent Trust)	2,500.00
Rating Agency Fee (Moody's)	5,750.00
Rating Agent Fee (Standard & Poor's)	4,000.00
Publications	2,000.00
Miscellaneous	3,276.38

TOTAL

69,862.38

**EXHIBIT C**

**TO BOND RESOLUTION**

NO. R- \_\_\_\_\_ PRINCIPAL AMOUNT \$ \_\_\_\_\_

Unless this Bond is presented by an authorized representative of the Depository Trust Company, a New York corporation ("DTC"), to the Issuer or their agent for registration of transfer, exchange, or payment, and any Bond issued is registered in the name of CEDE & CO. or in such other name as is requested by an authorized representative of DTC (and any payment is made to CEDE & CO. or to such other entity as is requested by an authorized representative of DTC), ANY TRANSFER, PLEDGE, OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL inasmuch as the registered owner hereof, CEDE & CO., has an interest herein.

As provided in the Bond Resolution referred to herein, until the termination of the system of book-entry-only transfers through DTC and notwithstanding any other provision of the Bond Resolution to the contrary, this Bond may be transferred, in whole but not in part, only to a nominee of DTC, or by a nominee of DTC to DTC or a nominee of DTC, or by DTC or a nominee of DTC to any successor securities depository or any nominee thereof.

UNITED STATES OF AMERICA  
STATE OF LOUISIANA  
PARISH OF CADDO

GENERAL OBLIGATION SCHOOL REFUNDING BOND, SERIES 2005A  
OF  
PARISHWIDE SCHOOL DISTRICT  
OF CADDO PARISH, LOUISIANA

Bond Date	Maturity Date	Interest Rate	CUSIP Number
_____, 2005	March 1, ____	_____%	_____

Parishwide School District of Caddo Parish, Louisiana (the "Issuer"), promises to pay, but solely from the source and as hereinafter provided, to:

REGISTERED OWNER: CEDE & CO. (Tax Identification #13-2555119)

PRINCIPAL AMOUNT: \_\_\_\_\_ DOLLARS

or registered assigns, on the Maturity Date set forth above, the Principal Amount set forth above, together with interest thereon from the Bond Date set forth above, or from the most recent interest payment date to which interest has been paid or duly provided for, payable on March 1 and September 1 of each year (each an "Interest Payment Date"), commencing September 1, 2005, at the Interest Rate per annum set forth above until said Principal Amount is paid, unless this Bond shall have been previously called for redemption and payment shall have been made or duly provided for. The principal of this Bond, upon maturity or redemption, is payable in such coin or currency of the United States of America which at the time of payment is legal tender for payment of public and private debts at the principal corporate trust office of Argent Trust, a division of National Independent Trust Company, in the City of Ruston, Louisiana, or any successor thereto (the "Paying Agent"), upon presentation and surrender hereof. Interest on this Bond is payable by check mailed by the Paying Agent to the registered owner. The interest so payable on any Interest Payment Date will, subject to certain exceptions provided in the hereinafter defined Bond Resolution, be paid to the person in whose name this Bond is registered at the close of business on the Record Date (which is the 15th calendar day of the month next preceding an Interest Payment Date). Any interest not punctually paid or duly provided for shall be payable as provided in the Bond Resolution.

This Bond is one of an authorized issue of General Obligation School Refunding Bonds, Series 2005A, aggregating in principal the sum of Twelve Million Seven Hundred Ten Thousand Dollars (\$12,710,000) (the "Bonds"), said Bonds having been issued by the Issuer pursuant to resolutions adopted by its governing authority on April 21, 2005 and May 17, 2005 (collectively, the "Bond Resolution"), for the purpose of refunding the callable maturities of the Issuer's General Obligation School Bonds, Series 2000, as more fully described in the Bond Resolution, and paying the costs of issuance of the Bonds, under the authority of Chapter 14-A of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority.

The Bonds are issuable as fully registered bonds in the denomination of \$5,000, or any integral multiple thereof within a single maturity, exchangeable for an equal aggregate principal amount of Bonds of the same maturity of any other authorized denomination.

Subject to the limitations and requirements provided in the Bond Resolution, the transfer of this Bond shall be registered on the registration books of the Paying Agent upon surrender of this Bond at the principal corporate trust office of the Paying Agent, as Bond Registrar, duly endorsed by, or accompanied by a written instrument of transfer in form and a guaranty of signature satisfactory to the Paying Agent, duly executed by the registered owner or his attorney duly authorized in writing, and thereupon a new Bond or Bonds of the same maturity and of authorized denomination or denominations, for the same aggregate principal amount, will be issued to the transferee. Prior to due presentment for transfer of this Bond, the Issuer and the Paying Agent and any agent of either thereof may deem and treat the registered owner hereof as the absolute owner hereof (whether or not this Bond shall be overdue) for the purpose of receiving payment of or on account of principal hereof and interest hereon and for all other purposes, and neither the Issuer nor the Paying Agent shall be affected by any notice to the contrary. Upon any such registration of transfer or exchange, the Paying Agent may require payment of an amount sufficient to cover any tax or other governmental charge in connection therewith.

The Bonds are not callable prior to their stated maturity dates.

The Issuer shall cause to be kept at the principal corporate trust office of the Paying Agent a register (the "Bond Register") in which registration of the Bonds and of transfers of the Bonds shall be made as provided in the Bond Resolution. This Bond may be transferred, registered and assigned only on the Bond Register, and such registration shall be at the expense of the Issuer. This Bond may be assigned by the execution of the assignment form hereon or by other instrument of transfer and assignment acceptable to the Paying Agent. A new Bond will be delivered by the Paying Agent to the last assignee (the new registered owner) in exchange for this transferred and assigned Bond after receipt of this Bond to be transferred in proper form. Such new Bond shall be in the same denomination. Neither the Issuer nor the Paying Agent shall be required to issue, register, transfer or exchange any Bond- during a period beginning at the opening of business on the 15th calendar day of the month next preceding an Interest Payment Date and ending at the close of business on the Interest Payment Date.

The Bond Resolution permits, with certain exceptions as therein provided, the amendment thereof and the modifications of the rights and obligations of the Issuer and the rights of the owners at any time by the governing authority of the Issuer with the consent of the owners of a majority in aggregate principal amount of all Bonds issued and then outstanding under the Bond Resolution, to be determined in accordance with the Bond Resolution.

This Bond and the issue of which it forms a part have been duly registered with the Secretary of State of Louisiana as provided by law.

This Bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the Bond Resolution until the certificate of registration hereon shall have been signed by the Paying Agent.

This Bond and the issue of which it forms a part constitute general obligations of the Issuer, and the full faith and credit of the Issuer is pledged for the payment of this Bond and the issue of which it forms a part. The Bonds are secured by a special ad valorem tax to be imposed

and collected annually in excess of all other taxes on all the property subject to taxation within the territorial limits of the Issuer, under the Constitution and laws of Louisiana, sufficient in amount to pay the principal of this Bond and the issue of which it forms a part and the interest thereon as they severally mature.

It is certified that this Bond is authorized by and is issued in conformity with the requirements of the Constitution and statutes of the State of Louisiana. It is further certified, recited and declared that all acts, conditions and things required to exist, to happen and to be performed precedent to and in the issuance of this Bond and the issue of which it forms a part to constitute the same legal, binding and valid obligations of the Issuer have existed, have happened and have been performed in due time, form and manner as required by law, and that the indebtedness of the Issuer, including this Bond and the issue of which it forms a part, does not exceed the limitations prescribed by the Constitution and statutes of the State of Louisiana.

IN WITNESS WHEREOF, 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, has caused this Bond to be executed in its name by the manual or facsimile signatures of its President and its Secretary, and a facsimile of its corporate seal to be impressed or imprinted hereon.

PARISHWIDE SCHOOL DISTRICT OF  
CADDO PARISH, LOUISIANA

Secretary  
Parish School Board

President  
Parish School Board

(SEAL)

\* \* \* \* \*

OFFICE OF SECRETARY OF STATE  
STATE OF LOUISIANA  
BATON ROUGE

This Bond secured by a tax. Registered this \_\_\_\_\_  
day of \_\_\_\_\_, 2005.

\_\_\_\_\_  
Secretary of State

\* \* \* \* \*

PAYING AGENT'S CERTIFICATE OF REGISTRATION

This Bond is one of the Bonds referred to in the within mentioned Bond Resolution.

ARGENT TRUST, a division of  
National Independent Trust Company,  
Ruston, Louisiana  
as Paying Agent

Date of Registration:

Authorized Officer

\* \* \* \* \*

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto

Please Insert Social Security  
or other Identifying Number of Assignee

[Empty rectangular box for Social Security or other Identifying Number of Assignee]

the within Bond and all rights thereunder, and hereby irrevocably constitutes and appoints attorney or agent to transfer the within Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated:

NOTICE: The signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

\* \* \* \* \*

LEGAL OPINION CERTIFICATE

\_\_\_\_\_ I, the undersigned Secretary of the Parish School Board of the Parish of Caddo, State of Louisiana, do hereby certify that attached hereto is a true copy of the complete legal opinion of Foley & Judell, L.L.P., the original of which was manually executed, dated and issued as of the date of payment for and delivery of this Bond and was delivered to Morgan Keegan & Company, Inc., of New Orleans, Louisiana, the original purchaser thereof.

(Legal Opinion To Be Inserted)

I further certify that an executed copy of the above legal opinion is on file in my office, and that an executed copy thereof has been furnished to the Paying Agent for this Bond.

(facsimile)  
\_\_\_\_\_  
Secretary,  
Parish School Board

\* \* \* \* \*

**STATEMENT OF INSURANCE**

Financial Security Assurance Inc. ("Financial Security"), New York, New York, has delivered its municipal bond insurance policy with respect to the scheduled payments due of principal of and interest on this Bond to Argent Trust, a division of National Independent Trust Company, or its successor, as paying agent for the Bonds (the "Paying Agent"). Said Policy is on file and available for inspection at the principal office of the Paying Agent and a copy thereof may be obtained from Financial Security or the Paying Agent.

**EXHIBIT D  
TO BOND RESOLUTION**

**BOND PURCHASE AGREEMENT**

**\$12,710,000  
GENERAL OBLIGATION SCHOOL REFUNDING BONDS, SERIES 2005A  
OF  
PARISHWIDE SCHOOL DISTRICT  
OF CADDO PARISH, LOUISIANA**

May 4, 2005

Hon. Parish School Board  
Parish of Caddo  
1961 Midway Street  
Shreveport, Louisiana 71108

The undersigned, Morgan Keegan & Company, Inc., of New Orleans, Louisiana (the "Underwriter"), offers to enter into this agreement with Parishwide School District of Caddo

Parish, Louisiana (the "Issuer), which, upon your acceptance of this offer, will be binding upon you and upon us.

This offer is made subject to your acceptance of this agreement on or before 6:00 p.m., New Orleans Time on this date.

1. **Purchase Price.** Upon the terms and conditions and upon the basis of the respective representations, warranties and covenants set forth herein, the Underwriter hereby agrees to purchase from the Issuer, and the Issuer hereby agrees to sell to the Underwriter, all (but not less than all) of the above-captioned General Obligation School Refunding Bonds, Series 2005A of the Issuer (the "Bonds"). The purchase price of the Bonds is set forth in Schedule I hereto. Such purchase price shall be paid at the Closing (hereinafter defined) in accordance with paragraph 6 hereof. The Bonds are to be issued by the Issuer, acting through the Parish School Board of the Parish of Caddo, State of Louisiana, its governing authority (the "Governing Authority"), under and pursuant to, and are to be secured by resolutions adopted by the Governing Authority on April 21, 2005 and May 17, 2005 (collectively, the "Bond Resolution"). The Bonds are issued pursuant to Chapter 14-A of Title 39 of the Louisiana Revised Statutes of 1950, as amended, and other constitutional and statutory authority (the "Act"). The Bonds shall mature on the dates and shall bear interest at the fixed rates, all as described in Schedule II attached hereto. A portion of the proceeds of the Bonds will be deposited with Argent Trust, a division of National Independent Trust Company, in the City of Ruston, Louisiana, as Escrow Agent (the "Escrow Agent"), and invested pursuant to a Defeasance and Escrow Deposit Agreement dated June 1, 2005, between the Issuer and the Escrow Agent (the "Escrow Agreement") and applied to the payment of principal of and premium, if any, and interest for the callable maturities of the Issuer's outstanding General Obligation School Bonds, Series 2000, which are described in Exhibit A to the Bond Resolution (the "Refunded Bonds").

2. **Public Offering.** The Underwriter intends to make an initial bona fide public offering of all of the Bonds at not in excess of the public offering prices set forth on Schedule II attached hereto, and may subsequently change such offering price without any requirement of prior notice. The Underwriter may offer and sell Bonds to certain dealers (including dealers depositing bonds into investment trusts) and others at prices lower than such public offering prices. Not less than ten business days prior to the Closing, the Underwriter agrees to furnish to Foley & Judell, L.L.P., Bond Counsel, a certificate acceptable to Bond Counsel (i) specifying the reoffering prices at which a substantial amount of the Bonds was sold to the public (excluding bond houses, brokers and other intermediaries) and (ii) certifying the accuracy of such reoffering prices (if lower than those set out in Schedule II). The Underwriter acknowledges that Bond Counsel will rely on such representations in making their determination that the Bonds are not "arbitrage bonds" within the meaning of the Internal Revenue Code of 1986, as amended.

3. **Representative.** Morgan, Keegan & Company, Inc. is duly authorized to execute this Bond Purchase Agreement.

4. **Official Statement.** The Issuer shall deliver to the Underwriter at least one (1) copy of the Official Statement dated the date hereof relating to the Bonds, executed on behalf of the Issuer by the duly authorized officers of the Governing Authority. The Issuer agrees to amend or supplement the Official Statement on or prior to the Closing whenever requested by the Underwriter when, in the reasonable judgment of the Underwriter and/or Bond Counsel to the Issuer, such amendment or supplementation is required.

You hereby ratify and approve the lawful use of the Preliminary Official Statement, dated May 2, 2005 relating to the Bonds (the "Preliminary Official Statement") by the Underwriter prior to the date hereof, and authorize and approve the Official Statement and other pertinent documents referred to in Section 7 hereof to be lawfully used in connection with the offering and sale of the Bonds. The Issuer has previously provided the Underwriter with a copy of its Preliminary Official Statement dated May 2, 2005. As of its date, the Preliminary Official Statement has been deemed final by the Issuer for purposes of SEC Rule 15c2-12(b)(1). The Issuer agrees to provide to the Underwriter within seven business days of the date hereof sufficient copies of the Official Statement to enable the Underwriter to comply with the requirements of Rule 15c2-12(b)(4) under the Securities Exchange Act of 1934, as amended.

## 5. Representations of the Issuer.

(a) The Issuer has authorized, or prior to the delivery of the Bonds the Issuer will duly authorize all necessary action to be taken by it for: (i) the sale of the Bonds upon the terms set forth herein and in the Official Statement; (ii) the approval of the Official Statement and the signing of the Official Statement by a duly authorized officer; and (iii) the execution, delivery and receipt of this Bond Purchase Agreement, the Escrow Agreement and any and all such other agreements and documents as may be required to be executed, delivered and received by the Issuer in order to carry out, give effect to, and consummate the transactions contemplated hereby, by the Bonds, the Official Statement, and the Bond Resolution;

(b) The information contained in the Official Statement is and, as of the date of Closing, will be correct in all material respects and such information does not contain and will not contain any untrue statement of a material fact and does not omit and will not omit to state a material fact required to be stated therein or necessary to make the statements in such Official Statement, in light of the circumstances under which they were made, not misleading;

(c) To the knowledge of the Issuer there is no action, suit, proceeding, inquiry or investigation at law or in equity or before or by any court, public board or body pending against or affecting the Issuer or the Governing Authority or threatened against or affecting the Issuer or the Governing Authority (or, to the knowledge of the Issuer, any basis therefor) contesting the due organization and valid existence of the Issuer or the Governing Authority or the validity of the Act or wherein an unfavorable decision, ruling or finding would adversely affect the transactions contemplated hereby or by the Official Statement or the validity or due adoption of the Bond Resolution or the validity, due authorization and execution of the Bonds, this Bond Purchase Agreement, the Escrow Agreement or any agreement or instrument to which the Issuer is a party and which is used or contemplated for use in the consummation of the transaction contemplated hereby or by the Official Statement;

(d) The authorization, execution and delivery by the Issuer of the Official Statement, this Bond Purchase Agreement, the Escrow Agreement and the other documents contemplated hereby and by the Official Statement, and compliance by the Issuer with the provisions of such instruments, do not and will not conflict with or constitute on the part of the Issuer a breach of or a default under any provisions of the Louisiana Constitution of 1974, as amended, or any existing law, court or administrative regulation, decree or order by which the Issuer or its properties are or, on the date of Closing will be, bound;

(e) All consents of and notices to or filings with governmental authorities necessary for the consummation by the Issuer of the transactions described in the Official Statement, the Bond Resolution, the Escrow Agreement, and this Bond Purchase Agreement (other than such consents, notices and filings, if any, as may be required under the securities or blue sky laws of any federal or state jurisdiction) required to be obtained or made have been obtained or made or will be obtained or made prior to delivery of the Bonds; and

(f) The Issuer agrees to cooperate with the Underwriter and its counsel in any endeavor to qualify the Bonds for offering and sale under the securities or blue sky laws of such jurisdictions of the United States as the Underwriter may reasonably request provided however that the Issuer shall not be required to register as a dealer or a broker in any such state or jurisdiction or qualify as a foreign corporation or file any general consents to service of process under the laws of any state. The Issuer consents to the lawful use of the Preliminary Official Statement and the Official Statement by the Underwriter in obtaining such qualifications. No member of the Governing Authority, or any officer, employee or agent of the Issuer shall be individually liable for the breach of any representation or warranty made by the Issuer.



6. **Delivery of, and Payment for, the Bonds.** At 9:30 a.m., New Orleans Time, on or about June 9, 2005, or at such other time or date as shall have been mutually agreed upon by the Issuer and the Underwriter, the Issuer will deliver, or cause to be delivered, to the Underwriter, the Bonds, in definitive form duly executed and registered by Argent Trust, a division of National Independent Trust Company (the "Paying Agent"), together with the other documents hereinafter mentioned and the other moneys required by the Bond Resolution to be provided by the Issuer to refund the Refunded Bonds and, subject to the conditions contained herein, the Underwriter will accept such delivery and pay the purchase price of the Bonds in Federal Funds at the office of the Escrow Agent, for the account of the Issuer.

Delivery of the Bonds as aforesaid shall be made at the offices of Bond Counsel in New Orleans, Louisiana, or such other place as may be agreed upon by the Underwriter and the Issuer. Such payment and delivery is herein called the "Closing". The Bonds will be delivered initially as fully registered bonds, one bond representing each maturity of the Bonds, and registered in such names as the Underwriter may request not less than three business days prior to the Closing or if no such instructions are received by the Paying Agent, in the name of the Representative.

7. **Certain Conditions To Underwriter's Obligations.** The obligations of the Underwriter hereunder shall be subject to the performance by the Issuer of its obligations to be performed hereunder, and to the following conditions:

(a) At the time of Closing, (i) the Bond Resolution shall have been adopted and the Escrow Agreement shall have been executed and delivered in the form approved by the Underwriter and shall be in full force and effect and shall not have been amended, modified or supplemented except as may have been agreed to by the Underwriter, (ii) the Bonds shall have been approved by resolution of the State Bond Commission, (iii) the proceeds of the sale of the Bonds shall be applied as described in the Official Statement and the Bond Resolution, and (iv) there shall have been duly adopted and there shall be in full force and effect such resolutions as, in the opinion of Bond Counsel, shall be necessary in connection with the transactions contemplated hereby; and

(b) At or prior to the Closing, the Underwriter shall have received each of the following:

(1) the approving opinion of Bond Counsel, dated the date of the Closing, relating to, among other things, the validity of the Bonds and the exclusion of the interest on the Bonds from gross income for federal income tax purposes under the law existing on the date of the Closing, in form satisfactory to the Underwriter;

(2) a supplemental opinion of Bond Counsel, dated the date of the Closing, addressed to the Issuer, the Escrow Agent and the Underwriter in form satisfactory to the Underwriter;

(3) certificates of the Issuer dated the date of the Closing, executed by authorized officers in form satisfactory to the Underwriter;

(4) the Official Statement executed on behalf of the Issuer by the duly authorized officers thereof;

(5) a specimen of the Bonds;

(6) certified copies of the Bond Resolution and all other resolutions of the Issuer and the State Bond Commission relating to the issuance and/or sale of the Bonds, as applicable;

(7) a certificate of a duly authorized officer of the Issuer, satisfactory to the Underwriter, dated the date of Closing, stating that such officer is charged, either alone or with others, with the responsibility for issuing the Bonds; setting forth, in the manner required by Bond Counsel, the reasonable expectations of the Issuer as of such date as to the use of proceeds of the Bonds and of any other funds of the Issuer expected to be used to pay principal or interest on the Bonds and the facts and estimates on which such expectations are based; and stating that, to the best of the knowledge and belief of the certifying officer, the Issuer's expectations are reasonable;

(8) a certificate of the Paying Agent, as to (i) its corporate capacity to act as such, (ii) the incumbency and signatures of authorized officers, and (iii) its due registration of the Bonds delivered at the Closing by an authorized officer;

(9) a letter with respect to the Bonds, dated the date of the Closing, of The Arbitrage Group, Inc., Sugarland, Texas, to the effect that they have verified the accuracy

of (i) the mathematical computations of the adequacy of the maturing principal amounts of the obligations to be deposited in the Escrow Fund, together with the interest earned and to be earned thereon and uninvested cash, if any, to be held by the Escrow Agent to pay when due the principal and redemption premium of the Refunded Bonds on the dates and in the amounts provided in the Escrow Agreement, and (ii) the mathematical computations supporting the conclusion that the Bonds are not "arbitrage bonds" within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended (the "Code") and the regulations promulgated, temporary and proposed, thereunder, or any successor provision to such Section 148; and

(10) other certificates of the Issuer listed on a Closing Memorandum, including any certificates or representations required in order for Bond Counsel to deliver the opinions referred to in Paragraphs 7(b)(A) and (B) of this Bond Purchase Agreement and such additional legal opinions, certificates, proceedings, instruments and other documents as Bond Counsel may reasonably request to evidence compliance by the Issuer with applicable legal requirements, the truth and accuracy, as of the time of Closing, of their respective representations contained herein, and the due performance or satisfaction by them at or prior to such time of all agreements then to be performed and all conditions then to be satisfied by each.

All such opinions, certificates, letters, agreements and documents will be in compliance with the provisions hereof only if they are satisfactory in form and substance to the Underwriter. The Issuer will furnish the Underwriter with such conformed copies or photocopies of such opinions, certificates, letters, agreements and documents relating to the Bonds as the Underwriter may reasonably request.

8. Conditions to Obligations of the Issuer. The obligations of the Issuer hereunder to deliver the Bonds shall be subject to the execution and delivery by the Issuer or the Paying Agent of the opinions of Bond Counsel described in Sections 7(b)(A) and 7(b)(B) hereof.

9. Termination. The Underwriter shall have the right to cancel their obligation to purchase the Bonds if (i) between the date hereof and the Closing, legislation shall be enacted or favorably reported for passage to either House of the Congress by any committee of such House to which such legislation has been referred for consideration, a decision by a court of the United States or the United States Tax Court shall be rendered, or a ruling, regulation or statement by or on behalf of the Treasury Department of the United States, the Internal Revenue Service or other governmental agency shall be made or proposed to be made with respect to the federal taxation upon interest on obligations of the general character of the Bonds, or other action or events shall have transpired which may have the purpose or effect, directly or indirectly, of adversely changing the federal income tax consequences of any of the transactions contemplated in connection herewith, and, in the opinion of the Underwriter, materially adversely affects the market price of the Bonds, or the market price generally of obligations of the general character of the Bonds, or (ii) there shall exist any event which in the Underwriter's judgment either (i) makes untrue or incorrect in any material respect any statement or information contained in the Official Statement or (ii) is not reflected in the Official Statement but should be reflected therein in order to make the statements and information contained therein not misleading in any material respect, or (iii) there shall have occurred any outbreak of hostilities or any national or international calamity or crisis including financial crisis, or a default with respect to the debt obligations of, or the institution of proceedings under federal or state bankruptcy laws by or against the Issuer, the effect of which on the financial markets of the United States being such as, in the reasonable judgment of the Underwriter, would make it impracticable for the Underwriter to market the Bonds or to enforce contracts for the sale of the Bonds, or (iv) there shall be in force a general suspension of trading on the New York Stock Exchange, or (v) a general banking moratorium shall have been declared by either federal, Louisiana or New York authorities, or (vi) there shall have occurred since the date of this Bond Purchase Agreement any material adverse change in the affairs of the Issuer, except for changes which the Official Statement discloses have occurred or may occur, or (vii) legislation shall be enacted or any action shall be taken by the Securities and Exchange Commission which, in the opinion of Bond Counsel, has the effect of requiring the contemplated distribution of the Bonds to be registered under the Securities Act of 1933, as amended, or the Bond Resolution, or any other document executed in connection with the transactions contemplated hereof to be qualified under the Trust Indenture Act of 1939, as amended, or (viii) a stop order, ruling, regulation or official statement by or on behalf of the Securities and Exchange Commission shall be issued or made to the effect that the issuance,

offering or sale of the Bonds, or of obligations of the general character of the Bonds as contemplated hereby, or the offering of any other obligation which may be represented by the Bonds is in violation of any provision of the Securities Act of 1933, as amended, the Securities Exchange Act of 1934, as amended, or the Trust Indenture Act of 1939, as amended, or (ix) any state blue sky or securities commission shall have withheld registration, exemption or clearance of the offering, and in the reasonable judgment of the Underwriter the market for the Bonds is materially affected thereby.

If the Issuer shall be unable to satisfy any of the conditions to the obligations of the Underwriter contained in this Bond Purchase Agreement and such condition is not waived by the Underwriter, or if the obligations of the Underwriter to purchase and accept delivery of the Bonds shall be terminated or cancelled for any reason permitted by this Bond Purchase Agreement, this Bond Purchase Agreement shall terminate and neither the Underwriter nor the Issuer shall be under further obligation hereunder; except that the respective obligations to pay expenses, as provided in Section 12 hereof, shall continue in full force and effect.

10. Additional Covenants. The Issuer covenants and agrees with the Underwriter as follows:

(a) The Issuer shall furnish or cause to be furnished to the Underwriter as many copies of the Official Statement as the Underwriter may reasonably request;

(b) Before revising, amending or supplementing the Official Statement, the Issuer shall furnish a copy of the revised Official Statement or such amendment or supplement to the Underwriter. If in the opinion of the Issuer, its Bond Counsel and the Underwriter a supplement or amendment to the Official Statement is required, the Issuer will supplement or amend the Official Statement in a form and in a manner approved by the Underwriter and Bond Counsel.

11. Survival of Representations. All representations and agreements of the Issuer and the Underwriter hereunder shall remain operative and in full force and effect, and shall survive the delivery of the Bonds and any termination of this Bond Purchase Agreement by the Underwriter pursuant to the terms hereof.

12. Payment of Expenses. If the Bonds are sold to the Underwriter by the Issuer, the Issuer shall pay, from the proceeds of the Bonds, any reasonable expenses incident to the performance of its obligations hereunder, including but not limited to: (i) the cost of the preparation, printing and distribution of the Preliminary Official Statement and the Official Statement; (ii) the cost of the preparation of the printed Bonds; (iii) any rating agency fees; (iv) the fees and expenses of Bond Counsel, the Escrow Agent, the Paying Agent and any other experts or consultants retained by the Issuer and (v) the cost of the Municipal Bond Insurance Policy.

The Underwriter shall pay (i) all advertising expenses in connection with the public offering of the Bonds; (b) the cost of preparing and printing the blue sky and legal investment memoranda, if any; (c) filing fees in connection with the aforesaid blue sky and legal investment memoranda; and (d) all other expenses incurred by the Underwriter (including the cost of any Federal Funds necessary to pay the purchase price of the Bonds) in connection with their public offering.

13. Notices. Any notice or other communication to be given to the Issuer under this Bond Purchase Agreement may be given by delivering the same in writing at the address of the Issuer set forth above, and any notice or other communication to be given to the Underwriter under this Bond Purchase Agreement may be given by delivering the same in writing to Morgan Keegan & Company, Inc., 909 Poydras Street, Suite 1300, New Orleans, Louisiana 70112.

14. Parties. This Bond Purchase Agreement is made solely for the benefit of the Issuer and the Underwriter (including the successors or assigns of the either) and no other person shall acquire or have any right hereunder or by virtue hereof.

15. Governing Law. This Bond Purchase Agreement shall be governed by and construed in accordance with the laws of the State of Louisiana.

16. General. This Bond Purchase Agreement may be executed in several counterparts, each of which shall be regarded as an original and all of which will constitute one and the same instrument. The section headings of this Bond Purchase Agreement are for convenience of reference only and shall not affect its interpretation. This Bond Purchase Agreement shall become effective upon your acceptance hereof.

Very truly yours,

MORGAN KEEGAN & COMPANY, INC.

By:  
Title:

Accepted and agreed to as of  
the date first above written:

PARISHWIDE SCHOOL DISTRICT  
OF CADDO PARISH, LOUISIANA

By: \_\_\_\_\_  
Secretary, Parish School Board

(SEAL)

**SCHEDULE I  
To Bond Purchase Agreement**

**Purchase Price**

Par Amount of Bonds:	\$12,710,000.00
Less: Underwriter's Discount (.675%)	(85,792.50)
Plus: Reoffering Premium	1,206,966.80
<b>PURCHASE PRICE</b>	<b>\$13,831,174.30</b>

**SCHEDULE II  
To Bond Purchase Agreement**

<b>MATURITY (MARCH 1)</b>	<b>PRINCIPAL AMOUNT DUE</b>	<b>INTEREST RATE</b>	<b>REOFFERING YIELD</b>
2006	5,000 .....	3.00% .....	2.80%
2007	5,000 .....	3.00 .....	2.89
2008	10,000 .....	3.25 .....	3.00
2009	10,000 .....	3.25 .....	3.10
2010	10,000 .....	3.25 .....	3.21
2011	980,000 .....	4.00 .....	3.39
2012	1,030,000 .....	5.25 .....	3.54
2013	1,090,000 .....	5.25 .....	3.66
2014	1,155,000 .....	5.25 .....	3.76
2015	1,220,000 .....	5.25 .....	3.86
2016	1,290,000 .....	5.25 .....	3.94
2017	1,360,000 .....	5.00 .....	4.00
2018	1,435,000 .....	5.00 .....	4.06
2019	1,515,000 .....	5.00 .....	4.11
2020	1,595,000	5.00	4.16

**EXHIBIT E  
TO BOND RESOLUTION**

**NOTICE OF DEFEASANCE AND CALL FOR REDEMPTION**

**GENERAL OBLIGATION SCHOOL BONDS, SERIES 2000**  
**DATED JUNE 1, 2000**  
**(MATURING MARCH 1, 2011 TO 2020)**  
**OF**  
**PARISHWIDE SCHOOL DISTRICT**  
**OF CADDO PARISH, LOUISIANA**

**NOTICE IS HEREBY GIVEN** that, pursuant to resolutions adopted on April 21, 2005 and May 17, 2005, by 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 "Issuer"), there has been deposited with **ARGENT TRUST, a division of National Independent Trust Company**, in the City of Ruston, Louisiana (the "Escrow Agent"), as Escrow Agent under a Defeasance and Escrow Deposit Agreement dated as of June 1, 2005 (the "Escrow Deposit Agreement"), between the Escrow Agent and the Issuer, moneys which have been invested in direct, non-callable obligations of the United States of America, in an amount sufficient to assure the availability of sufficient moneys to pay through the redemption date thereof, the principal of and interest on \$12,825,000 of the Issuer's outstanding General Obligation School Bonds, Series 2000, dated June 1, 2000, consisting of all of the bonds of said issue which mature March 1, 2011 to March 1, 2020, inclusive (the "Refunded Bonds"), as hereinafter set forth.

In accordance with the provisions of Chapter 14 of Title 39 of the Louisiana Revised Statutes of 1950, as amended, the Refunded Bonds are defeased and deemed to be paid, and will no longer be secured by or entitled to the benefits of the resolution of the Issuer providing for their issuance.

**NOTICE IS HEREBY FURTHER GIVEN** that the Refunded Bonds are hereby called for redemption on March 1, 2010, at the principal amount thereof and accrued interest to the call date, the Refunded Bonds being more fully described as follows:

Maturity Date	Principal Amount	Interest Rates	CUSIP Numbers
March 1, 2011	\$ 980,000.....	5.20 %	127289 LT1
March 1, 2012	1,035,000.....	5.25	127289 LU8
March 1, 2013	1,095,000.....	5.30	127289 LV6
March 1, 2014	1,160,000.....	5.375	127289 LW4
March 1, 2015	1,225,000.....	5.375	127289 LX2
March 1, 2016	1,300,000.....	5.375	127289 LY0
March 1, 2017	1,375,000.....	5.625	127289 LZ7
March 1, 2018	1,460,000.....	5.625	127289 MA1
March 1, 2019	1,550,000.....	5.75	127289 MB9
March 1, 2020	<u>1,645,000.....</u>	5.75	127289 MC7
	\$12,825,000		

No further interest shall accrue and be payable on the Refunded Bonds from and after March 1, 2010. The Refunded Bonds should not be surrendered for payment until March 1, 2010, and then should be surrendered at Argent Trust, a division of National Independent Trust Company, as follows:

<b>By Hand, Express Mail or Courier Service</b>	<b>By Mail</b>
Agent Trust Attn: Lana Wade 500 E. Reynolds Drive Ruston, Louisiana 71270	Argent Trust Attn: Lana Wade P. O. Drawer 1410 Ruston, Louisiana 71270

The CUSIP NUMBERS listed above are provided for the convenience of the bondowners. The Issuer does not certify as to their correctness.

Holders of said Bonds are reminded that the Federal Interest and Dividend Tax Compliance Act of 1983 requires that the Paying Agent, as payor, withhold 30% of the principal

amount if a Taxpayer Identification Number has not been provided by the Holder as payee. If the Tax Identification Number has not previously been provided to the Paying Agent, then Bondholders are requested to provide this information to the Paying Agent with a Form W-9 in order to avoid the aforesaid withholding.

PARISHWIDE SCHOOL DISTRICT OF  
CADDO PARISH, LOUISIANA

By: \_\_\_\_\_ Title:  
\_\_\_\_\_

Date: \_\_\_\_\_, 2005

#### **Agenda Item No. 14**

**Approval of Sales & Use Tax Commission 2005-06 Budgets.** The board approved the Sales & Use Tax Commission 2005-06 budgets as recommended by staff and as submitted in the mailout.

#### **Agenda Item No. 17**

**Request for Use of School Buses by Saint Catherine Community Center.** The board approved the request from Saint Catherine Community Center for use of approximately 2 buses and drivers to transport students daily to 81<sup>st</sup> Street Elementary for the breakfast and lunch program in addition to field trips for seven weeks, June 6-July 22, 2005, Monday through Friday, as recommended by staff and included in the mailout.

#### **Agenda Item No. 19**

**Request for Use of School Buses by the Extra Mile Region VII, Inc.** The board approved the request for the use of a school bus by The Extra Mile Region VII to transport students on instructional field trips June 1 – July 28, 2005, Wednesdays and Thursdays only, as recommended by staff and included in the mailout.

#### **Agenda Item No. 20**

**Project A+ Grant.** The board approved the Project A+ Grant as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 21**

**Project Stop Underage Drinking in Shreveport Grant.** The board approved the Project Stop Underage Drinking in Shreveport grant as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 22**

**Project R.I.D.E.R.S. Grant.** The board approved the Project R.I.D.E.R.S. Grant as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 23**

**High School Course Proposals for SY 2005-06.** The board approved the proposed electives submitted by Booker T. Washington High School for SY 2005-06 as recommended by staff and included in the mailout.

#### **Agenda Item No. 24**

**McKinney-Vento Grant (2005-2006).** The board approved the proposed McKinney-Vento Grant as recommended by staff and submitted in the mailout.

### **Agenda Item No. 25**

**Learn and Serve America Grant.** The board approved the Learn and Serve America Grant as recommended by staff and submitted in the mailout.

### **Agenda Item No. 27**

**Revision(s) to CPSB Policies GBCB and GBCB-R.** The board approved the proposed revisions to CPSB Policies GBCB and GBCB-R as submitted in the mailout.

#### **504 STUDENT**

*Mr. Rachal moved, seconded by Mr. Burton, to suspend the rules to consider allowing the 504 student with severe medical disabilities and who has passed the GEE exam to participate in the graduation exercises at Northwood High School. Vote on the motion to suspend the rules carried unanimously.*

*Mr. Rachal moved, seconded by Mrs. Crawford, to allow the 504 student with severe medical disabilities and who has passed the GEE exam to participate in the graduation exercises at Northwood High School and receive an honorary diploma.*

Mr. Rachal stated that this young man, in his opinion, is an overachiever and based on what he has gone through, and has continued to be motivated to want to graduate from high school. He believes the board has the ability to present him with an honorary diploma from Caddo Public Schools. The superintendent responded that is correct that Caddo Public Schools can give him an honorary diploma and pledge to help him work diligently to complete the credits required for a diploma from the State Department of Education. Mrs. Tyler stated that staff has worked diligently on this request, and supports it; but did not have the authority to do this, as it is the board who has to grant that opportunity.

Ms. Phelps expressed appreciation to the board for this consideration and to the family for bringing this to the board's attention. Mrs. Hardy also thanked the parents and teacher for explaining this situation. Mr. Burton stated for clarification, that this action is an exception to the policy for a special young man. Mr. Henderson stated that board members should be mindful of the language in the motion – "a 504 student who has passed all parts of the GEE".

*Vote on the motion carried unanimously.*

#### **BIDS**

*Mr. Burton moved, seconded by Mrs. Hardy, to approve the bids in item 12. Vote on the motion carried unanimously.* The board approved the following bids as recommended by staff and included in the mailout on the bid tabulation sheet. (1) M & S Physical Education Supplies. Gregg United Sports totaling \$2,507.87; Pyramid School Products totaling \$284.48; S&S Worldwide totaling \$1,916.25; Sportmaster totaling \$308.21 and Sports Supply totaling \$1,817.50. (2) HP Printers and Scanners for All Schools. EnPointe Technologies for printers and scanners. (3) Janitorial Paper Supplies. A to Z Paper totaling \$64,500 for paper towels and Fuqua Paper totaling \$66,675 for bathroom tissue. (4) Foam Hand Soap. Unisource Worldwide totaling \$28,200. (5) Office Furniture Catalog Bid – Rebid – Ferris Office Smart for 51.1%.

#### **BIDS (CAPITAL PROJECTS/CONSTRUCTION)**

The board approved the following recommendations from staff that were included in the mailout on the bid tabulation sheets and placed at board members' stations at today's meeting. (1) Mooretown Roof Building F, G & Canopy, Project 2006-221 – Bids were rejected and the project will be redesigned and re-bid since the bids were all over budget. (2) Caddo Magnet High Classroom Wing Addition, Project 2006-103 – Walton Construction for the sum total of \$2,990,000. (3) Hillsdale Bus Drop Off Loop, Project 2006-233 – Douglas Construction Company for the sum total of \$295,899.50. (4) Floor Removal (Abatement) for floor tile replacement at various schools, Project 2006-205A. ARC Abatement for the sum total of \$78,300, Group A, and Group B be awarded to ARC Abatement for the sum total of \$72,039. (5) Floor Tile Replacement at Various Schools, Project 2006-205 – Stephenson's Flooring for

the sum total of \$141,041 for Group A, and B & J Floor Service for the sum total of \$113,240, for Group B. (6) Floor Removal (Abatement) for floor carpet replacement at Various Schools, Project 2006-204A – ARC Abatement for the sum total of \$8,834. (7) Carpet Replacement at Various Schools, Project 2006-204 – Henson’s Carpet for the sum total of \$27,496. (8) Caddo Heights Parking Lot, Project 2006-237 – United Enterprises for the sum total of \$88,659. (9) Creswell Stabilize Foundation, Project 2006-241 – Douglas Construction for the sum total of \$319,957. (10) Stage Lighting at Captain Shreve, Project 2006-312 – Wilhite Electric for the sum total of \$203,650. (11) Lighting Retrofit at Caddo Magnet High, Project 2006-510 – Camus Electric for the sum total of \$236,250. (12) Caddo Career & Technology Parking Lot, Project 2006-239 – William N. Carter for the sum total of \$89,800. (13) Gymnasium A/C at Woodlawn, Phase 2, Project 2006-301 – Bernhard Mechanical for the sum total of \$726,841. (14) Lighting Retrofit at Barret, Project 2006-404 – Hope Contractors for the sum total of \$130,000. (15) Lighting Retrofit at Walnut Hill, Project 2006-408 – bids were rejected as recommended by staff. (16) Booker T. Washington Reroofing of Classroom Wings “C”, “D” and Library, Project 2006-219 - Grosjean Contractors for the sum total of \$134,400. (17) Roof Linear Middle School, Phase I, Project 2006-222 – John Gibbs Roofing for the sum total of \$282,000. (18) Roof Replacement North Caddo High, Project 2006-223 – Hefner Roofing for the sum total of \$132,053. (19) Transportable Building at Caddo Middle Magnet, Project 2006-200A – Integrity, Inc. for the sum total of \$597,800.

Mr. Rachal asked that staff provide him a list of schools that will be receiving the printers and scanners (Item 12.A.2.). The superintendent responded that this bid is for all schools and asked Jeff Hudson to further expound. Jeff Hudson, purchasing agent, explained that this bid is an annual requirements contract which pools the purchasing power of the district to take advantage of good prices throughout the year as schools need and request them.

Ms. Priest requested that staff provide her a list of schools in 12.B.4., 5., 6. and 7.

#### **APPROVAL OF 2005-06 CONSOLIDATED ANNUAL BUDGET**

*Mr. Burton moved, seconded by Mrs. Hardy, approval of the 2005-2006 consolidated annual budget as submitted in the mailout.*

President Henderson relinquished the chair to First Vice President Armstrong to offer an amendment. *Mr. Henderson moved, seconded by Mrs. May, to amend the 2005-06 General Fund budget by adding the sum of \$58,760 for the purpose of implementing the electronic board agenda system proposal dated April 29, 2005 and included in the May 5, 2005 Weekly Briefing mailout with a schedule implementation date of September 2005.* Mr. Henderson stated that the purpose of the motion is included in the proposal and he believes the timing is right for the board to take this step. He said he doesn’t believe there is any harm in being among the first to raise the concept that will revolutionize the way school board business is conducted. Mr. Henderson said the board takes great pride in the way it conducts school board business, being first in areas such as teacher pay, student achievement, nationally board certified teachers, etc., and believes we should in this area as well. Concerns have been expressed about the expenditure of this project, and he knows that real progress does not come without a price; but he is confident that once the system is in place and working, everyone will regret not having done it sooner. He asked the board to review the facts.

Mr. Ramsey stated that he cannot support the amendment because we continue to have difficulty budgeting items and he is not looking for any additional recurring costs, and there are with this proposal. While he agrees with everything the maker of the amendment has said, he doesn’t believe the time is right, and it does not send the correct message, thus he will have to vote against the amendment.

Mr. Rachal said he cannot support the amendment at this time. He reflected on his discussions in the budget meetings and his concern if we have enough staff to take care of all our technology because at this point, he understands we are severely understaffed for maintaining what we have without adding anything additional to it. He also stated he doesn’t believe this is the best fiscal time to move forward with this project, even though he agrees this is something that will be done at some point in time. He indicated there are too many technology needs in the classrooms that need to be addressed.



Mrs. Crawley spoke in agreement with Mr. Henderson's comments, but stated that at this time, she can only vote for things that will directly affect the teachers and students in the classroom, and she doesn't believe this item does. She shared her desire to move forward with a lower pupil:teacher ratio before she can support these other items. She expressed her appreciation for the ground work Mr. Henderson has laid out for future board action.

Mr. Ramsey said if the motion passes, he would prefer to pay for his own computer and DSL line.

Ms. Priest stated that she is not against progress or technology; however, she is concerned with the recurring cost of approximately \$1,500 a month and that it does not send a good message to the employees and the citizens in the community to use money for internet access and computers. She believes this is something that can be looked at in the future when the money situation is more flexible.

Ms. Phelps asked if the company is the same that oversees the City of Shreveport and Parish Commission? Mr. Henderson answered it is not. She asked Mr. Henderson if he would consider a postponement? Mr. Henderson answered that based on the comments from other board members, he is withdrawing his motion. Mrs. May withdrew the second and Mrs. Armstrong announced that the amendment is withdrawn.

*Vote on the main motion to approve the consolidated budget carried unanimously.*

Mrs. Crawley left the meeting at approximately 5:50 p.m.

#### **REQUEST FOR USE OF SCHOOL BUSES BY SOUTHERN UNIVERSITY SHREVEPORT**

Mr. Burton announced that he will abstain from voting on this item since he is employed by Southern University Shreveport.

*Mr. Ramsey moved, seconded by Mrs. Armstrong, to approve the request from Southern University-Shreveport for the use of three buses and drivers to transport students participating in their summer tutorial program as recommended by staff and included in the mailout. Vote on the motion carried with Board members Hardy, May, Phelps, Priest, Rachal, Crawford, Ramsey, Armstrong and Henderson supporting the motion. Board member Burton abstained.*

#### **REQUEST FOR USE OF SCHOOL BUSES BY SOUTHERN UNIVERSITY SHREVEPORT – THE UPWARD BOUND PROGRAM**

Mr. Burton announced he will abstain from voting on this item since he is employed by Southern University Shreveport.

*Mrs. Armstrong moved, seconded by Mrs. May, to approve the request for the use of a school bus by Southern University Shreveport for the Upward Bound South Program for students who participate in their summer program June 6 – July 15, 2005, Monday through Thursday, as recommended by staff and included in the mailout. Vote on the motion carried with Board members Hardy, May, Priest, Phelps, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion and Board member Willie Burton abstaining.*

#### **DISCIPLINE POLICY (JG) REVISIONS**

Mr. Burton asked for clarification on the issue of an employee threatened by a student when they are away from school, and what power does the district have to address this. Mr. Abrams responded that it depends and he understands that the speaker addressing this matter was not present during any of the discussions relative to this issue so the board is not getting the totality of the facts. Mr. Abrams explained the issue is not specific as to locale; and in looking at the policies, they deal with site-based issues. The school district cannot police events outside the campus and some of the things referenced were home computers and someone leaving a message on voice mail. The district has a policy that addresses use of computers in the school system, but this particular case is fact specific and if the right case comes along, he believes a threat could

possibly be brought and expelled on, but it will depend on the particular case and the particular circumstances.

*Mr. Burton moved, seconded by Mrs. Hardy, to approve the revisions to Discipline Policy JG.*

Mr. Rachal asked for clarification on the first page of the elementary progressive disciplinary disposition where it states under State Code – “In the case of a student in grades kindergarten through grade 5 who is found carrying or possessing a knife with a blade which equals or exceeds 2 inches in length, the principal may, but is not required to, recommend the student’s expulsion” and if it should be *exceeds* or *beneath* two inches? Mr. Abrams said there is a specific exception in the statute for that particular size blade when dealing with that age student and instead of it being a mandatory expulsion, there is a *may* associated with what the principal can do – it’s not required that they expel. Mr. Abrams indicated you must address the fact of whether or not the child knew they had a knife that could be used and other issues relative to age. Mr. Abrams also stated that is not a change in the policy, that has been the policy for at least a couple of years. Mr. Rachal also asked about State Code 10 and State Code 01 (Initiating or Instigating a Fight), and the third level where a student is suspended for five days and after four times, suspension goes to 9 days pending expulsion. He stated he believes after the third time, it needs to move to the 9 days, and he asked the superintendent for her opinion. The superintendent responded this is basically what has been done, trying in every way to keep students in school. In Caddo there is the option of sending students to an alternative site, but we try to insure that the schools are doing everything possible to work with those students with challenging behavior. Mrs. Tyler said she believes in trying everything that’s possible, and sometimes it may take three times to insure that. The superintendent stated that if the board wishes staff to do something different, staff can go back to the drawing board, but believes the policy will address trying everything possible before the final step is taken. Mr. Rachal asked the superintendent if she is comfortable with the revisions? The superintendent answered she is.

Mr. Abrams clarified some of the changes being recommended and explained some of the problems experienced with the computer and the grid when trying to print it from the web site (those things in italics and bold are not changes coming from this committee).

Ms. Phelps asked when there is an offense off campus, would it not then be a legal issue? Mr. Abrams stated that is a very big issue because the policy is intended to deal with schools, school property, school events, buses – areas where the district has jurisdiction.

*Vote on the motion carried unanimously.*

## **RESOLUTION CONCERNING LIQUOR SALES**

*Mr. Rachal moved, seconded by Mrs. Crawford, to approve the resolution concerning liquor sales as submitted in the mailout.*

Mr. Rachal stated he believes that in the safety of our children, the board needs to send a strong message to stop underage drinking in Shreveport, and he believes this resolution will speak as a body that we do not wish to have liquor sold or served adjacent to any school properties out of concern for the safety of our children. He encouraged the board’s support.

Mrs. Crawford stated that the intent of the law initially was to keep establishments from being adjacent to or close to our schools and protect our students. She stated she has received a call from someone that was going to place an establishment across from A. C. Steere Elementary and the developer eventually backed away from the project, even though the distance from the school was within the law. We need to send a message that the board needs to consider where businesses are being located near the schools.

Ms. Phelps stated that she would be very concerned about alcohol sales, a package liquor store near any of our schools. She said she believes it’s the city’s responsibility to make sure any such buildings are the legal number of feet from our schools; however, she is not inclined, as a body, to oppose the granting of any exception to any business regardless of any special measures taken. As a result, she believes the resolution proposed is too blanket for her to be able to support.

Mr. Burton stated he agrees with the positive concept, but he doesn't know if the board has the right to dictate private property when there are laws governing that and he cited the fact there was a liquor store adjacent and across the street from George P. Hendrix and the problems that it caused. He believes such a resolution should come from community organizations in the area.

Mr. Ramsey asked Mr. Abrams if such a resolution puts the board at any risk when we make a statement that we prefer that liquor stores not be built in front, adjacent or close to our schools? Mr. Abrams said it does not put the board at any risk, as they are only making a statement to let the City Council know what the board thinks regarding alcohol and businesses that serve alcohol near any school.

Mr. Rachal clarified that this is not the Bellemead Center and there is nothing political about this. He said he just believes as a group we should speak out as to what our beliefs are and the intent of the law, and this is not dealing with state law, but the City Council who grants these exceptions. He talked to Sheriff Prator and the comment to him was there are too many liquor licenses being granted, and statistics show that over 75% of all accidents are caused by alcohol served in restaurants and lounges. He said this is something we can do for the safety and security of our children. Mr. Rachal said he is asking that we say we don't want alcohol sold across the street from our schools.

Ms. Phelps again stated for the record that she agrees with what the maker of the motion has said but would like to see the board address these issues on an individual basis and has a problem doing so as a body at this time.

Mr. Burton said he is opposed to a liquor store being next door to one of Caddo's schools, but because he doesn't vote for the resolution, it doesn't mean that he supports a liquor store next to a school. He said there are laws that prohibit people of underage from purchasing liquor and his argument is deciding whether or not to pass a resolution that will infringe upon the authority of another body.

Mr. Rachal asked if it's in an individual's district and they request the board to support a resolution to this effect, then the other board members would go along with it, and he wished it put on the record that he doesn't want it in his district nor anybody's district.

Mrs. Crawford stated that she understands if board members vote against the resolution, they are not saying they approve of it. *Mrs. Crawford moved, seconded by Mr. Burton, to call for the question. Vote on the motion carried with Board members Hardy, Phelps and Priest opposed and Board member Burton, May, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion.*

*Vote on the motion to approve the resolution concerning liquor sales carried with Board members May, Phelps and Priest opposed and Board members Hardy, Burton, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion.*

## **CONTRACT EXTENSION FOR SUPERINTENDENT**

*Mr. Ramsey moved, seconded by Mrs. Hardy, that the superintendent's employment contract be extended and approved with the following changes:*

1. *Article I. that the term of the contract be extended to December 31, 2008.*
2. *Article VII. that the board recognize that the superintendent had previously been employed with the Caddo Parish School Board for more than 30 years and that she has paid significant sums into the retirement program as an employee of Caddo Parish; and that upon termination of her contract, whether due to expiration of the term of this contract, by agreement of the parties, cause or otherwise, that to the extent allowable by the State of Louisiana, Office of Group Benefits, the superintendent be considered a retiree of Caddo Parish School Board for the purposes of medical insurance benefits only, allowing the superintendent to be entitled to the same medical benefits as any other retiree of the system and that the board pay the same percentage of premiums and benefits that the board pays for other retirees. That the superintendent will forfeit any other group medical insurance coverage financed in whole or in part by the State of*

*Louisiana including but not limited to coverage provided by the Orleans Parish School Board, and*

3. *that all other terms and conditions of the contract remain in effect, save and except with such modifications as are necessary to accommodate the extension of the term thereof.*

Mr. Ramsey noted the difference in this motion and the motion he brought at the work session. He explained that the superintendent brought to his attention that the superintendent does not receive certificated raises and she has also chosen not to accept other raises, so it is not a part of the motion, but it is addressing the retirement benefits. Mr. Abrams explained that Randy Watson with the Insurance Department contacted the Office of Group Benefits' General Counsel regarding the circumstances relative to Mrs. Tyler's retirement benefits with a major concern being whether or not she could be considered a retiree of Caddo Parish, because she actually retired from Orleans Parish, regarding her Group Benefits. He stated the response was Orleans only had one group insurance policy/plan, Coventry, and it was not providing her with any benefits here because there are not providers in this area. Therefore, as long as she is not being covered under Orleans Parish and Caddo Parish at the same time, they did not see a problem with Mrs. Tyler receiving benefits up here, and this will allow her to receive the benefits which she has been entitled to all along, and not pay the extra amount for being outside the network.

Mr. Ramsey continued that this proposal is to simply extend the contract that we have with the superintendent. He said she has displayed her commitment to the Caddo Parish School System and its children, young adults and employees, and it is her home. He stated that in the business world it's a good thing for a top CEO to get a contract extension, but it's unheard of to get one at such little cost. Mr. Ramsey said he feels very comfortable with the proposal after observing the superintendent over the past 23 months and how she has managed through many crises, and stayed focused on the education of the children in Caddo Parish. He referenced an article in the paper that talked about comments he made and read a portion of that article, referencing the raised test scores and the increase in the number of schools eligible for awards, and school rankings. He also said he is comfortable with the approach that has been taken by the superintendent in addressing the needs of the school system. Mrs. Hardy echoed the comments made by Mr. Ramsey and that the superintendent has done an exemplary job. She has worked very hard to move our district forward. Mr. Rachal stated that he has spoken with a lot of people in his district and that he is very appreciative of the superintendent's hard work and everything she has done. He said she is a person of integrity and that's something he appreciates a great deal. He noted that the superintendent has made some very difficult decision and expressed to her publicly how much he appreciates her.

Mr. Ramsey asked the superintendent if she accepts the terms in the motion before her. The superintendent answered yes, she does.

Ms. Phelps echoed the comments made and shared that even during Mrs. Tyler's recent losses and visiting in the community, she learned that the community forgets she is human, always looking at the position, and she has asked everyone to keep the superintendent and district in their prayers.

*Vote on the motion carried unanimously.*

## **SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** The superintendent announced that updates have been sent to the board in the *Weekly Briefings* and staff is available at today's meeting to answer any questions.

**Report on Booker T. Washington Feeder Schools.** The superintendent reported that staff has received information and will be crafting a plan to bring to the board in the next few weeks.

**Study of Demographic Lines in CPSB District 3.** Mrs. Tyler stated this item is connected to the report staff is working on regarding BTW feeder schools.

**Update on Libbey Glass Request for Tax Abatement on Expansion Project.** The superintendent announced that this information has previously been sent to the board members.

**Report on Problem of Older Students Hanging Out near Atkins Elementary as Students are Dismissed.** The superintendent announced that staff is still working on this report.

**Revision to Caddo Learning Center Program's Entrance Score Requirement.** Mrs. Tyler stated that Mrs. Gunn visited with her today on this matter and staff will be making recommendations for the board's consideration.

**Bond Issue:** The superintendent announced that the bond issue refunding approved by the board at tonight's meeting will mean a savings to taxpayers of \$1.5 million and a release will be made to let the community know that the board and administration are working hand-in-hand to be prudent users of the taxpayers' money.

**Emergency Meeting:** Mrs. Tyler announced there will be an emergency meeting Wednesday morning in Baton Rouge for all superintendents in the state to address the newly proposed transitional minimum state salary schedule which will impact the state's districts. She stated that Richard Lavergne will be in charge of the district in her absence.

## **ANNOUNCEMENTS AND REQUESTS**

Mrs. Crawford asked the superintendent to check into the continuous use of styrofoam trays by Arthur Circle for meals because their dishwasher is broken.

Ms. Phelps said that she would like to look at possible grants available for the Options Program.

Ms. Phelps announced that she recently observed beautification efforts to the campus of Linwood Middle School and expressed thanks to Vickie Range for the time and effort put into this project.

## **EXECUTIVE SESSION**

*Mr. Burton moved, seconded by Ms. Priest, to go into executive session for up to five minutes for the purpose of hearing an update on prospective litigation on the legislative audit of the CPSB dated October 24, 2003. Vote on the motion carried unanimously and the board went into executive session at approximately 6:40 p.m.*

*The board reconvened in open session at approximately 6:56 p.m. Mrs. Armstrong moved, seconded by Mrs. May, that staff and Board Counsel follow up and recover the \$5147.50 that was paid in error to Dr. Schiller's annuity accounts. Vote on the motion carried with Board members Hardy, May, Phelps, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion, Board members Guin, Burton, Crawley and Priest were absent*

**Adjournment.** *Mrs. Armstrong moved, seconded by Mr. Rachal, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:58 p.m.*

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Ollie S. Tyler, Secretary

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Willie L. Henderson, President

**June 7, 2005**

The **Caddo Parish School Board (CPSB)** met in special session in its office at 1961 Midway, Shreveport, Louisiana at approximately 7:10 p.m. (immediately following the Executive Committee/Board Work Session) on Tuesday, June 7, 2005 with President Willie Henderson presiding and the following school board members present being a quorum: Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy T. Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Ginger Armstrong and Larry Ramsey. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were omitted.

## **VISITORS**

Vickey Range, President of the Caddo Association of Educators, addressed the board on the information heard at tonight's meeting relative to the teacher being one of the major determining factors impacting the students' test scores. She shared that CAE members had the opportunity to travel to Baton Rouge to lobby for the teacher pay raise. Mrs. Range stated that it's everyone – the community, business, parents, superintendent, school board staff and members, teachers, students, principals, paraprofessionals, and others – working together to help our students succeed.

John Taylor, Jerry Tim Brooks' brother, shared with the board an update on the dedication of the Lakeside Golf Course and the changing of its name to the Jerry Brooks Golf Course. Mr. Taylor announced that the dedication ceremony is scheduled for July 9<sup>th</sup>, 5 p.m., at the Booker T. Washington High School Auditorium, and he invited all board members to attend and participate in the program.

## **PERSONNEL RECOMMENDATION(S)**

*Mr. Ramsey moved, seconded by Mrs. Hardy, to approve the personnel recommendations as recommended by the superintendent and included in the mailout. Vote on the motion carried unanimously.* Dr. Mary Nash Robinson, assistant superintendent for human resources, introduced the following appointments approved by the CPSB: (1) Deborah Alexander, Assistant Principal of Instruction at Keithville Elementary/Middle School; (2) Shannon Wall, Assistant Principal of Instruction at J. S. Clark Middle School; and (3) Robin DeBusk, Assistant Principal of Instruction at Captain Shreve High School. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board salary schedule applicable to the position to which they are appointed. Administrators, family and friends present were also recognized.

## **BIDS**

*Mr. Ramsey moved, seconded by Mrs. May, that the following bids be approved as submitted by staff and included in the mailout: (1) Twin City Electric for the sum total of \$139,500, for Project 2006-407 "Lighting Retrofit at Eden Gardens", and (2) Twin City Electric for the sum total of \$128,200 for Project 2006-403, "Lighting Retrofit at Central Elementary". Vote on the motion carried unanimously.*

## **CAPITAL PROJECT BUDGET REVISION – TIMMONS PARKING LOT, PROJECT 2006-236**

*Mr. Ramsey moved, seconded by Mrs. Hardy, approval of staff's request to increase the budget for Timmons Parking Lot, Project 2006-236, by \$55,000 for a total budget amount of \$115,000 as included in the mailout. Vote on the motion carried unanimously.*

## **EXECUTIVE SESSION**

*Mrs. Armstrong moved, seconded by Mrs. May, to go into Executive Session for the purpose of a Student Appeal Hearing, a Level IV Grievance Hearing and the continuation of a Tenure Hearing for a Tenured Teacher for up to one hour.*

*Mr. Guin moved, seconded by Mrs. May, to amend the motion to go into Executive Session and accept staff's recommendation concerning the student appeal hearing included in the mailout. Vote on the amendment carried with Board members Guin, Hardy, Burton, Crawley, May, Priest, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion. Ms. Phelps was absent for the vote.*

*Vote on the motion to go into Executive Session as amended carried unanimously (Ms. Phelps was absent for the vote).*

**Level IV Grievance.** Mr. Abrams clarified to the grievant and his representative that the hearing can be held in open session as long as there is no discussion or reference to any individual or any person. If there is any reference going to any individual, that individual can request it be held in closed session and at that point we will do so.

Henderson: Mr. Broussard, did you understand the statement from the attorney?

Broussard: Yes sir, I sure did.

Henderson: Please be advised that I intend to rule in a manner consistent with his statement.

Broussard: Will that be vice versa too?

Henderson: Yes sir. Let me make a statement that will help guide this procedure. Mr. Broussard, Ms. Lansdale, Mr. Landry, members of the board, the following is what I believe is before the board:

On February 7, 2005, Mr. Broussard submitted a grievance form indicating the violation of School Employees' Personnel File Act. The form provided the following: Statement of Facts – (1) that my representative viewed my Caddo Parish personnel file on January 26, '05, and secondly, that documents were in my file that I had never seen, nor signed, nor had the opportunity to rebut. The relief that was sought: (1) compliance with the School Employees' Personnel File Act by removing and destroying documents in violation of this act, and (2) such other relief that may be appropriate. The matter that was submitted through the grievance process dealt with documents being in Mr. Broussard's file that he had never seen or had the opportunity to rebut. The grievance was not submitted based on "the administration accessing his file and submitting information to the board without him receiving notice." To that extent, Mr. Broussard's grievance has not followed the appropriate procedures. Next, it is my understanding that Mr. Broussard's file was accessed as a part of the hearing to be held as a result of his claim that he was retaliated against for *whistleblowing*. As a result of his claim, a compromise was reached wherein he agreed to release all parties. The release, according to the letter agreement, "was to compromise and to completely resolve and put an end to all disputes presently existing between the parties", and that's found on page two of the letter of agreement dated November 4, 2004. In the receipt and release, Mr. Broussard agreed to finally dispose of all responsibility and possible liability now existing or which may hereafter arise in his favor against the Caddo Parish School Board and other parties in any way arising out of the allocations, matters and incidents referred to in the petition. Clearly Mr. Broussard's file had been accessed and information provided to the board before the compromise agreement was executed. It is my ruling that all matters concerning retaliation, including information provided to the board by administration to rebut Mr. Broussard's charges, were compromised and is not properly before this body for consideration tonight. Mr. Broussard, you have approximately 10 minutes to present your argument to the School Board.

Landry: Mr. President, Honorable members of the School Board, Madam Superintendent. My name is Brian Landry and I represent Rob Broussard, together with Jackie Lansdale, the president of the Caddo Federation of Teachers and Support Personnel, who now represent Mr. Broussard as a teacher in the Caddo Parish School System. This is not, as Mr. Henderson has made very clear to you, the first time that Mr. Broussard has been before you. You will recall that Mr. Broussard was an administrator who made a claim of retaliation against the administration and that matter was settled, and there were votes on accepting that settlement, and that settlement was accepted by you with two dissenting votes, and I believe those were Ms.

Phelps and Ms. Priest. We are not here to discuss the retaliation claim or any matter related to the complaint or petition of retaliation. To the contrary, what Mr. Broussard wants is an opportunity to clear his name and to set the record straight, especially to address the questions that Ms. Priest and Ms. Phelps had concerning him. Mr. Broussard is not a racist. Mr. Broussard has never tried to change his identity to hide anything.

Henderson: Mr. Landry, it seems to me that what we did the last time, and you have made reference to the votes of two board members at the last hearing, is a closed issue. And, we should not be dealing with that at this time.

Landry: Thank you Mr. Henderson, I appreciate that. May I continue?

Henderson: Yes.

Landry: When Mr. Broussard first came to the Caddo Parish School System in 1976 his last name was Wilkinson. Rob's name was changed to Wilkinson, together with his five siblings, after the remarriage of his mother when he was a child. Later when his mother and her husband divorced, he along with all but one of his siblings, took back their original name Broussard. This occurred approximately 1986. It was during the hearing on the retaliation complaint that he learned that the Wilkinson personnel file, which is at issue in this because there are two separate personnel files when you go look at Rob Broussard's personnel records. But the Broussard file has a note in it that tells you *see the Wilkinson file*. And that's exactly what we are here to talk about. It was during this hearing that he learned that a Wilkinson personnel file existed and it was accessed without notice to him and materials were distributed. That's clearly what Mr. Henderson has recounted for you here. Those materials that were distributed cast Mr. Broussard in an improper light and made him appear to be incompetent at best and a racist at worse. It is these records that Mr. Broussard is seeking relief from in the grievance that is before you tonight. He took a three-prong approach.

Henderson: Mr. Landry, excuse me.

Abrams: Let's clarify why we are here today. First of all, the relief sought was compliance with the School Employees' Personnel File Act by removing and destroying documents in violation of this act. The issue is not access to the file at all at this point in time. The issue that was presented in the grievance form was that, and that's what Mr. Henderson has ruled on, and what we should be here to discuss today is not how Mr. Wilkinson was portrayed, that's not what is before the body this afternoon. What we're here about is your complaint that basically says that this file should not exist or it should be cleaned out, removed, or destroyed, or whatever you want done with it; but not anything about Mr. Broussard's background, history or whatever. We need to be very clear on that so we can go ahead and conclude.

Landry: Thank you very much. May I continue?

Henderson: Yes sir.

Landry: He settled his retaliation claim, that was the first step he took. The second step, he filed a *whistleblower* complaint. The third step was to file this grievance that we are here to talk about tonight. And with all due respect Mr. Abrams I believe that you need to understand all of this in context in order to understand what is the proper thing to do about this grievance. On the first count, Rob took the settlement, because he had to provide for his family and he's been a teacher for a year now in your system. On the second count, he thanks the administration for doing its job right in investigating what happened to him and that they found the school administration did violate the Personnel File Law and we hope that you do something about that in a separate matter, but that's not what the grievance is about tonight.

Henderson: Well, let's deal with that Mr. Landry. Let's deal with what it is about tonight, please. Thank you sir.

Landry: Rob is here today for your charity and your good will. We hope that this charity and this good will will let you allow him to set the record straight. He seeks to have those documents that cast him in bad light, those documents that he had never seen before, he seeks to have those documents removed from his personnel file, or such other relief as may be proper. The



Personnel File Act gives him a right under new personnel files to write a rebuttal. If you don't believe these documents should be removed from his personnel file, at least grant him that right to rebut these terrible accusations against him. How would you feel if you were accused of being a racist or being a sexist or being incompetent? And, it just lived forever in your personnel file without you having any right to rebut those documents. Rob asks simply for that, that you show him good will, that you show him charity, and that you allow him to respond to those horrible accusations. He has been a teacher and an administrator and has worked with kids for almost 30 years and has a couple of pieces of paper in a file he had never seen before that you know causes people concern. If I had read them, I would be concerned. Ms. Phelps and Ms. Priest were correct. But allow him to tell his story in the personnel file, so that when all of you are gone, and there's another board sitting here, or a superintendent, and this personnel file is looked at, maybe after all of us are gone, they'll see the full picture of Mr. Broussard and not the one-sided story that sits in there now. Ladies and gentlemen, I thank you for your time.

Henderson: Thank you very much Mr. Landry. Mr. Sutherland

Sutherland: Thank you Mr. Henderson. Ladies and gentlemen of the board. I want to stick to the issue, but I want to make one comment with respect to this gentleman's statement, I'm speaking about Mr. Landry. Any publication of anything that's in that personnel file was never made by this Caddo Parish School Board. There's been no publication of any of these things that Mr. Landry just got up and publicly stated. No publication at all, privately, publicly, anywhere. So I want to stick to the issue of the Personnel Files Act, and what he calls horrendous, that is his own characterization of something I don't know whether he has seen or not, but it's never been published by, there's been no publication of that by the Caddo Parish School Board. I want to make that plain right now, and I don't think there will be any publication of anything like that by the Caddo Parish School Board. The issue here is one that is putting it simple, and that is whether or not when Mr. Broussard came to work here in 1976 and worked for a period until 1977 under the name of Wilkinson, and he left the school system thereafter, voluntarily resigned, and then there's a wait of 25 years, never set foot in Caddo Parish schools or anything for 25 years, and then he came back and he had the subsequent grievance. And the question here is whether or not when he came back there was a personnel file opened at that time under the name of *Broussard*, as a matter of fact he made an application under the name of Broussard, as I understand, so the question comes about as to what the law provided at the time the original personnel file was completed. That personnel file was made in accordance with the established law at that time, there was no Personnel Files Act Law in existence then that said you had to give a person a copy, he had the right to rebut, he had the right to those sort of things, and had 15 days to, that just wasn't in existence then. It was not until 1987 when the Louisiana Legislature enacted the School Employees Personnel Files Act. That Legislation became effective on September 9, 1987 by virtue of the legislation itself, the signature of the Governor, and has no language whatsoever in that act, none, which indicates anything about retrospective application. There is no language in the act, nor in the legislative history of that act, that indicates anything about destroying, making ineffective, or otherwise terminating any employee personnel file that was in existence prior to that time, made during the ordinary course and scope of the employment with the employee with the school system and it said nothing about going back and destroying those files, removing those files, removing anything about that. The only other thing I would say and so therefore I do not believe that the Employees' Personnel File Act is applicable to the current situation. It's not applicable to the file that was created in 1976, 1977, and quite honestly it is a separate file, it is not a file that has not been combined into the current file, as I understand it. That's what I'm told by Personnel. I don't see any application of that, I don't see any right to rebut, I don't see anything that's in existence in the law now to go back and talk about something that may have been snapshot in time in 1976 in some personnel file. There's no reason for that, the law doesn't require that, and I don't want to say anything beyond that as far as the issue is concerned, that Mr. Landry was up here talking about, because what Mr. Landry is talking about, publication, publicizing things, I just don't want to comment on, save and except for the fact that there are indications in that file that this gentleman was aware of everything that was in there, that there are references in there to conferences he had, there are carbon copies of things in that file that were to him, and to try and say that this gentleman never saw them, never knew, never heard, you know, I'm not going to comment on that, save and except to say if someone were to view it, I think there are evidences in there that this gentleman was well aware of what was in that file at the time. But be that as it may, the issue is whether or not the Employee Personnel Files Act is applicable to a file created in 1976-1977. I gave an opinion to the school system when they asked me that it was not. I did not participate, per se, in

the grievance procedure. The grievance procedure was followed and at every stage of the grievance procedure that was held, that the act was not applicable, was not retroactive, and had perspective application only. And that's what I believe is here today, and that's what I believe the board needs to rule on with respect to the particular issue here. I'm not going to express any kind of opinion about any alternate resolution, or alternate what he calls remedy, because there was no alternate remedy at all in the original grievance, there was nothing said in the original grievance about any kind of rebuttal. The only thing that was said, as I appreciate it, in the original grievance was destruction, and that's what I said on behalf of the staff and would ask that you please consider that and act on the grievance accordingly as you see it. Thank you.

Henderson: Thank you very much Mr. Sutherland.

Landry: Mr. Henderson in reply.

Henderson: Not right now Mr. Landry. Do we have to?

Abrams: Yes, give a limited rebuttal.

Henderson: Alright. Because I wanted to get right on to the board members, but I think, on second thought, take a couple of minutes sir.

Landry: Very quickly Mr. President. Assuming for the sake of this hearing, and for the sake of this hearing only, that Mr. Sutherland's opinion is correct, that you do not have to, under the Personnel File Act, allow him a rebuttal because of the effective date of the Personnel Act. Now I'm not saying we are totally agreeing with that, but for the purpose of this, there is nothing that prohibits you from doing more to give an employee rights than what the Personnel Act does. Your hands are not tied by the Personnel Act as to whether or not you will allow the remedy that we are seeking here, which is a chance to rebut or remove those documents altogether. There is nothing that would prohibit you from doing that, which is exactly why I appeal to your good will and your charity. That's all we want, an opportunity to tell the other side. Thank you, I appreciate your time.

Henderson: Mr. Sutherland, did you need

Sutherland: I don't really need to respond to that at all

Henderson: All right sir. Thank you sir. Mrs. Crawley

Henderson: Oh, by the way, you do have at your stations, I suppose you have seen it by now, a packet of information on this matter. Mrs. Crawley, Board member Crawley.

Crawley: When they say no publication of that file, does that include if the information was delivered to board members' homes by the school system?

Abrams: When we say no publication, I believe in, and Mr. Sutherland's word is, this board was acting in its body, its deliberate body, to be maintained confidential.

Crawley: O.K. So that delivering it, so it's o.k. to give information from files to board members.?

Abrams: It is my opinion that the information that was provided to this board in order to respond to a retaliation charge should be maintained confidential by the board members, and it is not publication to the general public.

Crawley: In that, and the individual doesn't need to know that the board members got that information, that's fine to not notify them that we are getting information out of their folder?

Abrams: The Personnel Files Act says that written notice shall be given to the individual as to access. In actuality, this particular individual had actual notice that it was provided by being here at the hearing and was actually present and questioned about it.

Crawley: About the file?

Abrams: Well he questioned that the board actually had it.

Crawley: O.K. I don't remember that. I have another question. If people change their names, like I was in one parish, and I changed my name, do we have, or women who change their name, do we keep another file with their previous name, and then another file with their new name, or do we combine them, what do we do in the Personnel Office?

Henderson: Let's let the superintendent either direct that to one of her people or she can respond.

Tyler: I will respond and I will ask Dr. Robinson to. Usually, when people apply for positions in a school district, if it's a woman, which is a little different here, they usually say I was Mrs. So-and-so when I worked here before. That didn't happen in this case. Mr. Broussard simply applied as a teacher or as an administrator or as an employee under the Broussard name. So we had no knowledge really that he was Wilkinson until the retaliation charge came, and then that's when the questions came up and we put in the SSN number and discovered that he had another file and by the way, that file was not under the Personnel Action Act, because that separate file was done back in '75-'76 before the Act came about. Mrs. Robinson, may I ask her to respond Mrs. Crawley?

Robinson: Superintendent Tyler and members of the board, I concur with what it is that you just said. If a woman gets married, or whatever the case is where the name is changed, then the labeling on the folder is changed. There's not two folders, it's one folder. But this is a different situation. The second folder came about when the SS number was entered and another name appeared.

Crawley: When we do background checks, don't we use SSNs so when we hire people, don't we do background checks with SSNs, so we would have known immediately that he had two names?

Robinson: Background checks come after the fact and may take two, three months for results to come in.

Crawley: But it was on his application, we had a piece of paper that said Wilkinson. Other than that file, it was on his application, we got a copy of it. I don't have it now, but we did have it.

Henderson: You still have the floor.

Crawley: Oh thank you. Also, doesn't BESE have a regulation, I think it's 1525 or something, when I got certified in administration, one of the first things that we had to do for our class was to go to Central Office or make an appointment with Personnel and review our files to see what was in there. It was a course requirement, and I think BESE said we have to keep one file, we can't have two files. No, if you combine them, therefore you will be making a new file. And to me if you are going to make a new file, then it falls under the new act. That's what it seems like to me. That if you are going to put it all together, because I know there was something back, they were going to put my files together, I would get to see what it was. And it was, I did get all of that in that file, and I signed off on it, when I did that. Anyway, that's

Tyler: I need to respond.

Henderson: Mrs. Tyler

Tyler: His own attorney stated at the beginning that he had two different files. We had no knowledge of that; I was not here when he was employed, neither any one of the administrators in the upper level was here, so we had no way of knowing he had two files. But his own attorney admitted he had two files. So, we discovered it that way.

Crawley: But really shouldn't we give some relief in that, in that we combined them instead of keeping two files? I mean.

Henderson: I think that's the decision that you have to make as a board.

Crawley: Well, I'm just asking the question, I'm asking Mrs. Tyler why would we not do that.

Tyler: When we discovered it, I guess, we can, but at the time, we didn't discover it until after the retaliation charge was filed. So, I mean, you know, I don't have a problem combining them.

Landry: Mr. Henderson

Henderson: Mrs. Crawley, are you finished?

Crawley: Yes sir.

Henderson: O.K. then I want to call on Board member Phelps.

Phelps: Thank you Mr. President. Question to staff. On our application, is there such a question "Have you been employed by this parish before?"

Robinson: Yes ma'am, there is.

Phelps: Was that on Mr. Broussard's new application?

Robinson: Yes it was.

Phelps: How was it responded?

Robinson: We have the file.

Hardy: For 27 years I have never seen a file. Never.

Henderson: Mrs. Hardy, you are next. She's doing some research I think for Board member Phelps I believe.

Abrams: Mr. Landry, are you giving the administration the consent to access that file so they can respond so that we don't have to have that complaint again at the end of this?

Landry: We won't have that complaint at the end of this one.

Abrams: O.K.

Phelps: And, just rebutting on what Mrs. Crawley was stating, combining, I didn't understand them to ask, for Mr. Broussard asking, for combining of files. I thought I understood for him deleting the other file.

Landry: One of the reliefs we asked for was whatever would make him whole, whatever the School Board would do, and I think it's within your realm to do that. And, Mr. Abrams, I do not, we do not object to the answering of those questions, but I can show, I can tell you that the application shows that he was employed and he disclosed that, and in fact Mr. Broussard just told me that he had mentioned at the time the application was made, what his former name was to the person taking the application. Now whether the superintendent knew that or not, I take her at her word, I don't believe that she knew that, but Mr. Broussard did say that he had mentioned his former name along with his Social Security Number and they talked about it, because he listed on his application that he had been employed here before.

Phelps: So, at this point, it is his word against the previous Human Resources director.

Landry: No, at this point, it's his word, because the Human Resources director hasn't said anything about it.

Phelps: There was a past administration, so we don't know that quite yet. It's his word against what we know.

Landry: Well, I have no reason to dispute that Mrs. Tyler didn't know. I have no reason to dispute that.

Phelps: No, I'm not saying her personally; we're checking the files, I just want to see that answer, and then, is it

Henderson: You have her response, o.k. Mr. Sutherland, you have her response.

Sutherland: The application for employment is made by Rob Broussard. There is no mention anywhere on the application of employment of Wilkinson anywhere, not one. I'd like somebody else to look at it behind me, as I make that statement, that I would like to go ahead, since it's been approved to look at it.

Landry: It's permissible for us to look at it before extended to the board that would be

Sutherland: I'd like for Mr. Henderson to look at it first and then

Phelps: Can I finish Mr. Henderson?

Landry: I believe the question asked was whether Mr. Broussard had indicated he had worked before and I don't believe Mr. Sutherland had answered that question.

Henderson: Ms. Phelps still has the floor. Ms. Phelps, did you get your question answered?

Phelps: No, I still don't know specifically on the application is there a question that says "Have you ever been employed by this parish or district before? Is that such a question on our application?"

Henderson: I believe it is.

Robinson: We ask for the work history Ms. Phelps, and Mr. Broussard did list that he had worked for Caddo Parish schools before. He did list the span '76 to '78. On the front side of the application, that Mrs. Tyler is holding now, it says, it asks a question "Is there another name that official documents might be used to refer to you?" There's no response in that field.

Phelps: Thank you. That's where I'm headed. O.K., and also, when he stated that he had been employed in this parish before without documentation on that form and I'm assuming the resume or whatever he completes it, would we have assumed it was under Broussard since Wilkinson was never brought up?

Robinson: Yes ma'am we would have.

Phelps: Because he didn't give that information that he was previously employed under Wilkinson? Is that correct?

Robinson: That's correct.

Phelps: So, based on the knowledge that we have right now, or the previous Human Resources Director, I'm sorry Mrs. Nash, Mrs. Robinson if I said your title wrong, based on that position, that person is no longer here, so it was not documented.

Landry: If I can ask you Ms. Phelps exactly what the question says, because I don't have the form and I can't see it from this distance.

Phelps: I will give you this form. It says *Other name used on official documents*. And it's the blank to complete and it is absolutely blank.

Landry: By 1986, all of his official documents had been changed, his social security number, his drivers license, everything that will be a legal document had changed.

Phelps: So how did we know that it was another name used Mr. Landry?

Landry: Social security number. Didn't change. The fact that he said he was employed. That's what led to the conversation.

Phelps: But on this application it does not say if that file was non-existent at that time, for whatever reason that we don't know of right now. I don't know what happened when we put the social security number, and I'm assuming at this time that once we put a social security number in and put the name in, it's going to take.

Landry: At some point, that's correct, it's in your system.

Phelps: When my name changes and put my number in, the system is going to be open to complete it.

Landry: All I can tell you is on the application the interpretation of those words are *official documents*, not my personnel file known under any other name, your drivers license, your social security number, all of those documents

Phelps: So you are going to try and tell me, you're stating that on this application when it says *Other name used on official documents*, his previous birth certificate, that does not include official documents. You're a lawyer and I think I'm pretty intelligent and you're telling me that does not, that's not saying the same thing?

Landry: His current, his current birth certificate at the time he was employed said Broussard. That was his legal document.

Phelps: I didn't say legal, we said *other name used*.

Landry: Other name used where? On official documents. The entire question – on official documents.

Hardy: Well he was hired in Wilkinson.

Henderson: Mrs., Board member Crawford. Let me

Landry: What's also interesting Ms. Phelps, what's also interesting, is, and Mr. Broussard who gave everyone of you permission to look at his personnel file and if you look under the Wilkinson label, you'll see the Broussard label on that file. Somebody recreated it.

Henderson: Mr. Landry, did you want to see this document? I'm going to, Board member Phelps are you finished?

Phelps: Yes sir, and I hope just this conversation, dialogue, other board members you are getting the point of what I was trying to ask and I think it was answered.

Henderson: Board member Hardy.

Hardy: The only thing I'll say, I taught 27 years here in Caddo Parish and I have never seen my file. Never, ever had a need to see it. I have never seen my file. Of course, I never did anything, but did my job.

Henderson: Alright, Board member Rachal.

Rachal: I need to get a couple of things clarified here, o.k., because I'm not real clear on a couple of things. Is, are we having a problem with information coming out of the file, is that what the problem is?

Abrams: No. That is not the issue before this body today.

Rachal: That is not the issue that's, o.k. Then, I think I may need the issue stated clearly.

Abrams: The issue is stated on the form. Grievance form, page 1, Documents were in my file that I had never seen, or signed or had the opportunity to rebut. These were documents from a personnel file that was created in the 70s when Mr. Broussard was previously employed by the Caddo Parish School System. He's requesting that those documents that are in that file be

removed or destroyed or in otherwise be rebutted to because they don't comply with the current Personnel Files Act.

Henderson: Let me just interject right there and say that is the issue board members. So we need to zero in on that, what was just said and let's confine our questions and comments to that statement.

Landry: In all due respect Mr. Abrams, the issue is close to that. Compliance with the Personnel Files Act is one, but also if you find that you don't need to comply with the Personnel Files Act on this old file that there is nothing that prohibits you from granting the relief extraordinary to the Personnel Act which has been requested.

Abrams: And I will agree with that. I would like to make the rest of the statement that Mr. Landry has asked for charity to help his client out.

Henderson: I think he said that. So, Mr., Board member Rachal you still have the floor.

Rachal: Well, I don't know if I can really address what I want to address, because I don't know if it's the issue here. It seems like we are using semantics and so, and, I want you to come back to me, because I really want to go talk to the attorney.

Henderson: O.K. Alright. Board member Crawley.

Crawley: I want to make a motion. *I want to move that we respond favorably to Mr. Broussard's request to one, combine the files (he didn't ask that), and also allow him to write a rebuttal within the next 30 days to anything that came from the old file.*

Armstrong: *Second.*

Henderson: O.K. Board members, it's been moved, and seconded, that the files be combined.

Phelps: I have a question of understanding why I would do that.

Henderson: Well, you are getting ahead of me. I'm going to call for the question in a minute.

Phelps: I can't vote without this.

Henderson: It's been moved and seconded that the files be combined and that Mr. Broussard be allowed to rebut any documents that existed in the file when he was employed as Mr. Wilkinson. Now, the maker of the motion has a right to speak to that motion.

Crawley: I think there's a lot of communication errors going on, so I think we can argue applications and who knew what, who didn't know. I think we can just end this, just say, o.k. what is wrong with, I mean the whole spirit in '86 when the law was passed, was that there would not be accusations in your file that you had no knowledge was there, that at some point, it could come back and get you, and then it's so many years passed, there is nobody there, it can't even be a he says-she says, because the other person is no longer around. There's no way to investigate it to see if there's any truth to it. So we know the side because it was given to us about what went on, what those little papers were in the previous file. We know that side. We do not know his side. And, I don't see, I don't have a problem with him writing a rebuttal or writing whatever he wants to write concerning those papers that we got. It certainly affected me when I got those papers. I was at least curious. So, he didn't get to say anything, he agreed and so now we are just saying o.k., you can write your rebuttal. We are not saying anything about being right, or wrong, we are just saying you may write your rebuttal and do so within the next 30 days. We are going to combine those files. I think we should have one file. I think we should comply with BESE's rule that we have a single file for every employee. Employees have a right to look at their file. Now they have a right to sign off or write a rebuttal. They have to know what's in their file. And, I don't see a problem with just because it was back when a lot of things happen back when, and we have advanced in our civilization and decided what happened 20 years ago was not right, what happened a hundred years ago, what happened whenever it was not right, or we didn't believe, because we have changed, society has changed. And so as an employer, we decided that it's not right to put something in somebody's file that they don't know

about. That is the law now. So, why not, because he is a new employee, he's a recurring employee, but he is still new, so we will make a new file and treat him like he is an employee now. I think anybody that comes back should be able to do that, and I think that's fine. I have no problem with hearing somebody's side of the story. When a child's in trouble, I have no problem hearing their side of the story. I have no problems with anybody who there's a vague accusation or real accusation, I have no problem hearing their side of the story.

Henderson: Alright. Board member Armstrong seconded that motion, so you have the right to speak next if you desire.

Armstrong: I was one of those people who had two files that I accidentally found out about. And, I asked them if I had two files, why am I not getting two paychecks? And of course, everybody laughed at that. My files were then combined. But I was raised by using my middle name which most of you do not know is Genevieve. No one ever knew me as Katherine growing up, but in order to get a drivers license after I was married, grown and had children, they told me I had to use my first name which was Katherine. So at that point in time when I came back into the employment of Caddo Parish from Jefferson Parish, I had to have a file at that point as Katherine. And, so I can relate to this situation. I also agree that as time has gone on, we look at things in a different perspective and I have been associated with this school system for over 40 years, and I see no problem in his being allowed to write a rebuttal and putting the old stuff into one single file folder, if you will. And, I think that's where we are, I think that seems to be the issue, and I know that under present policy the way that employees are treated today that they can rebut if they do not agree with something in their file folder. With an observation that has gone on in the classroom or whatever, and I think it's a very simple solution to something that seems to be blown out of proportion and convoluted at this point.

Henderson: Board members, it's obvious that the chair is very generous in allowing you to speak your mind, but you realize it's getting late and we do need to go ahead and move with this. Board member Guin.

Guin: Thank you Mr. President. With all due respect, I would like to ask Mr. Broussard a question and then I have a question for Mrs. Tyler and Mr. Abrams.

Henderson: I believe that's in order.

Guin: Mr. Broussard, am I to understand, based upon the testimony that was given by your attorney, or the statements given by your attorney, Mr. Landry, that there is information based on an incident that occurred at J. S. Clark that's in your file that you did not know about.

Broussard: That's correct.

Guin: I want to go to the Level III hearing that occurred. Without reading names, Mr. Abrams, there's no reason why I can't read this, right?

Abrams: No.

Guin: I want to read, this is your statement. *That is absolutely correct. There was an incident that happened at J. S. Clark. I was called into the assistant principal's office who at the time was (blank) and I believe that Mr. (blank) (and I'm not going to read that part). Mr. (blank) said that Mr. (blank) had written a letter to the superintendent and the superintendent wanted me to write him a letter and tell him what had happened, and I said, What do you mean? Mr. (blank) basically dictated the letter that I was to write, and it goes on and you can read it, o.k.* All indications are first of all that you did know there was a letter in your file that had been written by somebody. Second of all, I have seen the information that was referred to by Mr. Landry that came up at the last hearing that we had and it appeared to me that the letter that you were encouraged to write at this point in time was a direct rebuttal of the letter that was in your file. I mean.

Broussard: Can I address that?



Guin: I want you to, because I'm confused. I mean I, well I'll ask my questions of the superintendent and board's attorney after this, but basically it seems to me that there's already a rebuttal in there for the letter.

Broussard: I was a first or second year teacher. The assistant principal came in and said the principal had written a letter to the superintendent at the time. You need to write the superintendent a letter and this is what you need to say. I did not know that that information was going to be put into my file. It was just a letter to the superintendent. You write a letter to the superintendent too. If you read the documents you are referring to, you will see that I wrote in there this is being blown all out of proportion. This matter was settled and solved. I was not suspended. I was not investigated by the police. I was not fired. Nothing happened to me as a personnel, as a person working for the system. I worked for the rest of the year and nothing happened to me as a result of that. If you read that, I wrote in there, this seems to be getting blown out of proportion. Nothing was told, I was not told we are going to put this in your personnel file.

Guin: O.K., let me say this to you. I don't recall in anything that was handed to me any indication that there, any different than what you just stated, I mean, the personnel file does not state that you were suspended, with or without pay. There's basically an accusation made by the individual that is listed on this piece of paper and then there's a rebuttal to that accusation, and then there's basically no charges filed by the superintendent at the time against you.

Broussard: The superintendent wrote back to the principal and said basically, and I'm summarizing, that I think you're jumping the gun, and I worked for the rest of the year, I resigned, and went on for 26 additional years to get positive, excellent evaluations. I was one of Louisiana's teachers of the year, Louisiana State Conservation educator of the year, I received good evaluations, none of that was sent to y'all on that Friday night. I also was, and this is not the only document it questioned in this thing, I was also, y'all were sent that information. I didn't know y'all were getting that. I didn't have a chance to respond to that.

Guin: Before we get off base with my questions, and then somebody else can go there. The question I have at this point in time, Mrs. Tyler, would be directed toward you and toward Mr. Abrams. O.K.

Tyler: Yes sir.

Guin: I do not have that information here before, in front of me right now, so I'm going to go off an older memory, o.k. If I remember correctly, the majority of the information that was, that could have been, and I'm going to say it that way, could have been construed as being offensive by Mr. Broussard was current data, not old data.

Tyler: That's correct.

Guin: It was a letter addressed to the school board based upon that old information that basically, and I don't know who wrote it, that basically summarized the data, and that's where the accusation was made was it not? Because am I correct in saying that part of what's been complained about was about a letter that basically insinuated that he had tried to hide the fact that he worked here once before?

Tyler: No. That was never stated by

Abrams: No, I don't believe so. If I'm not mistaken, it's documents that were

Guin: I didn't say that it was stated. I'm saying that the implication is being drawn. Does anybody have a copy of that data that was sent to the board prior to, the date prior to that hearing, or the day of that hearing?

Phelps: I think it was just the document of the old information attached to it, and one just assumed, well why didn't we know this. It was never actually written, if I'm remembering correctly, it was added to the information.

Guin: And, all of that information came from the old file. None of the information that was mailed to us that day came from his current file.

Tyler: No.

Guin: Let me ask the question. I will first of all say that based on what I remembered that was in that packet, and I wish we had it, o.k., I really do wish that we had it, I wish it was available to us. First of all, I do believe that he did have an opportunity at one time, now whether he understood that's what's going on, I personally, if I'm asked to write a letter that's going to my boss's boss, I have enough sense to know you better be very careful what you put in it, because it's probably going to be kept. That's my opinion. But, on the other hand, I have this question, first I'm going to ask Mr. Abrams, then I'm going to ask Mrs. Tyler. Mr. Abrams, from a legal standpoint, would there be anything wrong with allowing Mr. Broussard to enter a rebuttal letter into his file?

Abrams: Well, personally, I think that would be improper to do that, because we have had somewhere around 30 years, or 25 years or more, that have passed since then, and there is no way to have a surrebuttal by whoever the person who did the accusing, so we have no ability to that, so you are going to have a record that's going to be distorted. So I would have some heartburn over that being changed at this point in time. And, the second part of it would be that this issue again has already, as far as we are concerned, that issue has already been decided, you know, as to the transmittal of all the information. This information is also maintained in his file confidentially, and, if this was not an open session, it would have remained confidential.

Guin: O.K. I want to ask you that question that I just asked one more time. From a legal standpoint, is it a yea or nay that you just gave? Is it legal to do or not?

Abrams: This board can use its discretion and do what it, and pass this motion, and allow him to go in and rebut something that occurred 25 years ago or more; but that particular information, in my opinion, would not, we would be put at a disadvantage and that the individual who was being directed to will not be able to respond. So the answer is yes, but it will end up making the file look incomplete and lopsided.

Guin: Thank you Mr. Abrams. And my question to you Mrs. Tyler, and then I will shut up Mr. President. Mrs. Tyler, I would like to know from, and I'm really not trying to be disrespectful, but I'm not really concerned or heartburned on either side of the fence right now, but at the end of the day, is there a major objection that you would have to allowing that to be done?

Tyler: No sir.

Guin: Frankly, I would have a very difficult time voting to eliminate anything.

Tyler: I'm not recommending that now.

Guin: I understand. But as far as allowing him to write a rebuttal and enter it as a part of the file, do you have a major problem with that being the case? I mean that's what I'm asking.

Tyler: Let me respond in this manner.

Henderson: Let the superintendent respond.

Tyler: As superintendent, I had a right to look at the file. I looked at the file. In my opinion, he knows what's in the file and he has rebutted the accusations. Mr. Sutherland actually was the attorney on the case. So, I really don't see why we are trying to do another rebuttal to something that he already knows is in the file. After I looked at the file and read all the information, he knows what's in the file. And that is my opinion, because there is so much evidence to indicate that he knows what's in the file.

Guin: Thank you.

Henderson: Mr. Abrams wanted to come back.

Abrams: I wanted to make it clear also. You realize if you do this that you have opened up a can of worms for every other employee also that can come back and say something was in my file prior to this act and would want the possibility to go in and rebut what's in there. And I certainly would not suggest that's a good thing to do.

Henderson: O.K. now. Board member Ramsey is next on the board.

Ramsey: I had a substitute motion, but I'm going to have to talk to the attorney too. Because I think after hearing that discussion that I think I was really going to talk about combining the personnel files and a copy of the approved minutes of this meeting along with all the discussion of this matter highlighted, because I think we let the cows out of the barn it sounds like and they were leading themselves. I think everything's been said that could be said, but again, I don't want to get into a situation that we give an open avenue to come to this board in a public meeting and access personnel files, that's not what I'm about. I think that the right thing to do would be combine the files and with that last comment, I guess Mr. Abrams, who is not listening to me at this time, if there is a recommendation on the, if a motion is on the floor about combining the personnel files and filing a copy of the approved minutes of this meeting with all the discussion of this matter highlighted, will that be viewed the same way, in your opinion, as a rebuttal? Or is that, I mean it's already public record, what we are saying now, and what we are going to be saying 10 minutes from now, is already a public record.

Abrams: Are you requesting that we put this transcript into his personnel file?

Ramsey: Once this board approves the minutes, we approve everything that's been said here tonight, I'm assuming, or we verify that this was said, and all I'm saying is combine the files and file a copy of the approved minutes of the meeting with all the discussion related to this matter highlighted.

Ramsey: I haven't made a motion. I'm asking a legal opinion if you would view that the same way as a rebuttal?

Abrams: I think you could call a rebuttal

Ramsey: I don't want to get into a situation of a rebuttal bringing a rebuttal bringing another rebuttal, because I think that

Abrams: I understand, but you have to realize at this point if we do this transcript and all of this about what happened, we would have to have the agreement of Mr. Broussard to put that into his record, and I don't know if he is willing to do that, that would have to be between Mr. Broussard. If we made a motion to do something like that to put it in his personnel file.

Henderson: I think the request was *such other relief that may be appropriate*. And, I think he could respond to that if that's what we need in order to decide whether or not he wants Mr., Board member Ramsey, I think what you are doing is perhaps floating a possible substitute motion or amendment and I don't know whether they have some, if he's interested in responding to that. We do have some other speakers on the board and we do need to move along. Mr. Landry, you heard his suggestion.

Ramsey: Just a yes or no please.

Landry: I'm a lawyer, I can't do that. Instead of just the transcript, if the entire grievance proceeding, which would include the transcription of Mr. Broussard's testimony at Level III, that way you have actual testimony from him and not my rather ineloquent arguments as the basis of what's in the personnel file. But if the entire grievance packet, including the transcript for today, Mr. Broussard would accept that.

Henderson: O.K., Alright, good enough. You finished?

Ramsey: No. I guess when you talk about the entire grievance packet, is that what you are talking about here? And then I would defer to the superintendent.

Henderson: Are we talking about the information that you received this afternoon.

Landry: It's my understanding that the grievance packet includes the original grievance and the sheet that shows the steps as it comes up. Attached to that is any separate written disposition of the grievance at Levels I, II or III, and in addition to that, the transcription of the Level III testimony should be included in your packet as well.

Henderson: And that's what you have.

Landry: Make sure we are on the same page.

Ramsey: I'm inclined

Henderson: Don't you have letters from Mrs., from the director, and also from the Assistant Superintendent in that packet.

(Several nos were stated)

Henderson: Well they are available. They did respond.

Tyler: I don't agree. I need to respond. They accused me of some stuff in her letter that is not accurate and then I would have to rebut, and I'm not going through all that.

Ramsey: Mr. Abrams, one more time. Do you have any additional comments? I don't think that it's not my job to validate this, it's my job, I think, to decide what, or at least put a motion on the floor, of what I think is the appropriate thing to do and I think the story gets told, and I think it's pretty balanced. Mr. Attorney having said that, I'll ask one more time, do you view this in the same manner as you do a rebuttal?

Phelps: And I would have to check the records. I see my name in here. I would have to go back and check

Henderson: You know, you have a copy of what Mr. Ramsey is talking about board members, and if you don't like that, you vote against it. That's the way you do that. Now, I want Mr. Sutherland, I thought I saw you raise your hand, I wasn't sure.

Ramsey: I want to hear from the attorneys, because I don't want to get

Abrams: In my opinion

Henderson: Just a minute Mr. Abrams, Mr. Sutherland has the floor.

Sutherland: Thank you Mr. Henderson. I'm representing staff, of course, and the position I'm taking is not Fred Sutherland's position, it's the position of staff in the Personnel Department. First of all, the transcript is virtually a statement by Mr. Broussard himself. The transcript itself virtually talks about things that occurred previous to and including the last hearing that was settled. There should be no, based on the things that had happened before, I would hate to see someone say that this transcript put in his personnel file represents the truth of the matter, because I don't believe it does, based on what I have seen. Not calling anybody, not trying to question anybody's integrity, but given the facts that I see and the staff sees, I would hate for this to go on record saying the school board says this is the truth of the matter for certain. That's all I'm saying and you need to make a decision on the grievance, and what I, I'm sorry, staff says that we put this in there, we're not making any decision on the grievance, we are throwing the grievance into the pokey so to speak.

Henderson: Madam Superintendent, you wanted to make a comment.

Tyler: Just that I, Mr. Sutherland has said it, I mean, in my opinion, the grievance had nothing to do with the discussion. I would hate to see us start putting things in employees personnel file based on a discussion by the board and steps of the grievance policy. We have never done that before, and I would hate to see us set that precedent.

Henderson: Alright. Mr. Abrams you had something you needed to say.

Abrams: Well, basically, Mr. Sutherland said what I was going to say and that was that this transcript concerned a whole lot of issues that dealt with the original retaliation claim which we have already said in the beginning was not before us; so therefore, I would not recommend that it be placed in the record as part of what this body could do.

Henderson: Thank you. I think we have

Ramsey: I'm going to ask one more time.

Henderson: Well you have the floor, and I'm going to come back to you.

Ramsey: I've never given it up.

Henderson: I'm just going to say to the board that I think the issue is clear by this time, you have a pretty simple question before you. You know I guess we could talk all night, but we have a simple question before you. You know, are you, and the motion I think is clear, you going to combine the files, and let him write a rebuttal to the information that was accumulated prior to 1970, well during his first period of employment. That's your question. Board member Ramsey.

Ramsey: Again, Mr. Abrams, will filing a copy of the minutes, does that still, do you view that the same way you would as filing a copy of the transcript?

Abrams: No. The minutes have been limited to some extent. I believe that this body has gone out somewhat on a tangent on asking some questions that kind of cross over into areas where the Board President has said it's not properly before us, so therefore I would not even recommend the transcript, because we've asked questions that are not really pertinent to what the grievance is.

Ramsey: So you wouldn't recommend a transcript of the minutes being put in the file?

Abrams: No.

Ramsey: O.K., then I will not make a motion to that effect.

Henderson: Board Member Phelps. You are on the, I mean Priest.

Priest: I would like to, if this is appropriate where I could offer, I would like to offer a substitute motion.

Henderson: You can, you have the floor.

Priest: I would like to, the motion is *move to uphold the superintendent's disposition for Level IV*.

Hardy: *Second*.

Henderson: O.K. You, and would you state for us what the superintendent's disposition is? I think that is what we need to do, I think, because we have a grievance, and we don't really have the superintendent's disposition, as I appreciate it.

Abrams: It's on April 5, 2005 grievance disposition Level III, the recommendation.

Henderson: That's the one?

Abrams: Yes.

Henderson: The Level III Ruling

Tyler: Yes sir.

Henderson: Alright. You, let's see, you want to discuss that. Board Member Hardy you seconded it.

Burton: I want to ask one question.

Henderson: This would be on the substitute motion.

Burton: Right. Who decides what will go into a file?

Tyler: Who decides? Once the, and I'm going to ask Dr. Robinson to respond also, but you know evaluations, observations, or if there be any kind of investigation and usually the employee is privileged to see what's on it and he or she has a chance to discuss it or rebut it, and then that goes in the file.

Henderson: May I respond to that? In addition to what the superintendent is saying, I think anything having to do with the person's employment history from the time that they apply until the time that they leave.

Burton: My next question would, can someone who may be employed now write a letter. Because if they feel they have, they just write one without nobody approving it from the board or whatever.

Henderson: Write a letter?

Burton: That they felt they had been wronged or something. I mean, could they write one without the board saying anything?

Phelps: And put it in their file?

Burton: I mean if you are employed, I just want to know this, because I'm going to support.

Henderson: Well, here's, you've got 15 days from the date of the particular incident, is that right? You've got so many days?

Tyler: That's correct.

Henderson: You've got so many days from the date of the incident in which to write it. So you just can't just go back and start writing.

Burton: O.K.

Tyler: You can't go back 30 years.

Henderson: 15 days from the date, alright. Wait a minute now, on the substitute motion, we have Board member Phelps.

Phelps: Just another quick question. I think, just for clarity again. This grievance was wanting to write a rebuttal for the file?

Henderson: Wanting to write, well it says *documents were in my file that I had never seen, nor signed, nor had the opportunity to rebut* and so they're asking, they're asking (1) if you don't remove it (those documents that I have not seen, not had an opportunity to sign, nor had the opportunity to rebut), I want you to remove them, but if you don't remove them, allow me to write a rebuttal to them.

Phelps: O.K. Thank you.

Henderson: I don't have any other speakers on the board, so we've got a substitute motion and the substitute motion is a motion made by Board Member Priest, seconded by Board Member Hardy, and that substitute motion is to *uphold the recommendation made by the superintendent at Level III*, and I'm going to paraphrase that and somebody can help me with that, but basically what it says is that *it denied the request that was sought at Level III and the request that was*

*sought at Level III, Mr. Landry and Mr. Sutherland, the request at Level III basically is what you have in front of you, it's those documents either be removed or that they be, that he be allowed to rebut those documents. That is what he sought at Level III. It was denied. So it's now being appealed to Level IV. And so the motion is to deny the request. That's the substitute motion. Mr. Landry, Mr. Abrams, Mr. Sutherland, do we need to say any more on that? Well, I want to make sure, O.K., now all in favor of that substitute motion, please cast your vote. Board member May, Board member Armstrong. All the votes are in. The substitute motion passes – 7 for, 3 against, 2 abstentions. (with Board members Hardy, Burton, Phelps, Priest, Crawford, Rachal and Ramsey supporting the motion, Board members Crawley, Armstrong and Henderson opposed, and Board members Guin and May abstaining).*

**Continuation of Tenure Hearing for Tenured Teacher.** Mr. Henderson announced that this hearing will be in closed session and the board will continue the hearing following a brief recess to allow time to set up the room. The board recessed at 8:45 p.m. and went into executive session at approximately 9 p.m. The board recessed the continuation of the tenure hearing for the tenured teacher at approximately 11:35 p.m. until such time that staff can reschedule a continuation.

**Adjournment.** There being no additional business to come before the board, the meeting adjourned at approximately 11:35 p.m.

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Ollie S. Tyler, Secretary

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Willie L. Henderson, President

**June 7, 2005**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana, at 4:30 p.m. on Tuesday, June 7, 2005, with President Willie Henderson presiding and Ginger Armstrong and Lola May present being a quorum. Other school board members present were Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal and Larry Ramsey. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mrs. Crawford gave the invocation and led in the Pledge of Allegiance.

## **PRESENTATIONS**

**Distinguished Educator End-of-Year Report.** Mrs. Gunn introduced Natalie Jadid, Distinguished Educator at Bethune Middle School, and Mr. Gary Baras, of the State Department of Education. Ms. Jadid shared with the board a report of monthly issues and recommendations for the 2004-05 school year. She said Bethune can be commended for many accomplishments, including supplemental education support provided four days a week to Bethune students (with 350 students registering for the program and approximately 150 attending regularly), a 21<sup>st</sup> Century grant for \$205,116, Saturday Academy for the top 100 students, an eight period schedule to address study skills in reading and math, and a full-time Behavior Interventionist was hired. She added that more commendations for Bethune Middle School included Special Education and General Education teachers are planning together, the leadership team was restructured creating a more positive climate, and 30 over-age students began attending classes at Hamilton Terrace Adult Learning Center. Ms. Jadid highlighted the following outstanding issues in the area of curriculum, instruction and assessment and recommendations: (1) Staffing vacancies significantly minimized student access to qualified instruction. It is recommended that Bethune Middle School ensure that certified, highly qualified personnel are hired. (2) Effective instruction does not occur consistently. The recommendation is to implement a school-wide instructional model to address the components of an effective lesson. (3) A majority of the student population scored in the lowest quartile in Reading on the Iowa Test of Basic Skills and below basic on the LEAP 21. It is recommended that a plan be developed to test students' reading ability and address the reading deficit and that teachers receive training to teach Reading at the middle school level. (4) Significant numbers of over-age students do not meet grade level expectation. The recommendation is to create a school within the school for over-age population to address their specific needs and have the opportunity to move at their own pace. (5) A comprehensive plan for student behavior management is critical to the safety and organization of the school environment and to the academic achievement of students. It is recommended that a system of rewards be implemented for positive behavior as well as a plan of proactive measures that improves student behavior. A better learning environment will mean improved teacher and student attendance and increased student performance. She concluded her report by thanking the school board, Superintendent Tyler, and the faculty, staff and students at Bethune Middle School for their commitment to school improvement and their support for the Distinguished Educator Program.

Mrs. Tyler thanked Ms. Jadid for her presentation and for the work she has done at Bethune since her appointment in April and asked board members if there were any questions. Mr. Rachal stated his appreciation to detail in addressing the problems/issues. Ms. Jadid said that she is working very closely with the administration to create an action plan and personnel incentive plan to be presented to the board today. She stated she believes this plan will impact student learning and noted the support of the faculty in attendance at the meeting today. Mr. Rachal expressed his appreciation to the faculty, staff, and administration for the effort being made at Bethune.

Mrs. Armstrong asked Ms. Jadid if she would be on the Bethune campus in the Fall? Ms. Jadid responded she would love to, but the State Department will announce their placements in the Fall. Mr. Henderson asked about the several recommendations in the areas of concern and if there are any in the group that it is felt are unreachable, i.e. vacancies, and how Ms. Jadid feels about being able to make significant gains in those areas? Ms. Jadid responded that the principal, Mr. Daniel, will address that following her presentation. She said a thorough plan has been established to work on all the issues highlighted in the report. The proposed Personnel Incentive Plan will address staffing vacancies and staff is working hard on this because they know this affects the students. Mr. Rachal asked about the staffing from the state and if the



current board has any say in this? The superintendent responded that she does request whenever there is an opportunity; however, the state department does the placing, since the distinguished educators work directly for the State. Caddo will be requesting that Ms. Jadid return to Bethune. Mrs. Crawford shared with the board and audience that she had seen on CNN recently where a school, almost identical to Bethune, had a plan almost identical to the one presented today and results were seen. Mrs. Crawford indicated her excitement that this plan is going to be implemented and something done to turn this school around and she believes in two years we will see the positive results. Ms. Jadid indicated that is what was attempted by finding research-based practices that have worked on similar populations to address the needs of the students at that school. She is hopeful that the goal can be reached if everyone pulls together, and she believes this is happening.

**Bethune Incentive Plan – An Action Plan for School Improvement.** Leisa Edwards, director of middle schools, first acknowledged the very important point made by Mrs. Crawford that it takes at least two years to see results. Mrs. Edwards stated to the board that the challenges Bethune Middle School faces have been heard and these challenges are dealt with on a daily basis. She stated it is important to consider the factor that even though Bethune has made gains this year, an increase in the rate of progress is needed in order to meet the mandates of *No Child Left Behind*. She stated that research in achievement gaps primarily refer to the academic areas such as Reading, Vocabulary, and Math. The gaps are usually identified through standardized test scores of minority and non-minority students, special needs and regular needs students and English as a Second Language, and Proficient English Language Learners. Other gaps also interrelate with academic achievement gaps, and this is why it is important to include both classified and certified employees who will mentor one child each. To effectively address these gaps, a unified effort is required, involving finances, families, schools, and businesses. The components in the plan will help staff accelerate the efforts, because the bar has been raised as to what is required for Bethune to meet their growth target as well as upcoming changes in high stakes testing. Mrs. Edwards highlighted the ILEAP testing to begin next year for Grades 6 and 7, and the combination of approaching basic and basic for 8<sup>th</sup> grade students, and noted that many 6<sup>th</sup> graders come to middle school having already failed many times. She said this aggressive plan being shared with the board today will be on the board's agenda for June 21<sup>st</sup>. Mrs. Edwards also highlighted a new \$500 million teacher incentive fund being proposed by President Bush that will provide states with money to reward teachers who accept jobs in high needs schools and achieve real results. The states will have the flexibility in this program to design their own performance-based teacher compensation systems that reward results rather than credentials and seniority in the high needs schools. Changes are needed at Bethune, and she asked Mr. Perry Daniel, principal of Bethune Middle School, to share with the board the incentive plan being proposed.

Mr. Perry Daniel shared with the board a power point presentation on the personnel incentive plan and the hiring incentive plan being proposed for Bethune Middle School beginning in the 2006-07 school year. Mr. Daniel also presented a performance incentive plan for 2005-06 and 2006-07 school years, with the main components of the plan being staff attendance, student attendance, school accountability, professional development and student achievement. He said in looking at the numbers for staff attendance, it is being proposed that something is done to reward the teachers by supplementing their salaries when they have good attendance (missing less than four days in the school year). Mr. Daniel stated that student attendance will be a important criteria as this is a key component to students learning. In the area of professional development, teachers will not only be asked to attend professional development sessions, but also to implement what they learn in those sessions. Also, each staff member (from the principal to the cafeteria worker) will be asked to mentor one student. In student achievement, staff will look at the annual yearly progress against what the state sets.

Mr. Daniel explained that under the performance incentive plan, an effort will be made to reach an attendance goal of 95% in order for the staff to receive a supplement. This goal would mean that only 5% of the student body would be absent on a daily basis. In the area of school accountability, Mr. Daniel stated that the school will be aiming for a student performance score of 60, with last year's performance score being 40.8 and the current year's score has not yet been made available. If the score of 60 is reached, the certified and classified staff members will receive a supplement in their salaries, a maximum amount of \$600 for classified and \$1,600 for certified personnel. A breakdown of how the awards will be given was also shared with the board, as well as the source of the funds (Federal NCLB funds, Title I and Title II).

Mr. Daniel also presented the Hiring Incentive Plan for SY2006-07, with a one time signing supplement equal to 5% of the teacher's base salary being given at the end of the teacher's first full year at Bethune Middle School. He explained that the criteria for the Hiring Incentive Plan will require a three-year commitment to Bethune Middle School, five years of successful teaching experience, and less than five absences per year for the previous two years. He said he believes this will definitely help the teacher vacancy problem.

Mr. Daniel also shared with the board an action plan for addressing concerns listed in Ms. Jadid's report. The goals in this plan include (1) improve the test scores of all Bethune students on the ILeap and the Leap, (2) improve the Reading Comprehension levels of all Bethune students, (3) improve the math skills of all Bethune students. The curriculum will include an eight-period schedule, students will receive all teaching in accordance with the Comprehensive curriculum in every subject, highlighting English/Language Arts, Reading, and Math, with additional instruction. Students will attend a Math class and a Math Lab, the majority of the special education students will be in the regular classroom, a class for over-age students at each grade level, and for those students' electives, they will attend physical education and the COMPAS Lab. The goals for a school-wide positive behavior support plan include establishing a positive climate within the school, decrease the number of referrals, suspensions and increase the average daily attendance. He stated that the main focus will be the attendance incentive for the students and to provide a mentoring program. In summary, Mr. Daniel stated that he believes this program should be established at Bethune because (1) Bethune is in School Improvement 3, (2) this plan addresses the concerns at Bethune (faculty attendance, student attendance, and student performance), and (3) he believes the two incentives will help draw highly qualified teachers to Bethune and reward them.

Mr. Rachal asked about the employees being absent less than 8 weeks and the fact that this is an average of one day a week. Mr. Daniel explained that this was written with the maternity leave in mind. Mr. Rachal asked that maternity leave be addressed separate and apart. The superintendent stated she agreed. Mr. Rachal also asked about the Accelerated Reading Program and making that program 10% of the grade and believes if students accomplish this, they deserved for it to be 10% of their grade.

Ms. Priest commended Mr. Daniel and the Bethune faculty for the hard work put into developing this plan and the significant strides made this past school year. She believes this proposed plan addresses many of the issues and recommendations. Ms. Priest stated her wholehearted support of the plan because she believes it will address making sure there are highly qualified teachers at Bethune.

Ms. Phelps asked the superintendent about the Hiring Incentives and if we are not still offering this in the district in our high priority schools. Dr. Mary Robinson responded that incentives are offered to those persons who sign on to the high priority schools. She also explained that there is never enough monies, because these funds are depleted by the second semester. Ms. Phelps asked if there have been inquiries about these incentives? Dr. Robinson indicated that Human Resources always receives inquiries about incentives. Ms. Phelps also asked the superintendent if the district has addressed teachers taking advantage of time off? The superintendent responded staff has visited about this matter, but it will require funds that the district does not have at this time. Ms. Phelps stated she is referencing any type reprimand. Mrs. Tyler stated that is hard to do legally, because all staff members have a certain number of days they can be out; however, if an employee goes beyond their allotted sick and UPR days, staff does address it with the employee through the observation and evaluation process. Ms. Phelps asked if staff has seen a pattern of any teacher consistently missing the same day of the week, etc.? Mr. Daniel responded that these are addressed on an individual basis by first encouraging them with what needs to be done with the students and the importance of them being in their place for the students. He said when you have a teacher taking a leave, for example, the entire staff is affected by this absence. He also said he has seen a pattern with some teachers and those have been addressed. Ms. Phelps stated her main concern is high priority schools, and particularly the 4<sup>th</sup> and 8<sup>th</sup> grades, and the fact that these teachers are not there sometime. She is just attempting to see what we might do to address this issue. Ms. Phelps also asked about the professional development initiative and if the teachers are supposed to participate 100%? The superintendent said if it is after school, we cannot legally force them to stay after work unless we pay them. And, if we pay them, we still cannot force them to stay. Mrs. Tyler added that staff feels the plan

presented is the best approach, because it is a positive approach. Ms. Phelps indicated she does not have a problem with the plan, but she just had some concerns when she read the mailout materials. Ms. Phelps inquired about the efforts in the suspension policy and asked staff if they would consider a parental contract at the time of having a parent conference with the students? Mr. Daniel responded that staff is considering tools to improve student discipline and one of the tactics will be parental contacts and parent returns, which will be used before we get to a suspension. She asked if there could possibly be an extra step included whereby the parents come in and staff explains the plan to them?. Mr. Daniel assured Ms. Phelps the parents will hear this requirement on a regular basis.

Mr. Daniel also shared with Mr. Rachal that he has been told the proper phrase in the plan for maternity leave will be *medical leave* and staff will make that change. Mrs. Edwards announced that Mr. Daniel and his staff will hold a *Jump Start Camp* for parents and students to go over the plan, August 8-10, and explain expectations to them before starting the school year. Mrs. Edwards also explained that in all Title I schools there is a parent contract which Mr. Daniel will review it and add these components. Ms. Phelps asked if this form will be signed? Mrs. Edwards indicated they would. Ms. Phelps shared that she needs to have parent accountability.

Mrs. Gunn announced that staff has worked diligently with the Bethune staff who has worked tirelessly over the months to bring this proposal to the board and wished them much success in its implementation.

**Teacher Advancement Program (TAP) Pilot Proposal for South Highlands.** Mrs. Gunn introduced Keith Burton, principal at South Highlands Elementary Magnet. Mr. Burton presented to the board the proposed Teacher Advancement Program (TAP) for South Highlands. He stated that the proposal before the board is to start the TAP program in this coming school year. With the single most important factor in determining the achievement level of a student being the quality of the classroom teacher, this program advances the skill and knowledge of teachers. He explained that this program is a restructuring of teacher development for any type school; it's a comprehensive reform model that has shown tremendous success in all types of schools for approximately nine years throughout the country and in Louisiana; it addresses the problem of teachers leaving the classroom for various reasons. Mr. Burton highlighted the following key elements of the TAP program: (1) multiple career opportunities for teachers (Master Teacher, Mentor Teacher or Career Teachers), (2) instruction focused accountability; (3) on going support, and (4) performance-based compensation. He explained that the strongest element is on-going professional growth, wherein lies the greatest support for teachers. Cluster groups in grade levels or by departments will meet regularly to increase teacher observations from 2 to 6 times a year to determine the various strengths and weaknesses of each teacher. Steps for professional learning will also be followed: (1) use student data to diagnose needs, (2) implement and align strategies with master and mentor teachers so strategies in instruction are aligned with the needs being seen through observations and/or test scores; (3) team teach with cohorts in the building; and (4) constantly evaluate by post assessments to judge effectiveness of the strategies in instruction. The focused instruction accountability is built around teacher support with the increase in observations from two to six each year. The TAP observations will be separate from Caddo's personnel evaluation requirements, and will follow 26 standards for instruction in these observations. Another strong point in instruction focused accountability is the fact that not only will student achievement be looked at from year to year, but value added student achievement, which means when a child walks through a teacher's door in August, there will be a baseline score used compared to the achievement gained with that teacher for seven months before standardized testing. Individual growth plans, separate from the Caddo Professional Growth Plan, will be implemented as working documents. The performance based accountability element will offer salary increases because of the additional responsibilities for the Master and Mentor teachers, and performance-based supplements will be for all teachers on a percentage of achievement basis.

Mr. Burton reported that if the board approves, the pilot program will begin in the 2005-06 school year. During this time Master teachers will be trained, staff development will begin on the 26 standards for instruction, and a baseline growth will be established through observations and baseline scores. He explained that 2006-2007 will be the first full year at which time South Highlands will team with a Caddo Parish high priority school to begin the TAP program in their school. The teacher observations will increase in 06-07 from two to six every year and will stabilize at six every year. Also, achievement measures will be determined at year end to see the

successfulness of the program and in 07-08, the second full year will begin. The partnership with a high priority school will continue as determined by the superintendent and her staff; and performance-based supplements will be awarded in the Fall of 2007.

To answer the question of why South Highlands rather than other schools, Mr. Burton said it is necessary to close the achievement gap. He explained that while South Highlands is doing very well with its students, data indicates there is a distinct difference between the performance of the minority and non-minority students and between the economically disadvantaged and non-economically disadvantaged students. He also said there is very strong state support for the program to be at South Highlands, having been encouraged by the State for two years to implement this program, and the State has designated approximately \$80,000 to be used for TAP in Caddo Parish in the 05-06 school year. He also believes this is an effort to try something different to get different results, being innovative to reach all students; and if teacher behavior does not change along with all the other things the board can do, there will be a very small impact on instruction. Mr. Burton announced that in order to move forward there must be a 85% acceptance from the faculty and staff in order to apply; and when he presented it to them in January, there was a 97% buy in. He also believes the opportunity for South Highlands to team with a high priority school in the district will benefit everyone. He stated this program will also be reevaluated annually by the superintendent and staff for further expansion to other schools.

Ms. Phelps expressed her appreciation and asked about the incentives in the Growth Plan and will these be for both schools (South Highlands and the high priority school)? Mr. Burton responded that the high priority school will begin their incentives in 07-08, and no incentives will be given to the teachers until the following year and this is for both schools.

Ms. Priest asked the superintendent how staff will select the high priority school? Mrs. Tyler responded that staff will look at a school close in proximity to South Highlands so there will be constant dialogue. Staff will also look at what school has a particular need at that time.

**Community Conversations Report.** Dr. Phillip Rozeman, president of the Alliance for Education, addressed the board on the report from the Community Conversations. He said participants were asked to reflect on the importance of the Community Conversations and what will be good for the community as a whole and summarized some of the feedback received. Dr. Rozeman stated that Community Conversations was about people not only talking to each other but, more important, also listening to each other. He expressed his appreciation to the Caddo Parish School Board and the Caddo Association of Educators for support of this effort. He shared two statements which he believes sum up the common themes: (1) connections – between parents and teachers, between homes and school, business, church and the community as a whole, and (2) a clear consensus on what our educators and community want the graduates to know and be able to do and not all students are being reached. He said there is a great deal of concern over the fact that the two most important people in the students' lives – their parents and their teachers – are becoming more isolated from each other and more disheartened and at odds. Dr. Rozeman said these forums were not about complaining and imbedded in them were a lot of ideas for change and encouraged the board to see some of these ideas in the document he is providing for their use. Some of the things people talked about were a change in expectations, a partnership of parent-teacher around the student, establishing two-way communication and capitalizing on the parents knowledge of childrens' weaknesses and strengths, searching for some positive in each child, a connection based on the shared love of the teacher and parent for each child, a connection independent of whether the parent even comes up to the school. People talked about the importance of connection between school and community, especially where parental involvement has difficulty being summoned. Dr. Rozeman mentioned the idea Bethune has to work with the students whether the parents are summoned or not.

Dr. Rozeman announced that these conversations have led to the creation of a group to explore the concept of focus on *improving home, school and community connections*. He stated this group is supported by representatives from the school system and the board of directors, the Alliance for Education, the Caddo District PTSA, the Committee of 100, the Northwest Interfaith Alliance, 100 Men of Shreveport, Community Foundation, CAE, CFT, and the Caddo Principal groups. This group had a charge to develop parent-community-teacher teams around each child, to develop ideas from the Community Conversations and put them into practice, both within and without the school system, to develop better community support and develop a user friendly model where community groups become more involved in the school system. He announced

that this group will be led by Mrs. Tyler and Scott Hughes. The community message is clear in that (1) they want every child to graduate, (dropout prevention), (2) they want each child to have basic Reading, Writing and Math skills, (3) they want them to have basic life and work skills, (4) they want them to be able to study, communicate, social skills, phone skills, how to do a budget, checkbook, how to interview for a job, how to use the computer, and how to understand different career opportunities. There is a strong need to focus on helping those children who will not graduate from college. Dr. Rozeman also talked about a second group created called *Meeting Community Expectations*, a round table business group including key community leaders in the region, chambers of commerce directors in Caddo-Bossier-Webster, CEOs of large corporations as well as the Committee of 100 and Alliance for Education. This group will develop on the ideas of getting business leaders involved. He said the perspectives, the barriers which the people in the community have identified, were summarized in the packet presented to the members of the board. Dr. Rozeman recognized those who participated as facilitators in the Community Conversation meetings and expressed appreciation for their commitment to assist in this effort.

Mr. Rachal expressed his appreciation for being a part of the Community Conversations and stated that from this experience he learned there is a huge stance of perception. He believes some wonderful results can come from the information gained and thanked Dr. Rozeman for the time and effort put into this endeavor.

Mr. Henderson shared with Dr. Rozeman his appreciation for the work the Alliance undertook in this endeavor. He stated he has a concern and that the school board bought into the idea of a partnership with the Alliance to move forward with this project. He said our purpose as a public body is to serve at the pleasure of the people and provide a public education program for all the children in Caddo Parish and anytime we undertake a project to solicit input and concerns from the community, the board needs to be concerned and attentive to that and respond to those concerns. He stated that he thought upon the completion of the Community Conversations that the board would have an opportunity to sit with the Alliance to chart the direction from that point. He referenced two groups mentioned by Dr. Rozeman and asked how can the board continue to be a viable partner in this process and have an opportunity to provide input prior to the development of the plan? Dr. Rozeman responded that two common things were determined and from that the two groups were put together – (1) the *Connections Group* (of which the school board is a part of) and (2) *Meeting Community Expectations Group*. He said these groups are enlarging and an effort is being made to go from just the Alliance and the School Board/School System to involve a lot of other groups that are stakeholders in this project. He added that the groups met and they did talk to some school board members about the process and did so before he came to the board so he believes this has been done. Dr. Rozeman stated that whatever the board wishes to do will be fine and the board's leadership in this effort is encouraged and welcomed, and the Alliance, et al, would welcome being involved in any aspect that the board wishes them to be. The board can take the information and determine what things the school board finds most interesting and most important and then engage as a body how to approach it.

Ms. Phelps stated her agreement with comments made by President Henderson and as a result of this report, she asked Dr. Rozeman what his plan was with the groups he has met with? Dr. Rozeman responded there has been one meeting with the *Connections Group* which was an organizational meeting to begin to talk about different perspectives and communicate with each other. A second meeting is scheduled for June 23<sup>rd</sup> to continue the conversations and to begin discussion on specific tasking relative to direction. Ms. Phelps asked Dr. Rozeman if he is putting together a thought process of this group to help the schools? Dr. Rozeman stated the intention is *action* and as is the process with Community Conversations and the Education Task Force, we will be working through this to come up with action steps. He said it is important that the people are together to talk about and decide how to move forward, and he believes this will lead to people engaged in helping the school system. Ms. Phelps asked if, at this point, is it fair to ask that the board be a part of the meetings and the planning? Dr. Rozeman said the board is on it, the school board has representatives on the *Connections Group*. Ms. Phelps asked if school board representatives were a part of the two groups just presented? Dr. Rozeman said they were – the first one, because the second group is a group of businesses to talk about the region as a whole as it relates to economic development and what graduates need to be able to do. Ms. Phelps referenced the meeting the board had with Dr. Rozeman and asked him that she be notified of future meetings. Dr. Rozeman said he would do that, but explained that they have

notified the board through the school system. Ms. Priest asked who represents the board on the *Connections Group*? Dr. Rozeman said he did not know as that decision is left to the school board. Mr. Henderson stated that he did receive information regarding one of the meetings Dr. Rozeman is speaking of, but he was unable to attend. Mr. Henderson stated that the board is very much interested in this project and one the board must embrace; however, from an organizational, leadership and management standpoint, he asked that the board continue the dialogue with the Alliance and address these concerns. The board president again thanked Dr. Rozeman for his presentation and for the work the Alliance has done to get us to this point. Dr. Rozeman again stated that he believes he followed protocol and he wishes the board to understand they are invited to these meetings, and have been invited from the beginning.

## **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE JUNE 21, 2005 CPSB MEETING**

The superintendent reviewed the proposed agenda for the June 21, 2005 school board meeting and discussion followed as summarized.

Mr. Guin asked the superintendent if agenda item #12 is approved, would it eliminate the need for agenda item #11? The superintendent answered that is correct. Mr. Guin requested that these two items be reversed on the agenda.

**Purchase of Cargo Van to be Used by Computer Repair Technicians.** Mr. Henderson inquired about purchasing a new van versus repairing the one we have. Mr. Brown explained to the board that the van has been repaired approximately 15 times at approximately \$800 each time. Mrs. Tyler stated that she has visited with staff about this and staff is always conscientious about being prudent users of taxpayers money; however, students are the ones who suffer for services when these vans break down and there is not another van to use to provide the services the schools need. After a time, you begin spending more money for repairs in addition to impeding the students' learning.

**Technology Network Manager Position and Job Description.** Mrs. Tyler shared with the board that two positions in technology were approved in the budget for 2005-2006 and she is bringing back to the board the position (Technology Network Manager) and the job description for board approval. She noted information placed at board members' stations explaining this position and steps for bringing it to the board today. Mr. Burton stated that he takes issue with the problem shared by the superintendent. Mr. Henderson believes the superintendent's explanation addresses the concerns he has heard and he appreciates the superintendent providing the information. He also reminded the board there is a policy that governs the creation of jobs and the budget is a way of providing money in the event the board goes through the process of creating the position. The board now has the opportunity to approve it, because the money has been allocated, or not.

Mrs. Armstrong stated that she believes the question came about because in the budget process, the board o.k.'d the title of analyst and then it came to the agenda as a manager. She asked if in the line item, should there not be a difference between a manager and an analyst, or is there a difference? Mrs. Tyler explained that staff had asked for two positions and in the budget it didn't say specifically what the titles were; however, in the letter, it specifically says Networking Administrator, and this person will be an analyst. She further explained that typically positions are not named in the budget, but staff did explain those positions in the letter to the board. Mrs. Armstrong stated that in the superintendent's discussions with the board, analyst was the term used. She asked if this is a managerial type position? Mr. Brown answered it is. Mrs. Armstrong asked what the difference is between an analyst and a manager, does the analyst report to the manager? Mr. Brown said no. He explained that we currently have a systems analyst who manages our network and is totally out of the job description, and we have staff dedicated to the network, but they do not have a manager to report to other than himself. Mr. Brown explained that in 2002, technology lost two supervisory positions through consolidation and the position of Technology Director absorbed those losses. He now is requesting some assistance by distributing this management effort back for the network. Mr. Brown said he understands from Mr. Wreyford that the line item in the budget has historically represented the supervisory positions and those on Grade 10 of the non-professional salary schedule. Mrs. Armstrong asked how this position will be graded? Mr. Brown responded that the position is graded at A-4, that it went before the PEC and was graded A-4, a supervisory level position. Mr.

Henderson asked if, with board approval, the position will be advertised? Mr. Brown answered it would. The superintendent also pointed out that when this was shared with the board via powerpoint, the position was listed as Networking Administrator, and the reason she has brought this back to the board is she doesn't want anyone to think she is trying to do anything under the table; thus it's back on the agenda for the board's approval or non-approval.

Mrs. Crawley indicated that it would be helpful if staff could change the template (for line items) and show if positions are administrative, as she refers back to the budget as her working document. Mr. Rachal expressed that when this was discussed during the budget process, he believes he remembers staff sharing with the board a need for approximately 20 individuals, and asked Mr. Brown how large is Caddo's network that we will be asking this person to oversee? Mr. Brown stated that the Technology Department supports this multi-million dollar investment which includes support to 83 remote sites, 50,000 customers a day, over 20,000 computers in classrooms and administrative areas throughout the parish, 3,000 wireless telephones which will be added with bond money, and Distance Learning equipment in classrooms. Mr. Rachal said he believes it important to have a good leader in place before you have all the additional staff in place. He asked if this person would actually be installing equipment in addition to other responsibilities, would he actually be wearing two hats? Mr. Brown said they would be both supervising, managing and hands-on. Mr. Rachal stated he agrees the Network is so large that there is a need to have a Network Manager, and he supports the position.

Mrs. May asked approximately how much will this position cost annually? Mr. Brown responded that the approximate cost will be \$60,000 with benefits. The superintendent announced that she will provide this information to the board prior to the June 21<sup>st</sup> meeting.

Ms. Phelps referenced the document regarding Technology Services she spoke with Mr. Brown about and asked him to explain the budgeted \$2.3 million listed for Distance Learning and the statement that an additional \$2 million had been dedicated. Mr. Brown explained that we were spending approximately \$300,000 to equip the high school classrooms dedicated to Distance Learning and in addition to the \$300,000, we will spend \$2 million in all schools. This is the capital projects bond renewal passed in the April election. Mr. Brown said there was \$6.69 million allocated for technology out of the April Capital Projects initiative and the Distance Learning component will require approximately \$2.3 million of that \$6.69 million.

**Personnel Evaluation Plan.** Mr. Henderson noted the revised Page 17 in the Personnel Evaluation Plan referencing the Technology Manager position and the fact it is being deleted and asked where did the position go? The superintendent explained that Mr. Brown is a director and under the old organizational structure, there was an Information Technology Manager. That position no longer exists, which is one of the positions cut. Mr. Brown, as the director of Information Technology, reports to the Assistant Superintendent of Support Services. Dr. Robinson responded that an explanation was not sent, but it is only a correction of the title as it relates to the new Organizational Chart. Ms. Phelps inquired about the Director of Security, and if he will evaluate the Systems School Psychologist? The superintendent said that is correct. Ms. Phelps asked for an explanation on this. Mr. Lavergne explained that this individual is under the Director of Security because of the investigations they do and the number of cases where Security must identify some critical situations and determine the level of what could happen, and this person goes through the Security Department to determine if a situation is dangerous. This has been beneficial in a number of situations in schools where there may have been threats, etc., and this person makes an evaluation and reports to the Director of Security, who determines what needs to be done. Ms. Phelps asked if this person evaluates schools and not students? Mr. Lavergne answered this person can evaluate situations with students, classified personnel, any personnel.

Mr. Rachal asked how many teachers did Caddo have on extensive assistance this past year? The superintendent reported that she will get this information. He also asked the superintendent to include the results of these teachers receiving the extensive assistance? Mr. Henderson placed this request under Superintendent's Report.

**Council of Great City Schools.** Ms. Phelps asked the superintendent if this item is on the agenda as a matter of information to the board? The superintendent responded that she is asking if the board wishes to renew the dues to the Council of Great City Schools, as it is an increase from last year. Mr. Burton stated that he had mixed emotions when the board first voted to join

this organization and has doubts today, because he doesn't believe the Council did anything that the district could not have done itself, and that it's redundant to have someone come in and we pay them to tell us something we already know. He said for this reason, he doesn't believe we should fund an institution, and he intends to vote against that increase.

**Approval of Servitude Agreement with J-W Gathering Company.** Mr. Rachal asked about the location of this land. Mr. Lavergne responded that it is the Section 16 land in South Caddo Parish, where the old Carver High School is located.

**Purchase of Cisco T1 DSU/CSU WAN Interface Cards.** Mr. Rachal inquired about the cost of the Interface Cards and if the correct cost is \$46,000? Mr. Brown answered that retail price is \$1,000 a card; however, we are able to get them off state contract at a 43% discount, \$543 a card.

**Bids.** Ms. Phelps asked if when we have a bid on the sale of property, and only one person submits a bid and the bid is \$1,000 more than the minimum, what happens to that bid? Is it rebid? Jeff Hudson, purchasing agent, explained that if someone turns in a bid, and it's the only bid, we must accept his bid, because it is a sealed bid, and regardless of the minimum, we have to accept the bid.

Mrs. Crawford inquired about the tree that was cut down on A. C. Steere's campus and the debris left behind and the workers were having to work around it. Mr. White indicated he spoke with them and it would have been taken care of it today; however, with the accident with the cracked gas line, CenterPoint Energy was there to replace that section and no one was allowed in that area. He announced they should be there on Wednesday morning to take care of this and he will have his staff follow up to make certain it is taken care of.

**Superintendent's Report.** Mr. Ramsey requested that an item be added under Superintendent's Report addressing the study of reducing the student: teacher ratio and that the study include looking at elimination of programs, consolidation of schools, work force reduction, outsourcing, or eliminating any processes or services that we can do without. Mr. Ramsey said he believes recommendations addressing this matter need to be in place by the next budget year, because he believes it is terrible when you get into the middle of a school year and you have to tell a principal they will have to cut a teacher because the numbers have varied. He understands there is a staffing formula, but believes that before we cut a teacher, we need to look at cutting expenses elsewhere. Mr. Ramsey stated he is asking the superintendent to add this to her report on an on-going basis. Mr. Henderson, for clarification, asked Mr. Ramsey if he is asking the superintendent to study the possibility of reducing the pupil:teacher ratio? Mr. Ramsey said that is correct. The superintendent asked, for clarification, if suggestions mentioned for reducing expenses is what staff is being asked to consider to help reduce expenses? Mr. Ramsey said that is correct, and anything else the staff may come up with. Mrs. Crawley noted that in the community survey, smaller class size is listed as the number one way to improve schools.

**LSBA Board member Certification Process.** Mr. Henderson stated that LSBA offers certification to board members who have satisfied the requirement of 20 points for attendance at various conferences, seminars, training sessions, etc., and he asked that board members notify Debbie in the Superintendent's office when attending functions that can be applied for credit toward certification (LSBA, NSBA, board retreat, Southern Regional Conference), and she will keep track of this. Mr. Burton reminded board members that it will be important to document the individual seminars attended at the LSBA, NSBA conferences, etc.

**Consent Agenda.** The president recommended items 9-13, 15-19, 22-25 and 28 as the consent agenda.

The president polled the audience for any comments or questions about the agenda, and there were no speakers.

*Mrs. Armstrong moved, seconded by Mrs. May approval of the proposed agenda and consent agenda for the June 21<sup>st</sup>, 2005 Caddo Parish School Board meeting as presented. Vote on the motion carried unanimously.*

**Adjournment.** *Mrs. Armstrong moved, seconded by Mrs. May, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:52 p.m.*



**July 21, 2005**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway, Shreveport, Louisiana at approximately 2:30 p.m. on Thursday, July 21, 2005 with President Willie Henderson presiding and the following school board members present being a quorum: Phillip Guin, Eursla D. Hardy (arrived at approximately 2:55 p.m.), Willie Burton, Charlotte Crawley, Lola May (arrived at approximately 2:43 p.m.), Tammy T. Phelps (arrived at approximately 2:57 p.m.), Lillian Priest (arrived at approximately 2:43 p.m.), Bonita Crawford, Barry Rachal, Ginger Armstrong and Larry Ramsey. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. Board member Barry Rachal gave the invocation and led the Pledge of Allegiance.

### **CONSIDERATION OF MINUTES OF THE JUNE 21, 2005 AND JUNE 27, 2005 CPSB MEETINGS**

*Mr. Burton moved, seconded by Mr. Guin, approval of the minutes of the June 21, 2005 and June 27, 2005 CPSB meetings as submitted in the mailout. Vote on the motion carried unanimously with Board members Guin, Burton, Crawley, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion.*

### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

Superintendent Ollie Tyler presented the agenda and highlighted items being brought for the board's consideration. Mr. Henderson announced that items 19 "Blalock Beauty School" and 22 "Personnel Matter – Director for High Priority Schools" are pulled, and he recommended items 9-18 as the consent agenda. President Henderson also announced Item 23(G.) "Superintendent's Annual Report" is being postponed until the August meeting.

### **SPECIAL PRESENTATIONS/RECOGNITIONS**

The superintendent announced the recognitions for this month have been rescheduled for August because of the length of the agenda for today's meeting.

### **VISITORS**

Vickey Range, president of the Caddo Association of Educators, asked the board to support the proposed revisions to the salary schedules that will allocate an additional \$100 per classroom teacher and bring the MFP increase of \$400 per teacher to \$500; as well as the additional proposal to provide support employees with an 18 cent an hour pay increase. She said support of these increases will demonstrate to all staff that the board values and appreciates the contributions every school employee makes in the instructional process. Ms. Range also stated that the CAE and the LAE are committed to gaining the \$3,300 pay raise for certified employees which did not happen in the last Legislative Session, as well as additional money for support employees. She said they will continue their quest in the special legislative session expected after the first of the year. Ms. Range stated that CAE is also glad to see the progress being made on the \$88 million tax proposal, as CAE was a vocal and avid supporter of the passage of this tax proposal for bringing much needed improvements in heating and cooling systems in our schools, providing teachers with phones in the classrooms, upgrading technology, funding gymnasiums and a performing arts center and lighting upgrades. CAE understands that a child's learning conditions are a teacher's working conditions. She summarized her comments by reporting that delegates representing CAE traveled this summer to the National Education Association annual convention where discussions and decisions on major issues regarding education took place, and ended her comments with a quote from the NEA President, Mr. Reg Weaver.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, stated that it was the Federation's pleasure to provide each of the summer school locations, as well as a number of recreation centers, the AFT Learning Center Calendar. She reported feedback was received from summer school administrators and teachers on how it is being used and recognizing the value for students. She shared with the board progress on the partnership activities with the Caddo Parish School District Staff Development Department including the new teacher training beginning August 8<sup>th</sup>. Ms. Lansdale reported that the CFT/SP will share instructional strategies to assist new teachers in being prepared for the opening of school.

Additionally, to assist new hires, the CFT/SP will host leadership training on Saturday, July 30<sup>th</sup> for each school building rep to enhance their skills in supporting new teachers at the building level throughout the year. She said research indicates that when relationships are formed early in the welcoming work environment, new teachers are more likely to be retained by the district and students will benefit. She reminded the board the CFT/SP has been offering work sessions for all staff during the year and will be offering sessions in Foundations 1 and 2 and Math 3, all of which are in compliance with No Child Left Behind. In addition, the math course will provide math teachers house credit for those seeking highly qualified status. Board members were invited to stop by the classes next week (July 25-28) at Broadmoor and observe. Ms. Lansdale announced that the staff development calendar will include the CFT/SP workshop offerings as well for this school year. She concluded her remarks by stating that while there will be times when the Federation and the Board will disagree, she believes when it comes to raising student achievement, this is an area where everyone can always agree it's the right thing to do.

### **CONFIRM THE CONSENT AGENDA**

*Mr. Burton moved, seconded by Mrs. Armstrong, to approve the agenda and the proposed consent agenda for the July 21, 2005 meeting. Vote on the motion carried unanimously.*

#### **Agenda Item No. 9.A.**

**Personnel Recommendations.** Per request from the superintendent, Dr. Mary Nash Robinson, assistant superintendent for human resources, announced/introduced the following personnel appointments recommended by the superintendent and approved by the board: Larine Pullen, Professional Development Specialist – Special Education; Lisa Walker Johnson, Professional Development Specialist (School Choice Schools); Roseta Johnson, Supervisor of Attendance and Child Welfare for the 2005-2006 school year; Stacey Jamison, principal of Sunset Acres Elementary School; Sabrina Brown, principal of Mooretown Elementary Professional Development School; Karla Barham, Instructional Technologist; John Gannon, Assistant Principal of Administration at C. E. Bryd High School; Gay Greer, Assistant Principal of Instruction at Woodlawn High School; Janie Sosa, Assistant Principal of Instruction at Vivian Elementary/Middle School; William Livigni, Counselor, Woodlawn High School; Barbara Bellar, Counselor, Huntington High School; Margaret Timmons, Counselor, Hosston Alternative School; and Preston Edwards, Counselor, Keithville Elementary/Middle School. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the positions to which they were appointed. School administrators, family and friends present also were recognized.

#### **Agenda Item No. 9.B.**

**Requests for Leaves.** The following requests for leaves were approved as recommended by staff and included in the mailout.

##### Certified

Sabbatical Study, Fall Semester, 2005-2006 School Year

Elizabeth Lorman, Teacher, Westwood Elementary, 9.5 years

Leave Without Pay, August 15, 2005 – January 5, 2006

William Lewis, Teacher, Oak Terrace Alternative School, One Year

Leave Without Pay, 2005-2006 School Year

Mary Glover, Teacher, Caddo Heights Elementary, 15.5 years

Teresa McDowell, Teacher, Eighty-First Street ECE, 20 years

Cheryl Martin, Speech Therapist, Itinerant Speech, 26 years

##### Request of the Board

Paula Glass's, a teacher at Hillsdale Elementary, request to rescind her sabbatical leave for study request for the 2005-2006 school year was approved.

##### Classified

Leave Without Pay, August 12, 2005-May 24, 2006

Timyko Oneal, Teacher Aide, Newton Smith, 4 months

**Agenda Item No. 9.C.**

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the other personnel transactions report for hiring, assignment changes, separations and resignations for the period of May 27, 2005 through June 24, 2005 as submitted in the mailout.

**Agenda Item No. 10.A.**

**Bids.** The board approved the following bids as recommended and submitted by staff in the mailout on the bid tabulation sheets: (1) Bread and Bread Products – Cotton Baking Company totaling \$217,715. (2) Printing Service for All Schools – Insty Prints totaling \$94,122.

**Agenda Item No. 10.B.**

**Request Authority to Hold an Auction Sale of Old Buses and Vehicles.** The board approved staff's request to hold an auction sale of old buses and vehicles.

**Agenda Item No. 10.C.**

**Bids (Capital Projects/Construction).** The board approved staff's recommendation on the following projects as submitted in the mailout or placed at board members' stations: (1) Mooretown Roof Bldg. F, G & Canopy, Project 2006-221 – John Gibbs Roofing for the sum total of \$133,200. (2) New Gym at Northwood High School, Project 2006-109 – Reject all bids and redesign the project; and (3) Atkins Roof Buildings A, B, C, D, E, F & G, Project 2006-211 – Johnny's Roofing for the sum total of \$320,000 and authorize staff to pursue the recovery of the bid security (Bid Bond) given by Dunn Construction, LLC in the amount of \$14,280.

**Agenda Item No. 11**

**Louisiana Compliance Questionnaire.** The board adopted the Louisiana Compliance Questionnaire as recommended by staff and submitted in the mailout.

**Agenda Item No. 12**

**Approval of Resolution Authorizing the Sale of the Central (Weinstock) Property.** The board approved a resolution for the sell of the Central (Weinstock) property to St. Matthew African Methodist Episcopal Church for \$23,000 as submitted in the mailout.

**Agenda Item No. 13**

**Approval of Revision to Policy EEAD – Special use of Buses (Outside Organizations).** The board approved revisions to Policy EEAD – Special Use of Buses by Outside Organizations as recommended by staff and included in the mailout.

**Agenda Item No. 14**

**Educational Excellence Funds (EEF) 2005-2006 Expenditure Plan.** The board approved the 2005-2006 Expenditure Plan for the Educational Excellence Funds (EEF) as recommended by staff and submitted in the mailout.

**Agenda Item No. 15**

**Grants.** The board approved the (1) Teaching American History Grant Application, (2) Project S.T.I.N.G. (Students Transitioning Into Neighborhood Groups) Grant Application, (3) Title I School Improvement Grant (NCLB-Bethune), (4) 8(g) Enhancement Grant Application, (5) Reading Excellence Initiative Proposal, (6) Promoting Student Achievement Through the Use of Library Resources Grant, and (7) the NCLB/IDEA Combined Grant Application as recommended by staff and submitted in the mailout.

### Agenda Item No. 16

**Contracts/Agreements.** The board approved the (1) contract between Pepsi Cola and Ridgewood Middle School, (2) contract between Pepsi Cola and Northwood High School, (3) Shreveport Job Corps Cooperative Agreement, and (4) the Special Education Interagency Agreements as recommended by the board attorney and staff and included in the mailout.

### Agenda Item No. 17

**Professional Development Days.** The board approved requests for professional development days as recommended by staff and included in the mailout.

### Agenda Item No. 18

**High School Course Proposal for SY 2005-06.** The board approved the elective in Aviation Maintenance submitted by the Caddo Career and Technology Center, recommended by staff and included in the mailout.

### PARENT CENTER OPERATION HOURS

The superintendent announced information was mailed in the *Weekly Briefing* and an update placed at board members' stations on Board member Phelps' request. Ms. Phelps expressed appreciation to the superintendent and staff for the information provided and asked that this item be postponed until the August meeting.

### REVISIONS TO SALARY SCHEDULES

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, shared with the board her attempts to get information and answers to questions regarding the allocation of funds for the salary schedules. She noted the fact that Caddo is the first district trying to allocate these funds and generally they are not allocated this early in the year. She asked for clarification on when talking about the \$400 across the board raise and if this is for the growth monies originally allocated out and that the Legislature in the House Appropriations Bill amended on the Senate side, set a threshold that no certificated staff could receive less than \$530. She added that we are acting under the belief the Law passed by the Legislature is what will be implemented at the local level; however, there seems to be conflicting information on this. She asked if once the \$400 across the board is implemented, will the board come back later with the additional \$130 in MFP funds? She said she knows the State Legislature has indicated it will be \$530 across the board. Also, she questioned about the ratios to teacher salary schedules and since the state raise must be provided to certificated administrators, the administrative scale will also be revised in accordance with established ratios. She said she has a lot of trouble with *established ratios* as she doesn't really know what that means; and if it means years of service, qualifications, she then wonders about teachers in the classroom, and if there isn't a difference between a teacher with one year experience, and one with 30 years experience. She asked are there not differentials between a masters, a bachelors and specialist, etc. and why are teachers salaries not based on ratios. She said she does not have a problem with those who work more days getting augmented for those extra days, but she does have a problem if it means extra qualifications and extra years of service and the extra qualifications and years of service of teachers. She also asked about the \$.18 an hour increase in the salary schedule which will provide an annual raise for up to \$375 for 12-month employees and if this also means classified administrators or will they also have a salary increase based on *established ratios*. Mrs. Lansdale indicated these are some questions which they had asked last year and she hoped that a work session would be held to allow the time to get answers to these questions.

*Mr. Burton moved, seconded by Mrs. Hardy and Mr. Ramsey, approval of the adjustments to the salary schedules, effective at the beginning of each employee's 2005-2006 work year, as recommended by the superintendent and included in the mailout.*

Mrs. Hardy stated that all of the employees actually need this raise and are happy to be receiving it. She thanked the superintendent and her staff for presenting a proposal to provide all employees with something.

Mr. Ramsey reported on a meeting with a state legislator and the results of that meeting coincided with what the media has been saying along with the district policy as to how these funds are to be allocated. He said if we start tampering with the ratios, and giving teachers new money, this also means adding to that list all the additional certified employees. He announced he has received numerous emails about this and restated this will be a one-time lump sum payment, in addition to what we are talking about today. He stated his agreement with Mrs. Hardy's statement there is a lot of work that goes into allocating the dollars and he believes we should move forward. He asked the board to support the superintendent's recommendation.

Superintendent Ollie Tyler shared with the board that she placed at board members' stations additional information which will hopefully clarify some of the questions. She clarified there are two different issues when you talk about the State Legislature mandating at least \$530 per certificated employee as this is the one-time supplement. She said the Director of Finance did call the State Department of Education where we get our mandates, directives and funding and received verbal, as well as written, confirmation of the staff's correct interpretation of what the State Legislature has mandated of every district that received growth MFP dollars. She explained that each district is mandated to pay 50% of those growth dollars towards certificated raises, and this goes directly into the district's salary schedules. The remaining 50% goes into the General Fund balance. She said the State Legislature recognized that some school districts had no growth money; therefore those employees will get no salary increase, but will get a one-time supplement of at least \$530. She noted she also placed the State Department of Education's information at board members' stations which verifies what staff has explained to board members and teachers. Mrs. Tyler reminded the board that a one-time supplement is not recurring dollars and cannot be put into the salary schedule, and shared an example where some districts did not get growth monies, but they will be given \$530 per certificated person, but it's one time, and will not go into the salary schedule.

She said regarding the issue of the salary recommendation being made today, the State Department of Education notified the district of the number of dollars we would receive for growth MFP funding and the amount the district must allocate for certificated employees. She explained this was done based on the district's established schedules, and if the board deviates from the salary schedule, she believes the board could find itself faced with some legal situations. She added that staff is only attempting to follow the board's policy and established salary schedules. Mrs. Tyler noted the State did not mandate any raise for support personnel and in recognizing that every employee in every position deserves to be shown a merit of appreciation, she is asking the board to take the other 50% of the growth dollars and place them in a raise for the support personnel. She said without support people, you would not have teachers teaching. These dollars (other 50%) do not come from the mandated 50% for certificated people, but from those that are placed in the General Fund. She believes that support of this recommendation will show employees the board is doing the right thing for every employee, showing them appreciation for their diligent work. Lastly, the superintendent explained that when figuring the raise for certificated employees as mandated by State Law, the amount came to only \$400 per certificated employee, but she is asking the board to take additional dollars from the General Fund and make it \$500. She said when the district receives the official notice of exactly how much it will receive, and if it is \$130 more, it will be recommended that this be given to the teachers as a one-time allotment.

Mr. Guin asked, based on Mrs. Tyler's comments and Mr. Ramsey's understanding, if the pay raise is \$500 and then there will be a \$530 supplement? Mr. Ramsey said there will be a one-time \$530 payment, and the MFP funding will provide the funds for the pay raise and for Caddo, that is \$400 and the additional funds to up it to \$500 will come from General Fund. Mr. Guin said he understood Mr. Ramsey to say that his understanding of what the Legislators were saying was we will get \$400 and we will add the \$100 out of General Fund, and there will also be a supplement of \$530, and also 50% of our portion of the MFP is approximately \$378 per employee. Mrs. Tyler indicated that is correct, but staff is asking that the board approve \$400 and then another \$100 from the General Fund to make it \$500, making the pay raise for certified employees \$500. Mr. Guin asked for clarification on the possible supplement which will supplement the difference between the \$378 up to a maximum of \$530, which is what has been proposed by the new House Bill, and if that happens, the board will give them (certificated employees) a one-time payment of \$130. The superintendent answered that is correct. Mr. Guin said he does not disagree, but understands that the House plans to add that \$130 and make it permanent starting next year; however, he knows it would be difficult to put this in the salary

schedule now and possibly have to back out of it next year. He asked the superintendent to look at the last five years, and he believes that one will see more in significant pay raises (in dollar amount) to the certified employees than was seen in the 15 years before that. He said he believes it is a trend from government as a whole with No Child Left Behind and you will see more of this occur over the next five years. He noted he has seen in the press and it was discussed in the Legislature about the percentage of the MFP that goes to the classroom, and the higher teacher salaries go, and you begin looking at the administrative pay raises being based on a formula that raises on a percentage basis above the highest paid employee below them, you will begin to see that the net dollars on the increases getting larger and larger. Consequently, overall, you will see a larger portion of the MFP coming out of the classroom and going into other areas. Mr. Guin stated that everyone deserves adequate pay raises, and he asked that the superintendent look at a way to cap how we are raising our administrative pay; because if we say a teacher is the most important person and we give them a \$530 pay raise, we need to determine how we can show them they are the most important people and not reward the administration at a much higher rate overall. He said he believes it would be interesting to see by position (not by name) how these raises are going into play. Mr. Guin reiterated he is not trying to down play the administrators, but only that the formula is changing from the bottom and he believes it is causing some inadequacies at the top. He also asked again for clarification that the raise is \$500, not \$400, and we could be looking at another \$130, bringing this year's pay raise to certified employees to \$630 if we receive the monies. Mrs. Tyler corrected the verbage of *pay raise* and stated that it's one-time supplement. Mr. Guin clarified it's \$130 of supplement. Mrs. Tyler said that is correct. Mr. Guin said the total amount in pocket for this year is \$630. Mrs. Tyler said that is correct and there is a difference in *pay raise* and *supplement*. The superintendent said she understands the concerns shared regarding the dollars going directly to teachers, and that she wishes the school board would look at the salary schedules, which are set by the board. She said she is simply following the policy, and she is not saying it is wrong, but in corporate America it is not done that way. She said she believes we should give the teachers as much money as we possibly can; but if the board is wishing to do something different, it will be necessary for the board to pass a new policy. Also, she asked the board to consider if they keep giving it all to teachers, you will not be able to get anyone qualified to come to Central Office, because teachers will be making more than administrators, and it is important to have the expertise of administrators to help run the district. She explained that even though it looks like a big sum, when you look at the daily average, administrators are not making more than the teachers. If teachers were working 260 days a year they would be making the same and if they were working more than 8-3 or 7:30-2:45, they would be making the same. Also, the responsibility is tremendous, and all these issues need to be taken into consideration when you begin looking at salary schedules.

Mr. Guin stated that he is not attempting to downplay the importance of our people, but is trying to say the Legislature has given a resolution to BESE asking them to make it a Law whereby 70% of the MFP goes to the classroom and asked are we not close to that figure now? Mrs. Tyler responded we are over that figure when you talk about dollars going to the classroom, and asked Mr. Wreyford what is that number? Staff responded it is 71.7%. Mr. Guin said that his point is if we don't look at it now and teachers' salaries continue to rise over the next five years, we will find ourselves at 67-68% and then something will have to be cut, and he doesn't wish to get to that point. Mr. Guin also referenced the Arthur Anderson study which states on the first page that the study was put into place with the intent that the board would review it every year, and he does not remember the board reviewing it one time while he has been on the board; and is only asking that we begin reviewing this, as it is something he believes needs addressing.

Mr. Rachal asked for clarification of 71% of the General Fund goes into the classroom and he believes the question was actually MFP funds. He asked what the actual MFP funds are? Mr. Wreyford said it is much greater than that because there is well over \$100 million of local taxes that also make up that General Fund and if you compare the instructional expenditures and the General Fund Budget to the MFP, you will see that it's far greater than 70%. Mr. Rachal stated that last year some of the main issues in this same discussion on the MFP funds were teacher pay, M&S, and the dollars that will be given as raises outside the classroom. He said it is nice that everyone is being given something in the pay raise, but he is concerned with the same thing this year that he was last year and that is it is getting more weighted towards those individuals who are not in the classroom, and it appears we are setting ourselves up to work backwards and for the need to use more and more of the monies from the General Fund. He asked if we are not

working with an estimated amount of \$3.22 million, as well as General Fund money to supplement it to get the raises being proposed?

The superintendent responded that is not what she said. Mr. Rachal stated that the superintendent said when we get the actual amount, this money will be going to the teachers. Mrs. Tyler responded she did not say that, she said certificated people, and that's not just teachers. He asked if they are the ones who will be getting the money? The superintendent said the 50% that is mandated, yes sir, they are the only ones that will get that money, but the other 50% (not mandated) we are recommending giving it to the other employees who deserve to get it. Mrs. Tyler said we are following the Law, we are not giving any person who is not certificated moneys out of the mandated 50%. Mr. Rachal referenced and asked the board to take another look at the Arthur Anderson Study and determine where we are in the process.

The superintendent asked for clarification and if the board is asking the staff to do another salary study, as what she is hearing the board's wishes are would entail doing one. Mr. Henderson responded that he believed that would take board action. The superintendent said the board is basically asking staff to undo what the board has in policy or does the board want the superintendent to just look at it?

Mr. Henderson asked Mr. Wreyford to clarify the ratio. Mr. Wreyford asked if Mr. Henderson was referring to the principals and assistant principals ratio as a schedule and stated that every employee at the school (librarians, coordinators, counselors, etc.) has a ratio whether it's 12 ninths, 192, 182 or a decimal ratio, they are all ratios from the teacher salary schedule.

The superintendent also stated she is concerned about the statement of the difference in pay between teachers, administrators and how the gap is increasing, and she believes it is a matter of semantics. If you are talking about pay raises, you are talking about annual raises, not considering work day, responsibility and number of days, because if you compute it based on this, you will see that the people are not getting any more in a pay raise and that's why she asks that the board look at this. She said she believes she hears the board saying it is o.k. for these people to take a cut. Mrs. Tyler said she can look at it differently if that is what the board wishes, but we are talking about a matter of semantics and not a lot more money.

Mr. Guin responded that in the mailout there is a recommendation for a pay raise for teachers and then there is an 18-cent an hour increase for classified personnel, and that it is very easy for those who will criticize the board or praise the board for what it will do, but there is no question about what a teacher will make based on what the board will pass today or what the classified employee will make, but there is a major question as to how the formula works for the administrative personnel. He said he is not begrudging the administration a pay raise, but is saying if we have people saying a part of the formula is based on a teacher making x amount of dollars, then everything from the highest paid teacher is figured on a formula with a percentage of that salary, as that salary grows, the net dollar differential grows between those two. Mr. Guin stated that is the part he wishes the superintendent to look at.

Mr. Rachal asked if in the certificated administrative positions, and he understands the percentage varies, i.e. 1.1, 1.2, 1.4, can they all be capped at 1.1, and what would the dollar difference be? Mrs. Tyler stated this is not what Mr. Guin is saying and she will be glad to get with him to go over it. Mr. Rachal reiterated that he doesn't want anyone stealing our employees, but we also know it is an important issue that we deal with supply and demand and where do we stand in what we are doing for our teachers. Mr. Henderson requested that Board member Rachal bring his comments to a conclusion. Mr. Burton stated a Point of Policy in that even though we don't follow a time schedule, there are certain times to speak to the issue, and it's the board's time. Mr. Rachal stated he appreciates the wonderful job staff has done in putting this proposal together. The superintendent reminded the board that she will not receive this increase.

*Mrs. Crawley moved to postpone this item until August so the board can hold a work session on this and have time to ask for information. The motion died for lack of a second.*

*Mrs. Hardy moved, seconded by Mr. Burton, to call for the question. Vote on the motion to end debate carried with Board members Guin, Crawley and Crawford opposed and Board members*

*Hardy, Burton, May, Phelps, Priest, Rachal, Ramsey, Armstrong and Henderson supporting the motion.*

*Vote on the main motion carried with Board member Crawley opposed and Board members Guin, Hardy, Burton, May, Phelps, Priest, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion.*

Mr. Henderson stated that it is clear to the chair that there is a need for the superintendent and staff to prepare to meet with the board in perhaps a special called meeting to help the board understand the salary schedules, and he will possibly be looking at this in the near future.

## **SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** Mrs. Tyler announced that information on the construction projects was included in the *Weekly Briefing* and staff is available to answer any questions the board may have. Mr. Guin stated that he understands why the bids were rejected for the Northwood gym, and asked what the timeframe is for redesign? Steve White responded it will be done as expeditiously as possible, but the amount being approximately \$1 million over budget, it's not something as simple as changing a roof system or changing the type of wood floor. He said it may take an entirely new look at the type of structure and possibly look at an option to go to a tilt-up concrete wall in lieu of block and brick, just as an idea of a possible option. He reported that the cost of masonry at the present time is killing us in construction, and shared with the board a recent project where we used concrete with a material called faux brick that looks like brick, but the cost is a lot less than masonry. He stated he plans on meeting with the architect to discuss options, because getting the cost down by \$1 million and staying within the board's budget will be an extensive undertaking. Mrs. Armstrong asked about construction costs and if the Styrofoam process of the Fibrebond Corporation project is more cost effective? Mr. White answered that the cost of construction has jumped this year and no one can put their finger on the increase and he doesn't have at this time a structure to compare the structure with the pre-cast concrete. He stated he believes we possibly paid a small premium for the pre-cast concrete due to the 60 day time limit for the project, so it may be competitively priced; however, a gymnasium is not applicable to that type of structure. He added he believes it definitely is worth looking at for classrooms which are a modular concept. Mrs. Armstrong asked if staff has thought about holding off on some of the construction until a better price can be received? Mr. White said yes, and it has been done on several projects this summer. She said she believes in years past that is what the Commission did, and by doing so, they got much more for their money. Mr. White said there were several projects this summer, i.e. lighting retrofit, where there were only 1 or 2 bidding on jobs, and in the past there may have been 6 or 7. When this happened, and with board approval, all bids were rejected and staff will wait until the summer work is finished; and then when the contractors' work load diminishes, we should get more bids and more competitive prices. Mrs. Armstrong stated she believes if we present to the public that we are watching how the tax payer's money is being spent, then they will be more amenable to holding off on some of them. The superintendent also asked everyone to keep in mind that in addition to trying to get the best prices, that we also must look at the fact that the public is looking at us to get these projects done as promised.

Mr. Burton asked Steve White about the Booker T. Washington project being rebid and if a contract is in place and if there is a starting date? Mr. White answered that the contract was just received, recorded at the court house this week and mailed to the general contractor; so, hopefully in the next two weeks, a pre-construction meeting will be scheduled to begin this project. Mr. Burton also stated he is still very concerned about the number of minorities used as subcontractors on some of these projects and asked staff for a report on the number of minorities used on the projects over the summer and future projects as well.

Mrs. Hardy asked if there is a contractor for the Pine Grove project? Mr. White said there is not, but the final review designs are in his office for review and then staff will meet with Mrs. Henderson to go over the final design concept before the project is advertised. Mrs. Hardy also stated she has received calls about a number of employees working at night. Mrs. Tyler responded she was notified of this and is addressing this matter.

Ms. Priest asked Mr. White for an update on the construction project at Hillsdale? Mr. White said the concrete is approximately 60% complete on the parking lot and hopefully by next week



the northern end will be tied in with the road, that there was a change order written to add the canopy back to the project (which will probably not be complete by the start of school), and the bus loop will be completed for the start of school.

Mrs. Armstrong asked about Summerfield? Mr. White said yesterday approximately 430 yards of concrete was poured with approximately 70% of the overall paving being done at one time.

Mrs. May asked Mr. White the status of the new air conditioning at Fair Park? Mr. White reported it is scheduled to be ready for the opening of school with one of the chillers being turned on Tuesday and the project is about four days ahead of schedule.

The superintendent expressed appreciation to Mr. White and the work he does as the district's director of capital projects and new construction.

**Report on Booker T. Washington Feeder Schools.** The superintendent announced that at board members' stations is a report regarding the Booker T. Washington feeder schools as requested by Board member Burton. She said staff has made some observations and will act on these in conjunction with some additional future observations, and bring a recommendation to the board regarding attendance patterns in the district. She reported she is attempting to get these accomplished for implementation in the 06-07 school year.

**Study of Demographic Lines in CPSB District 3.** Mrs. Tyler reported that the demographic lines are being studied at the administrative level, with Richard Lavergne chairing this effort. She announced a report on these feeder patterns, etc. along with recommendations, will be brought back to the board.

Mrs. May referenced Items C. and D. and the report about so many students from J S Clark going to Fair Park. In referencing the demographic lines, she reminded everyone that Fair Park is in District 5 and the students in District 5 go to J S Clark Middle School, so they are coming back home in high school. Mrs. Tyler indicated she and staff will look at what happens in this area when they are preparing recommendations for the board's consideration, and shared the fact that Booker T. Washington has no main feeder like Fair Park and the others, as J S Clark is shared with BTW and this is one of the reasons their enrollment is declining. The superintendent announced that when a recommendation is brought to the board, it will make sure that people do not lose enrollment. Mr. Burton explained that this relates to the Consent Decree and the fact that Fair Park was at one time 89-90% white and the idea was to increase the enrollment at Fair Park and now Fair Park is 99% black and the same thing happened with Linwood, the demographics changed, and the problem is the Consent Decree is outdated.

**Revision to Caddo Learning Center Program's Entrance Score Requirement.** The superintendent announced that staff is not completely finished with all the information for this and as quickly as everything is gathered, it will be sent to the board. Ms. Phelps asked the superintendent to include when changes are made, and as she understands it now, students are not accepted because they are not meeting the requirements or score. The superintendent said that is correct for some students, but not for others, because we are limited in the space and number of students we can accept in the learning center. Ms. Phelps indicated she understands, but she also knows there were lots of babies born this past year. The superintendent asked for clarification and if she was referencing at the Caddo Learning Center? Ms. Phelps answered in the affirmative, and she is concerned about those students who are not able to make the score, what do we do with them. The superintendent indicated staff will also be making some additional recommendations of things to possibly assist the students that need additional assistance. She added the staff has evaluated many of the programs and the needs of the students.

**Study of Reducing Student: Teacher Ratio.** The superintendent reported that the staff is still working on this study and did give a report to the board last month indicating that because of the many grant writing opportunities that the staff members are taking advantage of, more than 179 teachers above the staffing formula have been placed in the schools, and the staff will continue to provide the assistance in the classrooms as needed.

**ISS Facilitators.** Mrs. Tyler reported that information was sent to the board relative to the cost of implementing the request to make ISS Facilitators full time employees and stated this is a budget item that will need to be looked at carefully.

**Superintendent's Annual Report.** The superintendent announced that the 2004-2005 annual report was sent to the board and she will be highlighting these at the August meeting.

## UNFINISHED BUSINESS

### NEW BUSINESS

Mr. Ramsey stated that last year the board was fortunate enough to be able to give the employees a one-time pay package at Christmas and asked the superintendent to look at a possible opportunity to do this again.

### ANNOUNCEMENTS AND REQUESTS

Mrs. Hardy stated that James Harbor Burnley, former educator in Caddo Parish for 36 years, asked her to announce to the board that he has been selected and will be inducted in the Tuskegee Outstanding Athlete Hall of Fame on August 17, 2005.

Mrs. Tyler asked the members of the board to remember former School Board Member Mike Powell in their prayers as Mr. Powell's house burned.

Mr. Burton asked the superintendent and staff to look again at the feasibility of reestablishing the *float* day and provide the board information on the cost. Mrs. Tyler reminded the board that if they wish to give those employees another day, it will be necessary for the board to put it in policy as it is budget dollars.

Mr. Burton also asked that the superintendent provide the board with a report around the beginning of the school year or first of September on the schools that are ready to go with the staffing. Mrs. Tyler reported that she met with her Cabinet members on this date and that is one of the things discussed and staff is keeping a close watch on having the schools staffed at the opening of school.

Mr. Rachal requested that staff look at a bus loop at University Elementary. He said Steve White has already asked Balar Engineering to put the numbers together and he would like to see us move forward with this project. The superintendent announced that several parking lots and bus loops were recently completed because of safety and staff will move forward with getting the information to address this school also.

Ms. Priest thanked everyone for their support in Bethune and asked the superintendent and staff to look at all the programs, activities and services at Bethune so we can come up with a more comprehensive approach as there are a number of activities and services that are duplication. She would like for us to look at who is doing what and the area of expertise they have so that we provide what is needed without a lot of duplication. The superintendent responded that oftentimes we have people come in with grant funding that we are not aware of, and it sometimes creates conflict. She said she has given the directive from her desk that we should not have duplication, but coordination of all services and dollars at the schools. She said staff met two weeks ago with a major partner with Bethune and there are a lot of people to help do these things and staff will continue to do everything to coordinate the programs and services.

Ms. Phelps asked that *Board Request Procedure* be placed on the August board agenda, and that she will get with the superintendent about a question/concern she would like to visit relative to board members' requests for information from staff members. Ms. Phelps also asked that an item be added under Superintendent's Report addressing changing the procedures for minority contractors dealing with our program. The superintendent responded that staff is working on the procedures for minority contractors and attempting to gather and provide as much information as we can and know what we need to do to (1) make sure the policy is being followed, and (2) make sure we are getting the best service for the dollar, and (3) be inclusive with everyone. She added this will probably necessitate a policy revision and she has met with the board attorney and staff members to look at how other people are doing this. She said some recommended changes have

been made internally and she will bring a complete report to the board for addressing this matter when all the information is received. Regarding the procedures for board members making contact has not changed, and she only asks that board members not give assignments to the staff because she has given them assignments and it can be a conflict if there is a request requiring staff to research and it takes them away from their duties. She said she only asks that board members send something in writing and she will forward it to the appropriate person and the information will be provided as quickly as possible. Ms. Phelps asked if it's a matter of numbers or a general question, not requiring an assignment, is staff still instructed not to provide the information. She said she has asked staff if they have an uncomfortable feeling about it to send it to the superintendent, because she is responsible to the board, not her staff.

Mrs. May introduced Mr. Singletary, the Louisiana Director for the Shreveport Job Corps Center.

## **EXECUTIVE SESSION**

*Mr. Burton moved, seconded by Mrs. Crawley, to go into executive session for up to two hours for the purpose of continuation of a tenure hearing. Vote on the motion carried unanimously and the board went into executive session at approximately 4:50 p.m. (following a 20-minute recess).*

The board went back into open session at approximately 11:08 p.m.

The Verdict Form provides as follows as agreed by all counsel.

## **SPECIFIC REASONS FOR CHARGES OF WILLFUL NEGLECT OF DUTY**

Ms. Alexander is charged with willful neglect of duty because she failed to adhere to the warnings and directions of her principal regarding student behavior and classroom management and violated Caddo Parish School Board approved policies, school regulations, the terms of her job description and the duties of her teaching position in that:

On May 13, 2004, at approximately 8:45 a.m. an altercation developed between two children in Ms. Alexander's art class at Oak Park Elementary School. Total chaos developed in the room and one of the students was seriously injured by the other. The melee was accompanied by frenzied yelling of students, standing on top of their desks, and by furniture throwing (and a body slam of one of the fighting students by the other). It ended down the hall with nearly all the students running from the classroom toward the principal's office, with one of the fight participants pursuing the other in the same direction while holding a stool and a dust pan as potential weapons to strike the other student.

Legal Counsel Reggie Abrams announced that he will read the charges and after each charge, the board will vote either *yes* if you are in favor of the superintendent or *no* if you do not find that the charge is proven by preponderance of the evidence.

**Charge Number 1** – Do you find that the superintendent has demonstrated by a preponderance of the evidence that Brenda Alexander knew or should have known of the applicable board policies, school regulations, terms of her job description, duties of her teaching position, or warnings and directions of her principal and failed to take appropriate action to prevent and/or stop a fight between two students which resulted in a female student being stabbed in the back with a pair of scissors by a fellow male student and that such action or inaction constitutes willful neglect of duty? All 11 board members present voted yes. Mrs. Hardy was absent.

**Charge Number 2** – Do you find that the superintendent has demonstrated by a preponderance of the evidence that Brenda Alexander knew or should have known of the applicable board policies, school regulations, terms of her job description, duties of her teaching position, or warnings and directions of her principal and failed to properly monitor student actions and behavior to prevent the incident from occurring and by the use of a personal cell phone during class and prior to the occurrence of the altercation and that such action or inaction constitutes willful neglect of duty? All 11 board members present voted yes. Mrs. Hardy was absent.

**Charge Number 3** – Do you find that the superintendent has demonstrated by a preponderance of the evidence that Brenda Alexander knew or should have known of the applicable board policies, school regulations, terms of her job description, duties of her teaching position, or warnings and directions of her principal and failed to appropriately seek and or accept the assistance of others to stop the fight and prevent possible injury and that such action or inaction constitutes willful neglect of duty? All 11 board members present voted yes. Mrs. Hardy was absent.

**Charge Number 4** - Do you find that the superintendent has demonstrated by a preponderance of the evidence that Brenda Alexander knew or should have known of the applicable board policies, school regulations, terms of her job description, duties of her teaching position, or warnings and directions of her principal and failed to maintain student behavior on May 13, 2004, so as to both create and facilitate an environment conducive to learning and that such action or inaction constitutes willful neglect of duty. All 11 board members present voted yes. Mrs. Hardy was absent.

**Charge Number 5** – Do you find that the superintendent has demonstrated by preponderance of the evidence that Brenda Alexander knew or should have known of the applicable board policies, school regulations, terms of her job description, duties of her teaching position, or warnings and directions of her principal and that she facilitated and encouraged the continuation of the fight by her actions, inaction and/or aided in its provocation by her statements and language and that such constitutes willful neglect of duty. All 11 board members present voted yes. Mrs. Hardy was absent.

Mr. Abrams announced that all votes were unanimous votes and Mrs. Hardy was absent for all votes. Mr. Abrams asked that on the verdict form if the answer is *yes* to any of the foregoing charges, which they were, what penalty or discipline does the Caddo Parish School Board desire to impose?

*Ms. Priest moved, seconded by Mr. Guin, that Ms. Brenda Alexander be terminated as recommended by the superintendent and that the superintendent provide Ms. Alexander a copy of the verdict form and the votes recorded as to each charge as written reasons for her termination. Vote on the motion carried unanimously, with Mrs. Hardy being absent for the vote.*

**Adjournment.** *Mr. Guin moved, seconded by Mrs. May, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 11:17 p.m.*

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Ollie S. Tyler, Secretary

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Willie L. Henderson, President

**August 2, 2005**

The **Caddo Parish School Board (CPSB)** met in special session in its office at 1961 Midway, Shreveport, Louisiana at approximately 5:00 p.m. (immediately following the Executive Committee/Board Work Session) on Tuesday, August 2, 2005 with President Willie Henderson presiding and the following school board members present being a quorum: Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Lillian Priest, Barry Rachal, Ginger Armstrong and Larry Ramsey. Ms. Tammy Phelps and Mrs. Bonita Crawford were absent. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were omitted.

## **VISITORS**

Ms. Katie Chretien addressed the board on her experience in the CPSB administrative internship program by reading a letter she had written to the board. Ms. Chretien said she participated in the program as a requirement for her doctoral studies in educational leadership at Stephen F. Austin University. She shared with the board that her expectations of the internship were that she would gain a moderate amount of knowledge regarding the workings and flow of Central Office and how they connect with the schools, and how this expectation was grossly underestimated. She said she chose to intern in Caddo as she is currently a 7-year teacher in Caddo with the majority of her time having been spent in special education at Captain Shreve High School; and in 05-06, she will transfer to Bethune Middle School to work with the CMC Lab. She said her schedule was arranged to allow her time to spend time with every director and many of the supervisors in Central Office, and was impressed by the tremendous amount of work that these employees were able to accomplish. She said the most impressive thing that emerged from this experience is that everyone is devoted to the mission of academic achievement and high expectations for all students. She noted the immense support system in place at Central Office and that each department understands its role in the big picture and works tirelessly as a team to see that every need is met at the school level. She said this experience has given her hope which is vital to her as an educator as well as others who everyday make a positive contribution to impact students' lives. She added that she believes the superintendent, the chief academic officer, assistant superintendents, directors and supervisors together have given the teachers the needed tools to provide students with what they need academically, physically and emotionally. Ms. Chretien thanked the board and staff for their dedication to improving student achievement and for allowing her to have an experience which has allowed her to be better equipped to meet students' needs.

## **PERSONNEL RECOMMENDATION(S)**

*Mr. Burton moved, seconded by Hardy, for approval of the personnel recommendations as recommended by the superintendent and included in the mailout. Vote on the motion carried unanimously.* David Barr, director of classified personnel, introduced the following appointment approved by the CPSB: (1) Sharon Golett, Network Manager in the Information Technology Department. This appointment will receive the appropriate salary as reflected by the Caddo Parish School Board salary schedule applicable to the position to which she is appointed.

## **SUPPLEMENTAL EDUCATIONAL SERVICES (SES) INSTRUCTIONAL COORDINATOR**

*Mr. Burton moved, seconded by Mrs. Hardy, approval of the position and job description of the Supplemental Educational Services (SES) Instructional Coordinator as recommended by the superintendent and included in the mailout. Vote on the motion carried unanimously.*

## **PUPIL PROGRESSION PLAN**

*Mrs. Armstrong moved, seconded by Mrs. Hardy, approval of the 2005-2006 Caddo Parish Pupil Progression Plan as submitted in the mailout. Mrs. Armstrong noted on Page 4.4, 6.A., the second line that the word "or" should be deleted. Mrs. Tyler stated she will ask the Chief Academic Officer to make that correction. Vote on the motion carried unanimously.*

## **ANNOUNCEMENTS**

Mr. Ramsey stated that each year the National Sorority of Phi Delta Kappa awards a citizen their prestigious National Citation Award which is the highest award this organization gives and it is always presented to someone who has exhibited a high performance in education in their community. Mr. Ramsey announced that on July 18, 2005, Superintendent Ollie Tyler was recognized as the 2005 recipient of this award at their annual convention in Norfolk, Virginia, and extended congratulations to her.

Mr. Henderson called attention to items at board members' stations, i.e. publication by Dr. Naomi Coyle, the Insurance Department Update, and the staffing report.

## **EXECUTIVE SESSION**

*Mr. Ramsey moved, seconded by Mr. Burton, to go into Executive Session for student readmission appeal hearings for up to 30 minutes.*

*Mr. Guin moved, seconded by Mrs. Armstrong, approval of staff's recommendation concerning readmittance appeals for two students, those with initials A.P. and J.T. Vote on the motion carried with Board member Priest opposed and Board members Guin, Hardy, Burton, Crawley, May, Rachal, Ramsey, Armstrong and Henderson supporting the motion.*

*Mrs. Armstrong moved, seconded by Mrs. May, to go into Executive Session for student readmission hearings for up to 10 minutes each and for the Julie Cavilier v. CPSB case for 10 minutes. Vote on the motion carried unanimously and the board went into Executive Session at approximately 5:20 p.m.*

The board reconvened in open session at approximately 6:05 p.m.

*Ms. Priest moved, seconded by Mr. Burton, to accept staff's recommendation to readmit the student with initials A.E. Vote on the motion carried with Board member Guin opposed and Board members Hardy, Burton, Crawley, May, Priest, Rachal, Ramsey, Armstrong and Henderson supporting the motion.*

*Mrs. Armstrong moved, seconded by Mr. Burton, to go into Executive Session for 10 minutes for a student readmission appeal hearing for the student with the initials C.M. Vote on the motion carried unanimously and the board went into Executive Session at approximately 6:08 p.m.*

Ms. Priest left the meeting at approximately 6:25 p.m.

The board reconvened in open session at approximately 6:32 p.m.

*Mr. Guin moved, seconded by Mrs. Crawley, that the student with the initials C.M. be placed at Hosston Alternative School for the first 9 weeks and if everything is apt in his probationary period that he be allowed to be readmitted to Northwood High School the beginning of the second nine weeks of school year 2005-2006.*

*Mr. Burton moved, seconded by Mrs. Hardy, to accept staff's recommendation. Vote on the substitute motion failed with Board members Guin, Crawley, Rachal, Ramsey, Armstrong and Henderson opposed and Board members Hardy, Burton and May supporting the motion.*

*Vote on the main motion carried with Board members Hardy, Burton and May opposed and Board members Guin, Crawley, Rachal, Ramsey, Armstrong and Henderson supporting the main motion.*

*Mrs. Armstrong moved, seconded by Mr. Guin, to go into Executive Session for a student readmission appeal hearing on the student with the initials I.P. for 10 minutes. Vote on the motion carried unanimously and the board went into Executive Session at approximately 6:36 p.m.*

The board reconvened in open session at approximately 6:47 p.m.

*Mr. Guin moved, seconded by Mrs. Armstrong, that the student with the initials I.P. attend the first 9 weeks at Hamilton Terrace of the 2005-2006 school year and then be allowed, if his*

*probation is clean, to be admitted to Byrd High School, on probation, for the remainder of the year's term beginning with the second 9 weeks of the 2005-2006 school year. Vote on the motion carried unanimously.*

*Mrs. Armstrong moved, seconded by Mr. Ramsey, to go into Executive Session for 10 minutes for the purpose of hearing information on the Julie Cavalier v. CPSB case. Vote on the motion carried unanimously and the board went into Executive Session at approximately 6:50 p.m.*

*The board reconvened in open session at approximately 7:15 p.m.*

**Adjournment.** *Mrs. Armstrong moved, seconded by Mrs. Crawley, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 7:15 p.m.*

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Ollie S. Tyler, Secretary

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Willie L. Henderson, President

**August 2, 2005**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana, at 4:30 p.m. on Tuesday, August 2, 2005, with President Willie Henderson presiding and Ginger Armstrong and Lola May present being a quorum. Other school board members present were Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lillian Priest, Barry Rachal and Larry Ramsey. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Ramsey gave the invocation and led in the Pledge of Allegiance.

## **PRESENTATIONS**

The superintendent announced there were no presentations scheduled for today's meeting.

## **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE AUGUST 16, 2005 CPSB MEETING**

The superintendent reviewed the proposed agenda for the August 16, 2005 school board meeting and discussion followed as summarized.

**Bids.** The superintendent asked that an item be added under 10.C. of Timmons Parking Lot, Project 2006-236. Mr. Rachal inquired as to the cost on this project? Steve White, director of capital projects/construction, stated the bid was opened today and the apparent low bid is \$92,828. He said he has not had an opportunity to double check the bid form, so he can't commit to that number; but it appears the bid is approximately \$7,000 under budget.

**Council of Great City Schools.** President Henderson reminded board members that in June two motions were considered relative to this item, with the motion to not join the organization failing and the motion to postpone payment of fees until the superintendent could provide information relative to the National Affiliate of the National School Boards Association passed. He stated the superintendent has provided that information to the board in a *Weekly Briefing* and asked if board members needed any further explanation of that information? With the requested information in the motion having been satisfied, he added it is the opinion of the chair that unless a board member desires to bring some additional motion relative to the Council of Great City Schools, the action the board took to place the necessary fees in the budget, at the time the budget was approved, is sufficient to direct the superintendent to move forward with the payment of those fees.

Mr. Burton asked the superintendent the difference in cost of membership fees between the Council of Great City Schools and the National NSBA Affiliate? The superintendent said while she didn't have the information sent to the board with her, she believes the National Affiliate dues are around \$7,000 and the CGCS is \$29,000. Mr. Burton stated that is his point, that you can get the same type services for a lot less, and he will probably bring a substitute motion at some point.

Mr. Guin asked if he understands that the monies were budgeted, but the board has not voted to expend the budgeted dollars? Mr. Henderson explained the board does not vote to expend budgeted dollars in those incidences, i.e. NSBA, LSBA? Mr. Guin responded the board voted to expend them the first time. He asked Mr. Abrams opinion as to removing this item from the agenda? Mr. Abrams responded it is his understanding that the Council of Great City Schools was budgeted during the budgeting process and that as a part of the budget process, the board has approved the expenditure of funds. He further stated that the motion at the last meeting was to not expend the funds or rescind the action, and that motion failed, so the board has already acted on it. He added a motion could come to the table, based on the item being on the agenda, to ask again that it not be expended, and if it passes before the funds are expended, the board would have acted and would not expend the funds. He explained if it is still on the agenda and someone wishes to make a substitute motion to do that, it is the prerogative to do so as long as the funds have not been expended prior to the meeting when this happened.

Mr. Burton announced that he would like to state for the record, relative to Item 16 (the Council of Great City Schools) his opposition and he will not dilute it by bringing another motion to the board. He believes it is a waste of funds and we could join another group that is actually much



more involved with the schools throughout the country and that is the National Affiliate of the NSBA; however, he will not bring a motion to that effect.

Mr. Burton also asked that an item addressing the “float day” be added under Superintendent’s Report.

Mr. Guin asked that an item be added to the agenda titled “Possible Sale of the Former School Away From School Located at the Corner and Adjacent to North Caddo High School in Vivian.” Mr. Guin indicated he has discussed this with the superintendent and Mr. Lavergne, and this will begin the process to have the property appraised.

Mr. Guin asked about the recommendation relative to personnel and if the job is going to be a temporary position until which time the circumstances are resolved? Mrs. Tyler responded it will be a permanent position, and is a new assignment. Mr. Guin asked is the position not being created? The superintendent responded it is as there was a need for it and she will send the board additional information.

The president stated that Item 15 “Revision to CPSB Policy JG – Student Discipline/SPED” is being pulled until September, and the new Item 15 will be “Possible Sale of the Former School Away from School Located at the Corner and Adjacent to North Caddo High School in Vivian (Guin), that Item 16 Council of Great City Schools be removed, that Item 18 will be the Booster Club Coaching Policy and Contract Form, and Item H. under Superintendent’s Report will be Float Day (Burton). Mr. Henderson proposed Items 9-10, 13-14, and 18 as the Consent Agenda.

#### **POLL AUDIENCE**

There were no speakers desiring to address the CPSB at this time.

*Mrs. Armstrong moved, seconded by Mrs. May, approval of the proposed agenda and consent agenda for the August 16, 2005 Caddo Parish School Board meeting as presented. Vote on the motion carried unanimously.*

**Adjournment.** *Mrs. Armstrong moved, seconded by Mrs. May, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at 5:00 p.m.*

**August 16, 2005**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway, Shreveport, Louisiana at approximately 4:40 p.m. on Tuesday, August 16, 2005 with President Willie Henderson presiding and the following school board members present being a quorum: Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Lillian Priest, Bonita Crawford (arrived at approximately 4:45 p.m.), Barry Rachal, Ginger Armstrong and Larry Ramsey. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. Board member Larry Ramsey gave the invocation and led the Pledge of Allegiance.

President Henderson announced that Board member Tammy Phelps is out of town and unable to be in attendance at today's meeting.

### **CONSIDERATION OF MINUTES OF THE JULY 21, 2005 AND AUGUST 2, 2005 CPSB MEETINGS**

*Mr. Burton moved, seconded by Mrs. May, to approve the minutes of the July 21, 2005 and August 2, 2005 CPSB meetings as submitted in the mailout. Vote on the motion carried unanimously.*

### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

Superintendent Ollie Tyler presented the agenda and highlighted items being brought for the board's consideration. Mr. Henderson announced that items 16 "Board Request Procedures" and 17 "Parent Center Operation Hours" are postponed until September and recommended items 9-10, 13-15, and 18-19 as the consent agenda. Mr. Henderson also stated there is a need to add, if there are no objections, under *Item 6. Special Presentation(s)/Recognition(s) a No. (4) Book Cover Art Winner* in order to recognize a student. Mr. Burton announced he will abstain on agenda items 11 and 12 since he is employed by Southern University.

### **SPECIAL PRESENTATIONS/RECOGNITIONS**

**2004-2005 Annual Report.** Mr. Henderson announced that the Superintendent, in compliance with her contract, will present the annual report for the 2004-2005 school year. Superintendent Ollie Tyler shared with the board a power point presentation, *The Commitment Continues*, highlighting, by Priority Goals, the challenges, successes and accomplishments for the 04-05 school year. She stated that all the school performance scores have not been received, but should be received by October, and an update will be given at that time. Mrs. Tyler announced that copies of the annual report, as well as a comprehensive report, had been shared with members of the board. Mrs. Tyler expressed appreciation to the staff members, schools and support employees for their outstanding efforts and commitment in these accomplishments and for the outstanding community support in addressing the challenges faced during the school year. The superintendent also shared with the board and audience information on the 15 Caddo schools which must offer Choice as a result of the higher standards set by the Louisiana Department of Education, highlighting programs which are or will be put into place to assist these schools and students.

Willie Burton thanked the superintendent for the outstanding report and asked her to explain how special education students are counted in the schools? The superintendent stated that because the formula does not work for special ed students as it does for regular ed students, it is being changed this year so that they receive more credit. She further explained that because many of our special ed students, even though they have IEPS, must take the grade level LEAP test just like everyone else and they are counted in as part of the formula (with the exception of some severe and profound). Mrs. Tyler stated that she will bring these changes to the board once BESE has approved them. Mr. Burton asked if it is safe to say that a large number of the special ed students are in the inner city schools? The superintendent answered that is correct; we have a large number of special need students in the 15 high priority schools.

Mrs. Armstrong asked if high school special ed students are eligible for some of the Job Corps on-the-job training programs? Mrs. Tyler answered they are, but they must choose, and the parents have to agree and sign, to do that rather than the regular high school diploma. She announced that Shreveport Job Corps Center is going to partner with Caddo. Mrs. Armstrong

asked if the parents and the students are being actively informed about these opportunities? The superintendent said they are and this year staff will be assuring that more information is out there about the opportunities.

Mr. Ramsey stated his appreciation for the job done by the superintendent and staff for the good media coverage on the start of school. He also pointed out the recent issue of *SB Magazine* which included an article on education, highlighting Caddo and Bossier schools.

Mrs. Hardy congratulated and thanked the superintendent and staff on the outstanding job in meeting the goals.

Willie Henderson expressed congratulations to the superintendent and her staff for the excellent report and encouraged board members to take the time to peruse the written reports and possibly pick up more specific information about the progress being made with all the goals and objectives.

Mrs. Tyler thanked the board for their support of the staff and the schools for their hard work.

**Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association.** Richard Lavergne, assistant superintendent for support services, stated that as a continuation of the excellence held in the Caddo Parish School Board, the Department of Finance continues to win many awards. Mr. Lavergne recognized and presented to Ben Wreyford, director of finance; Harry Monroe, supervisor of accounting/accounts payable; Patricia Evans, assistant supervisor of accounting/accounts payable; and Donayle Ashworth, senior accountant, the Association of School Business Officials International Certificate of Excellence in Financial Reporting Program for excellence in preparation and issuance of the Fiscal Year Report for 2004. This award is the highest recognition for school district financial operations offered by ASBO and is conferred only to the school systems that have met or exceeded the standards of the program. This department was also recognized for receiving the Certificate of Achievement for Excellence in Financial Reporting given by the Government Finance Officers Association of the United States and Canada for its comprehensive and annual financial report. This award is the highest form of recognition in the area of governmental accounting and financial reporting and the attainment of significant accomplishment by government officials and its management.

**Calendar Book Cover Art Winner.** Wanda Gunn, chief academic officer, announced that each year the Caddo Public School System produces a calendar book for use by its employees. She stated that a competition is held for the design of the book's cover and students throughout the district submit entries. Henry Price, k-12 art supervisor, works closely with the art teachers to come up with one art design that best exemplifies the theme "*Releasing the Genius in Every Child.*" Mrs. Gunn announced that the winner for this year's calendar book cover is Lauren Murchison, who was a 5<sup>th</sup> grade student at South Highlands Elementary Magnet School last year, and is entering the 6<sup>th</sup> grade at Caddo Middle Magnet. Lauren was presented a copy of the calendar, a certificate, and a check for \$100. The production of the calendar book is coordinated by Dr. Susan Shofner and Dr. Lila Finney.

## **VISITORS**

Robert Silvie, assistant principal of instruction at North Caddo High School, expressed to the board that the mission of North Caddo is to improve the academic performance of all its students and his belief that North Caddo has met those obligations as outlined by the State Department of Education and Caddo Parish School Board in providing quality instruction for the students at North Caddo, and that he has been an instrumental part of the instructional phase in providing quality instruction and leadership to the employees. Mr. Silvie stated that regarding the beliefs that have been shared with the board through the annual report, he is concerned about the value of varied cultures and the importance of emphasizing the ethnic groups in the educational process. He said the staff at North Caddo has provided that and the scores are increasing, and he believes this success is due in part to the varied ethnic groups and cultures responsible for delivering instruction. Mr. Silvie stated he has noticed over the past two years a decrease in the number of one ethnic group which he believes may hamper the academic progress of the students with respect to the number of African Americans on the campus. He asked that the School Board and staff look at the dwindling of this ethnic group, evaluate it and determine if we are

doing the right thing for the boys and girls, the parents and all the stakeholders of North Caddo Parish. He applauded the academic performance shared by the superintendent and stated he wishes to continue to be a part of that at North Caddo.

Joe Duke, executive director of Volunteers for Youth Justice (VYJ), addressed the board on the proposed Fight Diversion Program on the agenda for board action. Mr. Duke introduced Shonda Huston, director of Youth Programs at VYJ, and Chastity Graham, school diversion services director. He said that VYJ has been committed to Caddo Parish for over 25 years to help save young lives, and believes that this school fight diversion program, which is modeled after their violence prevention program, has a proven track record with Caddo and Bossier Juvenile Courts by referring young people through the diversion programs of VYJ. Mr. Duke explained that this new program will provide Volunteers for Youth Justice, the juvenile court for Caddo Parish, and the Caddo Parish School Board an opportunity to expand the lives they touch. In addition, Mr. Duke stated they also realize after care is very important and they are planning with other organizations to offer every school in Caddo Parish an opportunity to have a group of people present to student assemblies and faculties, a program on gang violence prevention and reducing gun violence.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, introduced Lanise Sanders, Chicago School Nurse; Eddie Smith, classroom teacher; Bonnie Pugh, family resource assistance; Evelyn Wheeler, retired computer specialist; Reyne Powers, Montessori teacher, and thanked them for helping their colleagues in Caddo for the third year by providing every new teacher and school employee with invaluable information in the profession they serve, and helpful resources geared toward success in the classroom. Mrs. Lansdale also introduced members of the local staff – Lawonda Teh-teh, Jamison Haygood, Janell Thornton and George Bordenave. She also recognized members of the CFT/SP Executive Committee – Arthur Williams, executive vice president; Mike Myers, first vice president; and Patsy Richardson, vice president at large. Mrs. Lansdale expressed appreciation to all these who are responsible for helping to insure a positive start to the new school year. She also said that while she wished to express gratitude to the superintendent for the opportunity to partner with the district in providing a glimpse of professional development to the district's new teachers; it would be disingenuous if she did not share what she believes to be unacceptable treatment by staff at various orientations of employees and at the new teacher induction service. Mrs. Lansdale indicated that the overall level of disrespect shown to the CFT/SP was noticeable and at times embarrassing. In working with the district for over 10 years, she said it is hard to believe that what happened in anyway reflects the desires or wishes of the superintendent. She said it is the Federation's belief that over the years, and through several administrations, a relationship was developed based on respect for each other for their unique role in promoting and protecting public education. She shared with each board member a copy of a CD presented to every new teacher in the district as part of the professional development partnership which shares tips for success for the first day and beyond.

## **CONFIRM THE CONSENT AGENDA**

*Mr. Burton moved, seconded by Mrs. Hardy, to approve the agenda and the proposed consent agenda for the August 16, 2005 meeting. Vote on the motion carried unanimously.*

### **Agenda Item No. 9.A.**

**Personnel Recommendations.** Per request from the superintendent, Dr. Mary Nash Robinson, assistant superintendent for human resources, announced/introduced the following personnel appointments recommended by the superintendent and approved by the board: Angela Douglas, assistant principal, Forest Hill Elementary; Emily Stanford, assistant principal, Shreve Island Elementary; Carole Hall, counselor at Oil City Elementary; and Frances Bland, counselor at Donnie Bickham Middle School. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the positions to which they were appointed. School administrators, family and friends present also were recognized.

### **Agenda Item No. 9.B.**

**Requests for Leaves.** The following requests for leaves were approved as recommended by staff and included in the mailout.

Certified

Sabbatical Study, Spring Semester, 2005-2006 School Year

Joanna B. Powell, Teacher, 6 years, Riverside Elementary

Classified

Leave Without Pay, August 15, 2005-May 26, 2006

Tiffany R. Hines, Teacher Aide, 3 years, Barret Elementary

Leave Without Pay, August 1, 2005 – August 1, 2006

Ada M. Jones, Technician I, 2 years, Eden Gardens Elementary

**Agenda Item No. 9.C.**

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the other personnel transactions report for hiring, assignment changes, separations and resignations for the period of June 25, 2005 through July 26, 2005 and other personnel transactions as submitted to the board by staff.

**Agenda Item No. 10.A.**

**Bids.** The board approved the following bid for HVAC filters as recommended by staff and included in the mailout on the bid tabulation sheet - Weathertrol Supply totaling \$15,496.58.

**Agenda Item No. 10.B.**

**Authority to Hold Annual Salvage Sale.** The board approved staff's request to hold the annual salvage sale of used furniture and equipment in November, 2005.

**Agenda Item No. 10.C.**

**Bids (Capital Projects/Construction).** The board approved the following bid for Timmons Parking Lot, Project 2006-236, as recommended by staff and submitted in the mailout on the bid tabulation sheet - Sumrall Construction for the sum total of \$92,400.

**Agenda Item No. 13**

**Fight Diversion Program.** The board approved the Fight Diversion Program as recommended by staff and included in the mailout.

**Agenda Item No. 14**

**Professional Development Days.** The board approved professional development days above the parish-approved days for the 2005-2006 school year for the following schools as recommended by staff and included in the mailout: Atkins Elementary, 1 day, September 6, 2005; Barret Elementary, 1 day, August 22, 2005; Caddo Heights, 2 days, September 23 and October 21, 2005; Central Elementary, 1½ days, September 16, 2005 and January 27, 2006; Ingersoll, 1 day, August 22, 2005; Lakeshore Elementary, 2 days, September 2 and November 18, 2005; Queensborough Elementary, 1 day, January 13, 2006; A. C. Steere Elementary, 1 day, September 6, 2005; Sunset Acres Elementary, 2 days, September 2 and November 18, 2005; Westwood Elementary, 2 days, September 2, 2005 and January 13, 2006; and Linwood Middle School, 2 days, September 2 and October 21, 2005.

**Agenda Item No. 18**

**Booster Club Coaching Policy and Contract Form.** The board approved the proposed Booster Club Coaching Policy and Contract Form as recommended by staff and included in the mailout.

**Agenda Item No. 19**

**Approval of Fred Sutherland, Attorney at Law, Replacing Beard & Sutherland, Attorneys at Law.** The board approved the law firm of Fred Sutherland, Attorney at Law, to provide legal services to or for the benefit of the Caddo Parish School Board based on the same terms,

conditions and category as accepted by Beard & Sutherland, Attorneys at Law, as a result of the motion passed by the Caddo Parish School Board on January 18, 2005.

### **REQUEST FOR USE OF SCHOOL BUSES BY SOUTHERN UNIVERSITY SHREVEPORT YOUTH NETWORK INITIATIVE**

*Mrs. Armstrong moved, seconded by Mrs. Hardy and Ms. Priest, approval of the request for use of school buses for Southern University Shreveport's Youth NetWORK Initiative as recommended by staff and included in the mailout. Vote on the motion carried with Board members Guin, Hardy, Crawley, May, Priest, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion. Mr. Burton abstained (since Southern University is his employer).*

### **SNACK PROVISION AGREEMENT WITH SOUTHERN UNIVERSITY AT SOUTHERN UNIVERSITY AT SHREVEPORT – YOUTH NETWORK INITIATIVE**

*Mrs. Armstrong moved, seconded by Mrs. Hardy, approval of the Snack Provision Agreement with Southern University-Shreveport for the Youth NetWORK Initiative as recommended by staff and included in the mailout. Vote on the motion carried with Board members Guin, Hardy, Crawley, May, Priest, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion. Mr. Burton abstained (since Southern University is his employer).*

### **SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** The superintendent announced that this report was sent to the board in the *Weekly Briefing*.

**Report on Booker T. Washington Feeder Schools.** Mrs. Tyler stated that a report on this matter was sent to the board and she will come back to the board with recommendations regarding changes.

**Study of Demographic Lines in CPSB District 3.** The superintendent said that information on this request was sent to the board and staff will bring recommendations for changes to the board.

**Revision to Caddo Learning Center Program's Entrance Score Requirement.** Mrs. Tyler reported that information on this request has been forwarded to the board.

**Study of Reducing Student:Teacher Ratio.** The superintendent reported that something was sent to the board on initiatives put into place to help reduce the student:teacher ratio and this is an ongoing process.

**ISS Facilitators.** The superintendent reported that information was sent to the board on the cost factor of this request.

**Feasibility of Restructuring the Holiday Work Schedule for Maintenance/Custodial Employees.** Information has not been sent on this request as staff has not had an opportunity to work on a restructuring plan.

**Float Day.** Mrs. Tyler stated that information on the *Float Day* was sent to the board in the *Weekly Briefing* two weeks ago. Mr. Burton asked if Mr. Henderson's item regarding the restructuring of the Holiday Work Schedule might impede the need for a *float day*? Mr. Henderson responded that he is not sure and is not suggesting any particular time line on this item, because it may take coordination and communication for the superintendent to come to a point of making a recommendation to the board on this issue. He said it could affect it, but he is not certain what may come from it at this time. Mr. Burton asked the superintendent to define what a *float day* is? The superintendent and staff indicated they did not have a definition for a *float day*, but that she had seen correspondence referring to it as a day assigned to the maintenance employees during the holidays, whereby they could pick the day they wished to take off. The superintendent said she will do some additional research and bring information back to the board. Mr. Burton stated the he wishes to make a motion to implement a *float day* beginning with the 2005 Christmas holidays. Mr. Abrams stated that if you are going to have a *float day*, he understands that the question will be whether the day could be taken during the

Christmas holidays or during Spring Break, and the motion could be for a *float day* to be taken during the Christmas Holidays alone and that the day is an additional day to be allowed off by the employee during the Christmas Holidays based on work load. Mr. Burton stated he wishes to make sure it is academically correct and he will bring it as an agenda item in September.

Mr. Ramsey said he would like additional information as to whether this is an additional holiday and if it is, what additional costs might be associated with it, etc.

Mr. Henderson requested that a written description be provided on what the board will be asked to consider.

## **UNFINISHED BUSINESS**

Charlotte Crawley stated that when the board visited the school calendar in February, she had asked the staff if the revised law was considered which governs the number of minutes and specifically if the 4 x 4 schools were o.k... She said that staff (Mrs. Tyler and Mrs. Gunn) both confirmed that they were and that staff had received the information from the state department that the district would be in compliance. She said she also asked if, with the different schedules, all the days add up and was told that Mr. Thomas had worked with all the high schools and was assured that the required number of instructional minutes were met. Mrs. Crawley stated that she learned just a week ago from some high school employees that they are having to revisit their schedules. She stated that questions have been raised about this from February to August and she feels disrespected unless this is new information, something that happened this summer that we didn't know was going to happen, along with the new law. She asked for a report on what high schools were impacted by the way we did the calendar, how were they impacted, how the problem was solved, and why did we find ourselves in this situation? The superintendent responded that the calendar has nothing to do with the number of minutes as the instructional minutes simply say that regardless of the calendar, you have the required 63,720 minutes, and you achieve those minutes by looking at the number of days you have in the calendar for instruction, and come up with the number of minutes you will teach each day. Mrs. Tyler explained there is new legislation; however, staff did not get the information until after the board approved a calendar. Also, the legislation did not change the number of minutes, but simply addressed making sure, particularly in high school, that all of the courses had the same number of minutes. She said of course this will affect the 4 x 4, because classes are taught longer and Mr. Thomas has met with principals and organizations and shared the number of minutes at all the high schools. She reported it was just brought to her attention about a possible problem at a school where someone did not want to teach an additional 10 minutes. She said since employees are to report 15 minutes before school and stay 15 minutes after, staff is looking to take the additional 10 minutes from the reporting and ending time, so no one has to report earlier or leave later. Mrs. Tyler also stated there was no intent to disrespect Mrs. Crawley's question.

Mr. Burton called for a point of information that procedural information has a time limit and should be placed under Announcements and Requests, otherwise you will be violating the Open Meetings Law. He suggested this item be placed under Announcements and Requests and allow time to follow up on it.

Mr. Abrams stated that the appropriate place for this item would be under Announcements and Requests, but he doesn't believe there is going to be a motion on this item.

Mr. Ramsey indicated he heard a similar rumor when the president of CFT phoned to advise him this was going on. He said he called the principal and reported the information was sent to BESE in May, it was approved in May, and the principal did not receive the information until late July. Since being notified, the school has been scrambling to recover those minutes.

Mr. Henderson asked if the superintendent will bring a response to Mrs. Crawley's request and reminded the board that the superintendent did say that the procedure in place is in compliance with guidelines and the law.

## ANNOUNCEMENTS AND REQUESTS

Mrs. Crawford asked the superintendent if all the content coaches and reading specialists have been hired? Mrs. Gunn responded we only have 1 or 2 left. Mrs. Crawford inquired about training for each of them, and the superintendent responded the coaches' training was last week.

Ms. Priest asked the superintendent and staff to look at the budget to see if we can add an additional administrative position at Oak Park.

Mr. Rachal referenced information he received in the mail, i.e. bowling now recognized as an official sport and Holiday Lanes offering their services for the next 2 years; Voter Education Week is August 22-26 and expressed appreciation to all who are helping get the students involved in the election process; and the incredible return on our investment in the Council of Great City Schools (\$54.75 return for each dollar spent in dues). Mr. Rachal also asked for an update on the teacher vacancies.

Mr. Rachal asked staff for an update on the bus loop at University Elementary. Steve White reported that the drawings are ready for presentation to the board for approval to bid the project. Mr. Rachal requested that this item be added to the agenda in September.

Mrs. Crawford thanked Steve White for the completion of the driveway at A. C. Steere. Mrs. Armstrong expressed her appreciation to Steve White for completion of the project at Summerfield.

## EXECUTIVE SESSION

**Student Readmission Appeal Hearings.** *Mr. Burton moved, seconded by Mrs. Hardy to accept staff's recommendation for the student appeal hearings. Vote on the motion carried unanimously.*

**Julie Cavalier, et al v. CPSB, et al, Suite No. CV02-0695-S,USDC.** *Mr. Burton moved, seconded by Mrs. Crawley, to go into Executive Session for up to five minutes for information on a legal matter regarding the Cavalier case. Vote on the motion carried unanimously and the board went into executive session, after a 15 minute recess, at approximately 6:25.*

The board reconvened in open session at approximately 7:17 p.m.

**Adjournment.** *Mrs. Armstrong moved, seconded by Mrs. Crawley, to adjourn. Vote on the motion carried unanimously and the meeting adjourned at approximately 7:18 p.m.*

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Ollie S. Tyler, Secretary

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Willie L. Henderson, President



**September 6, 2005**

The **Caddo Parish School Board (CPSB)** met in special session in its office at 1961 Midway, Shreveport, Louisiana at approximately 6:15 p.m. (immediately following the Executive Committee/Board Work Session and a brief recess) on Tuesday, September 6, 2005 with President Willie Henderson presiding and the following school board members present being a quorum: Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy T. Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Ginger Armstrong and Larry Ramsey. Mr. Henderson announced that Mr. Guin is out of town. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were omitted.

## **VISITORS**

Vickey Range, Caddo Association of Educators, addressed the board on the success of the new teacher functions that CAE participated in this year, and expressed appreciation to Mrs. Gunn for the thorough explanation of the Comprehensive Curriculum. She also shared correspondence from the State LAE President Carol Davis regarding the displaced families and students and encouraged all to work together for solutions to the problems that our state is now facing.

Kenneth J. Krefft addressed the board on Hurricane Katrina and his concern for the safety and security of students, staff, teachers and central office. Mr. Krefft encouraged everyone to plan ahead because there will be future disasters. He noted the bond issue and the 4<sup>th</sup> top request of this issue was multi-purpose buildings, and invited everyone to join with the Broadmoor Neighborhood Association at a town hall meeting on true emergency preparation. Mr. Krefft referenced the 1997 bond millage and that the law says you can do three things, (1) renew it, (2) rededicate it for the same purpose or (3) rededicate it for another purpose. Basically, t-buildings have been or are being replaced and he would propose rededicating that proposition, with no increases in taxes, to concrete and steel buildings that will withstand a tornado.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, referenced an article in *The Times* about morals and what's beyond that in the morality of work, the morality of doing a good job, and how teachers have met their moral imperative by providing quality education in the classroom and that support employees also continue to meet their moral imperative everyday by providing support services to the boys and girls of our school system. She expressed appreciation to the superintendent and the administration in sending additional funds into the classroom and the proposal on the agenda to elevate the support employees. She encouraged the board to support the superintendent's recommendation.

## **APPROVAL OF ONE-TIME SALARY SUPPLEMENT**

*Mrs. Armstrong moved, seconded by Mrs. May, to approve the superintendent's recommendation concerning a one-time salary supplement as included in the mailout. Vote on the motion carried unanimously.*

## **RESOLUTION AUTHORIZING ATTORNEY GENERAL'S OPINION REGARDING HIRING DISPLACED EMPLOYEES**

*Mrs. Armstrong moved, seconded by Mrs. May, for approval of a resolution authorizing the General Counsel to obtain an Attorney General's opinion regarding hiring displaced teachers and support personnel on an emergency basis.*

Mr. Abrams explained that as a result of Hurricane Katrina, the state has requested that the superintendent and board hire teachers and displaced employees in Caddo to provide educational services for displaced students. He indicated it's understood that because the displaced employees' are still employed by their other districts and are seeking employment in Caddo, there is a problem as to whether there is a dual employment situation which would be prohibited by state law. He further stated that he would like to ask the Attorney General for guidance as to what the district can do and made certain we are o.k. with the employment situation. He explained that several districts are doing different things and it needs to be made clear that certain districts' employees are still going to be paid and if they are, they can only be paid from one district. Mr. Abrams reported that New Orleans has issued on their web site that their district offices are inaccessible and disrupted and they are working aggressively to find a way to

process payments to employees. Jefferson Parish has indicated they may not be able to reopen the schools until the second semester and they are working on records and plans to do so. Plaquemines Parish has indicated that six of their nine schools are under water and they will try to make payroll and attempt to get the schools up and running in one month. St. Tammany Parish has established a goal of October 3<sup>rd</sup> to have their students back in school and they would like for their employees to return, but do understand some employees may have to leave because they do not have housing or the ability to secure housing. St. Charles Parish has indicated they want to inform their employees that they will receive their scheduled September 20<sup>th</sup> and one-time payment. St. Bernard has reported that almost all their schools are under water and in all likelihood will not be fully operational this school year, so those who can find employment, secure it, and if they can't, to file for unemployment benefits. Mr. Abrams further explained there are numerous scenarios as to payment, who may be paid, and who may not be paid and he believes we should get clarification from the Attorney General on what can be done during this situation. He indicated there are legislators working on the issue and it has been brought to the Governor's attention.

Mrs. Tyler explained that she and Mr. Abrams have been working to resolve this issue and that superintendents received a communication from State Superintendent Picard to hire the people we needed since we were enrolling the children and they would work out the legalities. She said she has made several calls to the State Department to secure answers to questions and concerns and she is still awaiting a call from Marilyn Langley who is the assistant superintendent of finance under Superintendent Picard. Mrs. Tyler explained that as we employ persons in Caddo, it is being made clear that they will not get paid from both districts, and the state will reimburse Caddo any funds Caddo pays out. Staff is working diligently to document everything to ensure that Caddo is reimbursed. Mrs. Tyler also reported that Attorney Abrams called the Attorney General last week and the Attorney General refused to issue an opinion and she believes that is the reason for asking the board for a resolution to ask him to issue the opinion.

Mrs. Armstrong stated that we need some specific understanding not only regarding salaries, but also regarding insurance. The superintendent answered that is correct and all this is now on the table.

Mr. Abrams also clarified that the comment did not come directly from the Attorney General, but from his office, that there would not be a quick turn around relative to an opinion and it's probably because of the number of requests of the Attorney General at this time.

Mr. Henderson asked legal counsel if he is working on a resolution? Mr. Abrams explained that he really does not need an actual resolution, but needs board authorization to request an Attorney General's opinion. Mr. Henderson encouraged the board to support the motion on the floor.

*Vote on the motion carried unanimously.*

Mr. Rachal inquired if, in the meantime, we are hiring any of these individuals? The superintendent said we are taking Superintendent Picard's word and we are hiring individuals to teach these students. Mr. Rachal stated his support of this action.

## **EXECUTIVE SESSION**

**Student Readmission Appeal Hearings.** *Mrs. Armstrong moved, seconded by Mrs. Crawley, that the board accept staff's recommendation on the student readmission appeal for the student with initials A.W. Vote on the motion carried unanimously.*

*Mr. Burton moved, seconded by Mrs. Hardy, to accept staff's recommendation on the appeal for the student with initials J.G. Mr. Henderson asked if we have a recommendation from staff on this student appeal? The superintendent indicated that Mr. Burton has not spoken with her about this appeal. Mr. Burton withdrew his motion and Mrs. Hardy withdrew the second.*

*Mrs. Armstrong moved, seconded by Hardy, to go into executive session for a student readmission appeal hearing on J.G. for 10 minutes and for the purpose of a legal update on Julie Cavalier v. Caddo Parish School Board for 10 minutes. Vote on the motion carried unanimously and the board went into executive session at approximately 6:45 p.m.*

The board reconvened into open session at approximately 7:25 p.m. *Mrs. Armstrong moved, seconded by Mr. Burton, that we accept staff's recommendation on the student with initials J.G. at this time pending the receipt of his written statement due on Wednesday, September 7<sup>th</sup>. Vote on the motion carried unanimously.*

The board went back into executive session for the legal update on Julie Cavalier v. CPSB at approximately 7:26 p.m.

The board went back into open session at approximately 7:32 p.m.

*Mr. Burton moved, seconded by Mrs. Hardy, that board counsel be authorized to make an offer of judgment based upon the estimated cost of the defense in this matter. Vote on the motion carried unanimously.*

**Adjournment.** *Ms. Phelps moved, seconded by Mrs. Hardy, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 7:33 p.m.*

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Ollie S. Tyler, Superintendent

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Willie L. Henderson, President

**September 6, 2005**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana, at 4:30 p.m. on Tuesday, September 6, 2005, with President Willie Henderson presiding and Ginger Armstrong and Lola May present being a quorum. Other school board members present were Eursla D. Hardy, Willie Burton, Charlotte Crawley, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal and Larry Ramsey. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mrs. Armstrong gave the invocation and led in the Pledge of Allegiance.

## **PRESENTATIONS**

**Reading First and Reading Excellence.** Wanda Gunn, Chief Academic Officer, introduced Donna Baker, director of elementary education, who announced that the Reading First and Reading Excellence initiatives are in 17 of Caddo's schools. Mrs. Baker introduced Dr. Naomi Coyle, supervisor of elementary reading and language arts who oversees both initiatives; Carolyn Gore, Lead Content Leader; Pam Bloomer, principal at Lakeshore Elementary; and Tracy Harris, principal of Newton Smith Elementary, who shared with the board information on the Reading First initiative. Sharing information on the Reading Excellence initiative were Angela McCoy, Lead Content Coach, and Tyrone Burton, Principal of Cherokee Park Elementary. Mrs. Gunn stated that staff is attempting to be proactive in preparing our young people where they have the greatest need, and the greatest need has been found in the k-3 grades in reading. Presenters shared the fact that literacy is a national issue given to us by the National Institute of the Child Health and Human Development. No Child Left Behind (NCLB) tells us how we should educate every child and Reading First is the reading part of NCLB. She stated there is a disturbing drop out rate and Caddo wrote and received the Reading First subgrant which over three years, Caddo will receive over \$4 million. Plans are in place to write additional subgrants to receive additional funding. The Reading First schools in Caddo Parish are Caddo Heights, Hillsdale, Lakeshore, Northside, Newton Smith, Sunset Acres, West Shreveport, and Westwood. In these eight schools there are 130 teachers and approximately 2,315 students, and each school received a new core reading program. Presenters highlighted the tiers of reading instruction in the Reading First Initiative and the activities in place to provide uninterrupted reading instruction five days a week, group rotations to reinforce skills, teacher groups for working on skills in the areas of comprehension and fluency, and monthly professional development sessions. It was reported that in the first year of implementation, 15% more of the children were at benchmark in the Spring than in the Fall, and 5 of the 8 schools showed gains in reading on the ITBS test in 2<sup>nd</sup> and 3<sup>rd</sup> grades. Success of the Reading First program is attributed to the training in the delivery of instruction in Reading, a committed and dedicated staff, employees who have been trained to implement the strategies for the students, with a result of improved academic achievement. The networking and support of the teachers by the Reading Content leaders, intervention by Intervention Specialists, and teacher meetings for sharing information are all keys in the success. Also, this past year, 74% of the students who left kindergarten at Newton Smith were tested and were ready for first grade. Remarkable results are being seen at other schools as well. Reading First principals are impressed with the leadership team and the support being provided which is making a difference.

Presenters also shared results of the Reading Excellence program which is modeled after the Reading First program. It was reported that this program will be expanded to include all schools with a performance score below 65 and there is a critical need to improve reading achievement levels in the following identified schools: Atkins, Barret, Central, Cherokee Park, Ingersoll, Mooretown, Oak Park, Queensborough and Werner Park. The four pillars of support offered in this program are: (1) the enhanced reading curriculum; (2) ongoing systematic assessments; (3) technical assistance; and (4) professional development. Tyrone Burton, principal at Cherokee Park Elementary, shared with the board why Cherokee Park Elementary chose Reading Excellence as the definitive reading program and how he and his staff incorporated data driven collaboration and result-oriented curricula. He stated they identified areas of weakness at the school and why they chose DIBLs as the diagnostic tool, and as a result, 66% of the 2<sup>nd</sup> graders at Cherokee Park are reading above the national percentile. Also, he reported that 81% of the 4<sup>th</sup> graders passed the English/Language Arts part of the LEAP test.

Mrs. Hardy congratulated the team on the success of this program and encouraged them to keep up the good work.

Ms. Phelps asked how staff is addressing the remaining 26%?, and are they retained for reading? Staff answered that the goal of Reading First is that students are fluent readers by the end of the third grade and beginning next week all children who did not make benchmark in grades K-3 will be measured again and given 30 minutes in a lower category and one hour in a 3 to 1 ratio. Ms. Phelps thanked the staff for what they are doing and encouraged them to continue to track these students and their progress. She also indicated there is a concern for the students at Green Oaks who cannot read.

Mr. Rachal shared his excitement over staff's excitement to raise the bar and encouraged them to keep up the good work.

### **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE SEPTEMBER 20, 2005 CPSB MEETING**

The superintendent reviewed the proposed agenda for the September 20, 2005 school board meeting and discussion followed as summarized.

**Lunch Provision Agreement with Southern University at Shreveport.** Mr. Burton asked staff for a further explanation of this agreement. Assistant Superintendent Lavergne explained that this is for the Southern Girls' Basketball Team and is something that has been done previously with the Athletic Department.

**Proposed Biotechnology Magnet for Southwood High School.** Mr. Henderson stated that this is an excellent proposal and asked about a budget for this program. The superintendent stated that we are partnering with the Biomed Center who is incurring some of the cost. Mrs. Gunn explained that the program was designed so as not to incur any additional cost to the district outside of any that may be related to staffing. Jeff Roberts explained that the minimal cost will be restricted to staffing issues, and with the select number of students being admitted to the program initially, and 60 students each year, developing into a program that will facilitate approximately 240 students. Costs for large equipment and other assets will be incurred by the sponsoring agencies – the Biomedical Research Foundation, LSU Health Science Center and others. Mr. Henderson asked if the program will need additional teachers? Mr. Roberts stated that the plan is to incorporate the program with the existing teachers; however, as the student population increases, and students come from outside Southwood's attendance boundary, then the staffing ratio will be affected. The superintendent also confirmed that staff plans to attract students from outside the Southwood district, but she doesn't see it being more than the magnet programs in place in other high schools at this time.

Mrs. Armstrong thanked Mr. Wood and Mr. Roberts for their leadership in this program and for being pro-active at Southwood.

Mrs. Tyler echoed Mrs. Armstrong's comments and commended Larry Ramsey for recommending that a magnet be placed at Southwood and this program, which is different from the MST Program. The superintendent also expressed appreciation to the Central Office staff for assisting Southwood in helping make this program happen.

Mr. Ramsey credited those who had the vision many years ago and the wisdom of the community to build the BioMed Center. He also thanked Mr. Roberts, Mr. Wood and Ms. Davis for their work in putting this program together, and noted the Federal grants and funding that will become available for this program.

### **ADDITIONS**

**Float Day.** Mr. Burton asked that this item be added to the agenda. Mr. Ramsey asked the superintendent about the additional day and the dollars involved? The superintendent stated that information was given to board members last month on this request regarding the dollars. This year, the dollars are in the budget; but there will be a loss of work time equal to approximately \$39,000. Mr. Ramsey asked if this recommendation is staff's recommendation? Mr. Burton responded that it is his item and recommendation. Ms. Phelps asked if the *float day* is an option for any Holiday or is it a day they are actually trading? The superintendent answered it is an

additional day given. Ms. Phelps stated that the day is not an actual *float day* but an additional day.

Mr. Abrams explained that the proposed revision was drafted based on board conversations in past meetings about employees being able to use a day during the holidays at their discretion. He said this was a past practice not enacted by the board, so the revision is drafted so the employee will get one additional day to be taken either during the Christmas Holidays or Spring Break with the day being approved by the supervisor and the supervisor ensuring adequate personnel are working. He also said it appears that it is an additional day.

The superintendent also clarified that this is not for all employees, but for maintenance and/or custodial staff. Mr. Abrams answered that is correct. This revision affects those employees in GDBE as a 12-month maintenance and custodial employee.

Ms. Phelps also asked about the note of when the July 4<sup>th</sup> holiday falls on Tuesday, that the previous Monday will also be a holiday and if that is a practice already in place? Mr. Henderson answered in the affirmative. For clarification, Ms. Phelps said this is actually an additional day given these employees during Winter or Spring Break, and a *float day* would be using a day already earned as a holiday, and she doesn't want employees to misunderstand. Mr. Burton stated that he doesn't think the employees will misunderstand as they are the ones who brought this to the board, and it was done under the former superintendent and the reason Mrs. Tyler had a problem with it is because it is not policy. Mr. Burton said we are calling it a *float day* because that is what the employees have referred to it and he doesn't see the need to change the wording and make it confusing. Ms. Phelps indicated that she can see that when someone doesn't want to take the day during the Christmas Break or Spring Break. Mr. Henderson stated that the policy will be they have to take it during the stated times. The superintendent also noted that because the previous superintendent was mentioned, she wishes to clarify that she has no problem with it, but has only been following policy. Mr. Burton stated that is why he feels there is a need for a policy and not just a practice.

Mr. Rachal asked what happens when the employee does not use the *float day*? Mr. Abrams said they will lose that day as it is an additional day to be taken during that time period. Mr. Rachal asked if it's not taken, is there not anything else given the employee? Mr. Abrams indicated it can be done if that is what the board wishes. Mr. Rachal said he would like something written to address this, since an employee may request the money if they do not use the day. Mr. Abrams stated it may be that the supervisor cannot let them off during that time, and if that is the case, the employee would need to be paid. He added that the reason for the controversy has been during the break, there is a need for these employees to do certain things during these time periods, and it wasn't possible for them to be off because the supervisor has deemed it that way, then that employee would want to be paid for that day, because he actually worked a day that he was given off.

Mr. Henderson asked that prior to the board meeting consideration be given to revising the language to include this contingency. Mr. Henderson asked that any revisions be provided in the mailout.

Mrs. Tyler asked if this could be in line with what other employees have during that time and if they don't use those days, they do not get them. Mr. Abrams stated that the only caveat will be when the supervisor determines they cannot be off. Mrs. Tyler responded that staff will work with the supervisor to make certain the employees are given the opportunity, because there are two different times they can use it.

Mr. Rachal asked how many employees does this include? The superintendent responded several hundred. Tommy Smith verified that approximately 300 employees is correct. Mr. Rachal asked if we are setting ourselves up for other groups to follow? Mr. Burton indicated he doesn't believe so, because we are specifying maintenance and custodial employees, and he doesn't believe there will be any problems. Mr. Rachal asked if he feels the same issue will be addressed by additional groups. Mr. Burton responded that he doesn't think so, because if he did, he would have never brought it before the board, and if he thought there was another group, he would have brought that group forward as well.

**Revision to Caddo Learning Center Program's Entrance Score Requirement.** Ms. Phelps asked about information relative to this request. The superintendent responded that Mrs. Gunn had prepared and sent out a response to this request. Ms. Phelps asked if she could receive an additional copy of the information.

**Meal Allowance.** Mr. Henderson referenced information board members received regarding meal allowance in the board's travel policy and that he plans to bring an agenda item at the board meeting labeled *Revision to Board Travel Policy Regarding Meal Allowance*. He indicated he will provide information for the mailout on this issue.

**School Calendar.** Mrs. Crawley inquired about a response to her request at the last meeting relative to the school calendar changes and those affected. Mrs. Gunn responded that she has received a preliminary report from Mr. Thomas and once staff has placed the evacuees in schools, staff will finalize the requested information.

Mr. Henderson announced that Items 9, and 13-20 as the consent agenda. *Mrs. Armstrong moved, seconded by Mrs. May, for approval of the proposed consent agenda and agenda as presented for the September 20<sup>th</sup> Caddo Parish School Board meeting. Vote on the motion carried unanimously.*

## **VISITORS**

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, first thanked the board members and the superintendent who attended the function honoring the labor movement. Mrs. Lansdale also inquired as to when the Discipline Review Committee might meet to bring recommendations to the board and if there will be a public hearing at that time.

## **SUPERINTENDENT'S REPORT**

Mrs. Tyler noted correspondence at board members' stations from President Bush asking that flags be flown at half mast in memory of victims of Hurricane Katrina. The superintendent also presented a Hurricane Relief Report from staff on efforts with the victims of Hurricane Katrina, the schools affected, the over 900 students that have been enrolled in Caddo schools, and how we are assisting the families with clothes, school supplies, curriculum enhancements, etc. to help keep the students on track with their education. She also stated donations have been received from various companies to assist in purchasing textbooks, including \$50,000 from AEP Swepco to help in this area. Contributions have also been received from Squires and the local Taco Bell Stores Corporate Office.

Ms. Priest asked if, when assisting the evacuees from South Louisiana, are we taking into consideration placing students from a family with elementary and middle school age children at the same facility so there is some familiarity for them? The superintendent answered we are if there is a K-8 school near them and that the procedure has been for those living with host families to send them to school with their children so that they are familiar with someone.

Mr. Ramsey expressed appreciation to the superintendent and staff for their tireless efforts in stepping forward to take care of the Louisiana students displaced by the hurricane. Mr. Henderson echoed Mr. Ramsey's comments and shared with the board that he visited a shelter this morning and observed staff working diligently. He also attended a meeting at the 911 center with Congressman McCrery. He noted that in this meeting of various organizations throughout the city, it was said that of all the groups involved, the Caddo Parish School Board and its administration had taken the lead in the local efforts to assist the evacuees.

## **REQUESTS**

Mr. Henderson asked the superintendent to comment on Mrs. Lansdale's question regarding the Discipline Review Committee. Dr. Mary Robinson responded that the Discipline Review Committee was scheduled to meet last week, but the meeting was postponed due to the news conference regarding Hurricane Katrina. She further stated that the meeting has been rescheduled and the Discipline Review Committee will meet late Wednesday afternoon.

Ms. Phelps requested that the Capital Projects Committee consider Eden Gardens' request for additional space. Mr. Rachal stated that he also visited Eden Gardens and learned that because of space, the school is looking at making decisions to discontinue some programs. He encouraged staff to look at options to expand the facility so as not to lose some of these quality programs.

Ms. Phelps asked that the superintendent provide her with a number of discipline referrals to the office at each school, and asked that our teachers be encouraged to use every possible means before making a referral.

Ms. Phelps stated that she is aware we are doing everything possible to assist the evacuees, but asked that the counselors continue to meet with the students and parents during this adjustment time and encourage the staffs and students to make these displaced students feel welcome.

**Adjournment.** *Mrs. Armstrong moved, seconded by Mrs. May for adjournment. Vote on the motion carried and the meeting adjourned at approximately 5:50 p.m.*



**September 20, 2005**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway, Shreveport, Louisiana at approximately 4:40 p.m. on Tuesday, September 20, 2005 with President Willie Henderson presiding and the following school board members present being a quorum: Phillip Guin, Willie Burton, Charlotte Crawley, Lola May, Lillian Priest, Bonita Crawford, Barry Rachal, Ginger Armstrong and Larry Ramsey. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. Board member Ginger Armstrong gave the invocation and led the Pledge of Allegiance.

President Henderson announced that Board member Eursla Hardy is out of town.

### **CONSIDERATION OF MINUTES OF THE AUGUST 16, 2005 AND SEPTEMBER 6, 2005 CPSB MEETINGS**

*Mr. Burton moved, seconded by Mrs. May, to approve the minutes of the CPSB meetings of August 16, 2005 and September 6, 2005 as submitted in the mailout. Vote on the motion carried unanimously.*

### **ESTABLISH THE AGENDA AND PROPOSED CONSENT AGENDA**

*Mrs. Armstrong moved, seconded by Ms. Priest, to suspend the rules in order to take action on additional items presented by the administration. Vote on the motion carried unanimously with Ms. Phelps not present for the vote.*

*Mrs. Armstrong moved, seconded by Mr. Guin, to add the following items to the agenda: (1) Request for Additional Staffing/Hurricane Katrina; (2) Edusoft Assess2Know (with the spelling corrected) by Riverside Publishing Company; (3) Revision to CPSB Policies GCBD/GCBD-R, GDBD/GDBD-R; and (4) Executive Session: Legal Update Julie Cavalier, et al v. CPSB, et al, Suit No. CV02-0695-S, USDC; and that Item #27 (Revision to the CPSB Policy GDBE) become Item #6. Vote on the motion carried unanimously.*

Superintendent Ollie Tyler presented the agenda and highlighted items being brought for the board's consideration. Mr. Henderson announced that items 22 *Board Request Procedures* and 28 *Revision to Board Travel Policy Regarding Meal Allowance* are postponed and recommended items 9-20, 25-26, and 29 as the consent agenda.

### **REVISION TO CPSB POLICY GDBE – SUPPORT STAFF VACATIONS AND HOLIDAYS**

*Mr. Burton moved, seconded by Mrs. Armstrong and Mrs. Crawley, approval of the revision to CPSB Policy GDBE-Support Staff Vacations and Holidays as provided at board members' stations with the addition that requests must be received two weeks prior to either the winter or spring break. Vote on the motion carried unanimously.*

Mr. Burton left the meeting at approximately 4:55 p.m. as his mother was in the hospital.

### **SPECIAL PRESENTATION(S)/RECOGNITION(S)**

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentation/recognition. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators, staff and other guests also were recognized.

**Boys State and Girls State Student Recognitions.** Kandace Smith and Adam McFarland, both seniors at Caddo Magnet High School, were recognized as being elected Louisiana Girls State Governor and Louisiana Boys State Governor, respectively. Mrs. Anderson explained that this annual program teaches teenagers about government and civic responsibility. Participants in boys and girls state operate a city government, parish government, state government, school board; enact ordinances and laws, and hold mock elections.

## VISITORS

Keith Burton, principal, thanked the board for appointing a committee who took on the difficult task of addressing a new admission policy for elementary and middle magnet schools. He commended the committee for asking the difficult questions and for doing what is best for the children in Caddo Parish. Mr. Burton encouraged the board to support the committee's recommendation, because it is a fair recommendation and one that insures diversity at all magnet schools, as well as supports the magnet program in this district. It will also pass legal muster. Based on the goals the board set for this committee, the committee met many weeks to make a decision that was best for the children. This committee, in addition to looking at the legal and fair way, also looked at what was the right way. He reminded the board that the proposal presented to the board by the committee is not in stone and is something that the committee is asking the board to look at and insure it is the right thing for all Caddo students. He asked the board to not let special interests or personalities get in the way of what is right for many of Caddo's students, and support the committee's recommendation.

Kathy Barberousse, principal, echoed Mr. Burton's comments and highlighted observations of the committee's work in coming up with a policy that will assure that the star schools will continue to shine, and allow the opportunity for students to be in the best learning environment they can find in a diverse setting. She urged the board to approve the policy brought to the board by this committee.

Cooper Knecht, principal, asked the board to support the committee's recommendation regarding the admission policies for elementary and middle magnet schools.

Vickey Range, president of the Caddo Association of Educators, addressed the board on the CAE's pledge to support those impacted by the Hurricane (Katrina), and that the National Education Association (NEA) has established a way for schools and school employees to apply for grants that total \$1 million. NEA will provide grants to public schools that have enrolled the estimated 300,000 students affected by the storm. These grants can be obtained by public schools on behalf of their students or that school. She also announced there will be grants to assist school employees who have been displaced and NEA members who prior to Hurricane Katrina were employed in public schools and are not designated areas. The local director, Ms. Debbi Knapp, will contact these principals regarding these grants. She requested that CAE be provided a list of the impacted Caddo schools.

Kay Robinson, principal, asked the board to support the magnet policy being recommended by the Magnet Admission Policy Committee. Ms. Robinson stated that this policy was very carefully looked at because the middle school admission policy is different from the elementary. She said she believes the policy being recommended continues the tradition of diversity, the tradition of high academic standards and follows the policy set by the 5<sup>th</sup> Circuit Court of Appeals. She also thanked the board for the new building and asked the board to think carefully of the future of the students that the board holds in its hands and support the policy being recommended.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, shared with the board a packet of information which included a copy of CPSB Policy GDD-R (Hiring and Transfers of Classified Employees), a portion of the Ascension Parish Discipline Policy, and a court case (Porter v. Ascension Parish). She referenced a request from former School Board Member Jerry Tim Brooks to take a hard look at how part-time classified employees are treated in terms of promoting to a full time position. She said at that time there was no identifiable mechanism in the then Policy GDD-R that would facilitate the number of four-hour custodians into what would seem to be a natural progression with those who have satisfactory evaluations into full time positions. She also said that in 2003, the board voted to amend the policy to add the section to staff full time classified positions with qualified part time employees. Mrs. Lansdale stated that this language did not realize the full intent of the amendment, as we still have part time employees with satisfactory evaluations who continue to languish in those positions year after year while people new to the system are placed into full time positions. She said the *who you know* system continues to trump performance, longevity and loyalty. She requested that the board review the inadequacy and loopholes of the current policy, thus providing the promise intended by Mr. Brooks and the 2003 board that the work and loyalty of those in this system has value and that we honor it. Mrs. Lansdale also requested that the board

review the Disciplinary Policy as customarily the CFT/SP has employee representatives on this committee, and the postponing and rescheduling has resulted in a communication breakdown and not all the committee members received notification to attend the rescheduled meetings. She stated that she has not seen where the administration has rescheduled the meeting, and thus, she is bringing the request to the board. She explained that the Discipline Policy covers the category of threats to a teacher or school employee and the infraction is a mandatory 3 day suspension. She said she agrees with the board in the importance of communicating to students the inappropriateness of threatening anyone in authority and further recognizes how threats can undermine the ability of the teacher to maintain an environment conducive to learning. Mrs. Lansdale highlighted concerns to include the ambiguity in defining what a threat is, who decides what a threat is, what happens when a threat originates off campus, and shared possible scenarios and how other parishes (Ascension Parish) approach these type discipline incidents. She referenced two such incidents in Caddo Parish where an elementary student was suspended for leaving a voice mail threat to his teacher, but a threat to a teacher initiated by two seniors on an internet site were not suspended. She asked that the board review the information provided in preparation of the public hearing of the Disciplinary Policy next month. She also asked that the board consider the add-on requirements of the comprehensive curriculum in that teachers are being required to provide activities without resources and to make adjustments to meet the demands of this mandate at their own personal cost. She asked that the board intervene and look at providing the much needed resources in these mandates.

### **CONFIRM THE CONSENT AGENDA**

*Mrs. Armstrong moved, seconded by Mrs. May, to approve the agenda and the proposed consent agenda for the September 20, 2005 meeting. Vote on the motion carried unanimously.*

### **Agenda Item No. 9.A.**

**Personnel Recommendations.** Per request from the superintendent, Dr. Mary Nash Robinson, assistant superintendent for human resources, announced/introduced the following personnel appointments recommended by the superintendent and approved by the board: Lisa Walker Johnson, assistant principal of instruction at C E Byrd High School; Deloris Lynch, assistant principal of instruction at North Caddo High School; and Tonya Evans, Title I Math Supervisor. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the positions to which they were appointed. School administrators, family and friends present also were recognized.

### **Agenda No. 9.A.**

**Requests for Leaves.** The following requests for leaves were approved as recommended by staff and included in the mailout.

#### Certified

Sabbatical Study, Spring Semester, 2005-2006 School Year

Jessica Burford, Teacher, 4 years, University Elementary

Sabbatical Medical, September 26 through the remainder of the fall semester of the 2005-2006 SY

J. Diane Jarrett, Teacher, 22 years, Timmons Elementary

Catastrophic Illness (September 13-October 14, 2005, 24 days)

Tammy Chaffold, Teacher, 5 years, Sunset Acres Elementary

#### Classified

Leave Without Pay, July 29, 2005 – September 11, 2005

Ozzie Washington, Painter Helper, 5 months, Maintenance

Leave Without Pay, August 12, 2005-August 3, 2006

Jacqueline D. Williams, Cafeteria Monitor, 1 year, Summer Grove Elementary

Leave Without Pay, August 15, 2005 – March 1, 2006

Alma A. Williams, Teacher Aide, 10 years, Oak Park Elementary

Leave Without Pay, August 30, 2005 – August 30, 2006

Susan James, Bus Driver, 8 years, Transportation Dept.

Leave Without Pay, September 6, 2005 – September 6, 2006

Dorothy Leftridge, Laborer, 21 years, Maintenance Dept.

Leave Without Pay, September 26, 2005 – May 15, 2006

Carla D. Burgos, Teacher Aide, 4 years, Broadmoor Middle  
Leave Without Pay, January 1, 2006 – May 30, 2006  
 Brenda Phill, Sr. Clerk II, 8 years, Accounting Dept.

#### **Agenda Item No. 9.C.**

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the other personnel transactions report for hiring, assignment changes, separations and resignations for the period of July 26, 2005 through August 25, 2005 as recommended by staff and submitted to the board in the mailout.

#### **Agenda Item No. 9.E.**

**Renewal of Administrative Contracts.** The board approved the administrative contracts for administrators as recommended by staff and included in the mailout. Contracts were renewed for Mary Nash Robinson, Sara Ebarb, Nadalie Thomas, Dona Amidon, Wilma Gaines, Elnora Salone, Kathy Barberousse, Keith Burton, Marilyn Caldwell, Karen Eason, Al Graham, Oscar Killian, Cleveland White, Mia Brooks-Cooper, Bonnie Martinez, Brenda McDonald, LeAnn Skinner, Glenda Goree, Monica Howell, Dierdra Jelks and Linda M. Williams.

#### **Agenda Item No. 10.A.**

**Bids.** The board approved the following bids as recommended by staff and included in the mailout on the bid tabulation sheets. (1) Kindergarten Play Equipment – Childcraft Educational totaling \$16,119.45; The Library Store totaling \$747.45; Nasco totaling \$2,390.25 and School Specialty totaling \$14,608.80. (2) Educational Supply Catalog Bids – highlighted percentages of BSN Sports, group 6; Childcraft Education, groups 4, 10, 11; Hatch, group 2; Lakeshore Learning, groups 1,3; School Specialty, group 5; Educator’s Outlet, group 9; Highsmith, group 8 and Library Video, group 7 for educational supply catalog.

#### **Agenda Item No. 11**

**Request for Use of School Buses by Southern University at Shreveport.** The board approved Southern University-Shreveport’s request to use five school buses for the Educational Talent Search Program of Southern University for transporting students who participate in the after-school tutorial program at Linwood, Linear, J.S. Clark, Caddo Middle Career & Technology and Our Lady of the Blessed Sacrament, two days a week from September 27, 2005 – December 1, 2005 as recommended by staff and included in the mailout.

#### **Agenda Item No. 12**

**Lunch Provision Agreement with Southern University at Shreveport.** The board approved the lunch provision agreement with Southern University at Shreveport to purchase lunches at Newton Smith Elementary School for the women’s basketball team as recommended by staff and included in the mailout.

#### **Agenda Item No. 13**

**Distance Learning Contractual Services.** The board approved that Distance Learning Contractual Services be awarded to Robert L. Barnes, at a cost of 1% of the RFP bid award amount not to exceed 1% of the projected budget amount, for the purpose of writing a Request for Proposal to purchase one classroom distance learning/video conferencing system for each school in the district as recommended by staff and included in the mailout.

#### **Agenda Item No. 14**

**District Master Technology Plan Extension.** The board approved the extension of the District Master Technology Plan and the related assurances and budget as recommended by staff and included in the mailout.

### **Agenda Item No. 15**

**Biotechnology Magnet for Southwood High School.** The board approved the proposed Biotechnology Magnet Proposal for Southwood High School as recommended by staff and included in the mailout.

### **Agenda Item No. 16**

**Science Integration Laboratory for Kids (SILK).** The board approved the Science Integration Laboratory for Kids (SILK) program to be initiated during school year 2005-2006 at Caddo Heights Elementary at no additional cost to the parish.

### **Agenda Item No. 17**

**Professional Development Days.** The board approved professional development days for Mooretown Elementary School on September 23, 2005; Southern Hills Elementary, September 30, 2005; Mooretown, Oak Park, Werner Park, October 28, 2005; Atkins, Central, Ingersoll, November 4, 2005; Barret, Cherokee Park, Quesborough, November 11, 2005; Blanchard, September 30, 2005 and October 21, 2005; Claiborne, October 21, 2005; North Highlands, October 17, 2005; Northside, November 4, 2005 and January 27, 2006; Oil City, October 21, 2005 and ½ day (TBA), February 2006; Newton Smith, October 21, 2005 and November 18, 2005; South Highlands, October 21, 2005; and Timmons and Mooringsport, October 21, 2005 and January 4, 2006; Riverside Elementary, November 18, 2005; Northwood High School and Donnie Bickham Middle School, February 10, 2006; Youree Drive Middle School, October 7, 2005; Vivian Elementary/Middle School, October 14, 2005; Bethune Middle School, September 19, 2005 and February 13, 2006; J. S. Clark, October 17, 2005 and January 27, 2006; and Linear Middle School, October 28, 2005 as recommended by staff and included in the mailout.

### **Agenda Item No. 18**

**Louisiana Teacher Quality 8(g) Block Grant Application.** The board approved the Louisiana Teacher Quality 8(g) Block Grant Application as recommended by staff and included in the mailout.

**“Putting the Pieces Together – 2” New Teacher Induction Grant.** The board approved the “Putting the Pieces Together - 2” New Teacher Induction grant application as recommended by staff and included in the mailout.

### **Agenda Item No. 19**

**Special Education Interagency Agreements.** The board approved the special education interagency agreements and contracts as recommended by staff and included in the mailout.

### **Agenda Item No. 20**

**Medicaid, KidMed Budget for SY 2005-06.** The board approved the Medicaid, KidMed Budget for SY2005-2006 as recommended by staff and included in the mailout.

### **Agenda Item No. 25**

**Resolution with J-W Gathering Company.** The board approved a resolution with J-W Gathering Company authorizing the CPSB President and Superintendent to execute a Pipeline Right-of-Way Easement and Servitude Agreement for property in Section 16, Township 15 North, Range 12 West, Caddo Parish, Louisiana as recommended by staff and included in the mailout.

### **Agenda Item No. 26**

**Servitude Agreement with J-W Gathering Company.** The board approved the Servitude Agreement with J-W Gathering Company for oil and gas wells located on the property as recommended by staff and included in the mailout.

## Agenda Item No. 29

**Revision to CPSB Policies GCBD/GCBD-R/GDBD/GDBD-R.** The board approved the revision to CPSB Policies GCBD/GCBD-R/GDBD/GDBD-R as submitted in the mailout.

### **BUS LOOP AT UNIVERSITY ELEMENTARY**

*Mr. Rachal moved, seconded by Mr. Ramsey, to approve the bus loop for University Elementary as submitted in the mailout.* Mr. Rachal stated that this project was initially recommended in 1993; and with a current enrollment of 876 students, it is a safety concern. He encouraged the board to support the motion. *Vote on the motion carried unanimously.*

### **PARENT CENTER OPERATION HOURS**

*Ms. Phelps moved, seconded by Ms. Priest, that the Parent Center hours be extended to include summer school schedule and that administration consider the recommendation for improvements to the center as included in paragraphs 2 and 3 of her memo to the board dated September 8, 2005, and included in the mailout.* Ms. Phelps shared her concern that surrounding parishes have their parent centers open during the summer and she believes we can better serve our students during summer school hours. She explained that she is proposing that this be implemented in the summer of 2007, allowing time for staff to place it in the budget and come up with a plan for staff going into the schools (as mentioned in paragraphs 2 and 3 of the memo). Ms. Priest concurred with Ms. Phelps' assessment and encouraged the board to support the motion.

Mrs. Tyler referenced a survey of parents and that there were not enough to use the center and typically they do not use the center in the summer; however, she said if the funding is available, staff will be glad to implement this request. She asked if the board will allow staff to explore where possible funds might be for this matter, because there will be a considerable cost. Ms. Phelps clarified that her intent is for the 2006-07 school year to give staff time to find the money that may be available; and also, she understands the parents do not come to the Parent Center and that is why she wishes us to go to the parents and schools and team up with the principal and teachers in order to do something more innovative. Mr. Henderson, for clarification, asked if we are asking staff to provide a budget in 06-07 for this item? Ms. Phelps answered that is correct.

Mr. Rachal shared that he has concern of approving anything that isn't in the budget and we don't know what the numbers are. Ms. Phelps indicated we won't be spending any money, and she is asking that staff bring a recommended program and budget to the board for consideration. Mr. Rachal stated that the motion is to extend the hours, and not budget. Mr. Henderson asked if the board would authorize the maker of the motion to clarify her motion as he understands the motion is to extend the hours in the Parent Center contingent upon available funding. *Ms. Phelps made a substitute motion, seconded by Mrs. Armstrong, that contingent upon the availability of funds, the Parent Center hours be extended to include summer school schedule and that administration consider the recommendation for improvements to the center as included in paragraphs 2 and 3 of her memo to the board dated September 8, 2005, and included in the mailout.*

Mr. Ramsey asked how many people do we have in mind will utilize this Parent Center, because he is concerned we will budget this item and only 2 or 3 people will take advantage of it. Ms. Phelps again responded her desire is not to wait for parents to come to the Parent Center, but that we will take the services to the school and collaborate with them to get the parents to come to the schools.

Mr. Henderson clarified that the memo Ms. Phelps is referring to is the one dated September 8<sup>th</sup> and contains the referenced Paragraphs 2 and 3. Ms. Phelps answered in the affirmative. Mr. Ramsey said he has similar concerns, but believes a better place for this item would be under Superintendent's report for the Superintendent to take it under advisement and build the program from there.

Mrs. Armstrong asked if we are not approving the concept of a new innovative approach to facilitating the activities of the Parent Center and giving the administration a year to locate funds

and the budget will come to the board next year for enactment in the summer of 2007? Ms. Phelps answered that is correct.

Mrs. Crawford stated she believes this is a good idea and asked the board to support the motion. Mrs. Crawley commended the maker of the motion and that approval will indicate the board's support and statement that this is a priority for long-range planning in the 06-07 budget. She, also, encouraged the board to support the motion.

Mr. Henderson asked for clarification when the maker of the motion is asking staff to have a response to this request? The superintendent responded that if the board approves the motion, she will get with Ms. Phelps to discuss strategies for different approaches and specifics on making changes in the program.

*Vote on the motion carried unanimously.*

### **ADMISSION POLICIES FOR ELEMENTARY AND MIDDLE MAGNET SCHOOLS**

*Mrs. Armstrong moved, seconded by Mr. Rachal, approval of the admission policies for the elementary and middle magnet schools as presented in the mailout.*

Mr. Rachal commented that in attending the committee meetings he observed very good dialogue on each of the points, and they looked at a lot of areas that needed to be looked at closely. He expressed appreciation to the members of the committee for their time, effort, energy and input in recommending this new policy.

Mr. Guin asked legal counsel if, based upon the court's most recent ruling, these two policies will pass muster? Legal counsel responded yes. Mrs. Crawley also stated that she attended three of the committee meetings and commented on the growth of the committee throughout the process, and commented on input from one of the committee members to increase the magnets in the neighborhood. She said she appreciates how the committee came together to put together a policy they all could agree on. Ms. Priest commended the committee for the hard work and the open mind to look at all angles and issues to come up with a policy and criteria that will be reflective of our community as it relates to Caddo Parish schools. Mrs. Armstrong asked if this will be an admission policy used for the magnets within the neighborhood schools? Mrs. Tyler responded it will not, as this policy will be strictly for the pure magnet schools.

*Vote on the motion carried unanimously.* Members of the committee who were present were recognized. President Henderson, too, expressed appreciation to the committee for their work.

### **REQUEST FOR ADDITIONAL STAFFING/HURRICANE KATRINA**

*Mrs. Armstrong moved, seconded by Mrs. May, approval of staff's request for additional staffing as a result of Hurricane Katrina as included in the mailout.* Mrs. Armstrong asked if the additional administrative personnel will be considered temporary employees if the students return to their homes? The superintendent responded that all the positions are temporary and the only time consideration will be given for permanent positions will be when they resign from their former school district. Dr. Robinson stated that is correct. Mrs. Tyler explained that a Memorandum of Understanding was crafted by our attorney which says they are temporary. Mrs. Armstrong asked if the funding will be provided through special funds from the state or federal government? Mrs. Tyler responded that we have been told we will be reimbursed, but not how much; however, we are following up to make sure we get our money, and the state has indicated we need to submit to them our needs and to keep good documentation. Mrs. Armstrong asked if these employees will be going on Caddo Parish's pay schedule? The superintendent responded they will.

Mr. Guin asked the superintendent where the proposed positions will be located? Mrs. Tyler said she did not know at this time, but the Human Resources Department will provide a list of the needs as they arise. She explained staff will need to look into the schools and determine what classes need relief from being overcrowded; and if there is not a need to hire all the proposed positions, staff will not do so. Mr. Guin explained that his concern is documentation in the mailout that indicates hiring administrative positions and clerical positions, and he did not see a request for additional teaching positions. He asked if we have the additional students to

warrant an additional administrator and four additional administrative assistants, doesn't that also warrant the hiring of additional teachers? Mrs. Tyler explained that if you hire teachers and split classes and the temporary teachers leave and go home, you could end up with classes without a teacher and staff is attempting to avoid this. She said we will hire teachers to assist in overcrowded classes, but not for a classroom unless those teachers are willing to remain in Caddo all year. Dr. Robinson commented that based on the number of 1375 divided by a ratio of 24:1, this is about 40 teachers. However, since the allotment is number driven, staff did not feel it necessary to request additional teaching positions, but with the additional students, there will be some administrative, supervisory and support needs which need board approval before staff can proceed processing. Mr. Guin stated that schools are waiting on an answer and asked what schools are we talking about, where did the majority of the students go, and what are the needs now? Mrs. Gunn responded that we have students in all schools but two, and the numbers vary up to 100 plus at Turner. She explained the need to have an administrative assistant at the elementary schools with a high number of the evacuee students that do not have an assistant principal on staff. Also, there is a need for counselors to provide counseling to these students, and the counselors', presently on staff, responsibilities are full at the school level. Mrs. Gunn explained that the secretary/clerk will be responsible for continuously inputting the HUD data. Mr. Guin asked if these temporary employees could be shuffled from need to need? Staff answered that is correct. Mr. Guin stated he doesn't believe the system needs to be fighting amongst themselves as to who will receive an extra administrator, etc. He also stated there are pay issues determined by who is working under certain administrative positions and as long as he understands these positions are central-office based positions and will be used throughout the district, he can support it. Mrs. Gunn responded they will not be housed at Central Office, but at a school and they will be serving more than one school. Mr. Guin asked staff to let the board know where the additional staff assignments are made?

Mrs. Crawford asked about the general cost for adding these positions? The superintendent reported that this came as a public request to the superintendent today and she will ask staff to provide an answer to this request as well as to the board.

Mr. Rachal recognized Superintendent Tyler for moving quickly and addressing taking care of the displaced children as well as being sensitive to the students in Caddo.

Mrs. Crawley asked for further clarification on the hiring of teachers from parishes affected by the Hurricane? Mrs. Tyler answered yes we have. Mr. Henderson cautioned the board to stay on the motion. Mrs. Crawley stated her problem is we have added 1375 students and we say we are hiring teachers to relieve overcrowded classrooms. Mrs. Tyler explained these positions are above Caddo's staffing formula because of the additional students. She said she believes we have hired teachers and in daily talking with the staff, we had vacancies that needed filling with highly qualified staff, and we were able to hire some individuals who will be with us the entire school year. The spots being recommended today are the ones that will be above the staffing formula, and it is hoped we will be able to recoup those funds. Mrs. Crawley asked if our staffing formula now increases by the 1300 students. Mrs. Tyler answered not necessarily, because each year staff looks at every school and the number of students, and staff based on that number. Mrs. Holliday explained that all the schools submitted new student counts and staff has determined from the new numbers, the allotments regarding teachers. As a result, some schools received more teachers, and some were overstaffed, and moves have been made within the school system to accommodate this over and understaffing. She also reported new teachers have been hired as a result of the increase in enrollment, with 15 displaced teachers filling vacancies particularly in Special Education. Mrs. Holliday stated staff is allowing applicants the opportunity to be considered for any new position created.

Mrs. Crawford asked if the administrators, counselors, etc. hired in Caddo will be paid according to Caddo's pay scale or the pay scale from the parish from where they came? The superintendent answered they will be paid from our pay scale and this is a part of the MOU (Memorandum of Understanding).

Mr. Henderson shared that he has observed that our enrollment is changing daily and it is probably difficult for the staff to be exact on matters such as this. However, even though he supports the request, he is confused about responses to some of the questions, because knowing where the children are, he believes we should have some idea as to where we will be placing these additional staff. The superintendent responded that from week to week, the evacuee



population is changing, with some returning home, some moving to live with host families, and as these numbers shift, staff needs to be in a position to be able to send the administrative assistants and others to where the children go. She said staff knows where these positions are needed right now and will be placing staff there, but when the population shifts, staff needs to be able to have the flexibility to send the needed staff to where the children are. She said that on October 3<sup>rd</sup>, four school districts will reopen their doors and some students will be returning to their home schools; however staff does not have any idea how many students will leave. The state has asked that we report the numbers to them on a weekly basis, and staff has noticed that when shelters close, children shift to different locations. Mrs. Gunn added that in order to determine the numbers needed, there is an outline based on where the students presently are and this can be provided to the board. Mr. Henderson asked the superintendent to keep the board apprised through the *Weekly Briefing*.

*Vote on the motion carried unanimously.*

#### **EDUSOFT ASSESS2KNOW (RIVERSIDE PUBLISHING CO.)**

*Mrs. Armstrong moved, seconded by Mrs. May, approval of the EduSoft Assess2Know Program from Riverside Publishing Company, for Caddo's 15 "High Priority" schools as recommended by staff and included in the mailout.*

Ms. Phelps asked if this program will provide individual student reports for tracking and evaluating student data do we not have programs in the classrooms that do the same thing, i.e. reading programs that have a tracking system? Is there a particular subject area and how will it be used? The superintendent responded that this program is an assessment program for math and English/Language Arts for grades 3-10 in the high-priority schools and these assessments will be administered to students every 9-week period. She also said that the unique thing about the assessments is they will be aligned with our comprehensive curriculum and the state assessments which means the students will be given the opportunity to be tested on skills that appear on the statewide assessments, and teachers also will be able to gauge themselves and make sure they are teaching those skills. When these tests are administered each quarter, they will be scored by the company, similar to the iLeap and Leap tests. The student's individual profile, the teacher profile, school profile and district profile will be printed on the skills taught by grade level, and this is something that has not been done before. If this works well, she believes we will be able to find the funding to implement throughout the district. It is research based and is what the district needs to be doing to address the challenges under the accountability mandates.

Ms. Phelps asked how this will benefit the teacher to know how she can better teach and how will this be addressed, how will we follow up on students under a teacher that are still not doing well? Mrs. Tyler explained that each 9 weeks we will be assessing what each teacher is doing, because reports will be generated from the program and if a teacher is not teaching what should be taught from the comprehensive curriculum, it will show up, and the teacher will have an opportunity to address that area. Ms. Phelps asked who will be analyzing these reports? Mrs. Tyler responded that Riverside Publishing Company will be analyzing the reports. Ms. Phelps asked what will staff do when the information is received from Riverside on a teacher's performance, who else will review those documents? The superintendent responded that principals and directors will be looking at them, along with Central Office staff. She said the reason staff is wishing to use this particular program is there is a need to improve instruction and believe we do so by looking at what has actually occurred and then correcting the problem. Mrs. Tyler also stated that everyone will be inserviced on the program and procedures if the board approves this today. Ms. Phelps asked if the board can receive copies of the reports. She wishes to make certain we are utilizing what there is to offer and if it's not going to be addressed, it will defeat the purpose of the program, and since we have other programs in the classroom, she wants to assure that this program will take it a step further with the instruction in the classroom. She also asked how long has staff known about this program since the board just received information on it? The superintendent indicated there are no other programs exactly like this one. Mrs. Gunn responded that the math programs will assess what the math textbook says, and the Reading programs, i.e. Reading First, are aligned with the state accountability. She said this assessment program measures what will be tested in March, and we know that it's aligned for what will be tested in March. Mrs. Gunn shared that staff has been looking for a program of this nature for the Choice Plan for quarterly testing and we know this one is closely aligned with the accountability. Ms. Phelps indicated she understands and stressed we need to use it for more

than just a tool in the classroom, that the principal sees the results and the reports from the classrooms and teachers, and is addressing them to make certain students are performing as they should. She also asked about the timeframe for staff looking at this project? Mrs. Gunn explained that staff has been looking and studying the details for approximately 3-4 weeks. The superintendent said she began working on getting a similar program when in New Orleans, and she is trying to follow through with what research says we need to be doing. She said it has taken this length of time to get a program that if used appropriately, will get the results we are looking for. Mrs. Tyler also added that staff is hopeful we will be able to expand to the other core subject areas. Ms. Phelps indicated her position is to make sure it's utilized properly. Ms. Phelps inquired about the cost of \$79,000, and if this is a one-time cost? Mrs. Tyler indicated this is a membership that needs to be renewed each year for three years based on the student enrollment. Ms. Phelps asked for what cost number is the board currently looking at? Mrs. Gunn referred to the Revised Page 10, Addendum 2, and the description of annual recurring costs, and these are costs we will have each year; however, management, first year training, and scanners are one-time costs. Ms. Phelps asked the number of students this figure is calculated on? Mrs. Gunn said the proposal is calculated on 5,899 students, and at present we do not have quite that many, but staff will recalculate based on the exact number. Ms. Phelps stated that the cost concerns her and she hopes it pays off.

Mrs. Crawford asked what the turnaround will be on the 9-week assessment from Riverside? Ms. Kaye Herring of Riverside indicated the turnaround will be immediate with the students taking the test via paper, it is scanned through Riverside's server, and the results are immediate to the teachers via the web. Teachers will be able to see instantly how their students scored in regard to the different skills on which they are being assessed when it comes to the comprehensive curriculum as well as the grade level expectations. Mrs. Crawford commented that across the board she has heard how teachers want pre and post testing rather than one test at the end of the year and she believes this is a positive step toward that end, because it not only identifies students' needs, but also teachers' needs.

Mrs. Tyler clarified the source of funding for this project and noted in the memo, that the staff is not asking for additional funding from the General Fund budget, but staff will collaborate and coordinate the funding and be able to do what needs to be done to direct the funds where they are needed to help us improve academically, thus the funding will come from Title 1 testing and technology budgets already in place.

Ms. Priest asked if this is a 3-year agreement? Mrs. Tyler responded that we renew this agreement annually based on performance. Ms. Priest asked if we are talking about \$79,000, more or less, annually. Ms. Herring indicated that costs ordinarily decrease after the first year, because some things can be eliminated. Ms. Priest asked why not the curriculum management component and how will this interface/complement SES services? The superintendent responded that this has nothing to do with SES services as they are provided by an after-school provider through Title 1. She said this is something we have to do based on the classification, labeling of a school. Mrs. Tyler also said that in the funding, some revision and redirecting will take place, because she and her staff are responsible to get schools performing and make sure mandates are met. She said the district has been faced with a mandate to work on 15 schools and this is part of the work that must be done.

Mrs. Crawley asked about another school system in Louisiana that is using this program? Ms. Herring said East Baton Rouge has been using this system as well as the Assess2Know for over a year and the schools involved in using these assessments increased their spring scores by 17%.

Mr. Rachal stated his support of this program and that he would love to get these results in his business. He said the needs of our children are important and we need to meet the needs of the children in these high priority schools. Also, if we are not seeing the results we need, we need to adjust and do something different to get the needed results. He said we need to make the needed adjustments. *Mr. Rachal moved, seconded by Mr. Guin, to call for the question to end debate. Vote on the motion to end debate carried unanimously.*

*Vote on the motion to approve the EduSoft Assess2Know Proposal carried unanimously.*

## **SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** The superintendent reported that updates were sent to the board in the *Weekly Briefing*.

**Report on Booker T. Washington Feeder Schools.** Mrs. Tyler responded that staff has provided a report on this matter.

**Study of Demographic Lines in CPSB District 3.** The superintendent reported that staff will be making a recommendation on this item based on the feeder patterns.

**Study of Reducing Student: Teacher Ratio.** Mrs. Tyler stated that staff has responded to this request.

**Feasibility of Restructuring the Holiday Work Schedule for Maintenance/Custodial Employees.** The superintendent announced that Mr. Henderson will be commenting on this item.

**Handicap Accessibility to Second Floor of Central Office.** Mrs. Tyler announced that staff is presently working to come up with a solution to this request.

## ANNOUNCEMENTS AND REQUESTS

Mr. Guin asked the superintendent for an update on the Northwood gymnasium? Mr. Lavergne responded that with the bids being rejected, because they were way over budget, the layout of the gym is being redone. Mr. Guin stated that the rumors are the school thinks the school board will fund the original gym and he is concerned that two gyms were funded at the same time, ground has been broken on one, the other still does not have bids, and with the recent catastrophe in New Orleans, all the building contractors will be bidding on jobs in New Orleans. The superintendent stated that we experienced the same thing with the Booker T. Washington gym being over budget and it was necessary to go back to the drawing board to come up with what can be taken out and then the project rebid. Mr. Guin stated that he asked this question two months ago and had hoped the project would be out for bid this month and now understands it's possible by next month. The superintendent stated that she will provide the board with an update on this project.

Mrs. Tyler announced that at each board member's station is a copy of the fund balance for the General Fund for the coming year and commented that the good news is after the books were closed, the fund balance exceeds what we have seen in a long time; however, there is a need to take a look at some of the expenditures that have occurred and will cause some adjustments in that balance. She also said we are not sure about the reoccurrence of some of these funds, so we don't want to get into reoccurring expenses. She stated that grant funding for some of the main programs will end at the end of this school year, so staff will be looking to see where these can be replaced. The superintendent commended the staff for working diligently to stay within the boundaries.

Mr. Ramsey commented on the budget issue and the ending balance for the 04-05 school year. He said he believes this is an indication of good management and expressed his appreciation to the superintendent and staff for getting the district to this point.

Mrs. Crawford asked that there be a better way of communicating with the board about incidents that occur in the schools. The superintendent apologized as normally staff will call the board members and particularly the board member for that particular school district.

Mr. Rachal commented on the fill rate report and the additional information being provided to the board. He asked if staff can add in this report a breakdown by day. Mrs. Tyler stated that Mr. Barr has indicated we can do that.

Mr. Rachal also reiterated Mr. Ramsey's comments on the superb job staff has done on the budget and asked that staff follow up on the available grants mentioned by CAE as he believes we have done what's necessary to earn some of those grant dollars. The superintendent responded that we definitely will take advantage of the grants being offered by CAE and she also thanked CFT for working with Caddo to provide clothing, particularly for the evacuees.

Mr. Rachal also asked for a list of the grants that will be ending this year, what they are and the dollar amount they represent.

Mr. Rachal commented on the exemplary fact that Caddo has hired over 150 certified teachers this year.

Mrs. Crawley asked that the superintendent and staff review the possibility of a crossing guard at the corner of East Herndon and Viking for Stoner Hill students crossing there. The superintendent responded that even though the board does not hire crossing guards, staff will investigate and make the request to the city.

Ms. Priest announced that Midway Professional Development Elementary School has partnered with an elementary school in Laguna, California and that school is sending backpacks and supplies for 600 displaced students. She stated that while these types of partnerships are taking place nationwide, it is happening in one of our schools because we have someone working in the school in Caddo that knows someone working in another school outside the state.

Ms. Phelps announced that Mrs. Crawley can have the crossing guard at 67<sup>th</sup> and Line to be relocated to the East Herndon and Viking crossing, as there are no students crossing at 67<sup>th</sup> and Line. She also shared her understanding there are students that cross at Line Avenue and Turner Lane and catch the bus on the corner at the FINA gas station, and asked if staff could look to move the crossing guards where they are needed.

Ms. Phelps stated that she visited Linwood and is aware a couple of teachers were cut because of the student population, and understands they are only a small number of students away from the number needed to keep the staff they have in place. She asked staff to look at any possible way to keep the music program at Linwood Middle School. Mrs. Holliday explained that she is not certain how many positions Linwood was overstaffed, but believes it is four, and it's the principal's decision as to where cuts will be made. Mrs. Holliday stated that it is her understanding that the principal has two music teachers and made a decision to cut one of those positions. Ms. Phelps asked if the principal can choose to cut a core subject? Mrs. Holliday answered she can. Ms. Phelps asked what happens if she chooses to do this? Mrs. Holliday responded that those students would have to be absorbed in the schedule elsewhere, and she can cut any positions that she can otherwise absorb in her staffing. Ms. Phelps asked if that action causes overcrowded classrooms? Mrs. Holliday indicated not necessarily. It depends on the master schedule, a certain grade level, and how many students there are in a class, and she could possibly need a teacher to teach more than one subject. Ms. Phelps asked staff to work with the principal at Linwood Middle School in an effort to keep the music program at this school. Mrs. Tyler responded that the staff does try to work with the principals on staffing when they bring to staff evidence of the fact that they cannot cut somewhere else. She said when you look at overstaffing in the schools, this can eat up a budget, so staff attempts to work with the principals within the boundaries set, and we still ask the board for approval of positions above the formula. Mrs. Tyler also reported that other funding, i.e. Title II and Leap Remediation funds, assists in this.

Ms. Phelps stated that she received the information about the Caddo Learning Program entrance requirements, but did not see included in that information a review by staff on the entrance score requirement. She said she understands a student can be denied the program based on their IOWA or standardized testing score. Mrs. Gunn stated that the Rubric score was also included. Ms. Phelps answered that she did see that score, but she asked that it be re-evaluated, it is because she has a concern when a student is denied because standardized testing is not considered. Mrs. Gunn said the whole Rubric was used and staff did revisit this summer for those schools that have this program in place. Ms. Phelps asked if the Rubric scoring is not the standardized test alone? Mrs. Gunn answered it is not. Ms. Phelps asked if on the Rubric scale the score must be high or low? Mrs. Gunn stated that the higher the score, the better chance one has to get in. Ms. Phelps indicated she will get with staff since her entire request was not addressed. Ms. Phelps also inquired about the \$287,000 that Hosston Alternative is getting in Technology and asked if this is a program already in place? Mrs. Gunn responded it is the Compass Learning Lab already in place. Ms. Phelps also asked that the superintendent and staff look at the entire program because even though we are in a computer age, she is unsure how well our students are learning to read on the computer. She believes that this \$200,000 could be spent on teachers and reading specialists to really help our student learn to read the old-fashioned way.

The superintendent responded that she will meet with the chief academic officer, because she does not believe students are on computers all day, that teaching is going on. She also said this program is working, because these students were in a traditional setting where it was not working. Ms. Phelps responded that she is pleased with the results, but would like staff to look at additional ways. Mrs. Gunn stated that a math teacher and a reading teacher are funded to work in this program.

Willie Henderson announced that he is removing Item 32.E. from the agenda as it closely parallels the item he voted for today concerning the *discretionary day*. He said he believes the board wished the employees to know they were heard and an attempt was made to respond, and hopes the employees will take note of this board action and bring a close on matters such as this.

Mr. Henderson also announced that at board members' stations is a memo from the superintendent regarding the Mayors' Prayer Breakfast and the Citizen of the Year Awards Dinner and asked board members to respond to the Superintendent's Office.

Mr. Henderson expressed appreciation to staff for information on the conferences attended this year.

Ms. Phelps expressed appreciation to Mr. White and his staff for the building at Caddo Middle Magnet.

### **EXECUTIVE SESSION**

*Mrs. Armstrong moved, seconded by Mr. Guin, to go into executive session for up to 15 minutes for an update on the legalities of the Julie Cavalier v. CPSB, et al, Suit No. CV02-0695-S, USDC. Vote on the motion carried and the board went into executive session at 7:02 following a 10-minute recess.*

The board reconvened into open session at approximately 7:45 p.m.

**Adjournment.** *Mrs. Armstrong moved, seconded by Mrs. Crawley, to adjourn. Vote on the motion carried unanimously and the meeting adjourned at approximately 7:45 p.m.*

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Ollie S. Tyler, Secretary

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Willie L. Henderson, President

**October 4, 2005**

The **Caddo Parish School Board (CPSB)** met in special session in its office at 1961 Midway, Shreveport, Louisiana at approximately 6:15 p.m. (immediately following the Executive Committee/Board Work Session and a brief recess) on Tuesday, October 4, 2005 with President Willie Henderson presiding and the following school board members present being a quorum: Phillip Guin, Eursla D. Hardy, Willie Burton, Lola May, Lillian Priest, Barry Rachal, Ginger Armstrong and Larry Ramsey. Mr. Henderson announced that Charlotte Crawley was absent due to illness. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were omitted.

### **PERSONNEL RECOMMENDATIONS**

*Mrs. Armstrong moved, seconded by Mrs. Hardy, to approve the personnel recommendations as recommended by the superintendent and included in the mailout. Vote on the motion carried unanimously.* Dr. Mary Nash Robinson, assistant superintendent for Human Resources, introduced the following appointment approved by the CPSB: (1) Sonya Shepherd, counselor at Hillsdale Elementary School. This appointment will receive the appropriate salary as reflected by the Caddo Parish School Board salary schedule applicable to the position to which she is appointed. Administrators and family present were also recognized.

### **SUPERINTENDENT'S REPORT – UPDATE ON ACCOUNTABILITY WAIVERS FOR 05-06 SCHOOL YEAR**

Superintendent Ollie Tyler shared with the board an update on an emergency BESE meeting she attended in Baton Rouge as a result of Hurricanes Katrina and Rita. Mrs. Tyler stated that many students and employees from the disaster areas were displaced and many were received in Shreveport. She reported that the special called meeting was to discuss and pass policies addressing the issues that arose from this disaster. Mrs. Tyler said this disaster has allowed Caddo the opportunity to embrace the larger educational family in Louisiana, Mississippi and Texas, and she highlighted the impact on the state and the plan of action that Caddo developed to accept and receive the displaced students, adding that Caddo's student count went up by as many as 1,500 students. While some of the districts affected by the hurricanes have been reopened, Caddo still has approximately 1,300 students remaining with some returning to their home towns, and it is believed this trend will continue until probably January 2006. Mrs. Tyler announced that approximately 67 of Caddo's 74 schools have displaced students enrolled, and Caddo has also employed 29 teachers from the affected areas, as well as substitute teachers, clerical subs, security subs, coaches, and behavior intervention specialists. Additional personnel will be hired based on the needs and shifting of the students. Mrs. Tyler also commented that staff is seeking funding based on our expenses, and a report will be provided to the board as soon as the money is received. The superintendent reported that support from the following departments included: the Child Nutrition Department has served 4,114 breakfast meals, and more than 15,000 lunches to the displaced students; the Transportation Department has provided transportation daily for approximately 200-300 evacuees; counselors organized a *buddy* system and have met with students individually, as well as groups, to help them adjust; the homeless coordinator and staff have served as liaison between the families, shelters and schools to arrange enrollment in school, transportation, uniforms, supplies, etc. Mrs. Tyler highlighted staff's collaborative efforts to receive donations for the evacuees and to work with the State and U.S. Departments of Education.

Mrs. Tyler shared with the board a recommendation on a change in Caddo's Pupil Progression Plan addressing high stakes testing, and BESE's revision in policy giving district LEAs authority to address high stakes testing. She said BESE indicated that districts must administer the Leap exam to all 4<sup>th</sup> and 8<sup>th</sup> grades students; however, they have granted a one year suspension to the rule that students must pass the test in order to move to 5<sup>th</sup> and 9<sup>th</sup> grades. Mrs. Tyler said staff is recommending that the 4<sup>th</sup> and 8<sup>th</sup> grade test takers not meeting the high stakes testing requirements be retained in the spring; however, Caddo will offer multiple opportunities for promotion during the district summer school program. She explained that in order for 4<sup>th</sup> and 8<sup>th</sup> grade first-time test takers to promote to the next grade, the students must meet the following requirements: (1) all the criteria for promotion as listed in the Pupil Progression Plan and those who make the cut off on the high stakes test will automatically move up, (2) those who do not, in the spring, will be asked to (1) meet all the other criteria for promotion except the requirements

for the high stakes test, and (2) go to summer school and show academic progress, and meet the requirements of attendance and behavior in the summer school program. Mrs. Tyler explained if students pass all the course work and meet the additional requirements, staff believes they will have mastered enough to be passed on to the next grade level. Mr. Henderson said if the board approves this recommendation, it may be a good time to develop some base line data and compare it to students who did not pass high stakes testing, but did pass our local criteria.

Mr. Burton asked if this recommendation includes the evacuee students? Mrs. Tyler said it does not, because they do not belong to us at this time. She said if they stay with us, it will include them. Mr. Burton asked if these students are the ones who will be exempted from what the state indicated. Mrs. Tyler indicated that all the students in the state will be exempt if the state agrees. She further explained that if a student doesn't pass the test, they will go to summer school; and if they show the academic process, behave, and are at school everyday, they can be passed to the next grade.

Ms. Priest stated that she believes we have made significant gains over the past few years and shared her desire as a board to stress to the entire system that we will continue to operate in the mode we have been operating so as not lose these gains. The superintendent responded that staff does not intend to and that is why when the students do not meet the criteria the first time with the test, they are retained, and when they go to summer school, and receive what they need to go to the next grade level, they will move on. Mrs. Crawford asked if the students will have to retake the test? The superintendent said BESE did not say they have to retake the test, but she believes they do have to retake the test, and she will get clarification on this requirement; but what BESE said is that they will waive that particular part of the accountability program for this year only. She further said staff is attempting to say to our students they will be retained in the spring even if they meet all the other criteria and don't pass the Leap Test and you must go to summer school. Ms. Phelps asked if BESE made the requirement this year per district board approval? Mrs. Tyler said no, BESE suspended their rules to say that you don't have to use the test for 4<sup>th</sup> and 8<sup>th</sup> grade first time test takers; and it's up to the local districts to pass them on.

Mr. Rachal inquired as to how many students will be attending summer school if they all participate? The superintendent responded that the district had approximately 3,000 students to attend summer school last year. Mr. Rachal asked if we had an idea about the approximate cost and how much the district will be reimbursed? Mrs. Tyler said the State Board has indicated they will help with funding and they will give additional monies for the intensive summer school program, but the logistics will come as administrative guidelines are developed. She added that the State Board has provided the suspension rule, but they has left it up to the individual districts to take advantage of it.

Mr. Rachal asked if we know at this point whether or not the state will require us to administer and pass the test? Mrs. Tyler answered we do know, and they are not requiring the districts to do so for this year (05-06) only. Mrs. Crawford inquired if staff feels there will be much adjustment in the 3,000 number for summer school? The superintendent answered staff does not know.

Mrs. Tyler also explained that BESE talked about a shorter calendar year for the parishes affected by Hurricanes Katrina and Rita and they have relaxed the class size rules to help those districts who have accepted the displaced students. She also said that BESE indicated they will look at ways to make up the days as a result of the shorter calendar year so districts are not penalized.

Mr. Rachal asked if Caddo has any classes that have gone to the new sizes? Mrs. Gunn answered that we do have some 28:1 size classes in the elementary and some ECE classes at 22:1. Regarding the ECE classes, Mrs. Tyler reported that the State has allowed the district to hire some temporary people to help reduce this number. It was also reported that high school graduates will not be affected by the displacement, as graduates will be able to receive a Louisiana diploma. She also reported that a policy was approved to help this situation by allowing them to take the GEE and some substitute course work to comply with the rules in Louisiana. The superintendent also announced staff has been collaborating with FEMA, Department of Education, Senators, Governors, Legislators, community groups, City of Shreveport, and State Department to secure funding for some of the expenses incurred in meeting the needs of the evacuees, and she shared a list of donors for this cause. Mrs. Tyler also

announced that the James Carter Elementary School from Palm Desert, California is donating \$10,000 to Turner Elementary/Middle School to assist in meeting the needs of the children there.

Ms. Priest asked that staff communicate well with the general public and parents, about the requirements for promotion. The superintendent responded that as soon as the Caddo Parish School Board acts on this item, staff will send letters to each student's home. Ms. Phelps asked if our School Performance Scores will be affected by the 4<sup>th</sup> and 8<sup>th</sup> grade tests? Mrs. Tyler indicated the plan has not gone that far.

Mrs. Hardy stated her agreement with adequate and accurate information being distributed. She also thanked the staff for their hard work in this project.

Mr. Henderson announced that he visited Hirsch Coliseum and observed our staff members assisting the evacuees.

## ANNOUNCEMENTS

Dr. Mary Nash Robinson introduced Danny Thompson and Doug Mosely, members of the Discipline Policy Review Committee. She reported there were approximately 19 members on this committee, and expressed appreciation to the committee for their commitment in this effort.

Mrs. Burnadine Moss Anderson announced there will be a news conference on Friday, October 7, 2005, 10 a.m. at which time the Caddo Parish School Board will be presented a grant totaling \$1 million from the Louisiana Endowment for the Humanities. Mrs. Anderson stated this is a partnership between Louisiana State University Shreveport, Louisiana Tech, Caddo Parish School System and the Arts that will allow opportunities for our teachers to receive \$1,000 stipends for training over a three-year period in teaching students more innovatively.

Willie Henderson announced he attended the kick off for the United Way campaign and passed to board members United Way pledge cards and encouraged them to consider participating by turning in pledge cards to the Superintendent's Office. Mr. Henderson shared that he was pleased with the continued participation by the Caddo School System and that employees have continued to increase their contributions each year.

## EXECUTIVE SESSION

**Student Readmission Appeal Hearings.** *Mr. Burton moved, seconded by Mrs. Hardy, to approve staff's recommendation for the two student readmission appeals (for students with initials JA and TW). Vote on the motion carried with Board member Rachal opposed and Board members Guin, Hardy, Burton, May, Phelps, Priest, Crawford, Ramsey, Armstrong and Henderson supporting the motion.*

**Level IV Grievance.** Regarding the Level IV grievance on the agenda, Ms. Priest asked legal counsel what policy was violated? Mr. Abrams responded there is no allegation of a violation of a School Board policy, rule or regulation. He said there is a claim of a violation of the 4<sup>th</sup> Amendment of the United States Constitution as well as the Louisiana Constitution regarding Right to Privacy. He added Policy GBM states *a grievance shall mean a claim by an employee of a violation, misinterpretation or inequitable application of the board's policies, rules, or regulations under which such employee works*, and there is no violation alleged of any policy, rule or board regulation. He also said the definition of grievance in Policy GBM states *that grievance shall not apply in any manner in which a method of review is not prescribed by law or the board is without authority to act*. So, the initial question is what is a violation of a board policy, rule or regulation and the second part is what redress is the person asking for as to whether or not the board can act to remedy the situation.

*Mr. Ramsey moved, seconded by Mrs. Hardy, that the board accept the Level III grievance recommendation as stated in the letter dated April 8, 2005.*

*Mr. Ramsey restated the motion, seconded by Ms. Phelps and Mrs. Hardy, to dismiss the grievance as it was presented.*



Mr. Ramsey said that based on attorney information, this merits the motion on the table. Mrs. Hardy stated her agreement with Mr. Ramsey's comments.

*Mr. Guin moved, seconded by Mrs. May, that the grievance hearing be postponed until the October 18<sup>th</sup> regularly scheduled meeting of the board and that any and all written material intended to support either argument be submitted in time to be included in the October 12<sup>th</sup> mailout, and after that date, no additional documentation will be considered in this grievance.*

Mr. Guin stated that he hopes everyone will know by this motion that he is consistent and persistent and stated that information was mailed on September 29<sup>th</sup> from Mr. Landry and he did not receive it until the meeting tonight. He said he understands there is additional information that has been prepared since the 29<sup>th</sup> from Caddo's attorney in rebuttal to Mr. Landry's information, and he encouraged the superintendent and board attorney to try and develop a policy or revision to current policy that requires both parties to have the information to the board one week before a grievance is scheduled to be heard and that nothing else is added from that point on. Mr. Guin said we end up with a situation where half of the information is coming to the board with no time to review it before the meeting. Mrs. May concurred with Mr. Guin's comments and we are not receiving the information in a timely manner; and if she is to make a decision based on an employee, she needs to have the information in time prior to the meeting to make a decision.

Mr. Abrams clarified that the current policy only requires a copy of the transcript and written recommendation with disposition be submitted to the board and all parties and this was done. He added the information submitted by Mr. Landry, as well as by Mr. Barker, is argument in his opinion, not evidence; and the transcript is what the board will make a decision on.

Mr. Ramsey stated he agrees on many points in the need for a time limit to be established, but he disagrees with postponement and asked the board to judge this on the merits and what the attorney has said.

Ms. Phelps stated that she hears both points, but she came prepared to make a decision tonight. She asked if persons are here that were needed? Mr. Abrams responded that the only persons needed for this hearing are the attorneys, an administrator, as well as the grievant. Regarding any other witnesses, the policy attends that this matter is taken up based on the transcript submitted to the board and not calling additional witnesses, and there is a lawyer present that has been here since early on and the school board is paying for him, and the lawyer for the grievant is also here.

*Ms. Phelps moved that in due respect of the information given and the preparation for today that the board hear the grievance as rescheduled.*

Mr. Henderson asked if Ms. Phelps could not just vote against the original motion and this would do the same thing? Ms. Phelps stated this will be o.k., and said she is for the first motion on the floor, and being considerate of what has transpired today, she will withdraw her motion. Mr. Abrams explained that would just be a vote against postponement. Ms. Phelps stated that she will withdraw the motion.

Mr. Henderson asked legal counsel if in Policy GBM does the employee not have the right to call witnesses? Mr. Abrams said no, only during Level III. Mr. Abrams added it will be the discretion of this board if it wants to call witnesses, but the intent when the policy was revised was so there would be a transcript and not just a summary of the Level III testimony. Mr. Henderson stated that in respect to the statement made by Board member Guin about the material being sent after the fact and legal counsel's characterization that this is argument, he said he understands, but wishes he had that understanding before today's meeting, because his understanding before was that *any information that this board was to consider on this day should have been sent to the board prior to today.* He added that attorneys working for the Caddo Parish School Board and representing employees before the board need to understand they can present argument information. He said he is concerned that the next time something comes, will there be another legal hoop, will it be called something different. He too received information again last week and questioned why; because this grievance has gone through three levels and asked how can the board get a decision at Level II and then come in with new information at Level III. He said the person at Level III needs to have all the information in order to make a

decision, and added if the board gets information after this level that will have a bearing on the board's decision, then Level III was a complete waste. Mr. Henderson further stated that the statement that this additional material being argument is to him a legal maneuver.

Mrs. Crawford stated she understands what the board attorney is saying, but believes at this point, the board has received a portion of the material and apparently some others have received information that some board members have not read, so she is hard pressed to make a decision this evening. She added that until all the information is received, it will be difficult to make a decision, and believes we should postpone.

Mrs. Hardy said she seconded the motion because as far as she is concerned, we have no grievance, and asked that she be told if there is something else different from that understanding.

Mr. Ramsey called for a point of order that the discussion is outside the boundaries of the motion.

*Mr. Burton moved, seconded by Mrs. Hardy, to call for the question to end debate on all motions and substitute motion. Vote on the motion carried unanimously.*

*Vote on the substitute motion to postpone failed with Board Members Guin, Crawford and Armstrong supporting the motion and Board Members Hardy, Burton, May, Phelps, Priest, Ramsey and Henderson opposed. Mr. Rachal did not vote.*

*Vote on the main motion to dismiss the grievance as it was presented carried with Board members Guin, Crawford and Henderson opposed and Board members Hardy, Burton, May, Phelps, Priest, Rachal, Ramsey and Armstrong supporting the motion.*

**Adjournment.** *Mr. Burton moved, seconded by Mr. Guin, to adjourn. Vote on the motion carried unanimously and the meeting adjourned at approximately 7:17 p.m.*

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Ollie S. Tyler, Superintendent

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Willie L. Henderson, President

October 4, 2005

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana, at 4:30 p.m. on Tuesday, October 4, 2005, with President Willie Henderson presiding and Ginger Armstrong and Lola May present being a quorum. Other school board members present were Phillip Guin, Eursla D. Hardy (arrived at 4:52 p.m.), Willie Burton, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal and Larry Ramsey. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Henderson gave the invocation and led in the Pledge of Allegiance.

#### **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE OCTOBER 18, 2005 CPSB MEETING**

The superintendent reviewed the proposed agenda for the October 18, 2005 school board meeting and discussion followed as summarized.

**Revisions to Pupil Progression Plan.** The superintendent explained that proposed revisions in Caddo's Pupil Progression Plan are coming to the board as a result of changes made by BESE at an emergency called meeting.

**EduSoft Contract:** Mrs. Tyler explained that the EduSoft contract was approved by the board last month and it is necessary to make some needed changes in the language of the contract. She stated she does not have the revision as of today, as the company has not returned them.

**Revision to Approved Distant Learning Consulting Contract.** The superintendent stated that it is necessary to make some needed revisions to the Distance Learning Consulting Contract approved by the board last month.

**Change in CPSB Meeting Dates.** The superintendent asked, at the request of President Henderson, that an item be added to the agenda for October 18<sup>th</sup> addressing a change for board meeting dates of January 3, April 4 and July 4, as these scheduled dates conflict with days the schools are closed for holidays. Mr. Henderson asked that staff provide in the mailout recommendations for alternative meeting dates.

**Consent Agenda.** Mr. Henderson announced that the following items are added to the agenda for October 18<sup>th</sup> – CNP Food and Supplies, Revisions to Pupil Progression Plan, Revision to EduSoft Contract, Revision to Approved Distance Learning Contract and Change in Conflicting Dates for CPSB Meetings (January 3, April 4<sup>th</sup> and July 4<sup>th</sup>); and that the following items will be under the consent agenda – numbers 13, 14 and 16.

*Mrs. Armstrong moved, seconded by Mrs. May, to approve the proposed agenda and consent agenda for the October 18, 2005 Caddo Parish School Board meeting as presented. Vote on the motion carried unanimously.*

#### **VISITORS**

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, shared with the board information on the disaster relief monies being offered by the American Federation of Teachers. She asked the board that the Federation be allowed to put this information in the schools as well as the personnel office, since they have been unable to garner the names of the employees that have been hired by the Caddo Parish School System. Mrs. Lansdale also asked that this information be placed as a link on Caddo's web site so that displaced teachers and employees from the affected areas will have access to it. She also shared information on the Federation's professional development program which was emailed to everyone in the district last week, since they were not able to communicate with the teachers and school employees in this district. She announced that this professional development is being held every Tuesday and Wednesday in the month of October, and that these research-based programs allow for CLUs to be extended to teachers looking to gain their highly qualified status. Finally, Mrs. Lansdale, noted there is nothing in the grievance policy about when information is brought to the board,

and CFT has tried to abide by the board's wishes. She stated the board has asked that information not be brought at a late date and it was anticipated at the last meeting that a grievance would be before the board and administration and attorneys sent out information on it. Mrs. Lansdale said at that time, a recess and an extension on the time was requested; and because there was information in the documents that was not a part of the grievance, they felt it incumbent to extend to the board the other side of the story and forwarded it to the board last week. She added that it is disturbing additional information has been sent to the board today from the board's legal counsel. She asked that when the board talks about an employee, that they be able to get a fair hearing and asked the board to address this issue.

## **PRESENTATION**

**Opportunity Caddo Fair Share Program Annual Progress Report.** Booker White, administrator of Caddo's Fair Share Program, shared with the board the annual progress report for the Opportunity Caddo Fair Share Program. A notebook of Mr. White's presentation, a listing of raw data for several businesses that received monies during the 2004-05 school year, and a directory of small businesses that is updated daily were distributed to the board.

Mr. White stated that as the largest employer in Caddo Parish, Caddo Public Schools employs 6,368 employees, with 3,104 being Caucasian and other ethnicities and 3,264 being African Americans. Mr. White shared with the board statistics of salaries for Caucasians and African Americans and noted that Caddo Parish Public Schools is inclusive in making sure it has a diverse, qualified staff in educating the students. He said Opportunity Caddo is designed to enhance economic development through the utilization of small and economically disadvantaged businesses. Since being adopted in February 2004, and implemented in July 2004, every opportunity has been made to include small and economically disadvantaged businesses in the procurement of all products and services. Mr. White noted that this program has been very instrumental in eliminating barriers that may have an adverse impact upon participation by small and economically disadvantaged businesses. He stated several companies that have never had a contract or done business with the school system did so during the last school year and cited those companies by name. Mr. White also reported that his department has been in communication with other school districts around the country that have a philosophy of including all types of business, i.e., Dallas, Atlanta, Pittsburg. Mr. White reported that this program falls under the district's Priority Goal III which is to coordinate and deliver efficient and effective administrative support services which align with school based needs, with the two key objectives being to implement efforts to reach the goal set by the board of 25% utilization of small and economically disadvantaged businesses and to provide services and outreach to assist these same business concerns.

Accomplishments reported included the addition of 292 Opportunity Caddo Fair Share prospective vendors to the system in terms of tracking purposes. Mr. White reported that in 2003 58 companies were identified and this number has increased by over 600% by identifying over 350 companies. One hundred and forty businesses were labeled as Opportunity Caddo Fair Share certified, 42% of women owned businesses representing 59 companies and 75 minority owned businesses representing 53% of the firms certified. He also shared a directory listing the small and economically disadvantaged businesses and that 26% of those listed are women owned and 210 businesses (60%) are minority owned. Mr. White also highlighted construction projects and that 80 jobs have been awarded and percentages of women owned and minority owned businesses awarded contracts for those jobs, which totals 18 of the 80 representing approximately \$4 million. He also highlighted challenges that occur in the construction industry, i.e. 18 of 52 (35%) of the construction companies listed in the directory have a license issued by the Louisiana State Licensing Board of Contractors, obtaining and maintaining proper insurance and/or bonding, subcontractors not responding to bids. Mr. White also stated that his department received 12 responses to approximately 100 surveys, and highlighted concerns expressed in those responses. He added that revisions to the purchasing and construction policies are needed to improve the program's effectiveness.

Mr. White also shared that the total dollars spent by the school system is \$66.8 million for the last school year and that of that amount 3% went to women business enterprises, 4% went to Opportunity Caddo Certified companies, 5% to minority business enterprises, and 11% to total small businesses. These figures represent \$3 million which was spent at all 74 schools in the district, as well as all departments within the system. Mr. White also outlined several key things

that occurred during the school year that helped get a program implemented in the school system that tied together the education of employees and staff development on the school system regarding something they have never previously done. Also, for the 2005-2006 school year, the two main goals will be to implement efforts to reach a goal of 25% utilization of small and economically disadvantaged businesses, and to provide services and outreach efforts to assist those same business concerns.

Mr. White stated that he sees this year as the foundational year to help us have some sort of marker of placement, because when you compare data, you need to compare it apples to apples. The data presented today, he believes, represents the district's first attempt to develop something that will help us be a business leader throughout the parish and continue to include, not only the large corporations, but the small businesses as well.

Mrs. Hardy congratulated Mr. White for the work he has done and for the very good detailed report. Ms. Phelps also thanked Mr. White for his report and asked him about the difference between Opportunity Caddo, Women owned business, Minority Business owned and why are they not Opportunity Caddo if they are in one of the other categories? Mr. White responded that Opportunity Caddo Certification (OCC) requires businesses to complete the proper paperwork; and while we can't force businesses to complete the paperwork, we encourage them to do so then staff can certify them as OCC. Ms. Phelps indicated she noticed that some of the companies do not have any numbers and asked if this is because we do not do business with them? Mr. White explained that the numbers on the list represent firms, in most cases, known to be minority and/or women, and this may help them to be able to be certified if they complete and submit the proper paper work. Ms. Phelps asked why are we targeting them? Mr. White answered that he has received direction to make an extra effort to track data as it relates to what companies the monies are going to. Ms. Phelps asked that staff revisit this. The superintendent asked Ms. Phelps to please give her an example of what she is referencing. Ms. Phelps replied with a specific company name where in there were no numbers (dollars) listed by that company and asked, with the different categories, why would companies first be WBE or MBE and not OCC? The superintendent answered that companies are listed because we have done business with them. Ms. Phelps indicated she understands that, but her question is if businesses are identified as women or minority owned, have they not completed the application for OCC. Mrs. Tyler responded that she has said to Mr. White that if a company has a quality product to offer and we can do business with them, to do so whether or not they have completed the paper work for OCC. Ms. Phelps said she understands, but since this is an Opportunity Caddo project, it is obvious that they do not need to be OCC certified. Mrs. Tyler answered that is correct, that staff encourages it, but this is a *fair share* program, and it doesn't necessarily mean Opportunity Caddo. Ms. Phelps asked about the question in the application to become a *fair share* vendor and if every company does not need to be labeled as such, what are the real qualifications a business brings to the table to become a *fair share* vendor? Mr. White said there are several thresholds and the two key items are (1) that the business owner's personal net worth can't be over \$200,000, and (2) the business' net worth can't be over \$750,000.

Ms. Phelps also asked if a business has not been identified and we have not done business with them, why are we tracking them? Mrs. Tyler stated we are not tracking them if we have not done business with them and if they have not been certified. She added that what is listed in the report for the board members is every business that has been either certified as Opportunity Caddo or every business that we have done business with. Ms. Phelps stated again that it was just stated that the business does not need to be OCC if we do business with them. The superintendent responded that she answered the question and what staff tries to do is recruit all businesses and if they don't fill out the paper work and we still do business with them, she wants them listed. Ms. Phelps also asked about the goal for 05-06 to ensure the good faith efforts demonstrated by prime contractors as well as departments and schools and asked if there is anything in place to implement this from, or is it a goal in which all the requirements have not been written? Mrs. Tyler answered that the activities listed are things staff will do this year to continue to improve and increase the number of small and economically disadvantaged businesses for participation with the school district. Ms. Phelps asked if we have set up a form or procedures for implementation? Mr. White said staff has and has met with legal counsel. Ms. Phelps also asked about informing the prime contractors on the requirements of demonstrating a good faith effort and review of good faith documents and if there are documents in place to implement these procedures? Mr. White responded we do, but staff is updating them to make them more effective and line up with the goals of the program. Ms. Phelps asked how this

information is received from the contractors? Mr. White explained it is on a form called the *Good Faith Effort Form*. Ms. Phelps indicated this was addressed prior to the update today, and that we have something in place that's more reliable, and asked if this is something staff is working on? Staff responded it is. Ms. Phelps asked about the numbers of surveys returned and the mailing of brochures on an ongoing basis, and if this is a way we can make contact with them.

Ms. Priest thanked Mr. White for his report and asked of the \$66.8 million spent overall (with \$7.3 million of that amount going to OCC, MBE and WBE), what is staff doing to grow the small, minority business, specifically as it relates to joint venture and capacity building so that these companies will not stay in the small business category, but can advance to being a larger contractor?, and asked if there is a breakout on the subcontracting numbers? Ms. Priest also recommended that relating to outreach, and since many of the companies are smaller and do not have the capacity as it relates to employees, that staff look at the possibility of doing some off site outreach to grow the numbers. Mr. White explained that regarding outreach, staff has conducted a seminar off site and it was marketed to make certain that several small businesses were aware of it. As a result, several follow-up meetings were held and some of those firms have pursued certification and now feel like they are more knowledgeable and aware of what's happening in terms of product/service needs within the school system. Regarding subcontractors connecting with larger firms, there is not a point system in place, but when someone has a privately owned business, staff can work to encourage them and try to help bridge the gap by helping the small business and the larger contractor develop a working relationship and hopefully become mentors to small businesses.

Mr. Abrams responded that regarding the joint venture and capacity building question, he is uncertain how much has been developed thus far, but work is ongoing through the construction bid contracts and what the Federal Government requires in construction and mandating programs to help develop the small businesses. This is based upon the presumption that in the construction business, especially road building, that minorities get those businesses, and the government requires that you go through this process with the point system, which we do not have. He explained that a bid form is being developed that will require a contractor to solicit a certain number of Opportunity Caddo Certified businesses and to show that they at least contacted them. He also added that it is not required that a business help someone else, but it does require that they make the first step to see if there might be a small company that would like to do the business and would submit a bid to them (contractor) that they can utilize. The goal is to get the two parties together and dialogue and maybe submit a bid. They would also submit in the proposal the amount of the bid from the subcontractor.

Ms. Phelps identified businesses not OCC and that we have not done business with on the list, and asked if this data could be on a separate report. Mr. White said he believes we definitely need to continue tracking these businesses because it can tie into students; and if we are going to maintain comprehensive data, we will need to keep data not only on those companies we are doing business with, but also on business that may be in the pool of businesses, i.e. there may be painters who have never painted for Caddo as a general contractor or subcontractor, but they will be in the pool of businesses in the industry. This will help us have a complete grasp of how many companies are in our area are in that industry, giving us a whole picture of the market. Ms. Phelps stated she would like to see these businesses become OCC certified. Mrs. Tyler said we cannot force them to complete the paperwork, but we can continue to encourage them. Again, Ms. Phelps stated she understands the concept, but asked what are we tracking?, what are the numbers?, where is the money going? and where are the services coming from?

Mr. Abrams clarified that the OCC certified is because of the fact that Caddo has a policy called Opportunity Caddo and it is based on what is traditionally an economically disadvantaged business. As a subset of that, there is a person with an individual net worth of \$200,000 or with a business net worth of no more than \$750,000, and if you don't meet that criteria, you are not counted in the numbers for being Opportunity Caddo certified. He added there are many that don't meet that criteria and there are businesses that will refuse to fill out the information because they don't want anyone knowing their financial information. However, he said it was his understanding when the board put the Caddo Opportunity policy together, the board wished to know who we were doing business with so we could compare information. He said the board will find there are businesses that are meeting the subsets reported so the board can see the total number of dollars being spent. Also, we do not want to limit the program to the point that the

board cannot see what is being done; because if you limit the program to only those businesses that are certified, you will only have a small percentage doing business with the larger corporations.

Ms. Phelps asked if there is any consideration to the types of services offered to Caddo Parish School System, or are we just taking into consideration their qualifications? Mr. White responded that he encourages every department and every school to view the small business directory as if it were a telephone directory, which encourages them to see the directory as another option for whatever products or services they may need. Ms. Phelps referenced page 8 and asked how the *Mobile Foot Specialist* might be providing services to us. Mr. White stated that board members would be amazed at the services requested of the Caddo Parish Public School System, and some cases may not be directly, but indirectly, i.e. principals, teachers, counselors, staff refer parents to someone who might provide a particular service for which they are in need. Again, Ms. Phelps asked what type of service would a Mobile Foot Specialist be providing. Mrs. Tyler answered they could possibly provide a service for a special ed student.

Willie Burton referenced discretionary funds and that he would like to see more on how we are using these funds.

Mr. Rachal inquired about a point mentioned by Ms. Priest regarding the subs and asked if we are tracking where the prime contractor has awarded this? Mr. White referenced the fourth column on the spread sheet that lists subcontracting dollars and that these are dollars manually added in, mainly on construction projects, so when a company has been a subcontractor on a project, you can look under subcontracting dollars and get a caption of the total dollars received in terms of subcontracting. Mr. Rachal asked about the breakdown for the 80 construction jobs and if it is correct that 23% is in dollars?. Mr. White explained that he referenced two separate break downs, (1) number of projects, and (2) dollar amount, and the 23% is not in dollars. Mr. Rachal shared that he believes having the names on the list whether or not they did anything shows the availability for potential.

Mr. Henderson inquired about discretionary funds and the definition for such funds? Mr. White said his definition is where we spend dollars from \$1 to under \$3,500, and according to the purchasing guidelines if there is no contract or state requirement contract on file. Mr. Henderson referenced the directory and how it has been distributed to all the departments and schools, and how staff encourages them to utilize this directory, because this is the only place/time they have the opportunity to use discretion rather than go through the bid process. Mr. Henderson stated he believes this is an area we have some flexibility; and since this is a sensitive matter, stated that his position is this new department must have an opportunity to become a player in the arena. He said he believes that in time, he believes this will happen. He said it is a concern throughout the community despite the fact it is not an easy situation to resolve. Mr. Henderson indicated that we must continue to be diligent to encourage our people to use this directory and strive to reach the goal of 25% as this is the bottom line. He, personally, would like to see a higher figure than reported; because in a community as diverse as this community, he believes this can be a higher dollar amount. He commended Mr. White for the good report, and encouraged the superintendent and staff to continue working on increasing the numbers. Mrs. Tyler responded that staff is working diligently to improve these numbers and asked the board to give staff more than one year to get these numbers. She added that where staff has the control, staff has worked diligently on them. Mrs. Tyler indicated that she asked Mr. White to give you the figures on hiring because we are in the business of educating students and not growing businesses. She reported that staff is working to put some changes in place in the purchasing policies that will assist in this area, and she asked the members of the board to look at the current policy and the full picture.

Mr. Henderson commented that in looking at the Caddo Parish School Board's track record in understanding the need to have a diverse staff, we do what we need to do to make this happen, and he knows it can be done

**Adjournment.** *Mrs. Armstrong moved, seconded by Mrs. May for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:50 p.m.*

**October 18, 2005**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway, Shreveport, Louisiana at approximately 4:40 p.m. on Tuesday, October 18, 2005 with President Willie Henderson presiding and the following school board members present being a quorum: Phillip Guin, Eursla Hardy (arrived at approximately 4:52 p.m.), Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Ginger Armstrong and Larry Ramsey. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. Board President Willie Henderson gave the invocation and led the Pledge of Allegiance.

### **CONSIDERATION OF MINUTES OF THE SEPTEMBER 20, 2005 AND OCTOBER 4, 2005 CPSB MEETINGS**

*Mr. Burton moved, seconded by Mr. Guin, to approve the minutes of the September 20, 2005 and October 4, 2005 Caddo Parish School Board meetings as submitted in the mailout. Vote on the motion carried unanimously.*

### **PUBLIC HEARING FOR REVISIONS TO STUDENT DISCIPLINE POLICY JG**

President Henderson declared the public hearing open to hear any speakers on revisions to CPSB Student Discipline Policy JG. There being no speakers, Mr. Henderson declared the public hearing closed.

### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

Superintendent Ollie Tyler presented the agenda and highlighted items for the board's consideration. Mrs. Tyler asked that Agenda Item #20 "Revisions to EduSoft Contract" be postponed.

*Mrs. Armstrong moved, seconded by Mrs. May, to suspend the rules to add an agenda item under the Executive Session regarding a legal update on the lawsuit Louvenia Gray v. CPSB, No. 497,878-A, 1<sup>st</sup> Judicial District Court. Vote on the motion to suspend the rules carried unanimously.*

Mr. Henderson proposed the following items as the consent agenda: 10, 11.A.(2), 11.B., 13-18, and 21-22.

### **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators, staff and other guests also were recognized.

**Promotion of JROTC Cadet Corps Commander.** Lt. Col. Rick Foster, Sr. Army Instructor, Caddo Magnet High School, conducted the promotion ceremony for Krystal Frazier to Cadet Colonel and appointment as a Caddo Parish Cadet Corps Commander. Cadet Colonel Frazier is a student at Caddo Magnet High School and Col. Foster highlighted her involvement in school and school activities.

**National Young Leaders Conference Nominee.** Haley Rachal, Junior at C. E. Byrd High School, was recognized as a nominee to the National Young Leaders Conference to be held in Washington, D. C. in the fall.

**2004-2005 Attendance Recognition Awards.** The following schools were recognized for being top in attendance during the 2004-2005 school year: **Elementary Schools:** First Place, Shreve Island Elementary, Dr. Karen Eason, Principal, 96.562% attendance; Second Place, Riverside Elementary, Dr. James Gillespie, Principal, 96.386% attendance; Third Place, A. C. Steere Elementary, Kathy Turner, Principal, 96.197% attendance. **Elementary Magnet Schools.** First Place, Eden Gardens Elementary Magnet, Jan Hughes, Principal, 97.804% attendance; Second



Place, South Highlands Elementary Magnet, Keith Burton, Principal, 97.630% attendance; and Third Place, Judson Elementary Magnet, Sandra Denmark, Principal, 97.442% attendance. **Elementary/Middle Schools.** First Place, Walnut Hill Elementary/Middle, Albert Hardison, Principal, 94.128%; Second Place, Turner Elementary/Middle, Dr. Gwen Buckingham, Principal, 93.605% attendance; and Third Place, Keithville Elementary/Middle, James Moran, Principal, 93.112% attendance. **Elementary/Middle Magnet Schools.** First Place, Herndon Magnet, Cooper Knecht, Principal, 95.256% attendance; Second Place, Vivian Elementary/Middle, Rene Tolbert, Principal, 93.352% attendance. **Middle Schools.** First Place, Caddo Middle Career and Technology School, Curtis Hooks, Principal, 95.515% attendance; Second Place, Youree Drive Middle School, Arleen Hague, Principal, 94.784% attendance; Third Place, Ridgewood Middle, Dr. Gerald Burrow, Principal, 93.194% attendance. **Middle Magnet Schools.** Caddo Middle Magnet, Kay Robinson, Principal, 96.925% attendance. **High Schools.** First Place, Captain Shreve High School, Dr. Sandra McCalla, 93.774% attendance; Second Place, C. E. Byrd, Gerald Badgley, Principal, 93.737% attendance; and Third Place, Green Oaks High School, Cleveland White, Principal, 93.292% attendance. **Magnet High Schools.** Caddo Magnet High School, Mary Rounds, Principal, 95.187% attendance.

**8(g) Competitive Grant Winners.** The following teachers were recognized as being successful in acquiring funds to bring innovative ideas into their classrooms through the 8(g) statewide competitive grants. Mrs. Anderson announced that Caddo's total award is \$520,319 and that the Caddo system received more 8(g) grants than any school system in Louisiana. Jean Ware, Math Supervisor, and Dr. Susan Shofner, grantwriter and manager, facilitate the process. Arthur Circle Elementary School, Sally Cox, Principal, and Jane Meeks, teacher, received \$99,972 for *Let's Roll: Real Opportunities for Life Long Learning*; Midway Professional Development School, Priscilla Pullen, Principal, and Beth Glenn, teacher, received \$25,156 for *Vision 2005: Integrating Digital Video Technology in the Elementary Classroom*; Oak Terrace Alternative School, Margaret Brown, Principal, received \$100,000 for their project *Project Grow: Get Real on Work Plus*; Captain Shreve High School, Dr. Sandra McCalla, Principal, and Susan Casard, teacher, Melissa Elrod and Annette Williford, librarians, received \$100,000 for their project *Swampology*; Shreve Island Elementary, Dr. Karen Eason, Principal, and Jana LaBorde, teacher, received \$95,000 for their project *SIMS (Students Inquiry in Math and Science)*; and University Elementary School, Charlotte Watson, Principal, and teacher Diana Gwinn, \$99,872 for *USA Unwired II*.

**Caddo Support Employees of the Year.** The following employees were recognized as Caddo's Support Employees of the Year. **School Based.** Mary Herrington, Office Clerk at Northwood High School; Chinnia Wilson, Paraprofessional at Midway Professional Development Elementary; and Susann Foster, Paraprofessional, Keithville Elementary/Middle School. **Non-School Based (Central Administrative Based Complex).** Barbara Turner, Secretary, Academic Affairs Division; Yolanda Gordon, Secretary, Human Resources Division – Classified; and Sammie Stewart, Labor Crew Chief, Support Services Division.

**No Child Left Behind/Blue Ribbon School Award.** South Highlands Elementary Magnet was recognized as a 2005 No Child Left Behind/Blue Ribbon School of Excellence as declared by the U. S. Department of Education. Mrs. Anderson reported that Caddo has eight schools that have been recognized by the U. S. Department of Education and that this is the second time South Highlands has been placed on this list. Keith Burton is the principal at South Highlands.

**Caddo Principals of the Year, 2005-06.** The following principals were recognized as Principals of the Year for 2005-06: Elementary Division – Shirley Pierson, Mrs. Eddie Jones West Shreveport Elementary; and High School Division – Mary Rounds, Caddo Magnet High School. Mrs. Anderson shared highlights of each principal's career in education and expressed congratulations to them. Families, friends, special guests of each were also recognized.

**Caddo Parish Teachers of the Year, 2005-2006.** Mrs. Anderson recognized Michael Roy, Caddo's videographer, who shared with the board and audience a video presentation on the teachers of the year in their classrooms. Caddo's elementary finalists this year are Sheryl Seal Sweeney (Shreve Island Elementary School), Richada DeBouse (Werner Park Elementary School); and Mary Harris, elementary winner (Summer Grove Elementary School). Mrs. Anderson also announced that Ms. Harris is also a regional winner and she will be interviewing and competing with nine other teachers from the area and she interviewed in Alexandria on Monday. The middle school finalists are Charlene Morrison (Broadmoor Middle School), Paula

DeSoto (Linwood Middle School), and middle school winner Rene Loyd (Caddo Middle Magnet). The high school finalists are Regina Hill Parker (C E Byrd High School), Charles Thrash (Fair Park High School), and high school winner Shirlene Alexander (Caddo Magnet High School). Following the video presentation, each finalist and winner was presented with a certificate and copy of the video. Administrators, family, faculty and other guests present also were recognized.

**Recess.** The board president called for a recess at approximately 5:40 p.m. and the board reconvened in open session at approximately 5:55 p.m.

## **VISITORS**

Vickey Range, president of the Caddo Association of Educators, addressed the board on the state MFP funding. She reported that the CAE and LAE have been working to gain signatures on petitions to be given to the Governor calling for adequate education funding as a part of the rebuilding of Louisiana. She said it has been reported that Louisiana may have to slice more than \$1.5 billion from a ½ year budget in January, which could result in a cut to public school funding, something that has not been done since the MFP was given constitutional protection. She indicated that a constitutional amendment giving more flexibility could allow cutting the formula if 2/3 of the Legislature agrees. She said the CAE and LAE will fight any attempts to do this, just as they did in 1986. Ms. Range said that the CAE and LAE are interested in seeing issues, i.e. revisions to the MFP formula, health benefits for displaced school employees and families, retirement contributions for working and displaced employees, and a discussion of how important schools are to the rebuilding process. She announced that BESE will develop revisions to the current MFP and submit them to the Legislature during the November special session. She added it will be the LAE's goal to seek adequate funding for school districts who have been closed or those who have received displaced students, guarantee employer contributions for health insurance and retirement contributions, and carefully monitor any suspension of state laws that deal with the rights of school employees. Ms. Range said revisions to the MFP will probably include order of importance, but Caddo's MFP per student dollars will follow the student, and school districts that have enrolled displaced students will be required to report enrollment figures. These reports will segregate regular from displaced students and MFP dollars will be sent to the receiving districts on a monthly basis. She explained if a student is enrolled in a school district for two months, the receiving district will receive two months of MFP dollars for each displaced student, and expressed the accounting nightmare this could become. Ms. Range said there are solutions to the effects school districts, employees and students have experienced as a result of the storm, but input should be received from all the stakeholders in developing a plan to address these important issues.

P. Michael Adkins, parent, requested that the board hear his son's readmission appeal at today's meeting so his son can return to the public schools.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on an employee's right to due process. She said last year a Caddo principal threatened a Caddo employee she would be fired unless she agreed to a search of her car. She said this search turned up nothing and she believes the search was illegal. Mrs. Lansdale reported that in the Level III hearing, the employee was vindicated and was to be given a comparable job at another school and the principal was to be counseled. She added this settlement was never complied with. She said the board was asked to consider the case, the board refused to do so, and she does not understand why. Mrs. Lansdale indicated that in 10 years, this is the first time the board would not give an employee the courtesy of a hearing. Mrs. Lansdale expressed that the board was wrong and that is why the members and supporters were outside picketing – they are here to insure that the rights of due process are respected by the board.

## **CONFIRM THE CONSENT AGENDA**

*Mrs. Armstrong moved, seconded by Mrs. May, approval of the agenda, as amended, and the consent agenda as presented.*

Mr. Guin asked the superintendent if she is in favor of adding an item to the agenda regarding the student readmission. The superintendent answered she is since she had an opportunity to review the information today. Mr. Guin asked if the information can be made available to board

members? The superintendent indicated packets are ready to be distributed to the board if the board wishes to add this item. Mr. Guin asked if it is the superintendent's recommendation that the board hear this appeal today? Mrs. Tyler responded if the board wishes to hear it, staff has no objections. *Mr. Guin moved, seconded by Mr. Burton, to suspend the rules for the purpose of adding a student readmission hearing under the Executive Session. Vote on the motion carried unanimously.*

*Vote on the original motion, as amended, carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

#### **Agenda Item No. 10 A.**

**Personnel Recommendations.** Per request from the superintendent, Mary Nash Robinson, assistant superintendent/human resources, introduced the following personnel appointment as recommended by the superintendent and approved by the board: Debra Moran-Reimonenq for the temporary position of Itinerant Assistant Principal. This appointment will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the position to which she was appointed. Dr. Robinson explained that Ms. Reimonenq's assignment will be to work with the high schools where displaced students have been enrolled.

#### **Agenda Item No. 10 B.**

**Requests for Leaves.** The following requests for leaves were approved as recommended by staff and included in the mailout.

##### Certified

##### Sabbatical (Study), Spring Semester, 2005-2006 School Year

Christina Clark, Teacher, Walnut Hill Elementary/Middle, 4 years

##### Leave Without Pay, October 6 through end of 2005-2006 school year

Lisa Geter, Teacher, Mooretown Elementary, 3 years

##### Request of the Board

Elizabeth Lorman's request to rescind her sabbatical leave for study for the fall semester of the 2005-2006 school year.

##### Classified

##### Leave Without Pay, September 19, 2005 – October 24, 2005

Charles Wilson, Laborer, Maintenance Dept., 1 year

#### **Agenda Item No. 10 C.**

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the other personnel transactions report for hiring, assignment changes, separations and resignations for the period of August 26, 2005 through September 23, 2005 and other personnel transactions as submitted to the board.

#### **Agenda Item No. 11 A.2.**

**Bids. Food and Supplies** The board approved the following bids as recommended by staff and included in the mailout on the bid tabulation sheets. (1) Food Service Paper and Supplies - Conco Foodservice totaling \$21,157.15; Pilgrim's Food totaling \$18,060.10 and VCC Janitorial totaling \$102,497.24. (2) Canned and Frozen Food and Supplies – Conco Foodservice, Lance, Inc., Pilgrim's Food and VCC Janitorial. (3) Fish, Poultry, Eggs, Meat and Specialty – Conco Foodservice, Lance, Inc.; Pilgrim's Food and VCC Janitorial.

#### **Agenda Item No. 11.B.**

**Bids (Capital Projects/Construction)** The board approved the following bids as recommended by staff and included in the mailout on the bid tabulation sheets. (1) Classroom Wing Addition at Riverside, Project 2006-104 – Integrity, Inc. for the sum total of \$1,089,998; and (2) Performing Arts Center at South Highlands, Project 2001-111 – Carter Construction for the sum total of \$1,683,000.

### **Agenda Item No. 13**

**Revisions to Student Discipline Policy JG.** The board approved revisions to the CPSB Student Discipline Policy JG as recommended by the Discipline Policy Review Committee and included in the mailout.

### **Agenda Item No. 14**

**Proclamation for Education Week.** The board approved a proclamation for Character Education Week October 17-21, 2005 as recommended by staff and included in the mailout.

### **Agenda Item No. 15**

**PepsiAmericas Contract with Fair Park High School.** The board approved the contract agreement between the Caddo Parish School Board and PepsiAmericas for Fair Park High School as recommended by staff and included in the mailout.

### **Agenda Item No. 16**

**Professional Development Days.** The board approved professional development days above the parish approved days for the 2005-2006 school year for Broadmoor Middle Lab School (2 days – October 21, 2005 and February 17, 2006) as recommended by staff and included in the mailout.

### **Agenda Item No. 17**

**Grants. K-3 Reading and Math Initiative.** The board approved the K-3 Reading & Math Initiative Grant as recommended by staff and submitted in the mailout.

### **Agenda Item No. 18**

**Revision to Board Travel Policy Regarding Meal Allowance.** The board approved the proposed revision to the board travel policy regarding meal allowance as submitted in the mailout.

### **Agenda Item No. 21**

**Revisions to Approved Distance Learning Contract.** The board approved the revision to the board approved Distance Learning Contract as recommended by staff and legal counsel and as submitted in the mailout.

### **Agenda Item No. 22**

**Change in Conflicting Dates for CPSB Meetings – January 3, April 4 and July 4.** The board approved changing the January 3, 2006 meeting to Thursday, January 5, 2006; the April 4, 2006 meeting to Tuesday, April 11, 2006 and to holding only one meeting in July on Tuesday, July 18<sup>th</sup>.

## **BIDS. MULTIMEDIA PROJECTORS FOR ALL SCHOOLS**

Mr. Rachal inquired about the annual expenditure for multimedia projectors estimated at \$100,000 a year? Jeff Hudson, purchasing agent, explained this is an annual bid for orders that will occur throughout the year on an as-needed basis. Mr. Rachal asked if this is additional? Mr. Hudson said this is an annual contract that is put out to purchase a certain number of projectors over the school year; and as schools need them, they can purchase them with monies already in their budget. It's for one year. Mr. Rachal also asked about grant monies used? Mr. Hudson shared an example where the librarians have a grant that will purchase 19 projectors. Mr. Rachal inquired if staff has an indication as to how many grant dollars we will be using? Mr. Hudson responded he did not know. He stated it is as orders come up throughout the school year, and the district spends approximately \$100,000 a year on these, it's necessary to have a bid for them so as not to break any public bid law.

*Mrs. Armstrong moved, seconded by Mrs. May, to approve the bid of CDWG totaling \$53,164.12 for multimedia projectors for all schools as recommended by staff and submitted in the mailout. Vote on the motion carried unanimously.*

## **PROJECTS PROFESSIONAL SERVICES FOR YEAR 2 OF 2004 BOND PROJECTS**

*Mrs. Armstrong moved, seconded by Mrs. Hardy, to approve projects professional services for year 2 of the 2004 bond projects, as recommended by staff and included in the mailout.*

Ms. Priest stated that she is concerned that the board is being asked to approve over \$9.1 million in design work and has several questions on the solicitation process, the scope of work and minority participation and would like for this item to be postponed until the questions are answered.

Steve White, director of capital projects, responded that postponing this item will delay the bidding process approximately one month and with the construction taking place as a result of the hurricanes, he cannot predict how the costs of these projects might be affected. Mr. White asked the board to consider that capital projects will be coming up and this is an attempt to get the bond projects out earlier so the bidding is spaced out and hopefully get a better competitive price.

Mrs. Hardy asked if the board member is wishing to postpone, would a motion need to be made to this effect? Mr. Henderson stated there have been times when a board member has requested an item be postponed and it has been done. Mr. Burton stated that since there is a motion on the table, a substitute motion can be made to postpone the item.

Mr. Ramsey asked Steve White if, when the board first considered the bond projects, there was a lot of discussion about the cost of professional services and if these prices are in line with those discussions? Mr. White answered in the affirmative and these projects were approved by the board last year for the money becoming available this year. He added the design fees are always set by the Louisiana State fee curve, which is a mathematical formula based on the percentage of construction costs. Mr. Ramsey asked if this is not a part of the process approved last year? Mr. White stated yes, it is.

Mrs. Tyler asked for clarification and if Ms. Phelps is asking about the selection of the companies for the design of the projects? Mr. White explained that once a year a solicitation is sent out for projects and in this case, responses were received from every mechanical engineer and noted these projects are all air conditioning projects. Mr. White stated that we are using every mechanical engineer in Caddo Parish. Regarding other engineering disciplines, there are no other needed engineering disciplines to design these projects. Mrs. Tyler restated we are using all of the mechanical designers available in this area for these projects. Mr. White confirmed that is correct.

Ms. Phelps asked about the need for subcontractors for any of the listed projects? Mr. White stated that no, not in this instance. He added there may be some small application if it is deemed a possible problem where mechanical equipment is placed, i.e. air conditioning equipment placed over the span of a gymnasium in which there may need to be some analysis by a structural engineer needed. This analysis would run in the neighborhood of \$300-\$400, which is a miniscule amount in this process. Ms. Phelps asked if any of the companies listed are Opportunity Caddo or minority-owned? Mr. White responded that two of the firms are Opportunity Caddo Certified. For clarity, Ms. Phelps asked if these companies would not need any subcontracting work? Mr. White stated not in the design phase, but absolutely in the construction phase and this will come to the board for approval as the jobs are bid.

Ms. Priest inquired about the selection process, solicitation process, and scope the committee used in selecting? Mr. White answered the projects were brought to a citizens committee that looked at the projects and made a decision that the schools with the oldest air conditioners should be addressed first. These recommendations were brought to the board for approval. The scope of the project is replacing every window unit in the school and addressing subsequent spaces along with that, i.e. auditoriums and gymnasiums. Ms. Priest asked about the makeup of the committee who chose the design teams? Mr. White explained that the Department of Construction and Capital Projects looked at participation by Opportunity Caddo, met with Fair

Share Coordinator Booker White for approval, and achieving a goal of 49% participation, brought recommendations to the board.

*Vote on the motion carried with Board member Priest opposed and Board members Guin, Hardy, Burton, Crawley, May, Phelps, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion.*

## **REVISIONS TO PUPIL PROGRESSION PLAN**

*Mr. Ramsey moved, seconded by Mrs. Armstrong, to approve the revisions to the Pupil Progression Plan as included in the mailout. Vote on the motion carried unanimously.*

## **SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** Superintendent Ollie Tyler reported that this report was sent to the board in the *Weekly Briefing*.

**Report on Booker T. Washington Feeder Schools and Study of Demographic Lines in CPSB District 3.** Mrs. Tyler reported that staff plans to bring a recommendation on the research in this matter to the board in November.

**Study of Reducing Student: Teacher Ratio.** The superintendent reported that a report has been submitted in response to this request and staff continues to work on reducing the pupil:teacher ratio.

**Handicap Accessibility to Second Floor of Central Office.** Mrs. Tyler reported that a response on this matter will be sent to the board in the *Weekly Briefing*.

**Report on Crossing Guard Situations at E. 67<sup>th</sup> and Line and E. Herndon and Viking.** The superintendent reported that a follow up was sent to the board on this request with the answer from the City of Shreveport who determines where crossing guards are placed. Ms. Phelps stated she did not see anything in the letter on Line and E. 67<sup>th</sup>. Mr. Murry responded it was a part of the request, but he has not received a response to that particular part of the request. The superintendent responded staff will follow up on this request and provide a report to the board.

**MFP Task Force.** Superintendent Tyler announced that a copy of the information provided at the MFP Task Force meeting is at each board member's station. She said decisions have not been made regarding the revised MFP for the 2005-2006 school year, but we are asking our state leaders not to reduce the MFP for Caddo and to provide additional funding for addressing the needs of the evacuee students Caddo has enrolled. The board members were encouraged to contact state legislators who will be meeting in early November to determine what will happen with the MFP funding.

## **ANNOUNCEMENTS AND REQUESTS**

Mr. Burton asked the superintendent for information concerning the computers at Booker T. Washington and the desire to have the same kind of program compatible to the Telecommunications area.

Mrs. Crawley reported she has received calls from teachers regarding the wireless phones and a liability statement they are being asked to sign and asked the superintendent if she is familiar with this statement? The superintendent responded she is not familiar with this matter except for rumors she has heard that teachers did not want to engage in the training because they did not want to take on the responsibility. She said she will be getting with her staff in an effort to address these problems. Mrs. Tyler stated the board approved the wireless phones in every classroom and the responsibility taken on by the teachers is no more than the responsibility they have when they take on anything else in their classroom, i.e. audio visual equipment, etc., just to take care of it while they are there. The superintendent stated she will get with staff and review any memo that may have been distributed. Mr. Lavergne explained that it is not a memo, but a sign-off agreement that when you accept the phone, you accept the responsibility, rules and regulations to be followed. He said this is similar to the computer in the classrooms, and if someone intentionally breaks a computer, they know they are responsible to pay for it. He

indicated he believes many are concerned if these phones are stolen they will be liable, and staff will be creating a policy/procedures as requested by the superintendent. Mrs. Tyler also stated these policies/procedures will be sent to the board so they will see exactly how the phones will be used.

Mrs. Crawley said a concern has also been expressed that the phones do not reach on the playground and one of the reasons for having them is if there is an emergency on the playground, teachers will have means to notify someone. Mr. Lavergne explained the wireless telephones have wireless routers and the routers, which emit a signal, are placed throughout the school. The signal can be picked up outside the school building, but not beyond the school site. He further explained there may be dead spots and we are learning where these are as the phones are used so their placement can be corrected. The superintendent clarified if teachers take these phones home, they will not be able to use them.

Mrs. Crawley asked if the Discipline Committee discussed anything about off campus and on-line threats against teachers/employees? Legal counsel Reggie Abrams responded they did and will bring a policy.

Mr. Rachal commented on the new telecommunications and asked about the opportunity for individual insurance coverage on the phones. Mrs. Tyler responded that she does not see a problem, but she will be getting with staff and working through procedures.

Mr. Rachal noted the success of the grant writing workshops and two additional workshops are scheduled to assist teachers in writing these grants. He asked if there are any incentives for teachers that go out and get grants? Mr. Rachal also noted the increase in teacher absenteeism on Fridays as reported in the weekly fill rate. The superintendent stated staff continuously encourages employees to be at work and Fridays and Mondays are usually the days missed. She added that possible incentives have been discussed, but there are no monies for incentives at this time. The superintendent also said staff tries to let employees know there is a reward for not using days because unused days at retirement will pay dividends.

Mr. Henderson reminded board members that under announcements and requests is the time on the agenda for making an announcement and request; however, it's not a time to go back and address agenda items. Mr. Rachal responded that he has made a request to look at the use of phones and how we can possibly protect the teachers' interests in the event of possible loss; announcing the workshops, this is a wonderful announcement; in requesting information, that is what he has done. Mr. Burton explained that the idea is to protect the board from violating the open meetings law, because if you discuss things, notification must be given. He added that discussion can take place in the work session, as motions are not made.

Ms. Priest asked staff to look at the feasibility of increasing mileage for itinerant staff and provide a report at the next meeting. She also asked for a report on a request at the last meeting on admissions at Caddo Career & Technology.

Ms. Phelps asked that an item be placed on the November agenda titled *Learning to Music*. She also stated that some time ago she requested Security Coordinators attend the Shreveport Police Department monthly meetings. She shared her concern that there is no Caddo Parish representation at these meetings; and if we are partnering with SPD in those efforts, we should have representation.

Ms. Phelps also asked staff to follow up on the status of the report on the E. 70<sup>th</sup> and Line crossing.

Ms. Phelps indicated that she previously requested information on the entrance requirements for the Caddo Learning Program and her request must not have been clear as she was told that students were not denied entrance because of test scores. She expressed her desire that staff again look at revising the program where the focus is on reading and reducing some of the electives (similar to the Fair Park program).

Ms. Phelps referenced the issues being discussed and maybe the policy needs to be revised in order to allow for board members to ask questions. Mr. Abrams responded that under announcements and requests, board members should only be making an announcement or a

request for information to be brought back at a later time; and there should be no debate or the superintendent responding to the request, because if there is an opportunity to debate something, proper notice must be given. Ms. Phelps asked if a board member cannot ask questions and receive a response? Mr. Abrams asked the board to think of it as the Visitors Section on the agenda where the board hears from the visitors, but the board does not respond at that time.

### **EXECUTIVE SESSION**

*Mr. Guin moved, seconded by Mrs. May, to go into executive session for up to five minutes to hear a student appeal hearing. Vote on the motion carried unanimously and the board went into executive session at approximately 6:55 p.m. The board went back into open session at approximately 7:35 p.m.*

*Mr. Guin moved, seconded by Mrs. Hardy, that the board place the student (initials P.A.) at Hosston Alternative School for the remainder of this semester, that he be given the option of pursuing either the GED program or General Studies at Hosston, and if he is successful, both academically and in behavior and attendance, that he will be allowed to enroll at Northwood High School the second semester of this school year.*

Mr. Guin asked that the superintendent clarify her agreement with the motion on the floor. The superintendent shared that she is in agreement with the recommendation to give the student the opportunity, if he will go to Hosston for the remainder of this semester (which is up to the Christmas break in December), and if he shows academic growth and is successful in his attendance and behavior, then staff will recommend that he go to Northwood High School following the Christmas holidays.

Mr. Guin said this is a compromise and it is an opportunity, in a short period of time, for the student to be able to return to his neighborhood school. Ms. Phelps asked Mrs. Tyler if the semester will end by Christmas? The superintendent answered in the affirmative. Ms. Phelps stressed attendance and referrals.

*Vote on the motion carried unanimously.*

### **LEGAL UPDATE ON LOUVENIA GRAY V. CPSB NO. 497,878-A, 1<sup>st</sup> JUDICIAL DISTRICT COURT**

*Mrs. May moved, seconded by Mr. Burton, to go into executive session for five minutes to hear a legal update on Louvenia Gray v. CPSB No. 497,878-A, 1<sup>st</sup> Judicial District Court. Vote on the motion carried unanimously and the board went into executive session at approximately 7:40 p.m.*

The board reconvened in open session at approximately 7:47 p.m.

**Adjournment.** *Mrs. May moved, seconded by Mrs. Armstrong, to adjourn. Vote on the meeting to adjourn carried unanimously and the meeting adjourned at approximately 7:48 p.m.*

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Ollie S. Tyler, Secretary

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Willie L. Henderson, President



**November 1, 2005**

The **Caddo Parish School Board (CPSB)** met in special session in its office at 1961 Midway, Shreveport, Louisiana at approximately 5:10 p.m.(immediately following the Executive Committee/Board Work Session) on Tuesday, November 1, 2005 with President Willie Henderson presiding and the following school board members present being a quorum: Willie Burton, Charlotte Crawley, Lola May, Lillian Priest, Bonita Crawford, Barry Rachal, Ginger Armstrong and Larry Ramsey. Board members Phillip Guin, Eursla Hardy and Tammy Phelps were absent. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were omitted.

**CONSENT TO ASSIGNMENT OF CONTRACT NUMBER BID #24F-98**

*Mr. Burton moved, seconded by Mr. Ramsey , to approve Fleet Fuel, Inc.'s request for the assignment of rights and delegation of its duties under our present contract Number Bid #24F-09 to FleetCor Technologies Operating Company, LLC as recommended by staff and included in the mailout. Vote on the motion carried unanimously.*

**EXECUTIVE SESSION**

**Student Readmission Appeal Hearings.** *Mr. Burton moved, seconded by Mrs. May, to accept staff's recommendation on the two student readmission appeal hearings (students initials are B.D. and GB). Vote on the motion carried unanimously.*

**ANNOUNCEMENTS**

Superintendent Tyler announced that there were several handouts at board members' stations and also pointed out the ad in the USA Today which lists Caddo Parish students who were winners in the Seimen Westinghouse Math Science Competition. She noted that of the seven students recognized from Louisiana, four of them are from Caddo Parish.

President Henderson announced that board members desiring to bring resolutions before the Louisiana School Boards Association should get with the superintendent.

President Henderson also expressed his appreciation to the superintendent and staff for the communication on the new wireless telephones.

**Adjournment.** *Mrs. Armstrong moved, seconded by Ms. Priest, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:15 p.m.*

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Ollie S. Tyler, Secretary

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Willie L. Henderson, President

**November 1, 2005**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana, at 4:30 p.m. on Tuesday, November 1, 2005, with President Willie Henderson presiding and Ginger Armstrong and Lola May present being a quorum. Other school board members present were Willie Burton, Charlotte Crawley, Lillian Priest, Bonita Crawford, Barry Rachal and Larry Ramsey. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mr. Henderson gave the invocation and led in the Pledge of Allegiance.

## **PRESENTATIONS**

**Teaching Professions Magnet Program.** Wanda Gunn, Chief Academic Officer, introduced Gayle Flowers, principal of Caddo Career & Technology Center. Ms. Flowers shared with the board a power point presentation and reported in November, 2002 Caddo Career & Technology Center was thrilled to add the teaching professions magnet elective to their curriculum. She stated that teaching is the career that makes all other careers possible. Students were recruited and began the program in the fall of 2003 with 17 students participating, 2004 brought 33 students and currently there are 28 students enrolled. This program is being taught via distance learning to students at North Caddo High. Ms. Flowers introduced Jeannette Shelton, teacher, who explained that the program was modeled after the Teacher Cadet Model from South Carolina. Caddo was asked to be a part of the pilot program and developing the new state curriculum that is recognized all over Louisiana and locations throughout the country to model our program. The secondary teacher training program, STAR (Students Teaching and Reaching) has STAR One students who explore various grade levels as they complete required field experiences during the fall semester. This program allows students an opportunity that is not normally available until the junior year of college. The new state curriculum parallels Introduction to Education at the post secondary level and if students meet specific requirements, including a career portfolio, they may be able to receive 3 hours of college credit. STAR students, during the spring semester, complete extended internships, including last year in excess of 1200 field experience hours in 14 Caddo Parish schools. Ms. Shelton reported that this school year they are piloting STAR Two curriculum and have second year students who qualify for that curriculum which includes extension of the academics of STAR One and a number of field experiences. Ms. Shelton explained how students are learning the experiences of teaching and the programs helps them determine many factors including which grade level they would like to teach. Ms. Shelton introduced Donald Brown, a former student from Captain Shreve High School, who now attends LSU-S majoring in secondary education. Mr. Brown shared with the board his thoughts on how the teaching professions magnet has given him the nature of teaching and the foundations of teaching. He stated that teaching is something that he wants to do as his career and the program has helped him at the college level by giving him the foundations of public speaking in his public speaking class. Mr. Brown recognized students in the audience currently enrolled in the program.

Ms. Flowers reported that research from teacher education programs in other states, she found that some lead districts signed conditional teaching contracts with their strong students at the end of their senior year with an anticipated signing bonus upon their return to the district as certified teachers. She stated that the districts believe this is a valuable teacher recruiting tool and she has spoken with Mrs. Tyler regarding this for future discussion. Ms. Flowers thanked the board for having confidence in her and placing the teaching professions magnet at the Caddo Career & Technology Center where all students from the parish can benefit.

Mr. Ramsey congratulated the staff at the Caddo Career & Technology Center stating the program has turned out to be everything it was expected to be. He commended the distance learning opportunity for students and the need to address the teacher crisis in the near future. Mr. Ramsey asked the superintendent to look for ways to address the incentives for students from this program.

Ms. Flowers recognized Zella Rye, member of the Caddo Career & Technology Advisory Council and involved in the teachers professions magnet previously at Green Oaks High School, John Brown, student from Northwood High School, Alexis Newton, student from Southwood High School, Christina Clark, student from Northwood High School, and Jessica McTwyre, student from Huntington High School.

Mr. Henderson joined with other board members by expressing his appreciation for the program and work that is being done at Caddo Career & Technology Center. He questioned if there were any concerns or challenges that should come before the board on ways of improving the program. Mr. Henderson agreed that growing our own teachers is the way of the future and we should do whatever we need to do to have a successful program.

### **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE NOVEMBER 15, 2005 CPSB MEETING**

The superintendent reviewed the proposed agenda for the November 15, 2005 school board meeting and discussion followed as summarized.

**Approval to Pay Athletic Coordinator's Stipend.** Mrs. Crawley requested a copy of the job descriptions for the athletic coordinator position that was created in 1999. The superintendent stated she would mail a copy to her. Mrs. Crawley noted that Mr. Sutherland stated under the circumstances it would be permissible to do this but do we have a precedence in this matter or will it set a precedence? Mrs. Tyler answered that we do have a precedence in this matter. Mrs. Crawley requested information on the precedence and the superintendent stated staff will research it. Mrs. Tyler also stated that we have done this before when the system has done the transferring instead of the employee requesting a transfer, an involuntary transfer. Mrs. Crawley asked what would happen if a teacher was doing an after school tutoring program and was moved and the tutoring positions were already taken at the new school, would we be obliged to pay them? Mrs. Tyler stated she believed that would be two different situations and it would need to be explored before the move was made and handled on a case by case basis. Mrs. Crawley stated she would like a legal determination on that and the superintendent responded that we did get a legal determination on this from Mr. Sutherland.

**Pupil Progression Plan.** Mrs. Crawford asked if they will be reviewing the policy that the board passed last month about the testing. Mrs. Tyler informed the board that the agenda item should be Revised Pupil Progression Plan because the state department recently passed some additional policy at the state level and staff had to call the committee back in to review the new policies that were passed that do affect progression of students from one grade level to the next. She stated this was to come into compliance with what the state department has done. Mrs. Crawford asked if it was in the mailout and the superintendent replied that the committee met after the mailout and it will be sent to the board in the next mailout but it needed to be placed on the agenda.

Mrs. Crawford stated that after the board passed the revision to the Pupil Progression Plan last month, she was out and about in the community and heard some disturbing feedback in the schools that students were still required to pass the test to progress to the next grade and perhaps we need reiterate that it is better to pass the test. She stated that she heard everyone was happy because they did not have to pass the test, they just have to go to summer school and they could go on to the next grade. Mrs. Tyler stated that is not what the policy says and it would be reiterated at the administrators meeting taking place in the morning with all the principals. Mrs. Tyler also stated that she has been addressed by students regarding passing the test and she feels it is clear in the schools that the students have to pass the test.

Mrs. Priest indicated when the board passed it last month, she made a recommendation that we send out a communication to each parent as to the requirements and if we do that, in addition to reiterating at the principal's meeting, it will clear up bad information in the community.

Mrs. Tyler responded that she has not been given that impression from the community but will stress the requirements to staff and the community.

**Group Insurance Renewals.** Mrs. Armstrong questioned the percentage increase from last year. Randy Watson, insurance manager, responded that last year the increase was 8.73% and the year before it was 2.9%, the lowest in our history. Mrs. Armstrong stated her appreciation for the negotiated increase and realizes Caddo is doing so much better than other school systems in the state. Mr. Watson stated that staff constantly works with Blue Cross to better manage our claims and dollars. He explained there are a number of behind the scene strategies Caddo will be implementing with this renewal and the plan will be to update the board after the first of the year on where we are in our health plan and strategies we can implement that will help future rate

increases. He noted health care is the number one expense across the country and we are seeing drastic cuts in benefits and increases in premiums. Blue Cross is very committed to a long term relationship with Caddo and is taking a financial risk at this low increase because they want to be our partner. Caddo is the largest, private, fully insured plan with Blue Cross in the state of Louisiana with 13,000 insured, paying out over \$50 million in claims to our members.

**Consent Agenda.** Mr. Henderson proposed that Items 9-13, 15-16, and 19 as the consent agenda.

The president polled the audience for any comments or questions about the agenda, and the following speaker addressed the board about their concerns.

Jackie Lansdale, President of the Caddo Federation of Teachers/Support Personnel, stated that historically employee organizations have been given the opportunity to provide input in the process for group insurance renewals and expressed concern that this did not happen this year.

*Mrs. Armstrong moved, seconded by Mrs. May, to approve the proposed agenda and consent agenda for the November 15, 2005 Caddo Parish School Board meeting as presented. Vote on the motion carried unanimously.*

**Adjournment.** *Mrs. Armstrong moved, seconded by Mrs. May, to adjourn. Vote on the motion carried unanimously and the meeting adjourned at approximately 5:10 p.m.*

**November 15, 2005**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway, Shreveport, Louisiana at approximately 4:30 p.m. on Tuesday, November 15, 2005 with President Willie Henderson presiding and the following school board members present being a quorum: Phillip Guin, Eursla Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Ginger Armstrong and Larry Ramsey. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. Phillip Guin gave the invocation and led the Pledge of Allegiance.

### **CONSIDERATION OF MINUTES OF THE OCTOBER 18, 2005 AND NOVEMBER 1, 2005 CPSB MEETINGS**

*Mr. Burton moved, seconded by Mrs. Armstrong, approval of the minutes of the October 18, 2005 and November 1, 2005 CPSB meetings as submitted in the mailout. Vote on the motion carried unanimously.*

### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

Superintendent Ollie Tyler presented the agenda and highlighted items for the board's consideration. Mrs. Tyler asked that Item #20 "Revisions to EduSoft Contract" be postponed. Ms. Phelps requested that Item #21 be moved under Superintendent's Report. Mr. Henderson announced that *Learning to Music* will become 22.J. under Superintendent's Report.

Mr. Henderson proposed the following items as the consent agenda: 9-14, 16-17, and 19-20.

### **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators, staff and other guests also were recognized.

**Caddo 4-H.** Lola Boone, Extension Agent for Youth Development, recognized and introduced leaders of the 4-H Club at Herndon Magnet: Kay Mattox, organizational leader; Sandra Brumley, parent volunteer; and students Katherine Rashall, Aimee Brown, Madelyn Ashby and Carlye Russell. Ms. Boone also introduced co-workers Louise McDonald, 4-H agent; Troy Menard and Johnny LeVasseur, parish chair. The students expressed appreciation to the board for its support of the LSU Ag Center and the 4-H programs and presented Board President Henderson and Superintendent Tyler a basket of goodies.

**Siemens Westinghouse Science Competition Winners.** Charles Dyer, Monika Kumar, John Kevin Wilkes and Michael Yu, students at Caddo Magnet High School, were recognized as semifinalists in the 2005-2006 Siemens Westinghouse Competition in Math, Science and Technology. Mrs. Anderson announced that the Siemens Westinghouse Science Competition is an advanced level science competition primarily involving students from across the nation. She stated that these four semifinalists from Caddo Parish are four of seven from the State of Louisiana. Mrs. Anderson also highlighted accomplishments and school activity involvement of each student.

**National Library Award.** Stoner Hill fifth grade teacher Honor Cobb and Librarian Mary Margaret Richard were recognized as winners of the Thomson Gale TEAMS award for library collaborative work. Mrs. Anderson announced that the teams work was students' research on the Civil War and the school will receive a \$2,500 cash award to be used by the school.

**Louisiana State Livestock Competition Winner.** Brandon Andrews, student at Huntington High School, was recognized for numerous awards won in livestock competition during the recent Louisiana State Fair.

**National Male Choral Group Competition.** Dwayne Jackson, Jarrett Jackson, Charles Tucker, Johnny Vance, Donovan Tyler and Lennox Yelder, the Male Choral Group from Green Oaks

Performing Arts High School, were recognized for recently placing 1st in national competition for best stage performance. Mrs. Anderson announced the group performed at the MGM Grand in Las Vegas for the U. S. World Showcase and will participate at the next level of competition which will be broadcast on PAX TV in January 2006. The Male Choral Group also performed for the board and audience.

Mr. Burton recognized Johnny Vance, Jr. and Mrs. Vance, son and wife of former board member Johnny Vance. Mrs. Hardy expressed how proud she is of these students at her school.

## **VISITORS**

Russell Owens, parent, addressed the board about a recent incident involving his son and encouraged the board to take another look at Caddo's discipline policy as it relates to immoral acts.

Jackie Lansdale, Caddo Federation of Teachers/Support Personnel, addressed the board on matters of concern of the Federation. Mrs. Lansdale shared with the board backpacks donated and filled with supplies from the New York United Teachers, the Florida NEA/AFT, Idaho Rotary Club, KNR Industries, Tangiapahoa Federation of Teachers and Tangiapahoa Future Farmers project for distribution to displaced evacuees as a part of the Federation's *Bare Necessities Campaign* for the hurricane evacuees. She announced these backpacks will be distributed at a news conference on Wednesday, November 16<sup>th</sup> at the CFT/SP headquarters from 4-7 p.m. She requested the board's help in reaching those who may have a need and invited them to attend the culmination of the *Bare Necessities Campaign* at which time these backpacks will be distributed. Mrs. Lansdale also referenced the Human Rights Act passed in 1948 and Tenet 23 which addresses the rights of individuals to join unions and the importance of unions. She announced that members of the labor community will meet on December 8<sup>th</sup> to commemorate the anniversary of the International Human Rights Act and invited the board to attend and be a part of this program.

## **CONFIRM THE CONSENT AGENDA**

*Mrs. Armstrong moved, seconded by Mrs. Crawley, approval of the consent agenda as presented. Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

### **Agenda Item No. 9 A.**

**Personnel Recommendations.** Per request from the superintendent, David Barr, director of classified personnel, introduced the following personnel appointment as recommended by the superintendent and approved by the board: Mrs. Margaret Joe, Assistant Principal at Walnut Hill Elementary/Middle School. This appointment will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the position to which she was appointed. Family members and school administrators present were also recognized.

**Requests for Leaves.** The following requests for leaves were approved as recommended by staff and included in the mailout.

#### Certified

Sabbatical (Study), Spring Semester, 2005-2006 School Year

Cindy Green, Teacher, Broadmoor Middle Lab, 4.5 years

Larry Jacobs, Teacher, Oak Park Elementary, 3 years

Alison Byrd, Behavior Intervention Specialist, Special Education Center, 11 years

Leave Without Pay, November 1 through end of 2005-2006 school year

Tammy Chaffold, Teacher, Sunset Acres Elementary, 5 years

Leave Without Pay, December 5-12, 2005 (6 days)

Joy LePoint, Teacher, Lakeshore Elementary, 16 years

Catastrophic Illness, October 18-31, 2005 (10 days)

Debbie Bell, Teacher, BT Washington High, 7 years

#### Classified

Leave Without Pay, September 19, 2005 – October 24, 2005

Charles Wilson, Laborer, Maintenance Dept., 1 year

Leave Without Pay, October 19, 2005 – until  
 Beverly Mitchell, Secretary, Maintenance Dept., 20 years  
Leave Without Pay, January 1, 2006 – December 31, 2006  
 Vivian L. Delude, Teacher Aide, Keithville Elementary/Middle, 5 years

**Agenda Item No. 9 C.**

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the other personnel transactions report for hiring, assignment changes, separations and resignations for the period of September 26, 2005 through October 25, 2005 as submitted in the mailout.

**Agenda Item No. 10 B.**

**Bids (Capital Projects/Construction).** The board approved the following bids as recommended by staff and included in the mailout. (1) Lighting Retrofit at Walnut Hill, Project 2006-408 – J D Electric for the base bid with alternates 1 and 3 for a sum total of \$243,660; and (2) Classroom Wing Addition at Turner, Project 2006-102 – Sumrall Construction for the base bid with deductive alternates 1 and 2 for the sum total of \$1,502,900.

**Agenda Item No. 11**

**Resolution Requesting Louisiana State Mineral Board to Grant an Oil, Gas and Mineral Lease on S16, T18N, R16W Property.** The board approved the resolution requesting that the Louisiana State Mineral Board grant an oil, gas and mineral lease on the S16, T18N, R16W property as recommended by staff and included in the mailout.

**Agenda Item No. 12**

**Projects and Budget for 2006-2007 Capital Projects.** The board approved the 2006-2007 Capital Projects Plan and the budget amounts for these projects as recommended by staff and included in the mailout.

**Agenda Item No. 13**

**Group Insurance Renewals.** The board approved the group insurance renewals as recommended by staff and submitted in the mailout.

**Agenda Item No. 14**

**Resolution Calling a Special Election in Caddo Parish to Renew Existing Tax Millages.** The board approved the resolution (as follows) calling for a special election in Caddo Parish for January 21, 2006 for renewing existing tax millages as recommended by staff and included in the mailout.

**RESOLUTION**

A resolution ordering and calling a special election to be held in Parishwide School District of Caddo Parish, Louisiana, to authorize 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 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. Election Call. Subject to the approval of the State Bond Commission, and under the authority conferred by Article VI, Sections 30 and 32 of the Constitution of the State of Louisiana of 1974, the applicable provisions of Chapter 5 and Chapter 6-A of the Louisiana Election Code, and other constitutional and statutory authority, a special election is hereby called and ordered to be held in the District on **SATURDAY, JANUARY 21, 2006**, 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. R.S. 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  
(MILLAGE RENEWAL - SALARIES)

SUMMARY: 10 YEAR, 21.79 MILLS PROPERTY TAX RENEWAL 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 special tax of a twenty-one and seventy-nine hundredths (21.79)mills on all property subject to taxation within the District for a period of ten (10) years, beginning with the year 2007 and ending with the year 2016, for the purpose of paying salaries and benefits for teachers and other personnel employed by the Caddo Parish School Board?

PROPOSITION NO. 2  
(MILLAGE RENEWAL - SCHOOL IMPROVEMENTS)

SUMMARY: 10 YEAR, 5.56 MILLS PROPERTY TAX RENEWAL 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 special tax of five and fifty-six hundredths (5.56) mills on all property subject to taxation within the District for a period of ten (10) years, beginning with the year2007 and ending with the year 2016, for the purpose of paying the costs of renovation, repair and improvement of existing public school buildings and facilities in the District?

PROPOSITION NO. 3  
(MILLAGE RENEWAL - TECHNOLOGY)

SUMMARY: 10 YEAR, 1.35 MILLS PROPERTY TAX RENEWAL 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 special tax of one and thirty-five hundredths (1.35) mills on all property subject to taxation within the District for a period of ten (10) years, beginning with the year 2007 and ending with the year 2016, 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?

SECTION 2. Publication of Notice of Election. A Notice of Special Election shall be published in *The Times*, a daily newspaper of general circulation within the District, published in Shreveport, Louisiana, and being the official journal of the District, 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 of the 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 Board Room, 1961 Midway Avenue, Shreveport, Louisiana, on **TUESDAY, FEBRUARY 21, 2006**, at **FOUR-THIRTY O'CLOCK (4:30) 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 therefor 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 Tuesday, February 21, 2006, as provided in Section 3 hereof. All registered voters in the District will be entitled to vote at the special election, and voting machines shall be used.

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 Clerk of Court and *Ex-Officio* Parish Custodian of Voting Machines of Caddo Parish and the Registrar of Voters of Caddo Parish, as notification of the special election, 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 special election as herein provided, and in the event said election carries for further consent and authority to levy and collect the special taxes provided for therein. 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.

This resolution having been submitted to a vote, the vote thereon was as follows:

MEMBERS:	YEAS:	NAYS:	ABSENT:	ABSTAINING:
Phillip Guin	<u>  X</u>			
Eursla Hardy	<u>  X</u>			
Willie Burton	<u>  X</u>			
Charlotte Crawley	<u>  X</u>			
Lola May	<u>  X</u>			
Tammy Phelps	<u>  X</u>			
Lillian Priest	<u>  X</u>			
Bonita Crawford	<u>  X</u>			
Barry F. Rachal	<u>  X</u>			
Larry Ramsey	<u>  X</u>			
Ginger Armstrong	<u>  X</u>			
Willie Henderson	<u>  X</u>			

And the resolution was declared adopted on this, the 15<sup>th</sup> day of November, 2005.

/s/ Ollie S. Tyler  
Secretary

/s/ Willie Henderson  
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"), on November 15, 2005, NOTICE IS HEREBY GIVEN that a special election will be held within the District on **SATURDAY, JANUARY 21, 2006**, 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  
(MILLAGE RENEWAL - SALARIES)

SUMMARY: 10 YEAR, 21.79 MILLS PROPERTY TAX RENEWAL FORPAYING 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 special tax of a twenty-one and seventy-nine hundredths (21.79) mills on all property subject to taxation within the District for a period of ten (10) years, beginning with the year 2007 and ending with the year 2016, for the purpose of paying salaries and benefits for teachers and other personnel employed by the Caddo Parish School Board?

PROPOSITION NO. 2  
(MILLAGE RENEWAL - SCHOOL IMPROVEMENTS)

SUMMARY: 10 YEAR, 5.56 MILLS PROPERTY TAX RENEWAL 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 special tax of five and fifty-six hundredths (5.56) mills on all property subject to taxation within the District for a period of ten (10) years, beginning with the year 2007 and ending with the year 2016, for the purpose of paying the costs of renovation, repair and improvement of existing public school buildings and facilities in the District?

PROPOSITION NO. 3  
(MILLAGE RENEWAL - TECHNOLOGY)

SUMMARY: 10 YEAR, 1.35 MILLS PROPERTY TAX RENEWAL 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 special tax of one and thirty-five hundredths (1.35) mills on all property subject to taxation within the District for a period of ten (10) years, beginning with the year 2007 and ending with the year 2016, 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?

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	
Precinct	Location
001	Northside Elementary School, 1950 Northside Rd., Shreveport
002	Lakeview United Methodist Church, 5550 S. Lakeshore Dr., Shreveport
003	Bethune Middle School, 4331 Henry Street, Shreveport
004	Woodlawn High School, 7340 Wyngate Blvd., Shreveport
005A	Cherokee Park Elementary School, 2010 Algonquin Trail, Shreveport
005B	Cherokee Park Elementary School, 2010 Algonquin Trail, Shreveport
006	Stoner Hill Elementary Lab School, 2127 C E Galloway Blvd., Shreveport
007	Knights of Columbus Hall, 220 East Stephenson St., Shreveport
008	Shreve City Baptist Church, 2810 Knight Street, Shreveport
009	Shreve Island Elementary, 836 Sewanee Place, Shreveport
010	A. C. Steere Elementary, 4009 Youree Drive, Shreveport
011	Arthur Circle Elementary School, 261 Arthur Street, Shreveport
012	Broadmoor Middle Lab School, 441 Atlantic Ave., Shreveport
013A	Broadmoor Middle Lab School, 441 Atlantic Ave., Shreveport
013B	Broadmoor Middle Lab School, 441 Atlantic Ave., Shreveport
014	Knights of Columbus Hall, 220 East Stephenson St., Shreveport
015	Byrd High School Learning Center, 700 Kings Highway, Shreveport
016	Haynes Avenue Baptist Church, 610 Haynes Avenue, Shreveport
017	Byrd High School Learning Center, 700 Kings Highway, Shreveport
020	Byrd High School Learning Center, 700 Kings Highway, Shreveport
021	Pierremont Mall, 4801 Line Avenue, Shreveport
022A	Pierremont Mall, 4801 Line Avenue, Shreveport
022B	Pierremont Mall, 4801 Line Avenue, Shreveport
023	Pierremont Mall, 4801 Line Avenue, Shreveport
024	South Highlands Elementary School, 831 Erie Street, Shreveport
025A	Werner Park Elementary School, 2715 Corbitt St.- Hearne Ave. Ent., Shreveport
025B	Werner Park Elementary School, 2715 Corbitt St.- Hearne Ave. Ent., Shreveport
026	Betty Virginia Park Rec. Bldg., 4010 Line Avenue, Shreveport
027	Mall St. Vincent, 1133 St. Vincent Avenue, Shreveport
028	Caddo Parish Health Unit, 1035 Creswell Ave., Shreveport
029	B T Washington High School, 2104 Milam St., Shreveport
030A	Atkins Branch Shreve Mem. Library, 2709 Hassett Ave., Shreveport
030B	Atkins Branch Shreve Mem. Library, 2709 Hassett Ave., Shreveport
031	4320Galilee Baptist Church, 1500 Pierre Avenue, Shreveport
032	Mall St. Vincent, 1133 St. Vincent Avenue, Shreveport
034A	Caddo Heights Elementary School, 1702 Corbitt Street, Shreveport
034B	Caddo Heights Elementary School, 1702 Corbitt Street, Shreveport
035	Linwood Middle School, 401 W 70 <sup>th</sup> Street, Shreveport
036	Sunset Acres Elementary School, 6514 West Canal Blvd., Shreveport
037	Queensborough Elementary School, 2701 Catherine Street, Shreveport
038	Hollywood Middle School, 6310 Clift Ave., Shreveport
039	Our Lady of the Blessed Sacrament, 2932 Murphy Street, Shreveport
040	Ingersoll Elementary School, 401 North Holzman St., Shreveport
041	Bilberry Park Recreation Center, 1905 Alabama Street, Shreveport
042	Newton Smith Elem. School, 3000 Martin Luther King Jr. Dr., Shreveport
043	Hillsdale Elem. School, 3860 Hutchinson St., Shreveport
044	Shreveport Job Corps Center, 2800 West College Street, Shreveport
045A	Lakeshore Elementary School, 1807 San Jacinto Ave., Shreveport
045B	Lakeshore Elementary School, 1807 San Jacinto Ave., Shreveport
046	Fair Park High School, 3222 Greenwood Road, Shreveport
047	Ford Park Baptist Church, 5755 Yarbrough Road, Shreveport
048	Haynes Avenue Baptist Church, 610 Haynes Avenue, Shreveport
049A	Youree Drive Middle School, 6008 Youree Drive, Shreveport
049B	Youree Drive Middle School, 6008 Youree Drive, Shreveport
050	Caddo Middle Magnet School, 7635 Cornelious Lane, Shreveport
051A	81 <sup>st</sup> Street ECE Center, 8108 Fairfield Ave., Shreveport

051B	81 <sup>st</sup> Street ECE Center, 8108 Fairfield Ave., Shreveport
052	Woodlawn High School, 7340 Wyngate Blvd., Shreveport
053	Sunset Acres Elementary School, 6514 W. Canal Blvd., Shreveport
054	Judson Street Elementary School, 3809 Judson Street, Shreveport
055	Hillsdale Elem. School, 3860 Hutchinson Street, Shreveport
056A	University Elem. School, 9900 Smitherman Drive, Shreveport
056B	University Elem. School, 9900 Smitherman Drive, Shreveport
057	Pine Grove Elem. School, 1700 Caldwell Street, Shreveport
058	Caddo Heights Elem. School, 1702 Corbitt Street, Shreveport
059	Linwood Middle School, 401 West 70 <sup>th</sup> Street, Shreveport
060	Morning Star Baptist Church, 5340 Jewella, Shreveport
061	Mooretown ECE Center, 3913 Powell Street, Shreveport
062	Summerfield Elementary School, 3131 Ardis Taylor Drive, Shreveport
063	Summerfield Elementary School, 3131 Ardis Taylor Drive, Shreveport
064	Stoner Hill Elementary Lab School, 2127 C E Galloway Blvd., Shreveport
066	Grawood Baptist Church Gym, 5841 Colquitt Road, Keithville
067	West Shreveport Elem., 2100 Weinstock Street, Shreveport
068	Shreve Memorial Library, 8303 Line Avenue, Shreveport
069	Westwood Elementary School, 7325 Jewella Ave., Shreveport
070	Westwood Elementary School, 7325 Jewella Ave., Shreveport
071	J. S. Clark Middle School, 351 Hearne Avenue, Shreveport
072	Baptist Student Center, LSU-S, 8701 Youree Drive, Shreveport
073A	David Raines Center, 2325 David Raines Rd., Shreveport
073B	David Raines Center, 2325 David Raines Rd., Shreveport
074	Northside Elementary School, 1950 Northside Road, Shreveport
075	Shreve Memorial Library, 8303 Line Avenue, Shreveport
076A	University Elementary School, 9900 Smitherman Drive, Shreveport
076B	University Elementary School, 9900 Smitherman Drive, Shreveport
077A	Holy Trinity Lutheran Church, 8895 Youree Drive, Shreveport
077B	Holy Trinity Lutheran Church, 8895 Youree Drive, Shreveport
078	Calvary Baptist Church, 9333 Linwood Avenue, Shreveport
079	Calvary Baptist Church, 9333 Linwood Avenue, Shreveport
080	Mooretown ECE Center, 3913 Powell St., Shreveport
081	Newton Smith Elementary School, 3000 Martin Luther King Jr. Dr., Shreveport
082	North Highlands Elem. School, 885 Poleman Road, Shreveport
083	Ford Park Baptist Church, 5755 Yarbrough Rd., Shreveport
084	Western Hills Baptist Church, 4153 Pines Rd., Shreveport
085A	Huntington High School, 6801 Raspberry Lane, Shreveport
085B	Huntington High School, 6801 Raspberry Lane, Shreveport
086	Oak Park Elem. School, 4941 McDaniel Dr., Shreveport
087	Huntington High School, 6801 Raspberry Lane, Shreveport
088A	Calvary Pentecostal Church, 6811 Woolworth Road, Shreveport
088B	Calvary Pentecostal Church, 6811 Woolworth Road, Shreveport
089	Summerfield Elem. School, 3131 Ardis Taylor Dr., Shreveport
090A	Summer Grove Elem. School, 2955 Bert Kouns Industrial Loop, Shreveport
090B	Summer Grove Elem. School, 2955 Bert Kouns Industrial Loop, Shreveport
091A	Ridgewood Middle School, 2001 Ridgewood Dr., Shreveport
091B	Ridgewood Middle School, 2001 Ridgewood Dr., Shreveport
092	Forest Hills Elem. School, 2005 Francais Drive, Shreveport
093	Southern Hills Elem. School, 9075 Kingston Road, Shreveport
094A	Summerfield Estates, 9133 Baird Road, Shreveport
094B	Summerfield Estates, 9133 Baird Road, Shreveport
095A	Hamilton - Caddo Branch Library, 2111 Bert Kouns, Shreveport
095B	Hamilton - Caddo Branch Library, 2111 Bert Kouns, Shreveport
097A	Ellerbe Road United Methodist Church, 10130 Ellerbe Church Road, Shreveport
097B	Ellerbe Road United Methodist Church, 10130 Ellerbe Church Road, Shreveport
098	Mall St. Vincent, 1133 St. Vincent Avenue, Shreveport
099	Stone Hill Elementary Lab School, 2127 C E Galloway Blvd., Shreveport

122A	The Police/Fire Academy, 6440 Greenwood Rd., Shreveport
122B	The Police/Fire Academy, 6440 Greenwood Rd., Shreveport
123	Grawood Christian School, 10420 Grawood School Rd., Keithville
124	Keithville Elem./Middle School, 12201 Mansfield Rd., Keithville
125	Keithville Elem./Middle School, 12201 Mansfield Rd., Keithville
126	Caddo Fire District Number 6, 10377 Linwood Avenue, Shreveport
127	LSU Pecan Station, 10300 Harts Island Rd., Shreveport
128A	Grace Community United Methodist Church, 9400 Ellerbe Road, Shreveport
128B	Grace Community United Methodist Church, 9400 Ellerbe Road, Shreveport
129	Shreve Island Elementary School, 836 Sewanee Place, Shreveport
130	Lakeview Baptist Church, 4520 Tacoma Blvd., Shreveport
132A	Caddo Fire District No. 4, Central Station, 8240 Colquitt Rd., Keithville
132B	Caddo Fire District No. 4, Central Station, 8240 Colquitt Rd., Keithville
133	Calvary Pentecostal Church, 6811 Woolworth Road, Shreveport
134	Caddo Fire District No. 3 Substation No. 4, 2745 Jolly Napier Rd., Shreveport
135	Lakeview Baptist Church, 4520 Tacoma Blvd., Shreveport
136A	Blanchard Elementary School, 402 Birch Ave., Blanchard
136B	Blanchard Elementary School, 402 Birch Ave., Blanchard
137A	Northwood High School, 5939 Old Mooringsport Road, Shreveport
137B	Northwood High School, 5939 Old Mooringsport Road, Shreveport
138A	Donnie Bickham Middle School, 7240 Old Mooringsport Road, Shreveport
138B	Donnie Bickham Middle School, 7240 Old Mooringsport Road, Shreveport
139	Mooringsport Community Center, 603 Latimer Street, Mooringsport
140	Caddo Fire District No. 7, Substation 4, 312 Gray Street, Belcher
141	Caddo Fire District No. 7, Substation 4, 312 Gray Street, Belcher
142	Oil City Community Center, 310 Savage St., Oil City
143	Vivian Elem./Middle School, 100 W. Kentucky Ave., Vivian
144	North Caddo High School, 201 Airport Dr., Vivian
145	Caddo Fire District No. 7, Substation No. 2, 5487 Adger Street, Gilliam
146	Deep South Gift Shop, 17558 U.S. Highway 71, Mira
147	Village Hall, 10093 Main Street, Rodessa
149	Village Hall, 10093 Main Street, Rodessa
150	Ida Community Center, 6955 Cedar Lane, Ida
151	Hosston Town Hall, 15669 US Hwy. 71, Hosston
154	Gilliam Village Hall, 12825 Main Street, Gilliam
155	Belcher Village Hall, 411 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, 9381 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 and Chapter 6-A 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. R.S. 18:1287, will make due returns thereof to said Governing Authority, and NOTICE IS HEREBY FURTHER GIVEN that the Governing Authority will meet at its regular meeting place, the Board Room, 1961 Midway Avenue, Shreveport, Louisiana, on **TUESDAY, FEBRUARY 21, 2006, at FOUR-THIRTY O'CLOCK (4:30) 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.

THUS DONE AND SIGNED at Shreveport, Louisiana, on this, the 15<sup>th</sup> day of November, 2005.

ATTEST:

/s/ Willie Henderson  
President

/s/ Ollie S. Tyler  
Secretary

#### **Agenda Item No. 16**

**LEAP21 Tutoring/High Stakes Remediation Grant.** The board approved the LEAP21 Tutoring/High Stakes Remediation Grant as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 17**

**Revised Pupil Progression Plan.** The board approved revisions to the 2005-2006 Pupil Progression Plan based on BESE actions taken since the plan was submitted in August for submission to the state as recommended by staff and included in the mailout.

#### **Agenda Item No. 19**

**Special Education Interagency Agreement.** The board approved the special education interagency agreement between the University of Louisiana at Monroe and the Caddo Parish School Board as recommended by staff and included in the mailout.

#### **Agenda Item No. 20**

**Approval to Pay Athletic Coordinator's Stipend.** The board approved payment of the athletic coordinator's stipend to Mr. Silvie for the 2005-2006 school year.

#### **REVISIONS TO CPSB POLICY AGA**

*Mr. Rachal moved, seconded by Mr. Burton, to revise #1 of CPSB Policy AGA to delete "greater than 4.0" and add "of 4.0 and above" and revise #5 to read "Members of school-sponsored academic honor societies shall be permitted to wear cords/stoles."*

Mr. Rachal explained that we have students who work very hard and they should have the honor of wearing their cords and/or stoles during graduation and receive the recognition they deserve. Mr. Burton stated his agreement with the maker of the motion's rationale.

Superintendent Tyler asked Roy Thomas to share with the board the committee's rationale for the verbiage presented. Mr. Thomas stated the committee wanted to give the schools the flexibility to recognize those students; however, if they had a policy whereby it was not done, it would be done consistently at the school of not recognizing any of the organizations. He said there are some schools that traditionally honor just those students that fall in the 5% category (those with the 4.0 point and above and 5% of the remaining graduating class). He said there are a number of organizations in which students can belong and be recognized at graduation with this policy. The committee discussed this and decided the school would have the option of recognizing all the organizations at the graduation or only recognizing those traditionally recognized at graduation.

Mrs. Tyler further stated that in the past there was no verbiage in the policy to give the opportunity for students in other academic societies to be recognized and the attempt is to put the verbiage in to recognize those students and she understands the motion is saying don't leave the option up to the school.

*Vote on the motion carried unanimously.*

## **SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** The superintendent stated that an update on the CPSB construction projects was submitted in the *Weekly Briefing*.

**Report on Booker T. Washington Feeder Schools.** Mrs. Tyler announced that staff is preparing to send something to the board next month on this item.

**Handicap Accessibility to Second Floor of Central Office.** The superintendent reported that a response to this request was sent to the board in the *Weekly Briefing*.

**Report on Crossing Guard Situations at E 67<sup>th</sup> and Line and E Herndon and Viking.** The superintendent stated a response was sent in the *Weekly Briefing*. Ms. Phelps indicated that at the time of staff's last report on this matter, a report had not yet been received from the city and asked if staff is still waiting to hear from them. Roy Murry, Director of Security, reported that he had spoken with Sgt. Cobb who is now in charge of the crossing guards. Sgt. Cobb did check the crossing at 67<sup>th</sup> and Line, and the Security Department also talked with the crossing guard, and the response was there has one student at this crossing. Mr. Murry added the Police Department has been made aware, but has not yet made a change. Ms. Phelps asked where this student attends school? Mr. Murry responded he has no idea where he attends school, as the guard crosses the student to catch the city bus. Ms. Phelps clarified the need for one guard to cross one student? Mr. Murry responded it's the city's determination. He said the city is aware of it, these are the city's employees, and to his knowledge, he is still there. Mrs. Tyler explained that prior to changing some of the district lines, there were possibly more students crossing at this particular location, and it appears the city has chosen not to change it. She said staff has attempted to talk to the city about relocating that particular guard to another site, but since Caddo donates only a small portion of their pay and they are not our employees, she fears if we push too much, the city will give the responsibility of all the crossing guards to the School Board, which will cost the Board dollars it does not have at this time. She added that when we have made a recommendation to the city, they have indicated to staff that we might want to possibly consider taking this project. The superintendent reminded the board that in some districts, boards pay for the expense of the crossing guards, but Caddo is not in a position to take on this project at this time.

Ms. Phelps stated, for clarification, she is not asking for the issue to be pushed, but is only asking that the situation be looked at, because it appears there are not any students at the crossing and that is why she asked the question of Mr. Murry. Mr. Murry stated the city is aware there is only one child at this crossing and they did not tell him what the policy is. He added that the traffic engineer's report on the other site questioned stated that it did warrant a crossing guard.

**Caddo Learning Center Entrance Requirements.** Mrs. Tyler announced that a response to this request was mailed in the *Weekly Briefing*.

**CPSB Representation at SPD Monthly Meetings.** The superintendent stated that staff sent something on this item to board members via the *Weekly Briefing*. Mr. Henderson asked the superintendent to share when this information was sent to the board. Mr. Murry stated this is a combined meeting and it's not just the SPD, but also includes the full time SROs from the Sheriff's Department. Mr. Murry further reported that last year when Ms. Phelps made this request, he asked that both supervisors from the Sheriff's Office and Police Department to notify his office about monthly meetings so Caddo could send a representative; and to this date, he has not been notified of any meeting. He also reiterated to the Lieutenant and Sergeant that Caddo would like to be in attendance at the meetings and hopefully he will be notified of any meetings. Mr. Henderson asked if these are Caddo's employees? Mr. Murry responded that Caddo pays ½ of their salary. Mr. Murry also reported that staff meets with the SROs on a weekly basis. Ms. Phelps further reiterated that the contact is there, but she is concerned that if this group takes the time monthly to discuss students in our schools, someone from Central Office needs to be in attendance. Mr. Murry responded that he certainly has no problem meeting with any group, as he meets with various groups every week, and all he needs is a notification and someone from his office will be in attendance.

**Report on High School Scheduling and Instructional Minutes.** Mrs. Tyler reported that a response was provided to the board in the *Weekly Briefing*.

**Evening Parking Problems at Caddo Middle Magnet.** Mrs. Tyler stated that staff has not sent a response to this request as further clarification is needed. Ms. Phelps stated that the community has expressed concern about the crowds and the number of vehicles during open house and other major events at Caddo Middle Magnet, and the fact that public transportation vehicles (city buses, emergency vehicles) are unable to get through on the streets. She said she has spoken with Pastor Bernard Kimball who is willing to allow the use of parking lots at his church and Booker T. Washington Nursing Home parking lot. She asked the superintendent if she and her staff could get with Pastor Kimball and discuss this possibility for additional parking. Mrs. Tyler responded she and her staff also have concerns regarding this situation, but at this point, the school district has no control over the parking on the streets. Ms. Phelps indicated she understands, but since the community has expressed concern to her, she only wants to offer a possible solution that might help alleviate the problem. The superintendent asked Ms. Phelps to provide her with the contact information for her to follow up.

**Learning to Music.** Ms. Phelps asked that the superintendent review information on this program and evaluate how effective it might be as a learning tool as well as associated costs for the program.

### **ANNOUNCEMENTS AND REQUESTS**

Mrs. Hardy asked that the superintendent and staff follow up on Bus 467 on speeding. Mrs. May also requested that staff look into buses that are speeding and parking where they should not.

Mr. Rachal expressed his appreciation to the superintendent and staff for the response to some recent incidents that turned out to be false alarms. He recognized Roy Murry, director of security, for the training he has done to insure that the response to such situations is expeditious. He also thanked Mrs. Lansdale and the Caddo Federation of Teachers for their efforts to provide assistance in meeting the needs of the evacuees.

Mrs. Crawley expressed appreciation to the employee group for the backpacks for evacuee students and asked that staff encourage schools that have enrolled these students to pick the backpacks up and deliver them to the students.

Mrs. Crawley inquired about policies and procedures for dealing with emergency responses and some inconsistencies in responding. She indicated she believes it may be possible that some personnel were looking at an older policy/procedure and asked staff to make certain everyone has the most current copy. She also asked that staff provide the board with a copy of these policies/procedures in the *Weekly Briefing*.

Mrs. Crawley also asked that an item be added to the December agenda titled *Revision to the Use of School Employee Personnel Files*. She indicated she received information on this matter and shared it with board members, the superintendent and counsel and will provide additional information in the mailout.

Mr. Guin recognized the concerns addressed during the Visitors Section relative to Northwood High School and that the events as they unfolded and occurred were actually worse than the visitor stated and expressed appreciation to the superintendent, Dr. Robinson, Mr. Thomas and the principal for turning around what could have been a tragic event. He asked that the superintendent, staff and the Discipline Review Committee take a look at some of the things happening in the schools and address them through possible recommended changes in the Discipline Policy.

Ms. Phelps asked that the superintendent review the letter at their stations and provide feedback to the board. The superintendent responded she will work with legal counsel as to how this request should be addressed.

Mr. Rachal asked the staff to provide a report on the number of students who have a second discipline infraction then receive a third one and are moved to an alternative school.

Willie Henderson noted that the superintendent has forwarded to the board information on potential changes in the MFP as a result of action in the Special Called Session of the Legislature



and requested that the superintendent keep the board apprised of any new information and how the board can assist in this matter. Mrs. Tyler announced that BESE is meeting today regarding the revised MFP proposal which was returned back to BESE for further revisions. She encouraged the board to note the Wednesday paper to determine the need to call local legislators, as she believes there will be an opportunity to call the state legislators, as it will be going back to the Legislature with changes. She also stated there is an attempt to make sure some of the funding for the displaced children will come to the districts that have enrolled these students. She said she will keep the board apprised of any information in this matter.

## **EXECUTIVE SESSION**

**Student Readmittance Appeals.** *Mr. Burton moved, seconded by Mrs. Hardy, to accept staff's recommendation on the student (initials J.P.) readmission appeal as submitted in the mailout. Vote on the motion carried unanimously.*

**Legal Update Regarding Louvenia Gray v. CPSB, Suit No. 497878, 1<sup>st</sup> JDC, Caddo Parish.** *Mr. Burton moved, seconded by Hardy, to go into executive session for a legal update regarding Louvenia Gray v. CPSB, Suit No. 497878, 1<sup>st</sup> Judicial District Court, Caddo Parish, for up to 10 minutes. Vote on the motion carried unanimously and the board went into executive session at approximately 5:53 p.m.*

Mr. Burton left the meeting at approximately 6:30 p.m. The board went back into executive session at approximately 6:37 p.m.

**Adjournment.** *Ms. Phelps moved, seconded by Mrs. May, to adjourn. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:37 p.m.*

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Ollie S. Tyler, Secretary

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Willie L. Henderson, President

**December 6, 2005**

The **Caddo Parish School Board (CPSB)** met in special session in its office at 1961 Midway, Shreveport, Louisiana at approximately 6:17 p.m. (immediately following the Executive Committee/Board Work Session) on Tuesday, December 6, 2005 with President Willie Henderson presiding and the following school board members present being a quorum: Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy T. Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Ginger Armstrong and Larry Ramsey. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were omitted.

**Recess.** The president called for a 10 minute recess at approximately 6:19 p.m. and the board reconvened into open session at approximately 6:39 p.m.

**Motor Vehicle Lease with “A” School Productions, LLC.** *Mrs. Armstrong moved, seconded by Mrs. Hardy, to approve the Motor Vehicle Lease with “A” School Productions, LLC, for the lease of three Caddo Parish School Board vehicles for use in filming of The Guardian as recommended by staff and included in the mailout. Vote on the motion carried unanimously.*

### **EXECUTIVE SESSION**

*Mr. Burton moved, seconded by Mrs. Crawley, to go into executive session for up to 10 minutes each for the purpose of (1) a legal update and proposed litigation strategy regarding Moncla Construction Co. v. Johns and CPSB, Suit No. 475,072-B, 1<sup>st</sup> Judicial District Court, Parish of Caddo, State of Louisiana (Atkins Elementary); (2) a legal update and proposed litigation strategy regarding Julie Cavalier, et al v. CPSB, et al Suit No. CV02-0695-S, USDC; (3) a legal update and proposed litigation strategy regarding Louvenia Gray v. CPSB, Suit No. 497,878-A, 1<sup>st</sup> Judicial District Court, Caddo Parish; (4) a legal update and proposed litigation strategy regarding Bonnie Malone v. Willie Mae Love Smith, Suit No. 2005-R06213, Shreveport City Court, Caddo Parish; and (5) the Superintendent’s evaluation. Vote on the motion carried unanimously and the board went into executive session at approximately 6:42 p.m.*

**Legal Update and Proposed Litigation Strategy Regarding Moncla Construction Co. v. Johns and CPSB, Suit No. 475,072-B, 1<sup>st</sup> Judicial District Court, Parish of Caddo, State of Louisiana (Atkins Elementary).** The board reconvened into open session at approximately 6:50 p.m. *Mrs. Armstrong moved, seconded by Mrs. Hardy, to approve the settlement as reached by our attorney on the litigation with Moncla Construction Co. v. Johns and CPSB, Suit No. 475,072-B, 1<sup>st</sup> Judicial District Court, Parish of Caddo, State of Louisiana (Atkins Elementary) in the amount of \$95,000 as recommended by staff. Vote on the motion carried unanimously.*

**Legal Update and Proposed Litigation Strategy Regarding Julie Cavalier, et al v. CPSB, et al Suit No. CV02-0695-S, USDC.** The board went into executive session at approximately 6:52 p.m. and reconvened into open session at approximately 6:57 p.m. *Mrs. Armstrong moved, seconded by Mrs. Hardy, to approve the settlement recommended by Attorney Abrams in the amount of \$8,481.00 for settlement in the case of Julie Cavalier, et al v. CPSB. Vote on the motion carried unanimously.*

**Legal Update and Proposed Litigation Strategy Regarding Louvenia Gray v. CPSB, Suit No. 497,878-A, 1<sup>st</sup> Judicial District Court, Caddo Parish.** The board went into executive session at approximately 6:59 p.m. and reconvened into open session at approximately 7:32 p.m. *Mrs. Armstrong moved, seconded by Mrs. Hardy, that the CPSB pursue an appeal of the case of Louvenia Gray v. CPSB as recommended by legal counsel. Vote on the motion carried with Board members Crawley and Henderson opposed. Board members Hardy, Burton, May, Phelps, Priest, Rachal, Ramsey and Armstrong supported the motion. Board member Crawford abstained.*

**Superintendent’s Evaluation.** The board went into executive session at approximately 7:35 p.m. and reconvened into open session at approximately 8:19 p.m. Board members Burton, May and Rachal left the meeting during this executive session.

*Mrs. Hardy moved, seconded by Ms. Phelps and Ms. Priest, that as a result of the Superintendent's evaluation that she be awarded a performance bonus of \$10,000 as provided in her contract. Vote on the motion carried unanimously with Board members Hardy, Crawley, Phelps, Priest, Crawford, Ramsey, Armstrong and Henderson supporting the motion.*

**Adjournment.** *Ms. Priest moved, seconded by Ms. Phelps, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 8:21 p.m.*

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Ollie S. Tyler, Secretary

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Willie L. Henderson, President

**December 6, 2005**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana, at 4:30 p.m. on Tuesday, December 6, 2005, with President Willie Henderson presiding and Ginger Armstrong and Lola May present being a quorum. Other school board members present were Eursla Hardy, Willie Burton, Charlotte Crawley, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal and Larry Ramsey. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mrs. Hardy gave the invocation and led in the Pledge of Allegiance.

#### **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE DECEMBER 20, 2005 CPSB MEETING**

The superintendent reviewed the proposed agenda for the December 20, 2005 school board meeting and discussion followed as summarized.

**Designers for 2006-2007 Capital Projects.** Mr. Henderson commended the superintendent and staff for being sensitive to the board's action regarding the Caddo Opportunity program. He said he believes the numbers look very good and hopes that anyone in the community having a concern should note the hard work and the percentage of Opportunity Caddo participants.

**Proposed Bethune Middle School Reconstitution Plan.** Ms. Priest reported she had the opportunity to work with the superintendent and staff in the proposed reconstitution plan. She stated of the 74 schools in the parish, 91% of those schools are performing, and even though 15 schools did not meet their performance scores, they did achieve and make improvements. She stated Bethune Middle School was in school improvement 3 and is now in school improvement 4, and the board has two choices, (1) to make the hard, tough decision and make major corrections mandated by the state, or (2) to not make changes and improvements and have one of our Caddo Parish schools come under the control of the State. She highlighted some of the programs she believes will be effective in turning Bethune Middle School around, and recommended, as the representative for District 7, that the board support the reconstitution plan and move forward. She said Bethune deserves to have every opportunity possible and we want people saying they want their children to attend Bethune Middle School Academy.

Mrs. Crawley asked if there will be something in the plan that specifically addresses overage children? The superintendent answered in the affirmative. Mrs. Crawley also inquired about the recommended 3-year required commitment and if this is similar to a contract and does it contradict the district's transfer policy? The superintendent responded it will be called a *commitment agreement*; and indicated it is hoped that teachers selected to work in this new Bethune Middle Academy will make this commitment, as stability of the leadership and faculty is a large part of school improvement. She further explained if a teacher goes into the academy and is not successful, staff will talk to them about their desire to stay, improve, or move on. However, staff prefers that teachers make the commitment going in to bring stability. Mrs. Crawley indicated her agreement, but does not want it to be a black mark against a teacher if it doesn't work out. The superintendent responded that these situations will be addressed, but she doesn't want teachers going into the program with an attitude that they can try it for one year and then come out. Mrs. Crawley commended the staff for the hard work on this proposal.

Mrs. Armstrong asked the superintendent if the aggressive plan presented to the board earlier in the year by Mr. Daniel will be a part of the program being considered? The superintendent answered in the affirmative and explained that the program presented by Mr. Daniel is a board-approved program and is incorporated in the proposed plan. Mrs. Tyler further explained that the reason behind this proposal is the state requires a reconstitution plan at this level. Mrs. Armstrong asked if the name of the school will be changed to Bethune Middle School Academy? The superintendent answered that is correct. Mrs. Armstrong also asked for clarification that it will not be a school within a school? The superintendent responded it will be the Bethune Middle School Academy.

Mr. Rachal stated his support of the proposed program for Bethune Middle School and that whether it's mandated or not, he believes this program is designed for the needs of the children. He also asked about the legality of having the teachers sign a contract and stay? Mr. Abrams clarified it will be a *commitment agreement*, and he understands the commitment is to remain at

Bethune Middle Academy. He also reminded the board that the superintendent can transfer and move teachers at her discretion. Mr. Rachal asked for clarification on page 7 of the statement *Classified employees working directly in the classrooms will attend professional development with the teachers as required by the principal*. The superintendent explained that classified employees are not always involved in the detailed instructional programs, so whenever there is something the classified employees need to be a part of, the principal informs them. Wanda Gunn confirmed that is true as sometimes we need the classified employees to be a part of the total staff training as they are support to the classroom teacher. There are other times when just the teachers need to work on specific things which classified employees will not need to attend. Mrs. Tyler stated that staff will monitor and work with the instructional leadership to address whether or not classified employees need to be a part of a professional development activity. The superintendent also explained that this plan is unique, and the state did not mandate it be done this way, but only that a reconstitution plan be developed. She said the plan also extends the year for these employees for some very intense, focused professional development activities and pays them their full time pay. Mrs. Tyler stated that when staff begins interviewing for positions in this school, every employee will know the expectations. Mrs. Gunn also added that this is a part of the incentive plan for the classified employees.

Mr. Rachal also asked about the Hiring Incentive Plan and how the teachers' bonus will be paid? He also said the plan indicates teachers hired for math, science, music, foreign language or special education positions will receive an additional signing incentive. He asked would it not be necessary to add to this statement that this bonus will be paid in a lump sum at the end of the teacher's first full year, because it is not clear when it will be paid? The superintendent stated she is uncertain how it is done currently and asked Dr. Robinson to respond. Dr. Robinson referenced *hard to staff* and *critical shortage* areas and that signing bonuses are paid shortly after the commitment is made. Mr. Rachal recommended that a statement as to when they will receive it be added into the verbiage. The superintendent stated that it will be added.

Mr. Rachal also asked for clarification on different terms being used, i.e. p. 9, *teachers making weekly calls*, and that he believes it will be better served if it states *weekly contact calls*, because even though you call, it doesn't mean contact was made. Mrs. Tyler read this statement and commented that the attempt is to call them each week to make certain they continue to participate. If contact is not made, staff is not interested in this becoming an over burden to the teacher. She said this part of the plan addresses parents who have been through the training and staff will continue to follow up and encourage the parents to participate. Mrs. Tyler asked if Mr. Rachal desires that staff continue to call until a contact is made? Mr. Rachal stated his agreement. He also asked about the budget numbers if this entire plan is implemented? The superintendent stated that she does not have the budget cost this afternoon, and it will vary depending on whether or not teachers meet various areas, because there is an amount for each of the different areas. Mrs. Tyler also announced a commitment has been made to pull together our resources from state and federal dollars, and school improvement funds so it doesn't affect the general fund budget.

Ms. Priest commented on the performance in job requirement agreement and that this part has already been approved by the state as part of *School Choice*, and on page 33 of the *School Choice* plan, the only change is we have added an additional year to the two-year commitment and the dollars for incentive payment.

Mr. Burton stated this is not a new concept, as it has been done at Midway for example and it is necessary to have stability.

Ms. Phelps asked what will be incorporated for the overage students as she would like to see these students in a separate academy? The superintendent said every detail could not be put in the plan, but some of the ideas for addressing this need include sending the sixth graders to another building for a satellite program where staff will be able to more individualize the instruction with students. She further explained that staff has found a research-based program that has proven to be successful with overage students and will be used for those overage students who are in the satellite program or on the regular middle school campus. She said an update will be brought back to the board as this evolves and there are more details to report. Mrs. Gunn explained there will be smaller learning communities at both sites, to allow for more individualized instruction, i.e. Compass Learning and Read 180 for reading and mathematics. She also said that staff will continue to work with students who apply at Hamilton Terrace or

Caddo Learning Center as well as the whole idea of the overage student is to accelerate them which is what these programs do. Ms. Phelps asked if this building is on the middle school campus? The superintendent stated it is not, but will be at another building, possibly the Laurel Street building, as work has already been completed on this building in preparation for the evacuees. Ms. Phelps also asked staff to take into consideration the overflow from all the middle schools as her goal is to have all the overage students off the regular school campus. Mrs. Tyler stated that staff is working on this. Ms. Phelps also inquired about the goals regarding parental involvement and that we still need to hold our parents accountable. She said the programs are there but are not being utilized the way they need to. In an effort to improve the home-school relationship, she also asked if it's possible to make available to the counselors some type of contact with the parent where the parent is willing to share with the counselor any issues that might hinder their involvement or the student's success so staff can refer services to assist them. Regarding the contract on page 9, Ms. Phelps asked if parents do not sign a contract nor attend the orientation, is there anything we can do? She added she would like staff to look at the FINS Program for accountability, because teachers can attempt to call parents many times and never actually make a contact with them. She also stated there are instances where students are suspended with a parent return, and the parents do not bring them, so we need someone to be accountable for making contact with the parents. Ms. Phelps asked that staff go the extra mile to get the parents at the school. The superintendent reassured Ms. Phelps that staff will do everything possible to get the parents involved and reminded everyone that we cannot mandate the parents do anything, but somewhere along the line, someone has to be accountable. She also reported to the board members that because of the liability, she will not mandate the employees go to some of these houses. Ms. Phelps responded that she is not asking staff to mandate, but we must have some help on the accountability in having help on a legal stance with the Louisiana Children's Code where the student is continuing to fail and we have not seen the parent. Mrs. Tyler asked Ms. Phelps to provide her with information on known organizations that staff can use to help get parents involved.

Ms. Phelps also asked if we can somehow deem it necessary for the students to attend tutoring classes that are available. The superintendent responded that staff is asking every child to attend after-school tutoring, understanding that some parents will say they need older siblings at home to help take care of younger siblings. Ms. Phelps indicated she is only concerned that we are not successful with all our efforts. Mrs. Tyler assured the board that staff will make every effort possible, without endangering the lives of our employees, to get the parents involved and that a group has also been recruited to help in this area. She added that even though it will not work with some of the parents, we will help the students. Mrs. Tyler stated that an effective teacher is the most important element in a child's learning and if there are committed employees in front of these students, they will be successful.

Ms. Phelps also asked if Bethune was on the signing bonus list prior to this? Dr. Robinson stated that Bethune has been on the *hard to staff* list in the past, so this is not new.

Mrs. Crawford commented that she spent several years on a Louisiana Department of Education committee that looked at different similar models across the country and the components in the proposed plan are all the components that she has seen successful. She stated she is encouraged and believes if we follow through, it will bring enthusiasm and learning back into the school and will be a successful plan to turn Bethune around.

Mrs. Crawley asked if all the positions will be vacant at the school? Mrs. Tyler responded that is correct. Mrs. Crawley asked if it is correct that all the personnel at the school will be assigned to appropriate positions in the system and those wishing to go to Bethune will apply for those positions? The superintendent explained that the personnel at Bethune can reapply for their current positions at Bethune, and most of those at Bethune want to be there. However, staff is trying to send the message this year that they need to be committed. The superintendent also announced she and her staff met with the personnel at Bethune prior to today. Mrs. Crawley also inquired about the home school relationship and the things that the Alliance for Education is working on and if there is a model to use? The superintendent answered in the affirmative and that there are some nationally-known programs staff reviewed and will incorporate some portions into the proposed plan for Bethune.

Ms. Priest recognized Karen Bell, president of the Bethune PTA, in attendance at today's meeting, as well as Sal Miletello and Bryan Hollins, who work with the after school program at Bethune.

Mr. Henderson expressed his concern that we need to make certain we have a plan including some forms or instruments for collecting data so at the end of the school year we will know how many actually met the goal. He also indicated we will all be better served if we know we are achieving what we set out to achieve. Regarding the phone calls v. contacts, he asked if we are asking the teachers to keep records of this? The superintendent indicated this is part of the plan and all this information will be collected. Mr. Henderson asked when will a budget be available for this project? The superintendent responded she has visited with Mrs. Gunn about this and Mrs. Gunn advised the budget should be finalized and sent to the board prior to the meeting on December 20<sup>th</sup>? Mr. Henderson inquired further about displaced personnel and encouraged the superintendent and staff as they work with those who will not be returning to Bethune to be sensitive to placing them in their reassignments. The superintendent stated that staff always works with the employees in a dignified manner, and will work with those employees who do not return to Bethune to insure they are placed.

Ms. Phelps asked if the satellite for the Bethune Middle Academy will only be in effect for some of the 6<sup>th</sup> graders? The superintendent responded that is correct. Ms. Phelps asked if the time frame of next school year might also allow for consideration of other students? The superintendent responded that staff continues to attempt placing overage students in the sites we have and are partnering with Shreveport Job Corps for 16 and 17-year olds who want to go into a skills-type program. Ms. Phelps also stated there are still students who do not meet the qualifications for the program at Green Oaks.

**Edusoft Contract.** Mrs. Crawford inquired if Edusoft is how we will be keeping up with student achievement? The superintendent answered yes and that she is still working with them on the contract.

**Policy GBM.** Mrs. Crawley referenced the state statute addressing grievance procedures for teachers and other school employees, and that prior to the adoption of rules and regulations and policies, each school board shall consult with the various professional organizations that represent the teachers and other school employees in that system regarding the grievance procedure. She said she understands we adopted the policy many years ago, but asked if it is necessary to meet with these organization when changes are made? She also said that even if we must postpone acting on the proposed revisions, she believes we should get input from the employee representatives. Mr. Abrams responded it his belief the intent of the statute was that the district consult with employee organizations when the grievance procedures were set in place. He said he did have contact with CAE, but no one from any other organization has contacted him. Mr. Abrams confirmed that a meeting did not occur prior to the submission of the proposed revisions to Policy GBM. Mrs. Crawley asked that this happen as she would like to know that these groups are on board with the proposed changes. Mr. Abrams indicated he could do that.

Mrs. Tyler asked if the discussion is on the grievance policy? Mrs. Crawley responded she is referencing the definition of staff complaints and grievances. Mrs. Tyler asked that she go on record that staff did not ask for a change in Policy GBM, but the board did and it was discussed with him (legal counsel). Mrs. Crawley referenced her item on the agenda, *Revision to the Use of School Employee Personnel Files*, and that Mr. Abrams addressed this in the proposed revisions to Policy GBM. Mr. Abrams explained the AG's opinion was considered in the proposed revisions addressing this area, and that the proposed revisions to Policy GBM are being made as a result of discussions over the past month regarding changes to Policy GBM. Mr. Abrams also stated that the initial enactment of the policy in 1987 is when you would receive the input (from the employee organizations) and that it doesn't necessarily apply every time the board wishes to make a change in the policy. He agreed it is a good idea, and stated he will offer the organizations an opportunity to contact him or the superintendent with input before it comes before the board on the 20<sup>th</sup>. Mrs. Tyler stated she wishes to go on record that she did not ask for a change in Policy GBM, and she understood we were incorporating what was requested on the personnel file issue. Mrs. Crawley stated it's more like the spirit of the statute, but the appearance of cooperation and working together is very important from the onset.

Mrs. Tyler also reported that Mrs. Lansdale contacted her about the proposed revisions to Policy GBM and she will be back in touch with her. She also asked that CAE give her a call as she has not spoken with them and she will arrange for a meeting next week.

Mr. Rachal stated there are a lot of employee organizations that have a lot of input and suggestions and he believes it will be good, as we approach these situations in the future, to bring everyone to the table early to participate. He asked legal counsel if staff determines it is not a grievance, shouldn't legal counsel provide an opinion at that time? Mr. Abrams stated that at times board members have asked him, as legal counsel, to give an opinion whether or not it is a grievance and what to do with it at that time. Mr. Abrams explained if it is brought to him and he determines it is not a grievance, is what he says then appealed to the board? If so, all the other levels are skipped and one goes directly to Level IV, since he cannot make the final decision on behalf of the board. This means the board will hear the grievance twice, because the first time will be to determine whether or not it actually is a grievance. He explained he has developed the proposed procedure and is presenting it to the board on the December 20<sup>th</sup> agenda. Mr. Abrams apologized if any employee organization believes they have been overlooked.

Mr. Henderson asked for clarification from legal counsel on the verbiage in the policy that *the employee will be notified that the hearing officer at that level has determined this is not a grievance*. Mr. Abrams said it will be determined if it is a grievance or not; and if not, and there is still a problem the personnel department wants to work out, they can do so to help the individual. At some point, the board will agree or disagree with staff that it is or is not a grievance. Mr. Henderson asked about Form GBM-R1 and if it will be possible to allow more space for responses on some of the questions.

**Policy FEF.** Mr. Rachal and Mr. Henderson inquired about information on Policy FEF. The superintendent explained that there isn't anything in the mailout as she and Booker White did not have the opportunity to meet and discuss it.

**Baseball Scoreboard for Captain Shreve.** Mr. Rachal asked staff about this project being charged to local school funds? Mr. Lavergne responded that the funds will come from a booster club, for example, and will be put into the school fund and paid from that fund. These items are paid from the school funds so there will be no taxes.

**Approval of 2005-2006 Goals and Objectives.** Mr. Rachal asked staff if there are any specific needs in the objective "*Provide additional staffing for grades 4, 8, 10 and 11 as needed*"? Mrs. Tyler responded it varies from year to year, and school to school, depending on the number of students that report each year, i.e. 5<sup>th</sup> grade. She explained staff has staffed 170 positions without using general fund monies by consolidating monies from Title I, II, and written grants for funding expenses such as content coaches, etc.

**Revision to the Use of School Employee Personnel Files.** Mr. Rachal inquired if more information will be forthcoming on this item? Mrs. Crawley responded this is being worked into the proposed revisions to Policy GBM and she is asking for this item to be postponed until January.

**Superintendent's Report.** Ms. Phelps asked if the principal at Caddo Middle Magnet, when meeting with her faculty, could emphasize stressing to the parents not to double park on the streets as it does not allow space for emergency vehicles to pass.

Mrs. Crawford asked that the superintendent provide her with a response on why speech therapists and/or pathologist when attending required professional conferences have to pay for it with their personal money and they have to use personal days.

Mrs. Crawford also asked the superintendent to provide a response to questions arising as a result of the new magnet testing procedures, i.e. 5<sup>th</sup> grade students at all the magnet schools will be tested inhouse during the week and 5<sup>th</sup> grade neighborhood children will be tested off site and the concern that this procedure is not equitable. The superintendent stated that information on the magnet testing procedures is placed at board members' stations and an addendum is included addressing these concerns. The superintendent stated she will also send this information to the board in the *Weekly Briefing*.



Mr. Rachal requested that an item be added under Superintendent's Report asking the superintendent and staff to report on what would be required to do an energy conservation RFP. Mrs. Tyler asked if Mr. Rachal would allow staff to analyze and determine if an RFP is needed? Mr. Rachal indicated that what he would like is to gather information on what would be required of us to do an RFP, because doing so does not require us to do anything. He said there is a concern with the rising costs of energy everyday, and he believes we need to look at all possible options to determine if there are any opportunities. Mrs. Tyler responded she and staff will analyze what we have in place and contact other districts and make recommendations to the board. She also stated Caddo has a good energy conservation program. Mr. Henderson confirmed that Mr. Rachal's item is *Report on the feasibility of doing an RFP on Energy Conservation?* Mrs. Armstrong asked if Mr. Rachal is referring to the energy of the facilities or energy as it relates to fuel for transportation? Mr. Rachal responded this is more specifically for facilities. Mr. Rachal shared information he has gained from another school district and that he is interested in seeing what other options Caddo has.

Mrs. Hardy commented that Caddo is different from these other parishes and she doesn't see the point since it is different. Mrs. Hardy encouraged us to be spending time for the children and not pulling staff away from them. Mr. Rachal responded he has looked into some of the things addressed, but at this time, we don't know what a company might do for us, because we have not looked at it. Mr. Henderson announced there is an item on the agenda and the superintendent will follow up and prepare a response.

**Consent Agenda.** Mr. Henderson announced that Item #18 *Revision to the Use of School Employee Personnel Files* is postponed until January and proposed items 9-14, 17 and 19 as the consent agenda. *Mrs. Armstrong moved, seconded by Mrs. May, to approve the proposed agenda and consent agenda for the December 20, 2005 Caddo Parish School Board meeting as presented. Vote on the motion carried unanimously.*

The president polled the audience for any comments or questions about the agenda, and the following speakers addressed the board about their concerns.

Mr. Burton called for a point of information in that this portion of the agenda is a time during the work session for those in the audience to address items on the agenda and not just any item, as is allowed at the regular monthly board meeting.

Barbara Norton addressed the board on the proposed reconstitution plan for Bethune Middle School and her concerns. She asked of the board in considering the proposed plan what are the three major factors used to determine if the program is working?, what is different from this program from what is in place?, is there another place/city that this plan has proven to work?, and what is the turn around time for knowing that the program is working? Board President Willie Henderson asked the superintendent and her staff to follow up with Mrs. Norton.

Jackie Lansdale, President of the Caddo Federation of Teachers/Support Personnel, stated that historically employee organizations have been given the opportunity to provide input in the process for revisions to policy and expressed concern that this did not happen this year. Mrs. Lansdale also stated that since she has been in the position of representing the CFT/SP, the organization has only filed two law suits resulting from a grievance, and the current board has only heard from the CFT/SP approximately five times in terms of a grievance. She encouraged the board to have a process that the employees feel comfortable bringing something before the board, and to allow the CFT to provide input in the proposed changes. Mrs. Lansdale also read a letter to the board from approximately 35 teachers at Bethune and their concerns over the reconstitution of Bethune Middle School.

**Adjournment.** *Mrs. Armstrong moved, seconded by Mrs. May, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:15 p.m.*

**December 20, 2005**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway, Shreveport, Louisiana at 4:30 p.m. on Tuesday, December 20, 2005 with President Willie Henderson presiding and the following school board members present being a quorum: Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy T. Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Larry Ramsey and Ginger Armstrong. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were given by Eursla Hardy.

### **CONSIDERATION OF MINUTES OF THE NOVEMBER 15, 2005 AND DECEMBER 6, 2005 CPSB MEETINGS**

*Mr. Burton moved, seconded by Mrs. Hardy, to approve the minutes of the November 15, 2005 and December 6, 2005 Caddo Parish School Board meetings as submitted in the mailout. Vote on the motion carried unanimously.*

### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

Superintendent Ollie Tyler presented the agenda and highlighted items for the board's consideration, asking that Item #16 *Revisions to Edusoft Contract* be pulled. Mr. Henderson proposed the following items as the consent agenda: 9-12, 14, 15 (1), (3) and (4), 17 and 19.

### **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators, staff and other guests also were recognized.

**National Merit Finalists.** The following students from Caddo Magnet High School were recognized for National Merit achievements: National Merit Semifinalists – Flannery Barlow, Charles Dyer, Rachel Hill, Elizabeth James, Sophia Kostelanetz, Kiangzi Sun, Andrew Williamson and Benjamin Williamson; National Merit Commended – Lauren Bell, Meredith Maines, Matthew Marak and Mason McGee; National Hispanic Recognition – Elizabeth James; and National Achievement Program Participants Referred to Colleges – Krystal Frazier, Adam McFarland and Candace Smith. Mrs. Anderson announced that all National Merit Scholars will be recognized at the board meeting in January.

**Anti-Tobacco Poster Contest Winners.** The following students were recognized as winners in the Drug Education Program's Anti-Tobacco Poster Contest: Seamus Roberts, University Elementary, Overall Winner; Katherine Key, Caddo Middle Magnet, 1<sup>st</sup> Place; and Caroline Frierson, Captain Shreve High School, 1<sup>st</sup> Place.

**Character Education Contest Winners.** The following students were recognized as Character Education Poster winners: Blaine Hardy, kindergarten, Fairfield; Manasia McDuffy, 1<sup>st</sup> grade winner, Central Elementary; Mozelle McDuffy, 2<sup>nd</sup> grade winner, Central Elementary; Kaira Harrison, 3<sup>rd</sup> grade winner, Sunset Acres; Brook Fort, 4<sup>th</sup> grade winner, Riverside; Jacqueline Staton, 4<sup>th</sup> grade and Grand Prize Winner, Central Elementary; Kyanta Magee, 5<sup>th</sup> grade winner, West Shreveport Elementary; Kiolga Butler, 1<sup>st</sup> place winner, 6<sup>th</sup> grade, Turner Elementary/Middle School; Kelvin Marshall, 7<sup>th</sup> grade winner, Turner Elementary/Middle School; Andrew Lopez, 8<sup>th</sup> grade winner, Caddo Middle Magnet School; Kenya Shivers, 9<sup>th</sup> grade Grand Prize Winner, Southwood High School; Taylor Prothro, 9<sup>th</sup> grade, C E Byrd High School; Morgan Merriman, 10<sup>th</sup> grade winner, C E Byrd High School; Torie Prothro, 11<sup>th</sup> grade winner, C E Byrd High School; and JingJia Zang, 12<sup>th</sup> grade winner, C E Byrd High School.

**National Board Certified Counselors.** The following counselors were recognized for attaining National Board Certification: Frances Bland, Donnie Bickham; Judy Gaharan, Herndon Magnet; Romilda Jenkins, Caddo Heights; Glenda Johnston, C E Byrd High School; Melinda Kay, Caddo Magnet High School; Connie Kidd, Northwood High School; Shirley Lee, Southwood High

School; Sherri Moss, Southwood High School; Delories Porter, Shreve Island and Ruby Scroggins, Cherokee Park.

**National Board Certified Teachers.** The following teachers were recognized for attaining National Board Certification: Laura Addington, Caddo Magnet High School; Shirlene Alexander, Caddo Magnet High School; Nelda Allen, Captain Shreve High School; Judith Bowie, Riverside Elementary; Emily Claycomb, Riverside Elementary; Emily Cryer, Summerfield Elementary; Debrah Guillot, C E Byrd High School; Mary Harris, Summer Grove Elementary; Tammy Harville, Northwood High School; Leslye Jackson-Gilchrist, Caddo Magnet High School; Cheryl Jones, Werner Park Elementary; Susan Lanigan, Timmons Elementary; Donna Lonadier, Northwood High School; Esther Lumin, Shreve Island; Patricia Mason, Suzanne Moyers, C E Byrd High School; Cynthia Riser, E B Williams Stoner Hill Elementary; Priscilla Savannah, Broadmoor Middle Laboratory School; Joyce Spears, Midway Elementary and Staci Thomas, A C Steere Elementary.

**United Way Awards.** Sherry Wright, co-chair for the 2006 United Way Campaign, thanked the Caddo Parish School Board for opening their hearts and arms to our visitors from the South and creating a place where they can feel safe and continue their education. Mrs. Wright announced that Caddo Parish Schools made the Diamond Level in this year's United Way campaign in raising funds of over \$100,000. Mrs. Wright also presented an award to Caddo Parish Schools for having the largest increase in employee donations, an increase of over \$25,000. She also expressed appreciation to Mrs. Tyler and Mrs. Anderson for their leadership in this year's campaign.

**Recess.** President Henderson called for a five-minute recess to allow those in the audience who wished to do so to leave.

**2005-2006 Goals and Objectives.** Superintendent Ollie Tyler shared with the board and audience twenty highlights of the first quarter report as follows:

- 20 new National Board Certified teachers for a total of 53 for Caddo, making Caddo third in the state. Caddo also has 10 new National Board Certified counselors.
- 19% or \$2.1 million of \$11.2 million spent during the first quarter went to Minority Business Enterprises. Also 21% of the construction dollars awarded during the first quarter went to Opportunity Caddo fair share vendors.
- Nearly \$18 million in the General Fund ending balance which is a 33% increase over the previous year.
- \$1 million Teaching American History grant received through the Louisiana Endowment for the Humanities to focus on historical periods, issues, people, ideas and events that shaped American History. Approximately 225 teachers will receive very intense training in this three-year program.
- 1,600 high school juniors and seniors attended the 9<sup>th</sup> annual College and Career Fair in November.
- 1,500 or more evacuee students received personal and education services
- Addition of 14 new or expanded academic programs to address needs of our students
- 13 new interns enrolled in the 2005-06 Administrative Internship Program. 138 teachers were granted tuition to work on the highly-qualified status of the No Child Left Behind law.
- E-rate discounts were secured totaling more than \$1.1 million for voice service, data circuits, wireless telephones, etc.
- All 11 high schools are now equipped with Distance Learning capacities which means those high schools that do not have the courses students need to get TOPS credit or receive entrance into certain universities are able to offer web base learning and receive credits they need.
- Over 105 overage students have been routed to the Options Skills Program
- Caddo Public Schools has received the National Blue Ribbon School of Excellence award nine times and in October, South Highlands was honored in Washington, D.C. with this national award.
- The Reading Excellence initiative has been implemented in nine elementary schools to improve reading achievement in high priority schools. This initiative is funded with Title I, Special Education, and K-3 Reading and Math Initiative funds.

- 80% of all Caddo schools made the Adequate Yearly Progress under the sub-group component. 73% of Caddo schools made the AYP under the school performance score component under the State's Accountability Program. \$8.2 million in competitive grants were written by this school district to address other academic deficiencies in the schools.
- The renewal of group medical insurance was at a lower rate of increase than the statewide average. Caddo's increase of 8.6% compares to 12-30% increase around the state.
- Eight classroom wings are presently under construction and will be completed in the next two years, with 28 wings already being completed. More than 220 projects were ongoing over the summer in the schools.
- Seven plus articles were published this quarter in various magazines and journals.
- More than 60.65% of our substitute teachers now hold bachelor degrees or higher.
- The district experienced a savings of over \$500,000 a year by not outsourcing our substitute teachers, and we stand at a 99.4% fill rate.
- More than 400 new partnerships have been acquired throughout the district.
- Caddo had four Siemens Westinghouse National Winners of the seven finalists/winners in the State of Louisiana.
- Caddo had three state finalists among employees, including two principals who made state finalists (Mary Rounds and Shirley Pierson). Mary Harris was the elementary finalist at the state level.
- Caddo is still top ranked in the state for academic performance, having the #2 elementary top performing school in the state, and the #2 high school top performing school in the state. Caddo also has the #1 elementary school in the state and the #1 middle school in the State of Louisiana. Over the 10 five star schools in the state, Caddo is home to 40% of the top schools, the only school district in North Louisiana with 5 star schools and the only school system in the Northwest Louisiana district that has five star schools.

The superintendent presented a printed brochure of all the highlights for Caddo for the first quarter to the board and audience.

President Henderson expressed his appreciation to the superintendent for the fine report. He also expressed appreciation for the recognition of the many employees and students at today's meeting, as this is a highlight of the board meetings. Mrs. Hardy stated her delight over this successful report and led the board in applauding the staff and the superintendent for their successful efforts in leading our school district.

## **VISITORS**

Tomeka Younger, parent, addressed the board on an incident involving her son, a student at Huntington High School, beginning on December 1, 2005, and that he fears for his safety in returning to class at Huntington High School. Ms. Younger noted specifics of the incident which involved a gun in a student's possession and the student not being reprimanded for violation of school policy. The board president asked the superintendent to look into this situation and take appropriate action.

Vickey Range, Caddo Association of Educators, commended the board on its unity in moving three tax renewals forward. She said the renewals are important to the community and the Caddo Association of Educators. She also announced that the Caddo Association of Educators Political Action Committee joins in support of all three renewal propositions going to the voters on January 21, 2006. She stated that CAEPAC supported the passage of these taxes in 1997 because it was realized that employees working conditions or students' learning conditions make a good community. She also noted that passage of these renewals will continue to provide students with the tools they need to be successful as well as maintain a physical and academic environment conducive to learning. The CAEPAC will support the renewal of proposition number one for employee salaries and recognized that the passage of this renewal continues the 10% pay raise given to teachers and 6% to support employees in 1997, which will allow the Caddo Parish schools to remain competitive in attracting and retaining highly qualified teachers and support employees as well as addressing increasing costs of employee benefits, i.e. retirement and group insurance. Ms. Range also stated that CAEPAC supports the renewal of Proposition #2 because it continues renovation, repairs and improvements of existing school buildings. She said the CAEPAC also supports the renewal of Proposition #3 to maintain

technology advances needed. Ms. Range concluded her comments by saying that CAEPAC looks forward to working to secure the passage of all three renewals.

John Flair, parent, addressed the board on behalf of several parents in attendance regarding the new procedures for middle magnet enrollment. He shared with the board some concerns parents still have about the equity in the procedure, i.e. all the students applying for middle magnet in Caddo Parish having access to the testing at the same time and under the same conditions as all other students. He said that the current procedure of elementary students in elementary magnet schools testing at those schools and neighborhood school students numbering 15 or more testing at their neighborhood schools, and if the numbers fall below 15, those applicants must test at a magnet school or at Central Office, and his belief that this does not provide a level playing field. He asked for the board's support in looking at this procedure.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on matters of concern of the CFT/SP. She stated that the State Department of Education lists on its website a category titled *Accountability* and under this category, the MFP Accountability Reports are broken down by districts and schools within the districts. She said there is a wealth of data on each school contained in these reports, i.e. poverty rate of students, percentages of certified staff, and the turnover rate of staff members. She indicated it's all these factors that impact student achievement and highlighted the specific information on Bethune Middle School compared to Linear Middle School, and that it is very clear that such student data as poverty is overshadowed by the importance of the staff, i.e., those certified, those with advanced degrees and those who stay. She said this is the challenge – why do teachers leave?, and indicated that teachers' responses to this question include the lack of discipline and the fact that discipline policies are not followed. Ms. Lansdale said this is exasperated by the high number of overage students and those students placed at Bethune who had not passed the fourth grade, but were placed in the 6<sup>th</sup> grade anyway which ultimately created the overcrowded classroom. Other factors include a lack of materials and supplies, students with no take-home textbooks, computers that are not hooked up, and printers that remain idle unless teachers furnish the print cartridge. She stated to the board that teachers are not going to continue to stay if they are expected to spend their day in chaotic, overcrowded situations. Ms. Lansdale said the remedies are within the board's power and reach if it chooses to address them; and when this is done, then student achievement can be addressed. She stated that the Federation Bethune teachers and employees desire that the board hear their concerns and ideas and asked that the board provide a time, as provided in Policy GBM, to hear them (the employees). She also noted that approximately 7,500 employees will lose their jobs in New Orleans next month and expressed appreciation to Caddo's administration for opening their doors and hearts to the United Teachers of New Orleans.

## **CONFIRM THE CONSENT AGENDA**

*Mr. Burton moved, seconded by Mrs. Armstrong, to approve the consent agenda as presented. Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

### **Agenda Item No. 9. B. C. and E.**

**Requests for Leaves.** The following requests for leaves were approved as recommended by staff and included in the mailout.

#### Certified

Catastrophic Illness, Beginning December 9, 2005 for 30 days

David Johnson, Teacher, Queensborough Elementary, 3 years

Catastrophic Illness, Beginning January 9, 2006 for 30 days

Karen Bird, Instructional Specialist, Special Education, 16.5 years

Catastrophic Illness, February 3, 6-8, 2006 (3.5 days)

Marianne White, Teacher, Keithville Elementary/Middle, 26 years

Leave Without Pay, January 4 – May 25, 2006

Nathaniel Adams, Teacher, Green Oaks High School, 6.5 years

Leave Without Pay, November 28 – December 6, 2005 (7 days)

Veronica Kimble, Teacher, Linwood Middle School, 3.5 years

Leave Without Pay, February 1-10, 2006 (2 UPR days, 6 days without pay)

Le Ann Skinner, Assistant Principal, Summerfield Elementary, 18 years  
Classified

Catastrophic Leave, November 4, 2005-January 5, 2006

Roberta Moses, Bus Driver, Transportation Dept., 2 years

Leave Without Pay, January 1, 2006 – July 1, 2006

Cynthia Pace, Office Clerk, Broadmoor Middle, 12 years

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the other personnel transactions report for hiring, assignment changes, separations and resignations for the period of October 26, 2005 through November 28, 2005 as submitted in the mailout.

**Renewal of Promotional or Administrative Appointment Contracts.** The board approved the renewal of administrative contracts as submitted in the mailout and recommended by the superintendent.

#### **Agenda Item No. 10.A. and B.**

**Bids.** The board approved the following bids as recommended by staff and as submitted in the mailout on the bid tabulation sheets: (1) Large Kitchen Equipment – Alak Refrigeration totaling \$14,937.12; Buckelew, Inc. totaling \$188,040.24; and LA Food Equipment totaling \$19,110.98. (2) Library Furniture and Equipment – Brodart Company totaling \$8,059.20; Highsmith, Inc. totaling \$19,470.16 and Moser Corporation totaling \$4,929.84. (3) Baseball Scoreboard for Captain Shreve – Rainey Electronics, Inc. totaling \$21,992.00.

**Bids (Capital Projects/Construction).** The board approved that the base bid with Alternate 1 for a sum total of \$274,235 be awarded to Douglas Construction for Project 2006-243, Bus Loop and Walkway Canopy at University.

#### **Agenda Item No. 11**

**Designers for 2006-2007 Capital Projects.** The board approved the design professionals for the 2006-07 capital projects as recommended by staff and included in the mailout.

#### **Agenda Item No. 12**

**South Highlands Lease Agreement with “A” School Productions, LLC.** The board approved the agreement with “A” School Productions, LLC, for use of South Highlands Magnet School for filming of “The Guardian” as recommended by staff and included in the mailout.

#### **Agenda Item No. 14**

**GEE Remediation Grant.** The board approved the GEE 21 Remediation Grant as recommended by staff and included in the mailout.

#### **Agenda Item No. 15 (1), (3) and (4)**

**Policy FEF.** The board approved proposed revisions to CPSB Policy FEF as recommended by legal counsel and staff and included in the mailout.

**Policy GCBD/A.** The board approved proposed revisions to CPSB Policy GCBD/A as recommended by legal counsel and included in the mailout.

**Policy GCBD/E5.** The board approved proposed revisions to CPSB Policy GCBD/E5 as recommended by legal counsel and staff and included in the mailout.

#### **Agenda Item No. 17**

**Proposed Revision to Job Title on Organizational Chart.** The board approved the change in the title of Chief Academic Officer to Assistant Superintendent of Academic Affairs as recommended by the superintendent.

### **Agenda Item No. 19**

**Approval of 2005-2006 Goals and Objectives.** The board approved the 2005-2006 goals and objectives as submitted by the superintendent in the mailout.

#### **PROPOSED BETHUNE MIDDLE SCHOOL RECONSTITUTION PLAN**

*Ms. Priest moved, seconded by Mrs. Hardy, to approve the proposed Bethune Middle School Reconstitution Plan as recommended by staff and included in the mailout.*

Mr. Rachal stated his wholehearted support of the proposed reconstitution plan and noted the many benefits with the best case scenario being that this program will be overwhelmingly successful. He noted that it will be done with funds already in the budget and he is impressed with the program and looks forward to seeing Bethune rise above the many challenges it has faced.

Mr. Henderson stated that he too supports the reconstitution plan for Bethune school and that this is a wonderful proposal. He stated that he spoke with the superintendent about the addendum provided to the board and asked that the superintendent advise him exactly where that addendum should be placed.

The superintendent assured the board that staff will put the provided addendum in the appropriate place in the proposed plan and provide members of the board revised copies of the complete plan. She explained that this addendum addresses additional details the board asked staff to address.

Mr. Henderson shared his observation that Bethune is now at the stage of being reconstituted which he believes means that we are moving toward the point of losing control of one of our schools. He said he would like to see us be as certain as we can that we are on track in achieving the objectives that we have set out to achieve, and not wait until May to determine we have not been successful. He proposed that benchmarks be developed for each nine weeks to identify exactly what we are looking for and whether or not we are on track. He suggested we identify where students should be at the first nine weeks, second nine weeks, etc., and if the students are not there, make necessary adjustments. He said it is important that this project at Bethune succeeds and he wants us to be sure we do whatever is necessary to accomplish this. He also stated he doesn't wish his comments be taken as criticism of the plan, because that is not his intent, but only that if we have not taken the time to identify the major objectives in this project, that we take the time to do so.

Mrs. Tyler responded for clarification that this plan will be implemented only if the school goes to the next level of corrective action. She explained that every school has in place a School Improvement Plan and staff meets weekly to evaluate what is happening in the school, do an assessment of where the school is academically, attendance, teacher professional development, etc. She added that we hope not to have to use the proposed reconstitution plan, but if the school does not surpass a 60 performance score, this plan would go into effect the next school year. She reminded the board that there is a plan for every school based on the deficiencies, needs and weaknesses in those schools. These plans are checked and monitored by Central Office staff to insure that each individual school's needs are addressed.

Mr. Rachal stated his understanding that we do not want to reach this level, but he believes this program is one we should put into place sooner rather than later and that we need to look at each individual school and address their specific needs. He said he would like to see Bethune exceed 60, but asked why we could not implement this plan anyway? The superintendent responded that staff will come back to the board at the appropriate time with a recommendation. She stated that staff's objective is for Bethune to pass the 60 this year.

Ms. Phelps thanked President Henderson for his comments and stated her agreement. She asked the superintendent and staff to take his comments into consideration, and asked that staff bring these updates on the progress being made at Bethune to the board throughout the school year.

*Mr. Burton moved, seconded by Mrs. Hardy, to call for the question to end debate. Vote on the motion to end debate carried unanimously.*

*Vote on the motion carried unanimously.*

## **POLICY GBM**

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on proposed revisions to Policy GBM highlighting a series of board actions on adoption of and revisions to Policy GBM, Caddo's grievance procedure. She shared the definition of a grievance as defined by the board in 1974, and that since its adoption 30 years ago, the definition has had very little change. She indicated that somewhere along the way the phrase *or that has been treated unfairly* was removed, but there is no mention in board minutes that the definition was in doubt. She said, as a result, it is perplexing why we struggle with what is a grievance. She said the past will of the board and the practice have defined that purpose. She said the Foundation appreciates the inclusion at the grievance rewrite discussion; however, they stand in objection to the CPSB Counsel's position that an employee will be informed if it is not considered a grievance, but that no explanation will be provided as to why it is not a grievance. She said this information is needed by the employee in order to make a decision of whether to move forward or not. Regarding the appeal at Level IV to the board, she said past boards have addressed this in a variety of ways, and this new proposed revision states that the board will decide whether or not the board will hear the employee. She said she hopes the board recognizes the value of listening to its employees when they find it necessary to avail themselves to this process.

*Mr. Burton moved, seconded by Ms. Priest, to approve the proposed revisions to Policy GBM with the insertion under Level Four (Board Appeal Procedure) of the statement (briefs or arguments only - no new evidence) following the word documents in the sentence "If the grievant would like to submit any additional documents (briefs or arguments only - no new evidence) for review by the board, they must present the documents to the Superintendent no later than noon on the Thursday before the appeal hearing. Mr. Burton stated that he believes this will explain the additional documents.*

*Mrs. Crawley moved, seconded by Mr. Guin, to amend and insert under Part II Procedure and at the end of the sentence "If it is determined that a claim brought pursuant to this policy does not meet the definition of grievance, the employee shall be notified and given the reason.*

Mr. Guin called for a point of order and asked if when Mr. Burton made the original motion, was it to approve the policy with an amendment and is this the motion on the table? He said it is also his understanding that at this point, Mrs. Crawley is making an amendment to the original motion, and asked if that is correct? Mr. Henderson answered in the affirmative.

Mrs. Crawley stated that her reason for this proposed amendment is when someone tells her "yes" or "no" on anything, she likes to know why, so she can better understand and if it isn't, what might be done different. Mrs. Tyler asked Mr. Abrams to speak to this particular amendment because of discussions with staff. Legal Counsel Abrams said he had very good reasons for not including additional reasons behind notice and that's because the board is currently in litigation involving Policy GBM and as it relates to giving reasons, this is already listed on Page 2 of 4 in the first paragraph. He said the notice provision is there to only make it clear that staff shall tell someone it's not a grievance. He noted a present litigation situation where staff had indicated it is not a grievance and because it went through the process, the judge took the position that an agreement had come into place because of it being handled as if it were a grievance. He further stated that his intent was only to make it clear we do not consider it a grievance. He said if the board puts an additional requirement that the administration shall put the specific reasons, it will open it up for more attacks and more litigation. He explained that in the meetings to discuss the proposed revisions with representatives of organizations, there was an organization that wanted this included, specifically because their attorney wanted it there and he disagreed.

Mrs. Crawley asked for clarification that employees are told why it is not a grievance? Mr. Abrams said there is already an area in the policy that tells you what reasons you are using and he is saying we do not need to create a separate area where the staff may say something incorrect that he will have to defend in litigation. He said he believes it should only be a general statement as to why one is not getting the relief wanted. *Mrs. Crawley indicated that with legal counsel's*



*explanation, she doesn't believe it to be necessary, and withdrew her amendment. The second agreed to withdraw.*

Mr. Rachal stated that he has a problem that new evidence is not able to be introduced and doesn't agree with it and *moved that as board member Burton suggested striking the excluding new evidence.* Mr. Henderson stated that it is the chair's position that the motion is not in order and if Mr. Rachal is not in favor of the motion, that he vote against the motion on the floor. Mr. Rachal said that he believes that at any given point in time if any new evidence comes to the forefront, it should be allowed to be presented, no matter which side, because new evidence is new evidence and should be presented.

Mr. Ramsey asked legal counsel about the amendment to the original document brought by Board member Burton? Mr. Abrams explained this was discussed with the committee and the reason for cutting off all the dates is so no one is blindsided. The deadline of Thursday allows time for the grievant to provide any additional information and allows time for the superintendent to submit the information to the board members as well as to the grievant. He further explained that the intent is not to bring any new evidence on that date, and to have an orderly disposition of presenting evidence. He also said that the committee was in consensus with this statement. Mr. Ramsey stated that being one of the board members asking the attorney to work on this item, he expressed his appreciation for the clarifications made and the job he, staff and organizations have done on bringing these revisions.

Mr. Henderson stated that he too had expressed concern about this same item and his concern is we are trying to resolve a grievance at the lowest level possible, so if there is any information that will have an impact on the outcome, it needs to be brought at Level I. He said he feels the briefs would be appropriate as this is a summary of what is on the table and the board would benefit to have the summary of both sides.

Mrs. Crawley stated her appreciation for Mr. Abrams working with the representatives of organizations and following through. She added that at last month's meeting it was stated that she asked for this, but she did not; however, there are some changes included addressing areas where she had concern. She also said that when something comes to the board, it says we do not have to hear it, but can't imagine someone grieving to Level IV and the board refusing to hear an employee. She said she would like to go on record as hearing employee grievances.

Mr. Abrams said from comments made, it appears that the grievant is not being heard, and clarified that the board is not required to verbally hear it because it is an argument being presented. The board is actually hearing the grievance because the board is the tribunal, whether someone is orally saying the arguments or not. Mrs. Crawley asked if this means the board will actually read it? The legal counsel responded yes, that is correct. Mrs. Crawley indicated that she wants the employee to know that she heard them.

Mr. Guin asked for clarification on the change being recommended by Board member Burton and if this will add steps to what legal counsel has explained? Mr. Abrams responded no, but it clarifies there will not be any new evidence that no one has seen, and it is a method of making certain the grievant gets the opportunity to give you a brief and that it comes through administration's packet, with a copy of that same packet being given to the grievant, meaning all sides will have the same information. Mr. Guin stated he supports the motion and appreciates the superintendent and legal counsel addressing this issue.

Mr. Rachal stated his agreement with including a deadline for providing the information, but to say that if there's something new that may change how it is dealt with at that given point, what would you do with it? Mr. Abrams responded he would throw it out, because it means someone has withheld information, and believes the board, at its discretion, could decide whether or not to give additional time. The board could still vote to hear the grievance and not hear it on that particular day because of an extraordinary circumstance.

Mr. Henderson pointed out that there is a provision in the policy that allows the two sides to get together and ask for additional time.

Mrs. Hardy stated that when you do not know what is going on, whether it's correct or incorrect, that's why we have an attorney and she will always depend on him for an explanation.

*Vote on the motion carried unanimously.*

## **RESOLUTION SCHEDULING TENURED HEARING FOR TENURED BUS DRIVER**

*Mrs. Armstrong moved, seconded by Ms. Phelps, to approve the resolution scheduling a tenured hearing for a tenured bus driver on January 17, 2006 at 4:30 p.m. Vote on the motion carried unanimously.*

## **RESOLUTION OF THE CADDO PARISH SCHOOL BOARD**

Mr. Ramsey called for a Point of Order as board policy states that when a resolution is brought back, it requires a 2/3 vote of the board. He said as he reads the proposed resolution, it is again addressing the tax renewal which the board previously approved. Mr. Henderson indicated there was a copy of the resolution in the mailout packet. Mr. Ramsey referred to legal counsel. Mr. Abrams explained that as to the resolution, the question is whether or not information has been presented on this item, and according to board policy, it requires a 2/3 vote. Regarding whether or not the item itself had no information in the mailout, that is a Point of Order. Mr. Ramsey said there are two things: (1) we didn't get the information and (2) the board has already voted on a resolution which this one, if passed, would negate. Mr. Abrams explained there is an item on the agenda which did not have backup and board policy requires that if you bring an item without backup, you must have a 2/3 vote of the board on that item. Regarding the resolution and notice, he believes the resolution itself is on the agenda and notice was presented, so a 2/3 vote would not be needed on this one. However, to get to this point, you must have a vote, since a Point of Order has been raised, to hear the item. If you don't have a 2/3 vote, the item cannot be heard.

Mr. Rachal indicated he is still unclear, since there is an item on the agenda submitted in a timely fashion. Mr. Abrams explained that board policy states that items can be on the agenda, but if you don't have backup on those items presented at the work session, then a board member can raise a Point of Order. It is at this point, a 2/3 vote of the body is needed in order to move forward and hear it. Mr. Henderson explained that the Point of Order is the item was not on the agenda at the conclusion of the work session, and in order for the board to take any action on this item now, it will take 2/3 vote of the board.

Mr. Abrams said the board will need to suspend the rules in order to hear this item. Mr. Guin raised a Point of Order that he doesn't disagree with what legal counsel has said, but it should come from a board member in the way of a motion and a second. *Mr. Ramsey moved, seconded by Mrs. May, to suspend the rules to vote on whether or not to hear Item #20, Resolution of the Caddo Parish School Board, as it relates to the tax renewal.* Mr. Ramsey clarified that a 'yes' vote would be for hearing it, and a 'no' vote would be not to hear it. Mr. Abrams stated that is correct. Mr. Abrams explained that the way the motion is phrased, a 'yes' vote would be a vote to suspend the rules and hear it, and a 'no' vote would be not to hear it, and it takes a 2/3 vote.

Mr. Rachal stated that in speaking to the motion and that the election is January 21<sup>st</sup>. Mr. Burton called for a Point of Order in that the board has not voted to suspend the rules to hear this item, thus the board cannot discuss this item. The chair concurred with the Point of Order.

Mr. Guin asked for clarification in that the motion is to suspend the rules for this item. Mr. Henderson stated that is correct. Mr. Guin noted that under Superintendent's Report, there is an item on the agenda addressing *Tax Renewals*, and a motion could be made at this point. Mr. Abrams said that is correct, it can be discussed. Mr. Guin asked if the board votes no to suspend the rules and hear this item, can it not be addressed under Item 23(F)? Mr. Abrams concurred with the clarification.

Mr. Ramsey, based on the clarification, withdrew his motion, and Mrs. May withdrew her second.

*Mr. Rachal moved, seconded by Mrs. Crawford, to approve the resolution as presented in the mailout.* Mr. Rachal said he believes this is a great opportunity for the board to show our commitment to our employees. He believes the board did the right thing letting the voters make the decision on renewing and actually in one case increasing the tax millage, and that is what this

motion addresses. Mr. Rachal stated he believes the board needs to make a long term commitment to reach our goal of being more competitive with the Southern Regional average and we now have the opportunity to do that. He explained that last year, due to a growing tax base, the board was able to give a one-time supplement to employees and the year before that, the board was able to give a permanent raise. He further stated that this year, the board was able to give another raise due to the increasing tax base. He said it is estimated to be approximately \$2 million in increased revenue and the rising cost of benefits have been funded through growth in the economy, and he believes we can commit to do all we can to make sure this increased revenue goes directly to pay. Mrs. Crawford agreed with Mr. Rachal's comments.

Mr. Ramsey asked Mr. Abrams if he wrote the resolution? Mr. Abrams responded he did not. Mr. Ramsey asked if Caddo's bond counsel wrote the resolution? Mr. Abrams responded he did not. Mr. Ramsey indicated that's a problem, and asked the superintendent if anyone has looked at the impact these changes will make on the General Fund. The superintendent said no one asked, but once a copy of the resolution was received, staff contacted our bond attorney, Grant Schlueter, and shared with the board the potential problem the board will face if another resolution is done at this point, as the board has already approved a resolution for three propositions and it will change what we told the publics. The superintendent shared with the board that the bond attorney has also stated that the legal deadline has passed for changing the language/verbiage of the original resolution. She explained that the original resolution is asking the voters to renew at the '97 millage rate, which means we are asking that they not renew at the rollback rate, but at the original millage rate. She also said that in Proposition #1 we are telling the public that these monies will be used for salaries and benefits and reminded the board of the \$3.4 million annual increase in retirement benefits, as well as an increase in the insurance costs. She stated that the new resolution being brought for the board's consideration today does not address benefits, and this changes the original resolution. She also reminded the board that at any time there has been extra money, staff has recommended the money go to pay increases; however, there is a need to take care of benefits with any increase in salaries.

Mr. Ramsey yielded the floor to Mr. Rachal. Mr. Rachal stated that due to the fact that the bond attorney's advise that there will be some legal issues with his resolution, he will withdraw his motion and the item. Mrs. Crawford withdrew her second and Mr. Henderson announced the item is withdrawn.

## **ELECTION OF 2006 OFFICERS**

President Henderson announced that there are three officers to elect: President, First Vice President and Second Vice President and that the Office of President will be first. Mr. Henderson declared the floor open for nominations for the Office of President of the Caddo Parish School Board for 2006.

*Mrs. Crawford nominated Ginger Armstrong for the Office of President. Mrs. Hardy nominated Willie Burton for the Office of President. There being no other nominations, President Henderson declared the nominations closed and that the vote will be in the reverse order of the nominations.* Board members Hardy, Burton, Phelps, Priest, Crawford and Ramsey voted for Mr. Burton. Mrs. Crawford announced that she did not push her button yes, and the chair ruled that Mrs. Crawford did not vote for this candidate. Mr. Henderson cleared the board and asked board members voting for Mr. Burton to cast their votes. Board members voting for Mr. Burton were Hardy, Burton, Phelps, Priest and Ramsey (5 votes). Board members Guin, Crawley, May, Crawford, Rachal, Armstrong and Henderson (7 votes) voted for Ginger Armstrong. *President Henderson announced that Ginger Armstrong will be the 2006 CPSB President.*

Mr. Henderson declared the floor open for nominations for the Office of First Vice President of the Caddo Parish School Board for 2006. *Mr. Guin nominated Barry Rachal. Mrs. Crawley nominated Lola May. There being no additional nominations, President Henderson declared the nominations closed.* Board members Burton, Crawley, May, Phelps, Priest, Crawford, Ramsey, Armstrong and Henderson voted for Lola May. *President Henderson announced that Lola May will be First Vice President for 2006.*

Mr. Henderson declared the floor open for nominations for the Office of Second Vice President for 2006. *Ms. Priest nominated Willie Burton. Mr. Guin nominated Charlotte Crawley. There being no further nominations, President Henderson declared the nominations closed.* Board

members Guin, Crawley, Crawford and Armstrong voted for Charlotte Crawley. Board members Hardy, Burton, May, Phelps, Priest, Rachal, Ramsey and Henderson voted for Willie Burton. *President Henderson announced that Willie Burton will be the Second Vice President for 2006.*

President Henderson announced that the CPSB Officers for 2006 are Ginger Armstrong, President; Lola May, First Vice President; and Willie Burton, Second Vice President.

#### **AUTHORIZATION FOR PRESIDENT TO USE FACSIMILE SIGNATURE**

*Mr. Burton moved, seconded by Mr. Guin, to authorize the president to use a facsimile signature for 2006 and his successors as elected. Vote on the motion carried with Board members Guin, Hardy, Burton, Crawley, May, Priest, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion. Board member Phelps was absent for the vote.*

#### **SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** The superintendent announced that this information was provided in the *Weekly Briefing*.

**Report on Booker T. Washington Feeder Schools.** The superintendent stated that information on this request has previously been provided to board members and staff will have additional information in January.

**Caddo Career Center Entrance Requirements.** Mrs. Tyler reported that information on this request was sent to the board via the *Weekly Briefing*.

**Evening Parking Problems at Caddo Middle Magnet.** Superintendent Tyler stated that information on this request has been provided to board members.

**Learning to Music.** Mrs. Tyler announced that information was placed at board members' stations today. She reported that staff researched the program and the cost, and staff is working with them to see if they will pilot one in Caddo Parish in order to get some data on the program's effectiveness. She said if Caddo decides to do this program, it will cost approximately \$136,000 a year, and the district does not have the funds at this time. Ms. Phelps stated that is not how she asked for the recommendation – not for the students, but for the teachers to use in the classroom. She asked if a pilot is done, will it be feasible for the teachers to have the information? The superintendent stated that according to her staff, and when talking to the owner of the program, it has to be done per student in order to get the data to determine if it works. Ms. Phelps again asked if the superintendent is recommending a pilot and not the information she requested. The superintendent indicated she thought that was the request and will be glad to go back and review it. Ms. Phelps stated she knew we didn't have the funds, but asked if we could pilot, can we provide the funds for it? The superintendent responded that she will look again at the budget. Ms. Phelps said her concern is she didn't think we had the money, and she never suggested we look at per student. The superintendent asked to allow time to discuss this further with Ms. Phelps.

**Tax Renewals.** The superintendent indicated that this item has been discussed. Mr. Guin asked if the superintendent would restate that the original motion was redundant as the board will be using the money in Proposition #1 for salaries and benefits. The superintendent answered that is correct and that is all the money can be used for. He asked if additional monies can be used to offset increased cost for benefits? The superintendent answered that is correct, the monies are earmarked for just salaries and benefits. She added that in two or three years, and if the benefits do not increase too much, staff hopes to be able to come to the board with some additional raises. He said he asks the question as he doesn't wish for the public to have a question going into the vote.

**Report on the Feasibility for Doing an RFP on Facilities Energy Conservation.** The superintendent reported that staff sent information on this request in the *Weekly Briefing*.

#### **ANNOUNCEMENTS AND REQUESTS**

Mr. Rachal asked that staff follow up on the visitor speaking about her child fearing returning to class. The superintendent responded that staff has spoken with her.

Mr. Henderson referenced the memo at board members' stations regarding the Minimum Foundation funding and asked if this is the first time receiving this information? The superintendent responded that staff just received this information late Friday and Mr. Wreyford contacted the State Department. This will help reimburse the district those expenditures incurred in addressing the evacuees. Mr. Henderson asked if staff has an idea how much of what the district has spent will be replaced, all or a portion? The superintendent said she does not know at this time, but will bring an update to the board.

Mr. Henderson asked about the proposed incentives for Caddo Career and Technology Center Teaching Professions Magnet Completers and if this is for information? The superintendent indicated it's for information as board members requested staff to follow up on various items and the information at board members' stations addresses those requests.

Mr. Ramsey stated that the information he requested was received timely and he appreciates getting this information as it will be a good policy or procedure for encouraging our kids.

Mr. Henderson asked the superintendent to further explain the information on the job training plan for Bethune. The superintendent stated this information is in response to a request by Board member Priest to look at putting into place a construction careers program for overage students and explained the two different initiatives in place to address overage students.

Ms. Priest stated that overage students are in our schools and because of academics, they are unable to get enrolled in our Caddo Career and Technology Center. She further stated that with a lot of our students not being necessarily college bound, she believes we need programs to keep them in school and not drop out as well as prepare them to have a future income with a career.

Mr. Rachal stated there is still some misunderstanding on the testing with middle school magnets and asked that staff look at a better way of communicating with parents. Mr. Rachal also asked for an update on the recruiting process.

Mr. Rachal also asked for a list of the tax renewals, when they expire, the purpose of each, as well as a complete list of the local revenues and where they come from.

Mr. Rachal stated he is receiving a lot of email about cell phones not working and asked staff to conduct a survey on what problems are being experienced.

Mr. Rachal also indicated that the additional information being received on sub teachers is not needed on a weekly basis. The superintendent stated that staff was providing this on a weekly basis, but his request was for a daily basis and that is the reason for the increased paper work. Mr. Rachal stated that he has no need for this on a weekly basis, but maybe a monthly basis. President Henderson announced that with the consensus of the board, he believes the fill rate on a weekly basis is good information. Mr. Burton called for a Point of Order in that items under *Announcements and Requests* are not for discussion. Mr. Henderson asked that the superintendent put the fill rate under *Superintendent's Report* on the agenda and bring a recommendation to the board.

Mr. Rachal also asked that the superintendent provide a response as to why library aides report prior to the librarians at the beginning of the school year. Mr. Burton reminded board members that the staff's phone numbers are available to call and ask questions.

Mr. Ramsey asked that the superintendent to focus back on the \$8 million in grants and provide a report on how this impacts the General Fund. Mr. Ramsey also reiterated the point made on salaries and benefits and the statement that it includes everything and that the board is focused on its employees.

Ms. Phelps stated that in response to the last memo on entrance requirements to the Caddo Learning Center and in addressing the students still in the classroom, she asked staff to look at another option in lieu of Compass Learning for students who are not able to score high enough to be accepted into the Caddo Learning Center. The superintendent responded that the Compass

Learning concept is working. Mr. Burton called for a Point of Order and that if a request is being made, it cannot be discussed.

Mrs. Crawley also indicated that she is getting calls about the cell phones and would like for staff to follow up on these concerns.

Ms. Priest announced a different experience with the cell phones. Mr. Burton called for a Point of Order and we need to follow the rules. Ms. Priest stated that she will put it in writing.

Mr. Henderson asked about the need for board members to elect a Discipline Policy Review Committee. Dr. Robinson responded that members of the Discipline Review Committee were elected for a two-year term that will expire at the end of the school year; thus the board will need to elect another slate at that time. She said the board is to select one person to serve on that committee and staff will have that ballot available following testing in March.

**Adjournment.** *Mr. Guin moved, seconded by Ms. Priest, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 7:45 p.m.*

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Ollie S. Tyler, Secretary

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Willie L. Henderson, President

**January 5, 2006**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana, at 4:30 p.m. on Thursday, January 5, 2006, with President Ginger Armstrong presiding and Lola B. May and Willie D. Burton present being a quorum. Other school board members present were Phillip Guin, Eursla Hardy, Charlotte Crawley, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Larry Ramsey and Willie L. Henderson. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Dr. Rod Masteller, Pastor of Summer Grove Baptist Church, gave the invocation and Mr. Burton led in the Pledge of Allegiance.

## **PRESENTATIONS**

**Progress Report on School Improvement.** Wanda Gunn, assistant superintendent for academic affairs, introduced staff members present to share with the board a progress report on School Improvement Schools. She stated there are many initiatives in place to support these schools toward school improvement, and recognized principals of the schools who were present. Meetings have been held with the principals to share successes as well as some of the assessment pieces used to monitor the progress of their schools. Kathy Gallant, School Improvement Monitor, presented an overview of school improvement which encompasses those schools designated in School Improvement 2 and above and noted that the District Achievement Plan provided contains more detailed information. She said the process began on August 3, 2005 when the Louisiana Department of Education released the list of schools that must offer choice. Mrs. Gallant shared with the board how Caddo ranks with other districts in the state, and that Atkins, Ingersoll and Westwood were granted a waiver since their School Performance Score equaled 60, the state threshold, in the previous year. Once the list was received from the state, four community meetings were held allowing parents the opportunity to find out their choices. Letters were mailed to the homes of registered students, and forms were made available at the home schools as well as Central Office. Of the 7,832 students eligible for Choice, 917 applied for Choice transfers, 523 were given Choice transfers and 166 of the students receiving them decided to stay at their home school. Mrs. Gallant reported that the Superintendent and Assistant Superintendent for Academic Affairs have met with the principals to share strategic practices that are working within their schools, and that District Assistance Teams assigned to these schools report quarterly to the State on the status of the implementation. Also, Mrs. Gallant reported that 81% of the teachers at these schools have received certificates of their “highly qualified” status.

Sara Ebarb, elementary director, noted that Atkins, Barret, Caddo Heights, Central, Ingersoll, Mooretown, Oak Park, Queensborough, Sunset Acres and Westwood are in this category and three of the schools (Atkins, Ingersoll and Westwood) are not in Choice. Carla Moore, principal, discussed the support that has been provided for elementary principals as well as the research-based reading programs in these schools. Mrs. Moore noted significant gains reported by the State Department in student achievement over the past year, and shared that she believes this progress is attributed to the implementation of the research-based reading program across the state, as well as the fact that Caddo’s schools in School Improvement 2 have gone a step further in choosing scientifically based reading programs. She said not only has the curriculum in the schools been addressed, but personnel has also been addressed by pooling resources and hiring district coaches to assist each of the schools. She reported this has allowed each school to be staffed with reading interventionists and content coaches trained in teaching techniques using scientifically based research strategies in the five components of reading. Mrs. Moore said the teachers daily deliver 120 minutes of instruction in reading as well as an additional 30 minutes of daily instruction in reading being provided by teachers and interventionists for students performing below average. Schools also receive assistance from behavior interventionists and the district’s staff development specialists, with professional development also being provided by the district reading coaches to content coaches. Mrs. Moore stated that effectiveness of the programs is used to determine future directions and needs and the commitment continues with programs for personnel, professional development and progress monitoring; because of this commitment, gains will continue to be seen.

Leisa Edwards, middle school director, announced there are three middle schools in School Improvement 2 – J. S. Clark, Linear and Linwood, and one middle school in School Improvement 4 – Bethune Middle School. She said that each of these schools has a District

Assistance Team that works with the schools to review and monitor full implementation of the School Improvement Plan. The District Assistant Teams provide specific feedback with recommendations for changes and additional reading and math teachers are provided through Title I and other grants for providing LEAP preparation and remediation in grades 4, 8 and 10. Also, English and Mathematics Content Coaches are provided to support schools in job-embedded professional development and serve as an expert resource on the Louisiana Content Standards, LEAP 21, I-LEAP and GEE 21. Catalysts for change are also provided through research based alternatives to current practices and procedures, as well as assisting the schools in analyzing and interpreting data in order to identify strengths and weaknesses as well as trends. Also, behavior intervention specialists are provided to teach students and teachers how to help with social and emotional skills and help them avoid the escalation of conflict situations. Ms. Edwards also reported that the Overage Student Options Program at Hamilton Terrace, which was piloted last year at Bethune, Linwood and Oak Terrace, was expanded this year because of its success to include other eligible overage students, with 123 students currently enrolled at Hamilton Terrace. Ms. Edwards also reported that the teachers from the four middle schools meet monthly in study groups focused on the implementation of the comprehensive curriculum, as well as 8<sup>th</sup> grade teacher teams that network and collaborate with content supervisors, Title I personnel, professional development and other coaches to improve student achievement. Individual principals have also engaged their community in on-going purposeful assessment, reflections, dialogues, and results-driven evaluations focused on continuous improvement in student achievement. She added that tutoring programs, student contracts, parent conferences, success recognitions, mentor helpers, as well as Read 180 Compass Lab Interventions, are among the things in place addressing instruction intervention.

Perry Daniel, principal at Bethune Middle School, shared with the board that additional support is provided through the placement of a Distinguished Educator at Bethune for assisting the administrators and teachers. Mr. Daniel highlighted a scholastic audit administered by the Louisiana Department of Education where administrators, teachers, clerical staff, security, students and parents were interviewed. Areas focused on in the *Next Step* report included school culture, instruction and assessment that included ideas and suggestions for improvement, i.e. tips for improving book study on the ASCD publication *Classroom Instruction at Work*. Adjustments were also made in the School Improvement Plan and professional development for the staff. Mr. Daniel stated that while preparation for this audit was overwhelming, the staff at Bethune has viewed this experience as a positive step for improving the school. Lakindra Woods, student at Bethune Middle School, shared with the board her experiences as a participant in one of the SES programs at Bethune, and how she believes this program is helping her to be successful academically by receiving individualized instruction through a relaxed setting. This allows the teachers to teach the students in creative ways, which in turn has allowed her to develop critical thinking skills.

Roy Thomas, director of high schools, stated that Fair Park, Green Oaks, Booker T. Washington and Woodlawn are in School Improvement 2 and introduced Cleveland White, principal at Green Oaks. Mr. White shared with the board information on portfolios, Compass Learning, District Assistance Teams (DAT), content coaches, and shared professional development. Mr. Thomas also shared with the board copies of portfolios of Green Oaks teachers, and Mr. White explained that one of the requirements for school improvement is that a portfolio is maintained, with a descriptive profile of the teacher. He said the notebook created by the Green Oaks faculty is one that is uniform and easily recognized. Some of the things included in the notebook are a portfolio log, credentials, professional documentation for 2005-06 school year, information on meetings/conferences attended, copies of lesson plans and students' work, parent contacts, conferences, etc. Mr. White also highlighted programs in place, i.e. Compass Learning, which have had a positive impact on the success rate. He said DAT has also been very supportive in working with the School Improvement Committee to develop methods and research strategies for implementation of the school improvement plan, and that the content coaches have been very helpful in providing unique methods and approaches to learning. Also of tremendous value, Mr. White said, is the professional development through Region VII presenting strategic instructional models and content enhancement routines. Mr. White also highlighted shared professional development between the schools in School Improvement, which includes strategies such as integration technology through CPS (classroom performance system), and how to utilize data from test results for identifying strengths and weaknesses. Mr. White said it is the desire of these schools to set and maintain high standards for themselves and the schools to raise test scores, reduce distractions, improve attendance and maintain high academic achievements.



Kathy Gallant recognized faculty members present from the schools in School Improvement and summarized that each nine weeks time is taken to assess the schools relative to where they are, where they are going and how they will get there. She said part of this assessment is done through a survey of the teachers and administration. She reported on the many components in the School Choice and Improvement Program, highlighting staff development and parental involvement, and how important professional development is for providing new strategies for reaching students and keeping them involved in the educational process. Mrs. Gallant noted statistics for the end of the first nine weeks including teachers attending 1,538 hours of professional development, 10,063 phone contacts made with parents, 14,000 letters sent home to parents, approximately 4,000 parent/teacher conferences were held, and over 29,000 progress reports were made. She reminded the board that these numbers represent 7,500 students and do not include *back to school nights*, *math nights*, *reading nights*, *newsletters*, *PTA meetings*, etc. Mrs. Gallant again stated that the schools are working diligently to achieve the standard set by the State with a goal that no school will be in School Improvement after this year.

Willie Henderson expressed his appreciation to the Superintendent, Mrs. Gunn and staff for the comprehensive report given and the indication of the volume of work that has been done. He stated his concern that we know where we are at this point in getting out of School Improvement? Mrs. Gunn stated that as shared by the speakers, periodic assessments are conducted in each school and these techniques are shared with the superintendent and staff, and at this point, staff is very positive about where the schools are in achieving this goal.

Mrs. Hardy recognized the principals for the wonderful job in working with the students and expressed her appreciation of these efforts.

President Armstrong thanked staff for the presentation and for the many efforts for the boys and girls.

**2004-2005 Financial Audit Report.** Richard Lavergne, assistant superintendent for support services, stated that the Finance Department works very hard and noted the recognition this department receives each year. Ben Wreyford, director of finance, introduced Tim Green and James Odom with Allen, Green and Williamson. Mr. Green presented the Financial and Compliance Audit for the year ending June, 2005, announcing that the actual reports were previously sent to board members and he shared with the board an outline of the highlights of this report, including the financial reporting awards received by the school board, the independent auditors' report (unqualified or Clean Opinion report), a management discussion analysis, statistical information that includes 10 years of historical data, and a summary of the financial results.

Mr. Green summarized some of the key funds in the district, which is information taken from the comprehensive report. He reported that the Government-wide financials reflect that the district took in approximately \$377 million in revenues and that the district spent approximately \$363 million. He said on a global basis, the district did very good in exceeding their expenditures and showing an excess of \$14 million. Mr. Green reported that the General Fund reflects total revenues of \$293 million (with \$168 million being from the state equalization), and expenditures totaling approximately \$289 million, leaving an excess of approximately \$5 million. Mr. Green reported that the year end assets/fund balance (equity) is \$31 million, explaining that a portion of that amount is year end accruals as well as some additional funds that are included for reporting purposes. He also reported that what is mirrored in this General Fund report is what is submitted to the Louisiana Department of Education for their reporting purposes. Mr. Green stated that even though the Child Nutrition Programs showed a slight loss for the year, the fund balance is still about 20% of the operating expenses for the year. Regarding Capital Projects, the district had bond proceeds that were spent this year, and at the end of June, 2005, there remained approximately \$30 million. The Caddo Educational Excellence Fund continues to grow with an excess of \$1 million in this account, which is required to remain in the fund. Mr. Green indicated that financially, the school board did very good for the year and commended them for this.

The second part of the audit, dealing with the internal control and financial compliance, was then highlighted. Mr. Green explained that as a part of the contract with the school board, auditors are required to conduct certain tests, and there were no exceptions noted in the tests conducted.

He said in the audit, the auditors decide what needs to be done to issue the district an opinion as opposed to agreed upon procedures where the school board asks the auditors to look and determine if we are in compliance.

The third report, the single audit report, contains a comprehensive list of Federal awards, and required testing of certain major Federal Programs, i.e., Title I, Title II, Reading First. Mr. Green reported that between the management letter and Government Auditing Standards comments all but one have been cleared up from the '04 report.

Regarding internal control and compliance, the Caddo District received a very good report and only needs a small amount of work to get it cleared up. In summary, Mr. Green announced the board has a good report and that the auditors will distribute it to the appropriate parties.

Mr. Rachal asked the auditors how would they grade the Caddo Parish School Board on its finances? Mr. Green responded that at a time when many school districts are taking hits and experiencing challenges with their fund balances, Caddo's finances for the year and the fund balance are very good.

Mrs. Armstrong expressed appreciation to the superintendent and staff for all the hard work and for the good report.

### **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE JANUARY 17, 2006 CPSB MEETING**

The superintendent reviewed the proposed agenda for the January 17, 2006 school board meeting and discussion followed as summarized.

**Personnel Reports.** Mr. Rachal inquired about the personnel positions report and if any of these are new positions? The superintendent explained that the positions listed have been approved by the board as staff does not advertise any positions that have not been approved by the board.

**Bids.** Mr. Rachal inquired about details on bids for the printers and scanners for all schools, computer software for all schools and audio visual equipment for all schools and how much comes from the General Fund, and how much comes from grants? Jeff Hudson, purchasing agent, explained that this is not a lump sum purchase, but purchases throughout the course of the year, so there is no way to tell how much is paid from General Fund and how much is paid from Title I or grants.

**Approval to Purchase Distance Learning/Video Conferencing Equipment and Maintenance Services.** Ms. Phelps inquired as to where this equipment will be placed? Joe Brown explained that every school will receive equipment, with the elementary and middle schools receiving a portable unit that can be moved classroom to classroom and the high schools having a designated classroom for a stationary and a portable component. Ms. Phelps asked if this applies to all high schools? Mr. Brown answered in the affirmative.

**Proposed Middle Placement Magnet Program for Youree Drive Middle School.** Mr. Henderson stated he believes this is a very good idea, but asked staff about the fact that Youree traditionally is at capacity or overcrowded and how staff will address this issue and the impact this program will have on the M-to-M transfers? Mrs. Tyler responded that staff does not know since the program has not been implemented; however, she will be talking to staff to see if we would want to put guidelines and procedures together for the board's consideration. The superintendent stated that board members who have constituents at Youree Drive have called regarding this matter, and she will look at, along with staff, guidelines to present to the board.

Ms. Phelps reiterated Mr. Henderson's thoughts and asked the superintendent if this information could be provided prior to the next board meeting? The superintendent responded in the affirmative and explained that this is an attempt to try and keep the students in their neighborhood schools. With two middle magnet schools drawing numerous students from across the parish, schools are struggling to come up with creative ways to retain some of the students in their district. Ms. Phelps asked about the fact that *magnet* is not in Broadmoor's name? Mrs. Tyler responded that is correct, but it is a magnet program. Ms. Phelps indicated it will be helpful if the numbers can be provided.

Mr. Rachal stated that after reviewing the proposal and presentations, he believes the principal and administration have done a very admirable job and that this is a program that all schools could use as a guideline.

Mrs. Crawford stated she believes both are solid programs and in looking at the stats, math and science are low areas for middle school students and anything we can do to improve the scores will be the right thing. She indicated she has not dismissed the impact on other schools and is willing to listen to ideas that will benefit both schools and not hurt other schools in the district. Mrs. Tyler stated that Mrs. Crawford called to share with her that she does not desire to cause any adverse affect to the neighborhood middle schools with this proposal, and that Mr. Rachal also talked with her regarding his concerns. She has assured them staff will revisit and discuss guidelines to help offset some of the concerns voiced.

Mr. Henderson stated that he doesn't intend anything negative toward the program as he thinks it's an excellent idea, but only that when it comes to M-to-M transfers, there are probably more requests for Youree than any other middle school. He said he only wants us to look at this aspect and be prepared to address these requests for transfers.

Ms. Phelps asked if staff has looked at this being a program within the school and not necessarily a magnet school? Mrs. Tyler stated that the intent is to try and keep the neighborhood students in those schools. Ms. Phelps indicated that is her question and if it had been looked at as a program within the school, then why would it be a magnet program open to students across the district? The superintendent explained there are a lot of students who do not get into the magnet schools, but may want to go into such a program as being proposed. Again, Ms. Phelps asked if we have not looked at it as being a program just within that school? Mrs. Tyler answered staff has, but has not explored guidelines on letting others come in. The superintendent indicated she would get with Ms. Phelps to further discuss her questions.

Mr. Burton commented that there are caps on our programs as it affects the teacher ratio and if we extend the ratio, it will be necessary to hire additional staff. The superintendent responded that is correct. Ms. Priest commented that this is a perfect example of why it is imperative that we take a serious look at all our schools and if we are really serious about every student having a quality education, we would not have this situation. She believes it behooves the board to make certain that every school has the types of programs, funding, teachers, etc. so that it is not a drain on the neighborhood schools.

Mrs. Crawley asked about the procedures for getting into a magnet school and the priorities required and if these type magnets are exempt from those priorities? The superintendent explained that those procedures, the new policy recently approved by the board, for getting into a magnet school are for pure magnet schools and this is a program in a school. Mrs. Tyler explained that some qualifications for admission may be the same, but the overall policy is not applicable to the neighborhood schools with magnet programs. Mrs. Crawley said it seems that they could apply if designed to do so.

**Revisions to Superintendent's Contract.** Mr. Burton stated that the proposed revisions will change the deadline for the superintendent to submit goals and objectives from March 1<sup>st</sup> to the beginning of the school year. He explained that test scores have not been received on this time period and this will give the superintendent more time to effectively create objectives with the necessary information being available. Mr. Guin asked about the second proposed revision? Mr. Abrams noted the provision in Article XIV that allows the superintendent, after the start of school and if modifications need to be made following receipt of scores, to present modifications back to the board for approval. Mr. Abrams explained that during the last Legislative Session, Act 482 was passed which modifies how superintendents' contracts are to be handled, part of which requires school boards, if they do not give notice to the superintendent that they intend to keep the superintendent within 90 days of expiration of the contract, that the superintendent or the contract will be renewed or continued. Since modifications to the superintendent's contract were being presented on the agenda, he looked at the entire contract to make certain the contract is in compliance, and the current contract under renewal notice states that during the year the superintendent's contract is to expire, the superintendent has to give the board notice that the contract is to expire. It also states if the superintendent fails to give that notice to the board, that the contract would still end on the anniversary date stated in the contract. Because of the

legislation, Mr. Abrams does not believe this provision will stand, so it is recommended that this line be deleted from the contract.

Mrs. Armstrong reminded the board that the objectives are the day-to-day items worked on by staff in order to meet the board approved goals.

## **ADDITIONS**

Mrs. Tyler asked that *Substitute Fill Rate* be added under Superintendent's Report per Mr. Rachal's request at the last meeting.

Mr. Burton requested that *Information Regarding the Use of Hendrix by a Non-profit Group Representing the Development of the Allendale Community by Providing Support Services Addressing the Needs of Children, Students and Adults* be added under Superintendent's Report.

Mr. Rachal asked that *A Request for an RFP for Energy Services Contract* be added to the agenda. Mr. Rachal noted information at board members' stations regarding this request and that he will provide additional information in the mailout.

Mr. Guin asked the superintendent for a detailed report, to include information up to now and a projected timeline for bidding and beginning of construction, on the gymnasium at Northwood High School. He said he would also like included information on parties that are responsible for continued delays in this project.

Mrs. Crawford requested that an item titled *Proposed Name Change for Broadmoor's Achievement Academy to Broadmoor Math and Science Magnet Program* be added to the agenda. Mrs. Crawford stated this program has been approved by the board, and this name change will make it more attractive to Broadmoor's neighborhood children and Broadmoor's efforts to keep the neighborhood children.

Mrs. Crawford asked that an item titled *Proposal to Amend Both Youree's and Broadmoor's Programs to Limit Out of District Students Participating in the Programs to 25 Per Grade* be added to the agenda. Mrs. Crawford stated she believes this will be a good compromise and will keep a mass exodus from any one school. She also stated that once guidelines are received from staff, she will look at the possibility of withdrawing this item. Ms. Phelps asked if these will be handled on a first-come basis? The superintendent said staff will include these details in the guidelines.

Mr. Abrams requested that an item be added addressing a revision in Legal Services to approve Dale Cox, attorney at law (and formerly with the firm of Rountree, Cox and Guin), to continue to provide legal services. Mr. Abrams explained that Mr. Cox will be relocating to the firm of Lemle & Kelleher, L.L.P. effective February 1, 2006, and board approval is needed for Mr. Cox to continue to do work for the school district. He also explained that board approval is also needed for the name change of Rountree, Cox and Guin to Rountree & Guin so the school board can continue to utilize them under the terms and conditions provided under Rountree, Cox & Guin's contract. Mr. Cox, and his paralegal, will also be the only ones doing work for the school board and not any of the other lawyers in the firm of Lemle & Kelleher.

Mr. Abrams also announced that he has been advised that the school bus driver, for which the tenure hearing is scheduled for January 17<sup>th</sup>, has passed away, and since her attorney was going to ask for a continuance and she has passed away, asked that it be removed from the agenda for the 17<sup>th</sup>. Mr. Abrams also asked that an Executive Session be added for a *Legal Update Regarding Gabrielle VonZynda v. CPSB, Civil Action No. 04-1890-S, USDC, WD of Louisiana*.

Mrs. Crawley stated that the improvements made in Louisiana were reported in today's newspaper and the grade for the school environments is still at a C- and asked the superintendent and staff to provide her with a report on factors included in this environment grade and what Caddo is doing to address our school environment needs.

**Consent Agenda.** Mrs. Armstrong proposed Items 9-13, 15-16, and 20 as the consent agenda. *Mrs. May moved, seconded by Mr. Burton, to approve the proposed agenda and consent agenda for the January 17, 2006 CPSB meeting as presented. Vote on the motion carried unanimously.*

The president polled the audience for any comments or questions about the agenda.

Jackie Lansdale, President of the Caddo Federation of Teachers/Support Personnel, announced that their executive board voted unanimously in December to support the bond renewals and will be participating in economic and human resources in that endeavor. Also, she reported that the superintendent met with the local labor organized body, the Central Trades and Labor Council of Greater Shreveport-Bossier, and that board, as well as the full delegate assembly, voted unanimously to support the bond proposal.

**Adjournment.** *Mrs. May moved, seconded by Mr. Burton, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:18 p.m.*

**January 17, 2006**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway, Shreveport, Louisiana at 4:30 p.m. on Tuesday, January 17, 2006 with President Ginger Armstrong presiding and the following school board members present being a quorum: Phillip Guin (arrived at approximately 4:46 p.m.), Eursla D. Hardy (arrived at approximately 4:40 p.m.), Willie Burton, Charlotte Crawley, Lola May, Tammy T. Phelps, Bonita Crawford, Barry Rachal, Larry Ramsey and Willie Henderson. Lillian Priest was absent. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were given by Willie Burton.

### **CONSIDERATION OF MINUTES OF THE DECEMBER 20, 2005 AND JANUARY 5, 2006 CPSB MEETINGS**

*Mr. Burton moved, seconded by Mrs. Crawley, to approve the minutes of the December 20, 2005 and January 5, 2006 CPSB meetings as submitted in the mailout. Vote on the motion carried unanimously.*

### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

Superintendent Ollie Tyler presented the agenda and highlighted items for the board's consideration. Mrs. Armstrong announced that Item #13 *Approval to Purchase Distance Learning/Video Conferencing Equipment and Maintenance Services* is postponed and Item #23 *Approval of Amendment to the Provider Agreement Between Louisiana Department of Health & Hospitals, Bureau of Health Services Financing* is pulled. Mrs. Armstrong proposed the following items as the consent agenda: 9-12, 15-16, 18, and 20-21.

### **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators, staff and other guests also were recognized.

**People to People Ambassadors for the USA Program.** The following students were recognized as Caddo Schools representatives in the People to People Ambassadors Program who will be traveling to Australia for twenty days: Toni Kimmell, Northwood High School; Brian Nelson, Ridgewood Middle School; Dayton Wiley of Walnut Hill Elementary/Middle School and Cody Boudreaux of Donnie Bickham Middle School.

**National Merit Scholarship Program Winners.** The following students were recognized as winners in the National Merit Scholarship Program: National Merit Semifinalists are Neal Blackman (C E Byrd), Flannery Barlow (Caddo Magnet), Charles Dyer (Caddo Magnet); Rachel Hill (Caddo Magnet), Elizabeth James (Caddo Magnet), Lisa Sun (Caddo Magnet), Scott Edward Hayter (Captain Shreve), Caroline Porter (Captain Shreve) and Benjamin Williamson (Caddo Magnet). National Merit Commended Students are Catherine Bozeman (C E Byrd), Adam Gardner (C E Byrd), Mary Gunn (C E Byrd); Courtney Harrison (C E Byrd), Katherine Simmons (C E Byrd), Lauren Bell (Caddo Magnet), Meredith Maines (Caddo Magnet), Matthew Marak (Caddo Magnet), Mason McGee (Caddo Magnet); and Michael Anthony Weiler (Captain Shreve). National Achievement Program Participants Referred to Colleges include Krystal Frazier (Caddo Magnet), Adam McFarland (Caddo Magnet), Candace Smith (Caddo Magnet), and Lectoria Bianca Epperson (Captain Shreve). National Hispanic Scholars include Catherine Bozeman (C E Byrd), and Elizabeth James (Caddo Magnet). National Merit Special Scholarship Candidate is Rachel Scott (C E Byrd).

**BTW Football Team Regional Champions.** Mrs. Anderson announced three Caddo schools (Booker T. Washington, C E Byrd and Captain Shreve) competed in the first round of high school playoffs by district and the second regional round. She also announced the BTW football team advanced to the third round and the following members of the BTW team and coaches were recognized for this accomplishment: Patrick Allen, Samuel Beasley, Danny Brite, Broderick Brooks, Michael Brown, Brad Carroll, Ryan Combs, James Edegson, Fred Grayson, Courtney

Harris, Dontrel Jackson, Jeremy Jefferson, Kendrell Johnson, Anthony Montgomery, Bobby Mosley, Demarcus O'Guin, Renordo Pipkins, Ramone Randle, Corey Roberson, Jeffrey Smith, James Spates, Ken Sumlin, Eric Taylor, Jared Taylor, Jakenzi Thomas, James Thomas, Johnny Thomas, Trey Veals, Whitney Williams, Roy Wright, Managers Caprice Harris, Darrius Simmons, Leon Thomas, Cartvivi Hicks; Filming members Jasmine Linsey, Angelic Cole; Kadarin Collins, Stats members were Angelic Cole, Lockett Washington, Coaches Demise Lloyd, Glen Payne, Terrence Winn (basketball coach) along with Tony Reliford, Lorenzo Baker, James Moseley, Walter Thompkins, and Dr. Curley White, Principal.

**Presentation to 2005 CPSB President.** President Armstrong presented Willie Henderson a plaque and gift of appreciation for his leadership and service as president of the CPSB for 2005. Mr. Henderson thanked the board for the presentation and gift and for their support throughout 2005.

## VISITORS

Nathan Manning, citizen, asked the board to take into serious consideration the caps used for all magnet programs. He shared with the board that he reads the mailout packets each month and highlighted letters offered by directors of middle and high schools. He commended personnel at Youree and Broadmoor for having the insight to take their programs to another dimension, but challenged the board and superintendent to add a new dimension of accountability to all staff, and particularly the principals, to be creative and inventive in coming up with quality programs that will help keep students in their neighborhood schools. Mr. Manning indicated that when looking at the proposal he was concerned about two middle schools with similar programs being located within walking distance of each other, and asked the board to look at the geographics of these programs. He noted the impact of the SPS (School Performance Scores) on the out-of-district schools and that this program will only be strengthening an already quality school at the expense of other schools whose parents are leaving their neighborhood schools and placing them at these schools. He said if the board puts stringent requirements on the students to score at or above the 50<sup>th</sup> percentile, then most of the schools in which these students would be coming from would not have this type of school for their students. He also noted the impact of No Child Left Behind and highlighted meetings hosted by the school board, and the fact that it was echoed to parents to keep their students in their neighborhood schools. Also, in addressing transfers and the average achievement rate of African American students, it is no where near the 50<sup>th</sup> percentile and the average achievement rate for other race students is well above the 50<sup>th</sup> percentile, thus he believes it is safe to say that African American students will not be any of the transfers. He proposed that the board mirror the same type of course structure at the middle schools as is at the high schools, i.e. Honors, Honors Enriched, etc.

Bennie Doty, Caddo District PTA, addressed the board on a survey recently conducted, and that one of the issues addressed was Sex Education. He said he went before the PTA and the point was raised that the PTA could not get involved with this. Mr. Doty stated that in researching this topic, he learned it is one of the main topics the PTA wants to be involved in. He said he has spoken with Mrs. Crawford and learned her husband is an OB/GYN doctor who is willing to volunteer his services to teach sex education to the parents. Mr. Doty stated he comes to the board with this as the PTA wants the board to be the one to select the church in each district and combine meetings for Dr. Crawford to address.

Scott Hughes, president of the Alliance for Education, first expressed his delight in seeing the number of Caddo students recognized for outstanding achievement at today's meeting and encouraged the media to report this good news in the paper. Mr. Hughes also addressed the item titled *Proposed Seven-Period Day for Northwood High School* and thanked and congratulated the board for having the courage to do this type thing in our schools. He noted the board allowing the superintendent and site-based managers (principals) flexibility to think out of the box and bring programs to the district that will help individual student populations.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, brought to the board's attention information on Revised Statute 17:416, information on a pupil's behavior preventing the orderly instruction of other people and posing an immediate threat to the safety and physical well being of any pupil or teacher, or when a student exhibits foul behavior and/or language toward a teacher, the teacher may have the student immediately removed from his classroom and placed in the principal's, or his designee's, custody. She also noted CPSB

disciplinary policy enacted several years ago and brought to the board's attention the fact an elementary student is suspended for two days on a first offense for using profanity toward school personnel. She also noted a Level I Classroom Referral Form which lists the various incidences in which the student must be guilty of three times before the student can move to the Disciplinary Referrals referenced in the Revised Statute. Mrs. Lansdale explained that in researching this matter, she learned it came from the juvenile justice act in 2003 which is a really gross interpretation of the intent of the act. She stated the act says the Legislature declares good behavior and discipline of students are essential prerequisites to academic learning and the development of student character. She added it states bad behavior and lack of discipline are impairing the quality of teaching, learning, character development and socialization in some schools as well as creating real potential threats to school and public safety. She stated when the Juvenile Justice Act was enacted there was a part directed to the schools systems and BESE intended some type of behavior intervention plan be put into place at each and every school. She said she believes we got off base with the Behavior Intervention Plan when we circumvented Louisiana Revised 17:416 as well as Caddo's own policy. Mrs. Lansdale indicated it's very difficult for a teacher to teach and a student to learn in an atmosphere of disruption and distraction, and asked how a teacher can handle a classroom when students must have three infractions before they can be removed from that classroom? Mrs. Lansdale said it is very concerning when teachers are written up for these types of things and asked the board to make certain the school board policies are in compliance with RS 17:416.

### **CONFIRM THE CONSENT AGENDA**

*Mr. Burton moved, seconded by Mrs. May, to approve the consent agenda as presented. Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

#### **Agenda Item 9 A., B., and C.**

**Personnel Recommendations.** Per request from the superintendent, Dr. Mary Nash Robinson, assistant superintendent for human resources, introduced the following personnel appointments as recommended by the superintendent and approved by the board: Judy Wedgeworth, Supervisor of Elementary (Math) Education; and Patricia Evans, Supervisor of Accounting and Accounts Payable. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the position to which they are appointed. Family members and school administrators present were also recognized.

**Requests for Leaves.** The following requests for leaves were approved as submitted by the superintendent and staff in the mailout.

#### **Certified Personnel**

Sabbatical Medical Leave, Spring Semester, 2005-2006 school year

Paula Leonard, School Psychologist, Special Education Center, 11.5 years

Catastrophic Illness, 30 days, Beginning February 14-March 28, 2006

Gregory Langley, Teacher, Southern Hills Elementary, 19.5 years

Catastrophic Illness, 30 days, January 30-March 13, 2006

Marsha Keith, Speech Therapist, Special Education Center, 8.5 years

Leave Without Pay, February 1-10, 2006 (2 UPR days to be utilized)

Steve McDonald, Teacher, Donnie Bickham Middle, 24.5 years

#### **Classified Personnel**

Leave Without Pay, August 1, 2005 – March 1, 2006

Paula Slater, Teacher's Aide, Turner Elementary/Middle School, 2 years

Leave Without Pay, January 9, 2006 – May 24, 2006

Shinquita S. Dinkins, Teacher's Aide, Green Oaks High School, 2 years

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the Other (Hiring, Assignment Changes, Separations & Resignations) Report for the period November 29, 2005 – December 20, 2005 as recommended by staff and included in the mailout.

#### **Agenda Item No. 10 A. and B.**

**Bids.** The board approved the following bids as recommended by staff and as submitted in the mailout on the bid tabulation sheets: (1) School Bus Wrecker – Allen Truck Sales & Service



totaling \$131,283.19; (2) Truck Tires, Tubes and Wheels – Bids of Area Wholesale Tire; Moore’s Retread & Tire and Southern Tire Mart as indicated on the bid tabulation sheets; (3) Vehicle Brake Linings – Monroe Spring & Brake totaling \$202.25; (4) Vehicle Batteries – Bid of Tri-State Battery as indicated on the bid tabulation sheets; (5) Interior and Exterior Paint – bids of Harrison Paint and Sherwin Williams; (6) Printers and Scanners for All Schools – CDW Government, Inc. totaling \$331,222.00; (7) Computer Software for All Schools – Academic Software’s percentage of 12%; (8) Audio Visual Equipment for All Schools – Aves Audio Visual Systems totaling \$27,065.25; (9) School Buses – Kent-Mitchell Bus Sales totaling \$651,180; and (10) Digital Video Cameras for Buses – Kent-Mitchell Bus Sales totaling \$22,950.

**Bids (Capital Projects/Construction).** The board approved the following bids as recommended by staff and as submitted in the mailout on the bid tabulation sheets: (1) Project 2006-107 “New Classroom Wing Addition for Pine Grove Elementary” – A & R Construction for the sum total of \$1,214,000; (2) Project 2006-103 “New Classroom Wing Addition for Ridgewood Middle School” – Bonomo Builders for the sum total of \$1,250,000; and (3) Project 2006-101 “New Classroom Wing Addition for Linwood Middle School” – Pro-Build Construction for the sum total of \$2,113,951.

#### **Agenda Item No. 11**

**Acceptance of 2004-05 Financial Audit Report.** The board moved to accept the 2004-05 Financial Audit Report as submitted in the mailout.

#### **Agenda Item No. 12**

**Resolution Authorizing Advertising for Sealed Bids for the Purchase of \$20,000,000 in General Obligation Bonds.** The board approved the following resolution authorizing advertising for sealed bids for the purchase of \$20,000,000 in General Obligation Bonds as included in the mailout.

#### **RESOLUTION**

A resolution authorizing the advertising for sealed bids for the purchase of Twenty Million Dollars (\$20,000,000) of General Obligation School Bonds, Series 2006, of Parishwide School District of Caddo Parish, Louisiana, and providing for other matters in connection therewith.

BE IT RESOLVED by 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, that:

1. SECTION The President of the Parish School Board of the Parish of Caddo, State of Louisiana (the “Governing Authority”), is hereby empowered, authorized and directed to advertise in accordance with the provisions of law for sealed bids for the purchase of Twenty Million Dollars (\$20,000,000) of General Obligation School Bonds, Series 2006 (the “Bonds”) of Parishwide School District of Caddo Parish, Louisiana (the “Issuer”), being the third emission of bonds authorized at a special election held in the Issuer on April 17, 2004, 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, including, to the extent feasible, those specific school projects set forth in the “Capital Improvements Plan” recommended by the Infrastructure Needs Committee and approved by the School Board on January 27, 2004, title to which shall be in the public. The Bonds will be in fully registered form, will be dated March 1, 2006, will be in the denomination of Five Thousand Dollars (\$5,000) each, or any integral multiple thereof within a single maturity, will be payable from unlimited ad valorem taxation, and will bear interest from date thereof, or the most recent interest payment date to which interest has been paid or duly provided for, at a rate or rates not exceeding seven per centum (7%) per annum on any Bond in any interest payment period, said interest to be payable on March 1, 2007, and semiannually thereafter on March 1 and September 1 of each year. The Bonds will be numbered from R-1 upward and will mature serially on March 1 of each year as follows, to-wit:

Year	Principal Amount	Year	Principal Amount
2008	\$ 425,000	2020	\$800,000
2009	450,000	2021	845,000
2010	475,000	2022	890,000
2011	500,000	2023	940,000
2012	525,000	2024	990,000
2013	555,000	2025	1,040,000
2014	585,000	2026	1,100,000
2015	615,000	2027	1,160,000
2016	650,000	2028	1,220,000
2017	685,000	2029	1,285,000
2018	720,000	2030	1,355,000
2019	760,000	2031	1,430,000

1. SECTION Those Bonds maturing March 1, 2017, and thereafter, will be callable for redemption by the Issuer in full or in part at any time on or after March 1, 2016, and if less than a full maturity, then by lot within such maturity, at the principal amount thereof and accrued interest to the date fixed for redemption. In the event a Bond is of a denomination larger than \$5,000, a portion of such Bond (\$5,000 or any multiple thereof) may be redeemed. Official notice of such call of any of the Bonds for redemption will be given by first class mail, postage prepaid, by notice deposited in the United States mails not less than thirty (30) days prior to the redemption date addressed to the registered owner of each Bond to be redeemed at his address as shown on the registration books of the Paying Agent.

2. SECTION The Bonds shall be sold in the manner required by law, and in accordance with the terms of this resolution, the official Notice of Sale herein set forth, and the Official Statement referred to in Section 6 hereof. In advertising the Bonds for sale, the governing authority of the Issuer shall reserve the right to reject any and all bids received.

3. SECTION The President is hereby further empowered, authorized and directed to issue a Notice of Sale and cause the same to be published as required by law, which Notice of Sale shall be in substantially the following form:

**OFFICIAL  
NOTICE OF SALE**

**\$20,000,000 OF GENERAL OBLIGATION SCHOOL BONDS, SERIES 2006**

**OF  
PARISHWIDE SCHOOL DISTRICT  
OF CADDO PARISH, LOUISIANA**

NOTICE IS HEREBY GIVEN that 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 the Parish of Caddo, Louisiana (the "Issuer"), will receive sealed bids for the purchase of Twenty Million Dollars (\$20,000,000) of General Obligation School Bonds, Series 2006, of the Issuer (the "Bonds") at its regular meeting place, the Parish School Board Office, 1961 Midway Street, Shreveport, Louisiana, until **four thirty (4:30) o'clock p.m., Louisiana Time, Central Time, on Tuesday, February 21, 2006.**

The Bonds are the third emission of bonds which were authorized at a special election held in the Issuer on April 17, 2004 and are being issued 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, including, to the extent feasible, those specific school projects set forth in the "Capital Improvements Plan" recommended by the Infrastructure Needs Committee and approved by the School Board on January 27, 2004, title to which shall be in the public. The Bonds will be in fully registered form, will be dated March 1, 2006, will be in the denomination of Five Thousand Dollars (\$5,000) each, or any integral multiple thereof within a single maturity. The Bonds will be payable from unlimited ad valorem taxation, and will bear interest from date thereof, or the most recent interest payment date to which interest has been paid or duly provided for, at a rate or rates not exceeding seven per centum (7%) per annum on

any Bond in any interest payment period, said interest to be payable on March 1, 2007 and semiannually thereafter on March 1 and September 1 of each year. The Bonds will be numbered from R-1 upward and will mature serially on March 1 of each year as follows, to-wit:

<u>Year</u>	<u>Principal Amount</u>	<u>Year</u>	<u>Principal Amount</u>
2008	\$425,000	2020	\$800,000
2009	450,000	2021	845,000
2010	475,000	2022	890,000
2011	500,000	2023	940,000
2012	525,000	2024	990,000
2013	555,000	2025	1,040,000
2014	585,000	2026	1,100,000
2015	615,000	2027	1,160,000
2016	650,000	2028	1,220,000
2017	685,000	2029	1,285,000
2018	720,000	2030	1,355,000
2019	760,000	2031	1,430,000

The Bonds will be issued as fully registered bonds in “book-entry only” form and registered in the name of Cede & Co., as nominee of The Depository Trust Company, New York, New York (“DTC”). DTC will act as securities depository for the bonds, and purchasers of the Bonds will not receive certificates representing their interest in the Bonds purchased.

Those Bonds maturing March 1, 2017, and thereafter, will be callable for redemption by the Issuer in full or in part at any time on or after March 1, 2016, and if less than a full maturity, then by lot within such maturity, at the principal amount thereof and accrued interest to the date fixed for redemption. In the event a Bond is of a denomination larger than \$5,000, a portion of such Bond (\$5,000 or any multiple thereof) may be redeemed. Official notice of such call of any of the Bonds for redemption will be given by first class mail, postage prepaid, by notice deposited in the United States mails not less than thirty (30) days prior to the redemption date addressed to the registered owner of each Bond to be redeemed at his address as shown on the registration books of the Paying Agent.

The principal of the Bonds, upon maturity or redemption, will be payable at the principal corporate trust office of the Paying Agent upon presentation and surrender thereof, and interest on the Bonds will be payable by the Paying Agent by check mailed by the Paying Agent to the registered owner (determined as of the 15th calendar day of the month next preceding said interest payment date) at the address as shown on the books of said Paying Agent. Said Paying Agent will be a qualified bank or trust company selected by the Issuer.

Except as provided under DTC’s book-entry only system, the Bonds may be transferred, registered and assigned only on the registration books of the Paying Agent, and such registration shall be at the expense of the Issuer. A Bond may be assigned by the execution of an assignment form on the Bonds or by other instruments of transfer and assignment acceptable to the Paying Agent. A new Bond or Bonds will be delivered by the Paying Agent to the last assignee (the new registered owner) in exchange for such transferred and assigned Bonds after receipt of the Bonds to be transferred in proper form. Such new Bond or Bonds must be in the denomination of \$5,000 or any integral multiple thereof within a single maturity. Neither the Issuer nor the Paying Agent shall be required to issue, register, transfer or exchange (i) any Bond during a period beginning at the opening of business on the 15th day of the month next preceding an interest payment date and ending at the close of business on the interest payment date, or (ii) any Bond called for redemption prior to maturity during a period beginning at the opening of business fifteen (15) days before the date of the mailing of a notice of redemption of such Bonds and ending on the date of such redemption.

Each bid submitted must be for the entire issue of Bonds, must be on the bid form furnished by the Governing Authority without alteration or qualification, and must be accompanied by (i) a certified or cashier's check on any member of the Federal Reserve System, or (ii) a Financial Surety Bond, in the amount of Two Hundred Thousand Dollars (\$200,000) - made payable to the Issuer as a guarantee that the bidders will comply with the terms of their bids. If a Financial Surety Bond is used, it must be from an insurance company licensed to issue such a bond in the State of Louisiana, and such Financial Surety Bond must be submitted to the

Governing Authority or its Bond Counsel by 9:00 a.m., Louisiana (Central) time, on the sale day. The Financial Surety Bond must identify each bidder whose Deposit is guaranteed by such Financial Surety Bond. If the Bonds are awarded to a bidder utilizing a Financial Surety Bond, then that purchaser is required to submit its Deposit to the Issuer in the form of a wire transfer not later than 3:30 p.m., Louisiana (Central) time, on the day following the award. If such Deposit is not received by that time, the Financial Surety Bond may be drawn by the Issuer to satisfy the Deposit requirement. The Deposits of the unsuccessful bidder or bidders will be returned promptly, and the Deposit of the successful bidder or bidders will be deposited and the proceeds credited against the purchase price of the Bonds, or in the case of neglect or refusal to comply with such bid, will be forfeited to the Issuer as and for liquidated damages. No interest will be allowed on the amount of the Deposit.

Bidders shall name the rate or rates of interest the Bonds shall bear, not exceeding seven per centum (7%) per annum on any Bond in any interest payment period, to be expressed in a multiple of 1/20th or 1/8th of 1% per annum. Bids must stipulate a purchase price for the Bonds of the par value thereof and accrued interest from the date of the Bonds to the date of delivery of the Bonds. No bid which specifies cancellation of the Bonds will be considered. No bids providing for additional or supplemental interest will be considered.

The Governing Authority will meet at the place and time hereinabove set forth for the receipt of bids. The Bonds will be awarded to the bidder whose bid offers the lowest "true interest cost" to the Issuer for the full authorized amount of the Bonds, to be determined by doubling the semiannual interest rate (compounded semiannually) necessary to discount the debt service payments on the Bonds from the payment dates to March 1, 2006, such that the sum of such present values is equal to the price bid, including any premium bid but not including interest accrued to the date of delivery (the preceding calculation is sometimes referred to as the "Canadian Interest Cost Method" or "Present Value Method"). In the case of a tie bid, the winning bid will be awarded by lot. If any bid for the Bonds shall be acceptable, a prompt award of the bonds will be made. The right is expressly reserved to waive any irregularity in any bid or to reject any and all bids received.

It shall be the obligation of the successful bidder to furnish in writing to the Issuer's Bond Counsel, referenced below, the reoffering yields within three (3) business days after the date of the sale and the initial public offering prices of the Bonds not less than ten (10) business days prior to delivery of the Bonds.

The Official Statement containing pertinent information relative to the authorization, sale and security of the Bonds is being prepared and may be obtained upon its completion from the Issuer's Bond Counsel, Foley & Judell, L.L.P., One Canal Place, Suite 2600, 365 Canal Street, New Orleans, Louisiana 70130. The Purchaser will be furnished a reasonable number of final official statements on or before the seventh business day following the sale of the Bonds.

In order to assist bidders in complying with S.E.C. Rule 15c2-12(b)(5), the Governing Authority will undertake, pursuant to the resolution providing for the issuance of the Bonds and a Continuing Disclosure Certificate, to provide annual reports and notices of certain events. A description of this undertaking is set forth in the Preliminary Official Statement and will also be set forth in the Final Official Statement.

The approving legal opinion of Foley & Judell, L.L.P. who have supervised the proceedings, the printed Bonds and the transcript of record as passed upon will be furnished to the successful bidder without cost to him. Said transcript will contain the usual closing proofs, including a certificate that up to the time of delivery no litigation has been filed questioning the validity of the Bonds or the taxes necessary to pay the same.

For information relative to the Bonds and not contained in the Notice of Bond Sale and Official Statement, address Mr. Ben Wreyford, Finance Director, Caddo Parish School Board, 1961 Midway Street, Shreveport, Louisiana 71108, or Foley & Judell, L.L.P., One Canal Place, Suite 2600, 365 Canal Street, New Orleans, Louisiana 70130, Bond Counsel.

THUS DONE AND SIGNED at Shreveport, Louisiana, on this, the 17th day of January, 2006.

/s/ Ginger Armstrong  
President

Attest:  
/s/ Ollie Tyler  
Secretary

4. SECTION This Governing Authority will meet in open and public session at the time and place set out in the Notice of Bond Sale incorporated herein, for the purpose of receiving bids for the Bonds, considering and taking action upon the bids, and taking any other action required by this resolution, or necessary to effectuate the issuance, sale and delivery of the Bonds. If any award of the Bonds shall be made, such award shall be made for not less than par and accrued interest to the highest bidder therefor, such award and highest bidder to be determined in accordance with the aforesaid Notice of Bond Sale.

5. SECTION There shall be prepared an Official Bid Form for the submission of bids and an Official Statement which shall contain complete bidding details, security features and other pertinent information relative to the sale and issuance of the Bonds as may be deemed necessary, advisable or desirable, which Official Bid Form and Official Statement shall be distributed to all prospective bidders and other interested parties.

6. SECTION Prior to the delivery of the Bonds, the Issuer anticipates that it may pay a portion of the costs of the projects from the General Fund or other moneys available to the Issuer, which Bonds will be issued for the purposes set forth in this resolution. Upon the issuance of the Bonds, the Issuer reasonably expects to reimburse any such expenditures of other available funds from a portion of the proceeds of the Bonds. Any such allocation of proceeds of the Bonds for reimbursement will be with respect to capital expenditures (as defined in Reg. 1.150-1[b]) and will be made upon the delivery of the Bonds and not later than one year after the later of (i) the date such expenditure was paid or (ii) the date on which the Project was placed in service. This Section is intended to be a declaration of official intent within the meaning of Reg. 1.150-2.

7. SECTION In order to assist bidders in complying with S.E.C. Rule 15c2-12(b)(5), the Governing Authority will undertake, pursuant to the resolution providing for the issuance of the Bonds and a Continuing Disclosure Certificate, to provide annual reports and notices of certain events. A description of this undertaking is set forth in the Preliminary Official Statement and will also be set forth in the Final Official Statement.

8. This resolution having been submitted to a vote, the vote thereon was as follows:

<u>MEMBERS:</u>	<u>YEAS:</u>	<u>NAYS:</u>	<u>ABSENT:</u>	<u>ABSTAINING:</u>
Phillip R. Guin	<u>X</u>	_____	_____	
Eursla Hardy	<u>X</u>	_____	_____	
Willie D. Burton	<u>X</u>	_____	_____	
Charlotte Crawley	<u>X</u>	_____	_____	
Lola May	<u>X</u>	_____	_____	
Tammy T. Phelps	<u>X</u>	_____	_____	
Bonita Crawford	<u>X</u>	_____	_____	
Barry F. Rachal	<u>X</u>	_____	_____	
Larry Ramsey	<u>X</u>	_____	_____	
Ginger Armstrong	<u>X</u>	_____	_____	
Willie Henderson	<u>X</u>	_____	_____	
Lillian Priest	_____	_____	<u>X</u>	

And the resolution was declared adopted on this, the 17<sup>th</sup> day of January, 2006.

/s/ Ollie Tyler  
Secretary

/s/ Ginger Armstrong  
President

STATE OF LOUISIANA  
PARISH OF CADDO

I, the undersigned Secretary of the Parish School Board of the Parish of Caddo, State of Louisiana, do hereby certify that the foregoing \_\_\_\_\_ ( ) pages constitute a true and correct copy of a resolution adopted by said Parish School Board on January 17, 2006, authorizing the advertising for sealed bids for the purchase of Twenty Million Dollars

(\$20,000,000) of General Obligation School Bonds, Series 2006, of Parishwide School District of Caddo Parish, Louisiana, State of Louisiana, and providing for other matters in connection therewith.

IN FAITH WHEREOF, witness my official signature and the impress of the official seal of the Parish School Board at Shreveport, Louisiana, on this, the 17th day of January, 2006.

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Secretary

#### **Agenda Item No. 15**

**Proposed Seven-Period Day for Northwood High School.** The board approved the proposed seven-period day for Northwood High School as recommended by staff and included in the mailout.

#### **Agenda Item No. 16**

**Revisions to Superintendent's Contract.** The board approved the proposed revisions to the Superintendent's Contract as submitted in the mailout.

#### **Agenda Item No. 18**

**Proposed Name Change for Broadmoor's Achievement Academy to Broadmoor Math and Science Magnet Program.** The board approved changing the name of Broadmoor's Achievement Academy to Broadmoor Math and Science Magnet Program

#### **Agenda Item No. 20**

**Legal Services.** The board approved Dale Cox, of Lemle & Kelleher, to continue legal services for the Caddo Parish School Board and Rountree & Guin to continue to provide legal services under the board-approved contract for Rountree, Cox & Guin as recommended by legal counsel and included in the mailout.

#### **Agenda Item No. 21**

**DIBELS Waiver Schools (Six Content Coach Positions.** The board approved six temporary Content Coach positions for the remainder of this school year only for the following DIBELS Waiver Schools as recommended by staff and included in the mailout: Blanchard Elementary, Creswell Elementary, North Highlands Elementary, Southern Hills Elementary, Timmons Elementary and Turner Elementary/Middle School.

#### **PROPOSED MIDDLE PLACEMENT MAGNET PROGRAM FOR YOUREE DRIVE MIDDLE SCHOOL**

*Mrs. Crawford moved, seconded by Mr. Rachal, that the proposed middle placement magnet program for Youree Drive Middle School be approved.* Ms. Phelps voiced her concerns over implementing this program which is similar to the program recently approved for Broadmoor Middle School and its close proximity to Youree Drive. She stated her concern about the competition energy it brings, and the intent of this program to keep neighborhood students in the school as the plan of the program does not assure a "spot" for neighborhood students. Also, this plan seems to support another magnet program offered for students not accepted into the Middle Magnet Program. Ms. Phelps reiterated she is not against any of the magnet programs or the concept of our schools, but she is concerned this comes when we have struggling schools. Ms. Phelps stated at the last meeting concerns were expressed on how to deal with the overcrowding and the impact this will have on the M-M transfers which she assumes will result in numbers needing to be reduced, staff added, costs involved, and none of this specific information was included in the mailout. She said she understands Youree Drive is currently at capacity, but she is unsure what is the school's capacity and asked about the first come, first serve basis for accepting the students. Ms. Phelps said it appears we always seem to do well at making our good programs better, but believes we are lagging behind in making our lower performing programs and schools good, and she would like to see us close the gap. Ms. Phelps shared she is

stuck between supporting the plan and she is taking into consideration Mrs. Crawford's concerns and commitments to the district as a whole, and the opportunity that it gives our students. She expressed her hopes these concerns will be addressed and thought out when and if another magnet program is introduced to the system.

Mrs. Crawford stated the program will use courses already developed and tested at the school, and this plan will categorize these classes in a magnet program. She added the teachers are there, the curriculum is there, and Youree's program is different than Broadmoor's. Mr. Rachal shared that he has heard the concerns about this proposed program, but children in his district have special needs, and they need to excel. He expressed these needs, as well as the needs of children in other areas, need to be addressed. Mr. Rachal stated his support for this program and his belief that this program meets the needs of the children in that neighborhood. Superintendent Ollie Tyler echoed comments made by Board members Rachal and Crawford and added the staff spends most of their time working with the high priority schools, putting outstanding programs in place, and spending most of the federal and state funds for them. She clarified she doesn't wish anyone to misunderstand the staff is not meeting the needs of the high priority schools, and these two schools are attempting to keep their students in their schools. In the mailout last week, information was included indicating the schools will only take 25 students from outside the attendance zone for the 6<sup>th</sup> grade, and this is an attempt to give those students who have an interest in the math and sciences in these programs the opportunity to come in. Mrs. Tyler stated we need to give this choice across the district, and explained there are a lot of parents wanting their children going to these other schools. She further stated she and her staff are doing the best they can to talk to the people in the neighborhoods and tell them we are going to have programs in all the schools. She also explained the staff has worked diligently to put in research based programs and has received, to date, millions of dollars in grant funding for the high-priority schools. She said these schools are now offering very healthy competition in an effort to keep their students in their schools, and she desires that every school will be able to put programs into place that will fit the students in their individual schools.

Mr. Henderson noted the many good things said and expressed his appreciation for the superintendent's remarks. He said he also appreciates the idea coming from the citizens in these communities, wanting to make their individual situations better. He expressed his concern as to what the Caddo Parish School System will look like 10, 15, 20 years down the road, and how will we address a school system that will look like it did 25-40 years ago? Mr. Henderson asked legal counsel if the number 25 is an arbitrary number that will create a problem for the board? Mr. Abrams said it's at the board's discretion to decide what limits are for the magnet school component and this will be based upon what the board believes will impact the other neighborhood schools. Mr. Henderson said he is having difficulty balancing what he believes is the right, duty and responsibility of the individual school community to look at their individual school and determine what they believe will make the school better. He further stated that as a board, the board is responsible for the entire school system and cannot lose sight of that. He expressed his support of the motion, but his concerns are still there.

Mrs. May also stated she wishes to receive numbers, i.e. student population and capacity at Youree Drive. The superintendent responded staff can provide this information, and asked if the information is needed today? Mrs. May responded she would like to know these numbers since this item is on the agenda for board action today. Mrs. Tyler stated staff was not asked to give numbers, and with 8<sup>th</sup> grade students leaving at the end of every year, the numbers today will not give the board the indication of what will be in the school next year. However, if the board approves the program, the staff can assure the board the capacity will be in tact for the program.

Mrs. Crawley asked if our focus is to stay within, then what made us decide to draw from other schools, even if it is 25? The superintendent responded because we need to offer other areas the opportunity just as the magnet schools do? Mrs. Crawley stated she understands that, but do we know that Youree cannot fill these slots, and will neighborhood students have priority for filling the seats, and the 25 will fill the last seats? Mrs. Tyler indicated that is correct. Mrs. Crawley also stated she agrees with the comments by Board member Rachal regarding the special needs of the high achieving students in his district and asked weren't the students in Mr. Rachal's district zoned to Youree? Mr. Rachal answered that is correct. Mrs. Crawley further stated they wouldn't necessarily need a magnet there, but a high quality program. Mr. Rachal said that is correct. Mrs. Crawley added it's the *magnet* that bothers her and she believes every neighborhood school needs to have programs to keep their students in their schools. She also

stated she agrees with Youree having this top program to help keep their students, but disagrees with Youree pulling the top students from other schools. She challenged all the schools in the district to come up with a program that will keep their kids and not draw from other schools.

Willie Burton stated when he came on the board in 1991, one of the things he told the superintendent was he wished every school in the district was a magnet school. He noted the comment by Mr. Manning about the draining of top students from the Inner City Schools and the fact that we need magnet programs at these schools. He said he believes if we look at giving the programs at some of these schools a name that will give them credibility, then we will see more students staying in the neighborhood schools. Mr. Burton added he is not critical of the schools in Mrs. Crawford's district doing this, but would like to be assured the other schools will strive to do something similar and have the same type of impact.

Mrs. Tyler stated she and the staff hear what the board members are saying and will look at acronyms for the excellent programs in our schools. She also addressed the fact that Broadmoor and Youree want to put in the word *magnet* because they are competing against magnet schools and this word says something in our community. She said the term is not meant to draw students from everywhere else in the district, but to be a competitive phrase for the students they are losing to the magnet programs, and this is one of the major concerns these programs are facing.

Ms. Phelps stated the point was finally made that the name makes the difference and this has nothing to do with the neighborhood students staying at the school. She said this makes sense to her now. She said she previously asked if this was the design of the program, why was it open, and this still does not make sense; but a school wanting a magnet program by name makes sense. Ms. Phelps also stated she believes numbers are needed when considering supporting a program.

The question was raised about the first come, first serve stipulation for clarification. The superintendent stated that when staff put this together the stipulation *up to 25* was included in case there are slots from other schools, but the neighborhood students will be considered first; and if there are no additional slots, no additional students will be accepted; however, if there are available slots, they will be filled on a first come, first serve basis. Mrs. Crawford also stated first come, first serve is not a new issue as Broadmoor did this years ago.

*Mrs. Hardy moved, seconded by Mr. Burton, to call for the question. The vote to end debate carried with Board members Crawley and Phelps opposed and Board members Hardy, Burton, May, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion.*

*Vote on the main motion carried with Board Member May opposed and Board members Guin, Hardy, Burton, Crawley, Phelps, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion. Mrs. May stated her vote in opposition is not that she is opposed to the program at Youree Drive, but she is still not clear and does not have the information needed to be able to vote in support of the program. Mr. Burton called for a Point of Information and stated that once a vote is taken, a vote cannot be explained, but the explanation should come before the vote.*

## **REQUEST FOR RFP FOR ENERGY SERVICES CONTRACT**

*Mr. Rachal moved, seconded by Mrs. Crawford, that staff, using information provided as a draft, to request an RFP for energy conservation services.*

Mr. Rachal stated he believes we must be progressive and forward thinking in providing the highest quality education in the most economical manner. He said the staff that would be working with potential vendors are not hands-on employees with our children and will not take anything away from their educational time. He added we will only receive proposals that will provide us with options so the board can determine if there are any opportunities to take advantage of, but will be under no obligation. Mrs. Crawford stated she believes if we can look at this and provide a way to conserve energy and not stress our budget, it will be worth it. Mr. Guin asked Mr. Rachal if he would consider a friendly amendment to his motion *and moved, seconded by Mrs. Hardy, that staff bring the proposed RFP back to the board for final approval before it goes out for bid?* He said this will allow the board time to receive it and discuss it during the work session. He said he believes some information was sent in the mailout prior to the work session, but the proposal was sent to the board after the work session, and the board did



not have the opportunity to discuss and ask questions. *Mr. Rachal said he agrees with the amendment.* The superintendent stated she visited with Mr. Rachal approximately a month ago and information was forwarded to the board regarding this particular proposal, and she can't recommend we do this. Mrs. Tyler stated her reasons for not being able to support this motion is it will take a lot of staff time, and secondly, the district is conserving energy, has studied and researched this and staff is present to discuss with the board today. She explained to the board that several million dollars will have to be borrowed up front in order to do this and she can't recommend doing that. Mr. Guin stated that is his reason for asking that it come back to the board for the work session. Mrs. Tyler reminded the board she sent them a packet of information and she is not willing to put the district at risk with this kind of money. Mr. Guin again stated that is the reason for his amendment, and he cannot support sending an RFQ out without having the opportunity to review it and ask questions in a work session before it is sent out; however he can support staff drafting a proposal for discussion.

Mr. Henderson asked the president if the board is at a point of considering a postponement? Mrs. Armstrong announced the board will first be voting on the amendment which is *any RFP developed by the staff will come back to the board for discussion prior to being sent out.* Mr. Henderson asked wasn't a proposed draft RFP in the mailout, and did staff not look at this draft and determine they could not support it? He further asked if we are now asking staff to come back and redo a RFP? Mrs. Armstrong said yes and the board will have the opportunity to discuss that RFP before voting on it.

Mr. Ramsey said he still has a problem with the amendment because he believes it is dictating that staff develop an RFP that staff has already said is not feasible; and when something is going to cost some pretty sizeable amount of money up front, he has a problem with proceeding. He indicated if the board wishes to ask staff to state more clearly what their position is, he will vote for this, but not for an RFP.

Mr. Burton stated that basically when staff is asked to do something, they come back to the board to discuss. He said this is also not the first time this discussion has come up. He said the idea of doing it again (RFP) does not make any sense; and if staff believes it needs fixed, they will bring it to the board; and he can't support anything like this at this time, unless staff comes to the board about the need.

Mr. Rachal restated at this point in time we do not know what it will cost, as we do not have any proposals. This will only be to get a proposal, and not sign or commit to doing anything. He stated he believes he has a responsibility to his constituents to make sure that what we are doing is being done to the best of our ability. Mr. Rachal said he believes getting RFPs will give us options to look at the opportunities available, and that once RFPs are received and reviewed, it may be determined we already have the best program.

*Vote on the main motion as amended asking staff for a draft RFP carried with Board members Hardy, Burton, Ramsey and Henderson opposed and Board members Guin, Crawley, May, Crawford, Rachal and Armstrong supporting the motion. Ms. Phelps was absent for the vote.*

## **PROPOSAL TO AMEND BOTH YOUREE'S AND BROADMOOR'S PROGRAMS TO LIMIT OUT-OF-DISTRICT STUDENTS PARTICIPATING IN THE PROGRAMS TO 25 PER GRADE**

*Mrs. Crawford moved, seconded by Mr. Rachal, to approve the additional guidelines for Broadmoor and Youree Drive limiting open slots at the 6<sup>th</sup> grade to 25 students from outside the schools' districts and that after completion of three years, there will be a maximum of 75 students from outside the district at each school as provided in the mailout dated January 11, 2006. Mrs. Crawford stated that after listening to the schools and the parents as to what they want to accomplish and still respecting the concerns expressed by board members, she asks that the board support this proposal. Vote on the motion carried unanimously with Ms. Phelps being absent for the vote.*

## **SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** The superintendent announced these updates were sent to the board in the *Weekly Briefing*.

**Report on Booker T. Washington Feeder Schools.** Mrs. Tyler announced staff will be asking that this be on the agenda for the next scheduled meeting or called meeting on February 7<sup>th</sup>.

**Learning to Music.** The superintendent announced something was placed at board members' stations addressing this item.

**Substitute Fill Rate.** Mrs. Tyler stated Mr. Rachal requested staff not provide this every week in detail as they have in the past, and staff is addressing this matter.

**Information Regarding the Use of Hendrix by a Non-profit Group Representing the Development of the Allendale Community by Providing Support Services Addressing the Needs of Children, Students and Adults.** The superintendent stated staff is gathering information to present to the board.

**Report on Factors Included in the Environment Grade and what Caddo is Doing to Address our School Environment Needs.** Mrs. Tyler stated this information is actually in the district Annual Report, but staff will highlight these particular things for the board and send it in the *Weekly Briefing*.

**Proposed Resolutions for the 2006 LSBA Convention.** Mrs. Tyler indicated this is Mr. Henderson's item and information was included in last week's mailout addressing this issue. Mr. Henderson stated he would appreciate input from board members relative to the proposed resolutions as he will be attending a Resolutions Committee meeting on Thursday where the committee generally takes a position on whether or not to recommend the resolutions to the full School Boards Association. Mr. Henderson noted the resolution that would send sales tax collected back to the zip code of the individual making the purchase. He said this is a major concern for the metropolitan areas, i.e. Shreveport, Baton Rouge, New Orleans, and if this resolution ultimately becomes law, we will lose those revenues. Mr. Henderson said it would be his strong recommendation to oppose this resolution and noted how last year in the Resolutions Committee, this resolution failed by one vote and that was only because the person did not understand. Mrs. Armstrong also stated if this resolution gets out of committee, it would behoove all board members to be at the meeting on Saturday to vote in opposition to this. Mr. Henderson reminded the board that even if the committee opposes it, the resolution can be brought up on the floor.

Mr. Rachal asked if there is anything the board can do as a body to send with Mr. Henderson as he goes to this meeting? Mr. Henderson indicated if he is armed with a unanimous consent of the board, he will be able to speak very strongly at the committee meeting. Mr. Rachal asked legal counsel if it is out of order for the board, individually or collectively, to send a letter stating opposition to this resolution? Legal Counsel responded there is nothing that prohibits individual board members from giving a personal opinion to Mr. Henderson to share at the meeting. Mr. Burton added the committee will vote to either accept it or reject it, and an amendment will be offered on the floor to accept the committee's recommendation. Mr. Burton stated someone can bring up the ones denied and that is why it's important to be present at the meeting.

Mrs. Crawley asked, since it is on the agenda, can the board approve a resolution at tonight's meeting for Mr. Henderson to carry with him to Baton Rouge? *Mr. Rachal moved, seconded by Mrs. May, to go on record as being opposed to the proposed resolution (No. 4) which will revise the method of distributing local sales taxes. Vote on the motion carried unanimously.*

Mrs. Tyler shared with the board this has been dealt with before and it keeps coming back. She stated we give tax exemptions to businesses who locate here and the only way we are able to recoup some of the funding is through sales tax. Also, she stated board members should call other school districts that are in Caddo's position and gain their help in working to defeat this.

## **UNFINISHED BUSINESS**

Mrs. Crawford asked the superintendent about the EduSoft Contract? The superintendent responded Mrs. Gunn has a meeting set up with personnel from this company, and pointed out staff learned some additional things not included in the contract which is the hesitance in moving forward. She said she wants to make certain we can do this with the funding available.

Mrs. Crawford also asked about the recent article in the newspaper regarding tax renewals and asked for clarification on Proposition 1, and that money from Proposition 1 will not be used to replace the tobacco money that is gone. The superintendent stated staff did not say that, but clarified that when staff addressed this part of the renewal, we did say that the personnel and the programs that go along with the program need to remain in place and we will be able to do that with salaries with some of this funding.

Mr. Henderson stated he thought the editorial in today's paper was very good, and expressed appreciation for the fact that the media, and in particular the editorial board, shared their support.

## **ANNOUNCEMENTS AND REQUESTS**

Mr. Guin requested the superintendent and staff, by the April work shop, research and offer options to the board concerning the salary schedule as it relates to principals and the number of students they work with within each school. He clarified he desires to come up with options for their salary schedule which would eliminate reference to the number of students in the school.

Ms. Phelps announced she stepped out of the meeting to do a radio show relative to the election on Saturday.

Mrs. Crawley requested that the superintendent and staff address the comments made regarding the Level I classroom report form and to make sure that the policy being followed is Caddo's Discipline Policy and State Law.

Mrs. Crawley asked that an item be placed on the February agenda titled *Resolution Asking for a Clarification of Attorney General's Opinion 050338*.

Mrs. Crawley also asked that an item be placed on the February agenda titled *Handling of Personnel Files that Pre-exist the 1987 Personnel Act*.

Mrs. Crawford stated she received an email expressing concern that graduations are not being held at Hirsch Coliseum and asked the superintendent to provide the board with an explanation on where we stand with this issue and the options being considered. Mrs. Tyler stated that staff only learned when beginning the Christmas break that Hirsch would not be available and only today learned of one of the options available; however, she would like to get this in writing and will share this with the board.

Mrs. Crawford also requested information on the District's Drug Education Program in our middle and high schools.

Mr. Burton stated he will bring a motion at the next board meeting concerning the old rule where you must go back to the original maker of the motion at the end of the discussion and he will put something in writing for the board's consideration.

Mrs. Armstrong announced that at each board member's station is a form for committee appointments for 2006 and asked board members to complete these and turn them in.

Mrs. Armstrong also stated there was a form in a previous mailout about board member certifications for those board members wishing to receive credit.

## **EXECUTIVE SESSION**

*Mr. Burton moved, seconded by Mrs. Crawford, to accept the recommendation of staff concerning the student readmission appeals (students' initials Q.S. and T.W.). Vote on the motion carried with Board member Rachal opposed and Board members Burton, Crawley, May, Phelps, Crawford, Ramsey, Armstrong and Henderson supporting the motion. Board members Guin and Hardy were absent for the vote.*

*Mr. Burton moved, seconded by Mrs. May, to go into Executive Session to hear a legal update on the case of Gabrielle VonZynda v. CPSB, CA No. 04-1890-S, USDC, for up to 20 minutes. Vote on the motion carried and the board went into executive session at 6:30 p.m.*

The board reconvened into open session at approximately 7:09 p.m.

**Adjournment.** *Mr. Burton moved, seconded by Mrs. Crawley, for adjournment. Vote on the motion carried and the meeting adjourned at approximately 7:10 p.m.*

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Ollie S. Tyler, Secretary

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Ginger Armstrong, President

**January 25, 2006**

The **Caddo Parish School Board (CPSB)** met in special session in its office at 1961 Midway, Shreveport, Louisiana at approximately 11:30 a.m. on Wednesday, January 25, 2006 with President Ginger Armstrong presiding and the following school board members present being a quorum: Eursla D. Hardy, Charlotte Crawley, Lola May, Tammy T. Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Larry Ramsey and Willie Henderson. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were given by President Ginger Armstrong.

**LOCATION AGREEMENT FOR USE OF CRESWELL ELEMENTARY BY PREMONITION PRODUCTIONS, LLC**

*Ms. Phelps moved, seconded by Mrs. Crawley, approval of the location agreement for the use of Creswell Elementary by Premonition Productions, LLC as recommended by staff and included in the mailout.* Superintendent Ollie Tyler stated we are trying to work with the city and community to make sure economic development occurs and there are several filming companies doing productions in the area since New Orleans is no longer available. She said many times the companies wish to do things involving our schools and we will later ask the board for some type of policy to hopefully eliminate calling special meetings for this purpose. Mrs. Tyler said staff has talked to legal counsel, who has talked with attorneys from the production companies, and he is in agreement. She added all parties involved, i.e., school personnel, etc. have been contacted and this will not be a problem. Ms. Phelps stated she believes it is a real honor and privilege they are considering doing business with our school system and appreciates this cooperation. Mr. Rachal stated, in considering the superintendent has visited with the city to help promote economic development, he hopes the city will willingly reciprocate in the future when the district has facility needs. *Vote on the motion carried unanimously.*

**PICTURE VEHICLES RELEASE FOR USE OF BUSES BY PREMONITION PRODUCTIONS, LLC**

*Mrs. May moved, seconded by Mrs. Hardy, approval of the picture vehicles release for the use of Caddo Parish School Board buses by Premonition Productions, LLC for use in filming the movie "Premonition" as recommended by staff and included in the mailout.* The superintendent explained this also is a part of the same company and their need to film some of our buses in the movie which needs board approval. She added legal counsel has also reviewed this release and concurs it can be done with very little interruption to the school day. Mrs. May stated she appreciates the work of the superintendent and staff to bring this to our district. Mrs. Hardy stated her agreement to receive any extra money that can come to the Caddo Parish School System. *Vote on the motion carried unanimously.*

**Adjournment.** *Mrs. May moved, seconded by Mrs. Priest, for adjournment. Vote on the motion carried unanimously* and the meeting adjourned at approximately 11:43 a.m.

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Ollie S. Tyler, Secretary

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Ginger Armstrong, President

**February 7, 2006**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana, at 4:30 p.m. on Tuesday, February 7, 2006, with President Ginger Armstrong presiding and Lola B. May and Willie D. Burton present being a quorum. Other school board members present were Eursla Hardy, Charlotte Crawley, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, and Larry Ramsey (arrived at approximately 4:40 p.m.). Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mrs. Crawley gave the invocation and led in the Pledge of Allegiance.

#### **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE FEBRUARY 21, 2006 CPSB MEETING**

The president and superintendent reviewed the proposed agenda for the February 21, 2006 school board meeting and discussion followed as summarized.

**Resolution Authorizing the Incurring of Debt and Issuance of \$20,000,000 of General Obligation Bonds and Providing for Other Matters in Connection Therewith.** Mr. Rachal asked staff if we have a list of projects for these funds?. Mrs. Tyler explained the board approved these projects for Year 1 and Year 2. Mr. Rachal said this is a very large amount and asked for a breakdown on these projects. The superintendent responded she and the staff will provide the requested information.

**Revision to 2005-2006 General Fund Budget.** Superintendent Tyler announced copies of the revision to the 2005-2006 General Fund budget have been provided, including pertinent information relative to what is happening financially in Caddo. She reported we have been able to save as well as generate funding that will help us meet the children's needs. With the many mandates on the horizon and those that have occurred, it is certain this money will be spent.

**Feeder Pattern Proposal for Booker T. Washington High School.** Ms. Phelps asked for clarification that all three changes are being recommended? The superintendent explained these are the recommendations; and based on the fact when feeder patterns are changed there is a possible domino effect, she and staff will possibly bring some additional adjustments to the board. Mr. Burton stated his appreciation to the superintendent and staff for their efforts to bring this to the board.

**Resolution of Continued Employment.** The superintendent explained this is something the board is asked to approve each year by Federal law in order to continue compensation for school employees having a break in service during the summer months.

**Revision to CPSB Policy JG: Progressive Disciplinary Dispositions.** The superintendent reported the committee worked diligently to bring to the board revisions to update our disciplinary disposition. Dr. Mary Robinson, assistant superintendent for human resources and the superintendent's designee on the committee, reported certain issues were addressed and as a result, the proposed changes are being brought to the board.

**Approval of Proposed 2006-07 School Calendar.** Mrs. Tyler presented the committee's recommended calendar for the 2006-07 school year and clarified the day listed for *Fall Break* is intended for *all employees*. She explained this is the first time Caddo has added this day. The committee did look at what Bossier Parish is doing and they, too, have a Fall Break. Calendar Committee members present were recognized.

Mrs. Crawley reported she attended one of the meetings and also called someone who had written a letter to the CPSB. She indicated she received several phone calls regarding concern for how early school is starting. While she understands the goal to complete the semester before the Christmas break, she also heard the committee discuss wanting to study other options in order to contain it a little more. Mrs. Crawley asked if there is a recommendation to keep the committee together to study any other possibilities; as she believes it is a good calendar, but it will be good for the committee to continue to look at the calendar and make recommendations for the school calendar in the coming year. She asked if a motion is in order to accomplish this? The superintendent said a motion is not necessary as she will take the concern back to the

committee to respond. Mr. Rachal said he, too, attended two of the meetings of the Calendar Committee and expressed appreciation to the members for their work and the option proposed. He said the committee discussed moving forward with some type of research, and noted Mrs. Woodard has assigned a student to begin doing research on this, which he looks forward to receiving. Mrs. Crawford asked the superintendent if she believes we will receive the GEE and Leap tests in time for this calendar? The superintendent responded the state department has indicated they will get the results back as soon as possible and she and her staff will work diligently those days to get the data base current and make this happen. Mrs. Crawford also indicated she received feedback from constituents about starting school too early and we might need to look at this for the following year. Mrs. Armstrong also shared concerns she received on starting so early and conflicts with planned vacations, church mission trips, etc. Ms. Phelps stated she has not seen calendars from surrounding school districts, but asked how close in line are we with other parishes finishing prior to Christmas and asked if in the last five years we have finished before Christmas without moving up the calendar so early?

Mrs. Gunn stated she contacted Bossier who starts the same day as Caddo and explained that Bossier's and Caddo's Christmas Holidays begin the same day; however, Bossier teachers return on January 8<sup>th</sup> and Caddo teachers return on January 3<sup>rd</sup>. Caddo's last day is May 21<sup>st</sup> while Bossier's is May 25<sup>th</sup>. Mrs. Gunn also announced Caddo's Easter/Spring Break is April 2-9 and Bossier's is March 30-April 6<sup>th</sup>. Ms. Phelps asked if Bossier is completing the first semester before the Christmas Break? Mrs. Gunn responded in the affirmative. Ms. Phelps asked did we not at some time end our first semester before Christmas? Mrs. Gunn explained the history of when this practice was in place and when it was not.

Mrs. Armstrong stated the two past years the calendar ended the first semester prior to Christmas and we did not start this early, and asked how the board addressed this? Mrs. Gunn explained the semesters were not equal, and we also had a change in the minutes required by the state.

**Proposed Math, Science and Technology Program for Linwood Middle School.** The superintendent indicated a copy of this proposal was in the mailout and is also at each board member's station. She said staff and faculty are very excited about this and reminded everyone this is a magnet type program with the same guidelines approved last month for Youree Drive and Broadmoor Middle Schools. The focus will be primarily on math/science and technology, because this special program is tied into Southwood High School's Robotics and MST Programs. Mrs. Tyler stated it is believed this program will enhance that initiative and offer an excellent program for keeping some of the neighborhood children. Ms. Phelps expressed her appreciation to the staff for their hard work on this program. Ms. Priest indicated her excitement about this proposed program and expressed her appreciation for the effort put into this proposal. She said this type of program is needed more in the neighborhood schools as an inducement to concentrate in the math/science and technology areas. Mr. Rachal also shared his appreciation for the effort in putting together this program by looking and designing something to meet the children's needs. He stated he looks forward to this type program coming to the board from other neighborhood schools. Mrs. May also expressed to the Linwood Middle School administration and faculty, as well as the Central Office staff, her appreciation for an outstanding proposal. Those in the audience from Linwood Middle School were also recognized.

**Approval of Amendment to the Provider Agreement Between Louisiana Department of Health and Hospitals, Bureau of Health Services Financing.** Mrs. Tyler stated this amendment brings Caddo in compliance with how the Department of Health and Hospitals handles Medicaid reimbursements to school districts, and reported legal counsel has reviewed this agreement.

**Revision to CPSB Policy BDD Board Meeting Procedures.** Mr. Burton stated he believes some of the procedures in this policy are not in the spirit of *Roberts Rules of Order*. He added after careful review, he is offering the proposed revisions and shared with the board his rationale. Mr. Burton stated he believes (j) needs to be deleted because it's not in the spirit of good boardmanship because it gives the maker of the motion more advantage than the opposition and believes deleting this allows fair play for everyone.

Mrs. Crawley stated she doesn't remember the board ever practicing Item J except at the last board meeting and believes it's good for the one who makes the motion to hear the comments from others. Since the maker of the motion is allowed to speak twice, she believes it makes

sense for the maker of the motion to hear others' comments before speaking a second time, and it doesn't necessarily give an unfair advantage, but the opportunity to address all concerns relative to the motion.

Mrs. Hardy said it is up to the maker of the motion to respond when called upon and has the opportunity to listen to everyone wishing to address the motion before being offered a second opportunity to speak to the motion. She stated she doesn't believe it's unfair the way it's currently written.

Mr. Burton explained the policy states an individual board member shall not speak to a motion more than two times. He said he has expressed this when he believes the comments have become redundant, and he believes the idea of going back to the maker of the motion a third time or more, gives the maker of the motion an advantage over the opposition. He also reminded the board that *Calling for the Question* is a parliamentary procedure.

Mr. Rachal asked if the making of a motion is considered one of the two times? Mr. Burton said it does if you speak to the motion. Mr. Rachal asked if it also applies when responding to any questions that may be asked of them? Mr. Burton said no, because they do not have the floor.

**Resolution Asking for a Clarification of Attorney General's Opinion 05-0338.** Mrs. Crawley stated board members were provided a copy of the Attorney General's Opinion and she has discussed with Legal Counsel what it means for people currently employed who have a file predating the Employee File Law. She asked Mr. Abrams to address his concerns. Mr. Abrams stated he believes the Attorney General's Opinion 05-0338 is incorrect when it states information in a file that pre-exists the Personnel Files Act should be removed from a particular personnel file, however it's up to the board to determine if it wishes to ask for a clarification from the Attorney General on this issue. He further explained how personnel files are handled, and he believes the Attorney General is correct in saying if you have a file that pre-exists the 1987 Employee Files Act, proper notices must be given if you disseminate the information. He explained if the Attorney General responds to the request that the information should be removed from the file, he will still disagree and will not recommend to the board that it be removed.

Mrs. Crawley pointed out the difference with the Attorney General's Opinion and shared that when she taught school, she kept anecdotal information on children which became a part of their permanent record. A law was passed whereby teachers must white out all this information from their file and she believes the same should be true for employees' files. She believes if there are things in a personnel file that pre-date 1986 and do not follow the law as to what is appropriate to be in the file, then an employee has the right to challenge it. She indicated she hopes the board will agree to ask for a clarification on the Attorney General's opinion.

Ms. Priest asked why is the board seeking an Attorney General's Opinion when the board is paying legal counsel to represent it? Mr. Abrams explained the only reason he would request a clarification is because the Attorney General published a document suggesting Caddo Parish has improperly handled a file and the clarification will hopefully clear up that we do not have to remove things from someone's personnel file that pre-existed the 1987 Act. He further stated if the Attorney General refuses to do this, he will suggest it remain the same, because he doesn't believe this is a direct interpretation of the law.

Ms. Phelps asked if an employee knew what was in their file prior to 1987? Mr. Abrams noted the discussion is getting too specific; as the request was concerning an individual and the information in that file indicates the employee was apprised of what was in the file and did respond to it. Ms. Phelps asked about the motion to give the employee 10 days to respond or rebut. Ms. Phelps was advised this is a different motion.

Mr. Ramsey asked Mr. Abrams if he is asking the board to request a clarification on the Attorney General's Opinion? Mr. Abrams explained a board member requested this information; and if we get a second opinion to say remove it, there will then be two opinions against us. He added the board can leave it as it is, but he believes a portion is correct and a portion is incorrect. However, if the board wants to seek an explanation of the opinion and clear it up, then the board should request it. He stated hopefully it can be phrased in such a manner the Attorney General understands the board's intention. Mr. Ramsey again asked Mr. Abrams if he is recommending the board seek this clarification? Mr. Abrams answered he believes it will be prudent for the



board to do so, because even if the Attorney General comes back with an opinion against us, he will still have the same opinion it is incorrect; but, he believes this is a good opportunity to point out the facts to the Attorney General about the portions in the opinion regarding removal of documents from the file that pre-existed the act. Mr. Ramsey asked if Mr. Abrams will be writing the letter? Mr. Abrams said he is. Mr. Ramsey thanked the maker of the motion for following board policy and bringing it to the board this time.

**Handling of Personnel Files that Pre-Exist the 1987 Personnel Act.** Mrs. Crawley stated she believes this cleans up the policy. She said it is general, stating how these files should be handled and it follows the law.

Ms. Phelps expressed her concern of someone rebutting, after 20 years, the information they should have known was in the file. Mr. Abrams again stated the questions/comments are too specific. Regarding a method by which an employee can respond to the information in their file, if an employee has a concern they wish to raise to the board claiming they did not know something was in their file, he expects the board would allow the employee to explain it, even if the board gives it very little weight considering 20 years had passed. He also said this goes back to the Attorney General's Opinion regarding information preexisting the 1987 Act; and he does not believe the board has to do this, but if the board has an employee before the board and administration is using information 20 years old or older against that individual, he believes the board would allow the person to explain what happened 20 years ago. Ms. Phelps asked if there is a possibility the employee may not have known what was in their file? Mr. Abrams responded there is a possibility; but if they did know, he believes the board would allow them to explain.

Mrs. Crawford referenced past experience of problems coming before the board, the employee's version being given and asked if this will be giving them another chance to rebut it? Mr. Abrams responded he believes the board is giving them more than a rebuttal, because if they had been presented this information 20 years earlier, they should have rebutted it then. However, if they are saying they did not know about it, they are saying they did not have the opportunity to rebut it then. Mr. Abrams added the significant advantage the employee has now is 20 years have passed and all the witnesses are most probably gone and therefore they will be making a statement absent everyone else who could have responded. He again stated the board can give it whatever weight it wishes, and this comes as something he advised a board member he could support as a method of getting the information to the board.

Mrs. Crawley explained the reason for the law of 1987 was they didn't know what was put in these files, so in '87, the employee had to sign a piece of paper, not necessarily agreeing with what was put in the file, but acknowledging they knew it was in the file. Unless the employee's signature is in the file, then you have to assume they did not know it was in their file. Mrs. Crawley said she only wants us to do what the law intends us to do.

**Request for RFP for Energy Services.** Mr. Rachal stated he believes his item is self-explanatory and we need to look at available options we might need to take advantage of. He said there is no cost to the district to pursue an RFP, and he believes we have everything to gain and nothing to lose. Mr. Rachal added we are always getting bids and this is how we can best be good stewards of taxpayers' money and to not do an RFP is to reject any proposal or bid on options before we have seen them. He stated he believes the board needs to move forward and take a look at the options that may afford us other opportunities.

The superintendent referenced a memorandum in the mailout for the board's information and that in order for staff to do what has been requested, it will take some months to accomplish this, plus it will cost the district approximately \$35,000-\$40,000 for the expertise to get done what has been requested as we do not have the expertise in house to do an RFP of this magnitude for a district the size of Caddo.

Mr. Ramsey stated he would like to have heard the discussion on this motion; but in looking at best business practices, he believes we should look at the rule if you don't need it, don't do it. He shared a similar business experience and the fact that there are costs associated with doing such an RFP. The savings this school system has experienced over the last year is a part of the numbers the company will use to justify bringing the program to Caddo. He referenced the bullet where Caddo is benefiting from savings without extra management fees or interest on any loan, and how Caddo has saved over \$14.4 million over the past 10 years. He reminded the

board we just passed a very aggressive bond issue addressing the major consumers of energy, i.e. air conditioning systems and lighting retrofit, and if a management company is hired to handle the energy you will lose flexibility and control. He also shared that current and former teachers have said they do not like being told what to do and how to set thermostats, etc. and a contract with such a company will be following these rules or it will disengage everything and you will not experience the savings you anticipate. He said these are only a few of the things to consider, in addition to spending additional funds to do an RFP and he questions whether or not we really need this.

Mr. Ramsey asked Mr. Lavergne about a central location for heating and cooling, etc., and that it will be taken out of the control by the classroom and this control would have to be built? Mr. Lavergne said that is correct. Mr. Ramsey said there are a lot of dollars associated with this, and he asked Mr. Lavergne if he has spoken with any of the companies to determine if this is a good idea/move? Mr. Lavergne responded he has spoken with several companies and two different companies specifically told him they conducted a study several years ago and they could not help Caddo, because Caddo is headed in the right direction. A second company indicated the only reason Caddo would do this is if funding was a problem. Mr. Ramsey asked, for clarification, if these companies have told us we are doing what we need to be doing? Mr. Lavergne explained the lighting retrofit is the number one savings and Caddo has completed over 70% of our schools with a plan to complete the remaining schools. Also, the new HVAC equipment will be completed in all schools. Mr. Ramsey asked for clarification on the HVAC being 14% complete? Steve White, director, capital projects/new construction, answered that 14% is a relatively accurate figure for changing out window units to central air systems approved in the bond issue. Mr. Ramsey asked if the bonds scheduled to float once again next year is a similar amount or a little more? Mr. White indicated it's slightly more than last year. Mr. Ramsey asked if we can tell by the number of maintenance tickets that we have seen a reduction in maintenance costs in this 14%? Tommy Smith explained there has definitely been a decrease in maintenance costs in the schools. Mr. Ramsey asked if this cost savings can be related to energy consumption?, and will there be a fee charged for implementing it? He added the board voted to implement an energy plan several years ago, and it seems to work. He noted the cost of energy is going up, but he believes our consumption is going down and that's what he believes the experts have told our staff. He also stated staff has been through this more than one time over the last decade in trying to control energy costs and recalled teachers being excited about having some type of climate control in their classroom, and he believes this will take it away. He thinks we are on the right track with good energy policies in place and two energy managers doing an excellent job.

Mrs. Hardy echoed Mr. Ramsey's comments, plus stated we have a very good energy program so why would we want to borrow problems or spend money we do not have. She said we have heard from our employees and she trusts the people we hired to carry out the energy program wisely and make sure our boys and girls are provided with a quality education.

Ms. Priest stated we went to the taxpayers in 2002 and in 2006 received an overwhelming support. She asked if there is any correlation or duplication of the projects already passed, as it relates to lighting retrofit and HVAC, and should we go with a RFP? Also, she referenced the statement that money would need to be borrowed to pay for the expenses and asked if we have any idea how much money would have to be borrowed, and how can we put a dollar amount on an RFP? Mr. Lavergne answered there would be some duplication and the one advantage of doing an RFP is they would do a massive, all at one time, energy management, construction, etc. RFP. He added it is estimated the cost will be approximately \$70 million to include a study of each school. He said this requires a lot of expertise from civil engineers and electrical engineers to do such an RFP. Mr. Lavergne further explained the RFP is something that would have to be negotiated, from a flat salary to a percentage. He said we recently did one and one percent of \$70 million is \$700,000; and when the project is large, the standard fee goes higher. Mrs. Tyler added she is concerned more about the bond passed in 2004 for HVAC and she asked Mr. Wreyford to share with the board the opinion from our bond attorney regarding this issue. Ben Wreyford, director of finance, explained bond attorney Grant Schlueter advised that the purpose of the propositions (1994) was primarily the installation of the HVAC systems with the gyms and lighting retrofit which provides funding through borrowing and a bond issue. He further explained the contractors will want to loan money to acquire the energy savings equipment, and if we borrow again or use this bond money again, we will actually be paying double interest, since we are already paying interest on the GO bonds.

Mrs. Crawley asked for clarification on the bond issue and if we have to spend the funds on the HVACs and why this would change if we hire managers. Is it because you are not saying you wouldn't spend the money on the heating and air conditioning, but you are saying we need some money to pay the managers we hire, since we have told the public we are going to spend the money on one thing and then if we do an RFP and hire an energy management team, we would have to hire and pay an Energy Management Team? Mr. Lavergne explained at this point a certain amount of the bond money is not available and if this is done quickly, the money will have to be borrowed. Mrs. Crawley asked wouldn't they understand the money is not available and we would not recommend spending money we don't have? Mr. Lavergne indicated this is where the legal issue comes in and the question raised, can we do that? Mrs. Crawley asked if we hire this company, will we be forced to pay the upfront cost? She also asked could you not write it in the contract so we are not borrowing twice? Mr. Lavergne answered no, because there will still be some borrowing, because the pieces of equipment they deem should be in place may not be what we currently have in place. Mrs. Crawley said she doesn't understand why the company would tell you they are going to save us money and we would have to spend money. Mrs. Tyler stated many districts do not pass taxes to renovate, upgrade and provide the needed healthy climate for their schools; consequently, those districts are strapped for funding when it comes to providing upkeep of the buildings. She added Caddo does not have this problem, because our community has provided this. She said if you are going to guarantee savings, you will typically have to use the equipment they tell you to use and all the equipment we have in place may not be the equipment they would tell us to put in. Mrs. Tyler said our community has provided the funding and Caddo has an energy saving program in which we have been able to save.

Mrs. Crawley asked staff how they arrived at the \$14.4 million in savings? Mr. Lavergne explained our energy managers use a software for inputting data. Mrs. Crawley asked about other systems the size of Caddo and what they are spending on utilities? Don Whitaker, energy manager, stated that basically the information on the savings is derived by putting the numbers into the computer system. He also said they have attended conferences/seminars across the country with other schools districts, and the program in place is a behavior modification program and schools districts larger than Caddo see this as the more pliable type of program. He said one of the things that helped Caddo understand what we are doing is at the same time Caddo went to a behavior modification program, Bossier Parish implemented a performance contract; but they have since converted to a modification program because they realized it is the better program. Mr. Whitaker explained when Caddo first began the program, they encountered numerous problems in implementing it by taking away some control from the classroom; however the energy managers have implemented the program by saying to the teacher they had control of the classroom during the school day or during an extracurricular activity, but the energy managers controlled it when no one was using the classroom/building. He noted when you go to a performance contract program, they will want to control the classroom 24/7. Mrs. Crawley asked if the energy manager is saying the energy management company will not necessarily do what is in the best interest of providing the best learning environment for educating children? He further explained they will do this, but we will turn around and lose it in the contract, because they will spread the savings over years and they will not want to do that.

Mrs. Crawley asked the maker of the motion what is his catalyst for bringing this? Mr. Rachal explained he visited with contractors doing work at one of our schools and was told there were more economical ways of doing the lighting retrofit. Mr. Rachal also reported he visited Rapides Parish who has gone with a performance contract, and believes with all the information being thrown out, we still don't know what might be brought to us in the way of possible options. Mrs. Crawley asked if we would be getting information in the near future on similar school districts to compare their spending to ours and is the cost for an RFP high because we will need to hire engineers to put an RFP together? Mrs. Tyler explained that's correct as we will have to hire these individuals to come from out of town and highlighted a memorandum in the mailout explaining those items we must have consultants look at before the best RFP can be put together, and we want it to be owner-driven. Steve White stated he personally does not feel qualified to write a contract as complex as this, and will need assistance from mechanical and electrical engineers, as well as, at a minimum, legal advise. He said this type of contract has far-reaching ramifications and he would never put the Caddo Parish School Board in the position of, because of his lack of knowledge on the subject, not covering specific clauses which might void the contract.

Ms. Phelps referenced the equipment, HVAC and retrofit lighting and asked who are the consultants Mr. White conferred with to know we are getting the best retrofit lighting and the right HVAC? Mr. White answered local mechanical and electrical engineers assist us in putting together the packets that go out for public bid. Ms. Phelps asked are these individuals who will know this is the best type lighting, etc. that we need or we can afford? Mr. White explained we recently went to a T8 fixture, which is smaller than the older fluorescent bulbs, and also to an electronic ballast which is more energy efficient than the old magnetic ones. Ms. Phelps stated rather than specifics, she is asking if we can still save money with another type of lighting, and as we are spending the bond money, are those we are depending on to help us save money correct in what they are recommending? Mr. White responded they are licensed engineers, and they are knowledgeable as to what is the best cost efficient equipment. Ms. Phelps also asked if we are looking at the life expectancy of the HVAC systems we are putting into place? Mr. White explained different types of equipment will last different lengths of time, i.e. chillers and boilers are in the 20-year range, packaged units are in the 15-18 year range, and assured her we are purchasing top quality equipment with the highest energy ratings. For clarity, Ms. Phelps asked the energy managers to explain the work they do? Don Whitaker stated the energy managers go to the schools at different hours, including weekends, to check and see if the units are running at different times, talking to the custodians about what is required of them, inputting utility data in the computer program which compares current costs with the base year of 93-94 and this is how the \$14.4 million in savings was determined. Ms. Phelps asked if the visits to the school are on a random basis? Mr. Whitaker indicated it's on random basis, and there is a guideline in the maintenance handbook for custodians to follow.

Mr. Burton stated while he doesn't wish to belittle the subject, the board has spent a considerable amount of time discussing it, yet spent very little time discussing Linwood and encouraged the board to keep our focus on being a good steward of Caddo's money. He added he has a lot of trust in the staff, and believes if the superintendent and her staff recommend to the board we are on track and there is no need to spend extra dollars, he doesn't believe we should continue to belabor the subject, but should move on to more prevalent topics. Ms. Phelps stated she is now clear as to why this was brought up, and appreciates the necessary dialogue before voting.

Mr. Rachal again said he hears everyone's concerns about the cost, but no one has talked about the savings and the performance contract has a guaranteed savings and believes even if it costs the district to do an RFP, it will be nothing compared to the savings we could realize. Mr. Rachal said he has never said he doesn't believe the staff is doing a great job, they are, but there are options for determining if there are other opportunities the district can use.

## **ADDITIONS**

Superintendent Tyler asked for the following recognitions to be added under Agenda Item #8: Louisiana Official Tournament of the First Lego League Winners, Exemplary Teacher Awards and Students of the Year Recognition.

Mr. Burton requested Item B. under Superintendent's Report be pulled and stated because of the urgency of a pending grant, he will move to suspend the rules to consider it at today's special called meeting.

**Consent Agenda.** Mrs. Armstrong proposed Items 11-12, and 16-24 as the consent agenda. *Mrs. May moved, seconded by Mr. Burton, to approve the proposed agenda and consent agenda for the February 21, 2006 CPSB meeting as presented. Vote on the motion carried unanimously.*

The president polled the audience for any comments or questions about the agenda.

Vickey Range, President of the Caddo Association of Educators, thanked the board and the voters for the vote of confidence in the passage of all three renewals. She said the 80% majority vote on proposition #1 continues raises for teachers and support employees begun in 1997 while addressing the rising cost of retirement and insurance benefits, and this overwhelming support sends the message to school employees that the Caddo community appreciates them. She said this will also allow the Caddo system to keep the salaries competitive with neighboring school districts. She also thanked the voters for the 79% majority vote on proposition #2 which continues the progress the Caddo Parish School System is making with the construction and

repairs to the aging school buildings. CAE also thanked the voters for the 78% majority vote on proposition #3 which continues parish technology advances by recognizing that technology is crucial for competing in the 21<sup>st</sup> century. Ms. Range stated CAE recognizes that an employee's working condition is a student's learning condition. She announced the CAE Political Action Committee supported all three renewals and believes the approval of all three of these tax renewals will insure continued progress in our schools and community.

Jackie Lansdale, President of the Caddo Federation of Teachers/Support Personnel, thanked the superintendent for the note sent in appreciation for the Federation's help on the bond renewals which she will communicate to all the members. She also addressed the board on the agenda item addressing the Revision to the CPSB Policy JG Progressive Disciplinary Disposition and the concern previously brought to the board on the Juvenile Justice Act passed in 2003. She said this was to be inserviced into the school system and the appearance is it is contradictory to the Board's Disciplinary Policy and the State Law. She requested clarification since it is the Foundations intent to continue to tell people they are to comply with Caddo's Disciplinary Policy and State Law. Ms. Lansdale also asked the board to remember the following two Caddo employees: one of our Caddo Magnet teachers who is holding a fund-raiser this Friday for her husband who is having a liver transplant, and the secretary in the Maintenance Dept. who traveling to MD Anderson for a bone marrow transplant.

Robin Caldwell, parent and president of the PTSA at Linwood Middle School, addressed the board in support of the Linwood Middle School magnet proposal. She shared she has children attending Linwood Middle School and she believes this magnet program will not only make their year at Linwood more rewarding, but it will also attract many of the neighborhood students to attend Linwood. She encouraged the board to support this well thought out plan that she believes will make a good school better.

**Adjournment.** *Mrs. May moved, seconded by Mr. Burton, to adjourn. Vote on the motion to adjourn carried unanimously and the meeting adjourned at approximately 6:25 p.m*

**February 7, 2006**

The **Caddo Parish School Board (CPSB)** met in special session in its office at 1961 Midway, Shreveport, Louisiana at approximately 6:40 p.m. (immediately following the Executive Committee/Board Work Session and a brief recess) on Tuesday, February 7, 2006 with President Ginger Armstrong presiding and the following school board members present being a quorum: Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, and Larry Ramsey. Mr. Guin and Mr. Henderson were absent. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were omitted.

### **SUSPEND THE RULES**

*Mr. Burton moved, seconded by Mrs. Hardy, to suspend the rules in order to place an item on the agenda dealing with Hendrix. Vote on the motion to suspend the rules carried with Board members Hardy, Burton, Crawley, May, Priest, Crawford, Rachal, Ramsey, and Armstrong supporting the motion. Ms. Phelps was absent for the vote.*

*Mr. Burton moved, seconded by Mrs. Hardy, to add to the agenda authorization for the superintendent to obtain an update of the 2001 appraisal on the George P. Hendrix building and to authorize the superintendent and staff to rebid for the sale of George P. Hendrix Elementary School. Vote on the motion carried unanimously.*

### **PERSONNEL RECOMMENDATIONS**

*Mrs. May moved, seconded by Mrs. Hardy, to approve the personnel recommendation as recommended by staff and included in the mailout. Dr. Mary Nash Robinson, assistant superintendent of human resources, introduced the following appointment approved by the CPSB: Mrs. Martha Glover, interim assistant principal for instruction for the remainder of the 2005-06 school year at Hamilton Terrace Learning Center. This appointment will receive the appropriate salary as reflected by the Caddo Parish School Board salary schedule applicable to the position to which she is appointed. Family, friends, and school administrators present were also recognized.*

### **CONTRACT FOR LOCAL TELEPHONE SERVICE**

*Mrs. May moved, seconded by Mrs. Hardy, to approve BellSouth for local telephone service effective July 1, 2006, for three years at a cost of \$5,306 per month as recommended by staff and included in the mailout. Larry Ramsey noted that as an employee of BellSouth, he will abstain from voting on this issue. Vote on the motion carried with Board Members Hardy, Burton, Crawley, May, Phelps, Priest, Crawford, Rachal, and Armstrong supporting the motion. Board member Ramsey abstained.*

### **APPROVAL TO PURCHASE DISTANCE LEARNING VIDEO CONFERENCING EQUIPMENT AND MAINTENANCE SERVICES**

*Ms. Phelps moved, seconded by Mr. Burton, to approve the purchase of distance learning video conferencing equipment and maintenance services as recommended by staff. Mr. Ramsey stated he will abstain because of the association even though it doesn't have any association with the company for which he works. Mrs. Crawford asked if everything is in place to utilize this program effectively and efficiently? Joe Brown, director of information technology, stated from an infrastructure standpoint, we are prepared. The rooms are ready, and there is a very significant training component in this project for the teachers. Mrs. Crawford also asked if we have all the hardware and anything else that is needed? Mr. Brown answered in the affirmative.*

Mr. Rachal asked why the board is being asked to approve a bid that is more than twice the amount of the other bids? Mr. Brown explained the two lower bids on the bid tabulation sheet, SKC and Solution, did not meet specifications; and after meeting with the Purchasing Agent, the attorneys, the State Attorney General and after evaluating the proposals, and because they did not meet the standards as specified in the RFP, they were scored low.

*Vote on the motion carried with Board members Hardy, Burton, Crawley, May, Phelps, Priest, Crawford, Rachal and Armstrong supporting the motion. Board member Ramsey abstained.*

**LOCATION AGREEMENT FOR USE OF SOUTH HIGHLANDS ELEMENTARY MAGNET BY PREMONITION PRODUCTIONS, LLC**

*Mrs. Crawley moved, seconded by Ms. Phelps, to approve the location agreement for the use of South Highlands Elementary Magnet by Premonition Productions, LLC as recommended by staff and included in the mailout. Vote on the motion carried unanimously.*

**DEVELOPMENT OF THE ALLENDALE COMMUNITY BY PROVIDING SUPPORT SERVICES ADDRESSING THE NEEDS OF CHILDREN, STUDENTS AND ADULTS**

*Mr. Burton moved, seconded by Mrs. Hardy, to authorize the superintendent to obtain an update on the 2001 appraisal of the George P. Hendrix building and authorize the superintendent and staff to rebid for the sale of George P. Hendrix School. Vote on the motion carried unanimously.*

**EXECUTIVE SESSION**

**Student Readmission Appeals.** *Mr. Burton moved, seconded by Mrs. May, to accept staff's recommendation on the two student readmission appeals (initials M.S. and J.M.). Vote on the motion carried unanimously.*

**Adjournment.** *Mrs. May moved, seconded by Mr. Burton, for adjournment. Vote on the motion carried and the meeting adjourned at approximately 6:52 p.m.*

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Ollie S. Tyler, Secretary

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Ginger Armstrong, President

**February 21, 2006**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway, Shreveport, Louisiana at 4:30 p.m. on Tuesday, February 21, 2006 with President Ginger Armstrong presiding and the following school board members present being a quorum: Eursla D. Hardy, Willie Burton, Charlotte Crawley, Tammy T. Phelps (arrived at approximately 4:40 p.m.), Lillian Priest, Bonita Crawford, Barry Rachal, Larry Ramsey and Willie Henderson. Phillip Guin and Lola May were absent. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were given by Charlotte Crawley.

Mrs. Armstrong announced that Board Members Guin and May were out of town.

**CONSIDERATION OF MINUTES OF THE JANUARY 17, 2006, JANUARY 25, 2006 AND FEBRUARY 7, 2006 CPSB MEETINGS**

*Mr. Burton moved, seconded by Mrs. Crawley, to approve the minutes of the January 17, 2006, January 25, 2006 and February 7, 2006 CPSB meetings as submitted in the mailout. Vote on the motion carried unanimously with Board members Hardy, Burton, Crawley, Priest, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion.*

**ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

Superintendent Ollie Tyler presented the agenda and highlighted items for the board's consideration. Mrs. Armstrong announced that Item 17 *Feeder Pattern Proposal for Booker T. Washington High School*, and Item 28 *Request for RFP for Energy Services* are postponed and Items 26 *Resolution Asking for a Clarification of Attorney General's Opinion 050338* and 27 *Handling of Personnel Files that Pre-Exist the 1987 Personnel Act* are pulled. Mrs. Armstrong proposed the following items as the consent agenda: 11-12, 16 and 18-25.

Regarding postponement of Item 17, Mr. Burton stated he previously spoke about the fact BTW is the only school out of the 11 district high schools that does not have a feeder school, and because of misinformation given out, he does not want anyone to say they did not have a clear understanding of the patterns. Therefore, he asked the superintendent to hold a public hearing next week in order to share the proposal with the citizens. He also asked that this proposal be placed on the agenda at a special session of the board on March 7<sup>th</sup>. He said the superintendent provided the board with information as far back at November 2004, and he believes it is important to let people know what will be affecting them. Mrs. Armstrong encouraged visitors wishing to speak to this item to attend the public hearing; however, those wishing to speak today will be given the opportunity.

**RESOLUTION PROVIDING FOR THE OPENING OF THE SEALED BIDS RECEIVED FOR THE PURCHASE OF \$20,000,000 OF GENERAL OBLIGATION SCHOOL BONDS, SERIES 2006**

*Mr. Burton moved, seconded by Mrs. Hardy, to approve the following resolution providing for the opening of the sealed bids received for the purchase of \$20,000,000 of General Obligation School Bonds, Series 2006. Vote on the motion carried unanimously.*

**RESOLUTION**

A resolution providing for the opening of the sealed bids received for the purchase of Twenty Million Dollars (\$20,000,000) of General Obligation School Bonds, Series 2006 of Parishwide School District of Caddo Parish, Louisiana, approving the Official Notice of Bond Sale and Official Statement in connection therewith, and authorizing the President and the Secretary of the Parish School Board to sign copies thereof as evidence of the approval thereof.



BE IT RESOLVED by 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"):

SECTION 1. This Parish School Board (the "Governing Authority") does now proceed in open and public session to open the sealed bids received for the purchase of Twenty Million Dollars (\$20,000,000) of General Obligation School Bonds, Series 2006, of Parishwide School District of Caddo Parish, Louisiana, authorized and duly advertised for sale by virtue of a resolution adopted on January 17, 2005.

SECTION 2. The official Notice of Bond Sale and Official Statement prepared in connection with the sale of the aforementioned Bonds, and the information contained therein, are hereby approved by this Governing Authority and the President and the Secretary of the Governing Authority are hereby authorized, empowered and directed to sign copies thereof as evidence of the approval of the District.

This resolution having been submitted to a vote, the vote thereon was as follows:

<u>MEMBERS:</u>	<u>YEAS:</u>	<u>NAYS:</u>	<u>ABSENT:</u>	<u>ABSTAINING:</u>
Phillip R. Guin			X	
Eursla Hardy	X			
Willie D. Burton	X			
Charlotte Crawley	X			
Lola May			X	
Tammy T. Phelps	X			
Lillian Priest	X			
Bonita Crawford	X			
Barry F. Rachal	X			
Larry Ramsey	X			
Ginger Armstrong	X			
Willie Henderson	X			

And the resolution was declared adopted on this, 21st day of February, 2006.

/s/ Ollie Tyler

/s/Ginger Armstrong

Secretary

President

The sealed bids received on February 21, 2006, for the purchase of Twenty Million Dollars (\$20,000,000) of General Obligation School Bonds, Series 2006 of Parishwide School District of Caddo Parish, Louisiana, were thereupon opened and read in public session of the Governing Authority, said bids being based upon the maturity schedule set out in the Official Statement and hereinafter set out in these proceedings, said bids being as follows, to-wit:

1. A bid for Bonds submitted by Merrill Lynch & Company, of New York, New York, and bearing interest as follows:

<u>Bonds Maturing</u>	<u>Interest Rate Per Annum</u>
2008 through 2013, inc.	3.750%
2014 through 2016, inc.	5.750%
2017 through 2019, inc.	4.000%
2020 and 2021	4.125%
2022 through 2025, inc.	4.250%
2026 through 2029, inc.	4.375%
2030 and 2031	4.500%

Premium: \$6,958.90

True Interest Cost: 4.361586%

2. A bid for Bonds submitted by Citigroup Global Markets, Inc., of Dallas, Texas, and bearing interest as follows:

<u>Bonds Maturing</u>	<u>Interest Rate Per Annum</u>
2008	5.000%
2009	4.000%
2010 and 2011	5.500%
2012 through 2016, inc.	5.000%
2017 through 2019, inc.	4.000%
2020 and 2021	4.100%
2022	4.125%
2023	4.150%
2024 through 2026, inc.	4.250%
2027 through 2029, inc.	4.375%
2030 and 2031	4.500%

Premium: \$15,104.69

True Interest Cost: 4.361898%

3. A bid for Bonds submitted by UBS Securities, Inc., of New York, New York, and bearing interest as follows:

<u>Bonds Maturing</u>	<u>Interest Rate Per Annum</u>
2008 through 2010, inc.	4.000%
2011 and 2012	4.250%
2013 through 2016, inc.	5.250%
2017 through 2023, inc.	4.250%
2024 through 2028, inc.	4.375%
2029 through 2031, inc.	4.500%

Premium: \$80.40

True Interest Cost: 4.430173%

4. A bid for Bonds submitted by Morgan Keegan & Company, Inc., of New Orleans, Louisiana, and bearing interest as follows:

<u>Bonds Maturing</u>	<u>Interest Rate Per Annum</u>
2008	5.000%
2009	4.500%
2010	4.300%
2011 and 2012	4.250%
2013 through 2016, inc.	5.250%
2017 through 2023, inc.	4.250%
2024	4.300%
2025	4.350%
2026.	4.375%
2027 and 2028	4.400%
2029	4.450%
2030 and 2031	4.500%

Premium: None

True Interest Cost: 4.432944%

Mr. Grant Schlueter, bond counsel with Foley, Judell, explained this is the next installment of bonds authorized by the voters in the last election. He announced four bids were received and explained every time a new series of bonds is sold, it is necessary to get a new bond rating from both Standard & Poors and Moody's Investor Service. Mr. Schlueter reported both have reaffirmed Caddo's high credit rating and that Caddo has the highest in the state along with St. Tammany Parish School Board. He noted the following two points made in the analyst's report: (1) the sound financial performance of the school board, the administering of its finances, and

good fund balance; and (2) the low direct debt burden on tax payers by this school board. Mr. Schlueter also mentioned the bond issue is always sent to the major national bond insurers to qualify for bond insurance if they elect to do so, and if the issue is strong enough, they will qualify for bond insurance, which means each of the bidders can submit their bids electing to pay the premium for the bond insurance themselves, and not the school board itself, which will elevate the bond issue to a AAA rating. He announced Caddo qualifies with a record number of bond insurers this time, with all six, and all bidders did submit their bids with bond insurance. He indicated you tend to get more bids and lower quoted interest rates when you qualify with the bond insurers. Mr. Schlueter proceeded with the opening of the bids and announced the following bids: (1) UBS Securities of New York – 4.43%; (2) Morgan Keegan (New Orleans Office) - 4.43%; (3) Merrill Lynch (New York) - 4.36%; (4) CitiGroup Global Markets (Dallas Office) - 4.36%. Mr. Schlueter stated that carrying out the decimal points on each of the two low bids were as follows: (1) Merrill Lynch - 4.361586 and (2) CitiGroup - 4.361898; and announced Merrill Lynch is the low bid. He also announced in comparing these bids to the last series of GO bonds sold in January '05, the interest was a little lower (4.29%); however, the market was considerably better then, and with the adjustments since that time, this bid is extraordinary and legal counsel recommends acceptance of this low bid.

**RESOLUTION ACCEPTING THE BEST BID RECEIVED FOR THE PURCHASE OF \$20,000,000 OF GENERAL OBLIGATION BONDS**

*Mr. Burton moved, seconded by Mrs. Hardy, approval of the following resolution to accept the best bid received for the purchase of \$20,000,000 of General Obligation Bonds as recommended by bond counsel. Vote on the motion carried unanimously.*

**RESOLUTION**

A resolution accepting the bid of Merrill Lynch & Company, of New York, New York, for the purchase of Twenty Million Dollars (\$20,000,000) of General Obligation School Bonds, Series 2006 of Parishwide School District of Caddo Parish, Louisiana.

WHEREAS, pursuant to the provisions of a Notice of Bond Sale dated January 17, 2006, published in the manner required by law, and pursuant to the provisions of a resolution adopted by the Parish School Board of the Parish of Caddo, State of Louisiana, the governing authority of Parishwide School District of Caddo Parish, Louisiana (the "Issuer") on January 17, 2006, sealed bids were solicited for the purchase of Twenty Million Dollars (\$20,000,000) of General Obligation School Bonds, Series 2006, of the Issuer (the "Bonds"), on February 21, 2006; and

WHEREAS, four (4) bids were received for the purchase of the Bonds; and

WHEREAS, this Parish School Board has found and determined and does hereby find and determine that the bid submitted by Merrill Lynch & Company, of New York, New York (the "Purchaser") complies with all terms and conditions prescribed by the Notice of Bond Sale and Official Statement; and

WHEREAS, this Parish School Board desires to accept said bid and to take such action as may be necessary to accomplish the delivery of the Bonds to the Purchaser;

NOW, THEREFORE, 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. The bid of the Purchaser for the purchase of the Bonds, a copy of which is annexed hereto as Exhibit A, is hereby accepted and the Bonds are hereby awarded in compliance with the terms of the bid.

SECTION 2. The good faith deposit in the amount of \$200,000 accompanying said bid is hereby accepted in accordance with and subject to said Official Notice of Bond Sale. The amount of the good faith deposit shall be deposited and credited towards the purchase price of the Bonds without regard to any interest earnings thereon.

SECTION 3. When the Bonds have been properly prepared, this Governing Authority is hereby authorized to deliver the Bonds to the Purchaser upon the payment of Twenty Million Dollars (\$20,000,000) and accrued interest to the date of delivery, less a credit of \$200,000 for the amount of the good faith deposit described above.

SECTION 4. The Governing Authority hereby finds that due diligence has been exercised in preparing the Bonds for sale and in preparing the Official Statement pertaining to the Bonds, and in view of that fact, the President and Secretary of the Governing Authority are hereby authorized and directed to execute and deliver to the successful bidder, as set forth herein, at the time of closing, a certificate which shall be substantially in the form of the certificate annexed hereto as Exhibit B.

SECTION 5. The foregoing resolution shall take effect immediately upon its adoption.

This resolution having been submitted to a vote, the vote thereon was as follows:

<u>MEMBERS:</u>	<u>YEAS:</u>	<u>NAYS:</u>	<u>ABSENT:</u>	<u>ABSTAINING:</u>
Phillip R. Guin			X	
Eursla Hardy	X			
Willie D. Burton	X			
Charlotte Crawley	X			
Lola May			X	
Tammy T. Phelps	X			
Lillian Priest	X			
Bonita Crawford	X			
Barry F. Rachal	X			
Larry Ramsey	X			
Ginger Armstrong	X			
Willie Henderson	X			

And the resolution was declared adopted on this, 21st day of February, 2006.

/s/ Ollie Tyler                      /s/ Ginger Armstrong  
 \_\_\_\_\_  
 Secretary                              President

EXHIBIT "A"

(COPY OF SUCCESSFUL BID)

EXHIBIT "B"

**OFFICIAL STATEMENT CERTIFICATE**

I, the undersigned Secretary of the Parish School Board of the Parish of Caddo, State of Louisiana, with respect to the Official Statement (the "Official Statement") issued regarding the sale of Twenty Million Dollars (\$20,000,000) of General Obligation School Bonds, Series 2006 (the "Bonds") of Parishwide School District of Caddo Parish, Louisiana (the "Issuer"), DO HEREBY CERTIFY:

THAT, at the time of payment for and delivery of the Bonds and at the date hereof, (i) the descriptions and statements, including financial data, of or pertaining to Parishwide School District of Caddo Parish, Louisiana (the "Issuer") on the date of the Preliminary Official Statement, on the date of the Official Statement, on the date of the sale of the Bonds and on the date of the delivery thereof, were and are true in all material respects, and, insofar as such matters are concerned, the Official Statement did not and does not contain an untrue statement of a material fact or omit to state a material fact required to be stated therein or necessary to make the statements therein, in light of the circumstances under which they are made, not misleading, and (ii) insofar as the descriptions and statements, including financial

data, of or pertaining to governmental and/or non-governmental entities other than the Issuer and its activities, contained in the Official Statement are concerned, such descriptions, statements and data have been obtained from sources which the governing authority of the Issuer believes to be reliable and the said governing authority has no reason to believe that they are untrue or incomplete in any material respect, and (iii) there has been no adverse material change in the affairs of the Issuer between the date of the delivery of the Official Statement and the date of delivery of the Bonds.

PARISHWIDE SCHOOL DISTRICT OF CADDO  
PARISH, LOUISIANA

By: \_\_\_\_\_  
Secretary, Parish School Board

Dated : \_\_\_\_\_, 2006 (Date of Delivery)

STATE OF LOUISIANA  
PARISH OF CADDO

I, the undersigned Secretary of the Parish School Board of the Parish of Caddo, State of Louisiana, do hereby certify that the foregoing \_\_\_\_\_ (\_\_\_) pages constitute a true and correct copy of the proceedings taken by said Parish School Board on February 21, 2006, (i) providing for the reception and opening of sealed bids received for the purchase of \$20,000,000 of General Obligation School Bonds, Series 2006 of Parishwide School District of Caddo Parish, Louisiana and (ii) accepting the best bid received therefor.

IN FAITH WHEREOF, witness my official signature and the impress of the official seal of said Parish School Board on this, the 21st day of February, 2006.

\_\_\_\_\_  
Secretary

(SEAL)

**RESOLUTION AUTHORIZING THE INCURRING OF DEBT AND INSSUANCE OF \$20,000,000 OF GENERAL OBLIGATION BONDS AND PROVIDING FOR OTHER MATTERS IN CONNECTION THEREWITH**

*Mr. Burton moved, seconded by Mrs. Hardy, to approve the following resolution authorizing the incurring of debt and the issuance of \$20,000,000 of General Obligation Bonds and providing for other matters in connection therewith as recommended by bond counsel and included in the mailout. Vote on the motion carried unanimously.*

**RESOLUTION**

A resolution authorizing the incurring of debt and issuance of Twenty Million Dollars (\$20,000,000) of General Obligation School Bonds, Series 2006, of Parishwide School District of Caddo Parish, Louisiana; prescribing the form, terms and conditions of said Bonds-; designating the date, denomination and place of payment of said Bonds; providing for the payment thereof in principal and interest; and providing for other matters in connection therewith.

BE IT RESOLVED by 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, that:

SECTION 1. Definitions. As used herein, the following terms shall have the following meanings, unless the context otherwise requires:

"**Agreement**" means the agreement to be entered into between the Issuer and the Paying Agent pursuant to this Resolution.

**"Bond"** means any Bonds of the Issuer authorized to be issued by this Resolution, whether initially delivered or issued in exchange for, upon transfer of, or *in lieu* of any Bond previously issued.

**"Bond Register"** means the records kept by the Paying Agent at its principal corporate trust office in which registration of the Bonds and transfers of the Bonds- shall be made as provided herein.

**"Bonds"** means the Issuer's General Obligation School Bonds, Series 2006, authorized by this Resolution in the total aggregate principal amount of Twenty Million Dollars (\$20,000,000), being the third emission of bonds authorized at an election held on April 17, 2004.

**"Code"** means the Internal Revenue Code of 1986, as amended.

**"Defeasance Obligations"** means cash or Government Securities.

**"Executive Officers"** means, collectively, the President and the Secretary of the Governing Authority.

**"Governing Authority"** means the Parish School Board of the Parish of Caddo, State of Louisiana.

**"Government Securities"** means direct obligations of, or obligations the principal of and interest on which are unconditionally guaranteed by the United States of America, which are non-callable prior to their maturity, may be United States Treasury obligations such as the State and Local Government Series and may be in book-entry form.

**"Interest Payment Date"** means March 1 and September 1 of each year during the period the Bonds are outstanding, commencing March 1, 2007.

**"Issuer"** means Parishwide School District of Caddo Parish, Louisiana.

**"Outstanding"** when used with respect to Bonds means, as of the date of determination, all Bonds thereto-fore issued and delivered under this Resolution, except:

1. Bonds theretofore canceled by the Paying Agent or delivered to the Paying Agent for cancellation;
2. Bonds for payment or redemption of which sufficient Defeasance Obligations have been theretofore deposited in trust for the owners of such Bonds, provided that if such Bonds are to be redeemed, irrevocable notice of such redemption has been duly given or provided for pursuant to this Resolution or waived;
3. Bonds in exchange for or *in lieu* of which other Bonds have been registered and delivered pursuant to this Resolution; and
4. Bonds alleged to have been mutilated, destroyed, lost or stolen which have been paid as provided in this Resolution or by law.

**"Owner"** or **"Owners"** when used with respect to any Bond means the Person in whose name such Bond is registered in the Bond Register.

**"Paying Agent"** means Argent Trust, a division of National Independent Trust Company, in the City of Ruston, Louisiana, until a successor Paying Agent shall have been appointed pursuant to the applicable provisions of this Resolution and thereafter "Paying Agent" shall mean such successor Paying Agent.

**"Person"** means any individual, corporation, partner-ship, joint venture, association, joint-stock company, trust, unincorporated organization or government or any agency or political subdivision thereof.

**"Purchaser"** means Merrill Lynch & Company, of New York, New York, the original purchaser of the Bonds.

**"Record Date"** for the interest payable on any Interest Payment Date means the 15th calendar day of the month next preceding such Interest Payment Date.

**"Resolution"** means this resolution authorizing the issuance of the Bonds, as it may be supplemented and amended.

**SECTION 2. Authorization of Bonds; Maturities.** In compliance with the terms and provisions of Article VI, Section 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, and other constitutional and statutory authority, and a special election held on April 17, 2004, there is hereby authorized the incurring of an indebtedness of Twenty Million Dollars (\$20,000,000) for, on behalf of, and in the name of the Issuer, 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, including, to the extent feasible, those specific school projects set forth in the "Capital Improvements Plan" recommended by the Infrastructure Needs Committee and approved by the School Board on January 27, 2004, title to which shall be in the public. To represent said indebtedness, this Governing Authority does hereby authorize the issuance of Twenty Million Dollars (\$20,000,000) of General Obligation School Bonds, Series 2006, of the Issuer, which constitute the third emission of Bonds authorized at the said election held on April 17, 2004. The Bonds shall be in fully registered form, shall be dated March 1, 2006, shall be issued in the denomination of Five Thousand Dollars (\$5,000) or any integral multiple thereof within a single maturity and shall be numbered from R-1 upwards. The unpaid principal of the Bonds shall bear interest from the date thereof or from the most recent Interest Payment Date to which interest has been paid or duly provided for, payable on each Interest Payment Date, commencing March 1, 2007, at the following rates of interest and shall mature on March 1 of each year as follows:

YEAR (MAR. 1)	PRINCIPAL	INTEREST RATE MATURING	YEAR PER ANNUM	PRINCIPAL (MAR. 1)	INTEREST RATE MATURING PER
2008	\$425,000	3.750% ...	2020	\$ 800,000	4.125%
2009	450,000	3.750.....	2021	845,000	4.125
2010	475,000	3.750.....	2022	890,000	4.250
2011	500,000	3.750.....	2023	940,000	4.250
2012	525,000	3.750.....	2024	990,000	4.250
2013	555,000	3.750.....	2025	1,040,000	4.250
2014	585,000	5.750.....	2026	1,100,000	4.375
2015	615,000	5.750.....	2027	1,160,000	4.375
2016	650,000	5.750.....	2028	1,220,000	4.375
2017	685,000	4.000.....	2029	1,285,000	4.375
2018	720,000	4.000.....	2030	1,355,000	4.500
2019	760,000	4.000.....	2031	1,430,000	4.500

The principal of the Bonds, upon maturity or redemption, shall be payable at the principal corporate trust office of the Paying Agent, upon presentation and surrender thereof, and interest on the Bonds shall be payable by check of the Paying Agent mailed by the Paying Agent to the Owner (determined as of the close of business on the Record Date) at the address shown on the Bond Register. Each Bond delivered under this Resolution upon transfer of, in exchange for or *in lieu* of any other Bond shall carry all the rights to interest accrued and unpaid, and to accrue, which were carried by such other Bond, and each such Bond shall bear interest (as herein set forth) so neither gain nor loss in interest shall result from such transfer, exchange or substitution.

During any period after the initial delivery of the Bonds in book-entry-only form when the Bonds are delivered in multiple certificates form, upon request of a registered owner of

at least \$1,000,000 in principal amount of Bonds outstanding, all payments of principal, premium, if any, and interest on the Bonds will be made by wire transfer in immediately available funds to an account designated by such registered owner; CUSIP number identification with appropriate dollar amounts for each CUSIP number will accompany all payments of principal, premium, and interest, whether by check or by wire transfer.

No Bond shall be entitled to any right or benefit under this Resolution, or be valid or obligatory for any purpose, unless there appears on such Bond a certificate of registration, substantially in the form provided in this Resolution, executed by the Paying Agent by manual signature.

**SECTION 3. Book Entry Registration of Bonds.** The Bonds shall be initially issued in the name of Cede & Co., as nominee for The Depository Trust Company ("DTC"), as registered owner of the Bonds, and held in the custody of DTC. The Secretary of the Issuer or any other officer of the Issuer is authorized to execute and deliver a Letter of Representation to DTC on behalf of the Issuer with respect to the issuance of the Bonds in "book-entry only" format. The Paying Agent is hereby directed to execute said Letter of Representation. The terms and provisions of said Letter of Representation shall govern in the event of any inconsistency between the provisions of this Bond Resolution and said Letter of Representation. Initially, a single certificate will be issued and delivered to DTC for each maturity of the Bonds. The Beneficial Owners will not receive physical delivery of Bond certificates except as provided herein. Beneficial Owners are expected to receive a written confirmation of their purchase providing details of each Bond acquired. For so long as DTC shall continue to serve as securities depository for the Bonds as provided herein, all transfers of beneficial ownership interest will be made by book-entry only, and no investor or other party purchasing, selling or otherwise transferring beneficial ownership of Bonds is to receive, hold or deliver any Bond certificate.

Notwithstanding anything to the contrary herein, while the Bonds are issued in book-entry-only form, the payment of principal of, premium, if any, and interest on the Bonds may be payable by the Paying Agent by wire transfer to DTC in accordance with the Letter of Representation.

For every transfer and exchange of the Bonds, the Beneficial Owner may be charged a sum sufficient to cover such Beneficial Owner's allocable share of any tax, fee or other governmental charge that may be imposed in relation thereto.

Bond certificates are required to be delivered to and registered in the name of the Beneficial Owner under the following circumstances:

- (a) DTC determines to discontinue providing its service with respect to the Bonds. Such a determination may be made at any time by giving 30 days' notice to the Issuer and the Paying Agent and discharging its responsibilities with respect thereto under applicable law; or
- b) The Issuer determines that continuation of the system of book-entry transfer through DTC (or a successor securities depository) is not in the best interests of the Issuer and/or the Beneficial Owners.

The Issuer and the Paying Agent will recognize DTC or its nominee as the Bondholder for all purposes, including notices and voting.

Neither the Issuer or the Paying Agent are responsible for the performance by DTC of any of its obligations, including, without limitation, the payment of moneys received by DTC, the forwarding of notices received by DTC or the giving of any consent or proxy *in lieu* of consent.

Whenever during the term of the Bonds the beneficial ownership thereof is determined by a book entry at DTC, the requirements of this Bond Resolution of holding, delivering or transferring the Bonds shall be deemed modified to require the appropriate person to meet the requirements of DTC as to registering or transferring the book entry to produce the same effect.

If at any time DTC ceases to hold the Bonds, all references herein to DTC shall be of no further force or effect.

**SECTION 4. Redemption Provisions.**

(a) The Bonds maturing on March 1, 2017, and thereafter, will be callable for redemption by the Issuer in full or in part at any time on or after March 1, 2016, and if less than a



full maturity, then by lot within such maturity, at the principal amount thereof, plus accrued interest from the most recent Interest Payment Date to which interest has been paid or duly provided for.

(b) In the event a Bond to be redeemed is of a denomination larger than \$5,000, a portion of such Bond (\$5,000 or any multiple thereof) may be redeemed. Any Bond which is to be redeemed only in part shall be surrendered at the principal corporate trust office of the Paying Agent and there shall be delivered to the Owner of such Bond a new Bond or Bonds of the same maturity and of any authorized denomination or denominations as requested by such Owner in aggregate principal amount equal to and in exchange for the unredeemed portion of the principal of the Bond so surrendered. Official notice of such call of any of the Bonds for redemption shall be given by means of first class mail, postage prepaid, by notice deposited in the United States mails not less than thirty (30) days prior to the redemption date addressed to the Owner of each Bond to be redeemed at his address as shown on the Bond Register.

(c) In the event of redemption of less than all of the outstanding Bonds of like maturity, such Bonds shall be redeemed by lot or in such other manner as shall be deemed fair and equitable by the Paying Agent for random selection.

SECTION 5. Registration and Transfer. The Issuer shall cause the Bond Register to be kept by the Paying Agent. The Bonds may be transferred, registered and assigned only on the Bond Register, and such registration shall be at the expense of the Issuer. A Bond may be assigned by the execution of an assignment form on the Bond or by other instruments of transfer and assignment acceptable to the Paying Agent. A new Bond or Bonds will be delivered by the Paying Agent to the last assignee (the new Owner) in exchange for such transferred and assigned Bonds after receipt of the Bonds to be transferred in proper form. Such new Bond or Bonds shall be in the denomination of \$5,000 or any integral multiple thereof within a single maturity. Neither the Issuer nor the Paying Agent shall be required to issue, register, transfer or exchange (i) any Bond during a period beginning at the opening of business on a Record Date and ending at the close of business on the Interest Payment Date, or (ii) any Bond called for redemption prior to maturity during a period beginning at the opening of business fifteen (15) days before the date of the mailing of a notice of redemption of such Bond and ending on the date of such redemption.

SECTION 6. Form of Bonds. The Bonds and the endorsements to appear thereon shall be in substantially the following forms, respectively, to-wit:

(FORM OF BOND)

Unless this Bond is presented by an authorized representative of the Depository Trust Company, a New York corporation ("DTC"), to the Issuer or their agent for registration of transfer, exchange, or payment, and any Bond issued is registered in the name of CEDE & CO. or in such other name as is requested by an authorized representative of DTC (and any payment is made to CEDE & CO. or to such other entity as is requested by an authorized representative of DTC), ANY TRANSFER, PLEDGE, OR OTHER USE HEREOF FOR VALUE OR OTHERWISE BY OR TO ANY PERSON IS WRONGFUL inasmuch as the registered owner hereof, CEDE & CO., has an interest herein.

As provided in the Bond Resolution referred to herein, until the termination of the system of book-entry-only transfers through DTC and notwithstanding any other provision of the Bond Resolution to the contrary, this Bond may be transferred, in whole but not in part, only to a nominee of DTC, or by a nominee of DTC to DTC or a nominee of DTC, or by DTC or a nominee of DTC to any successor securities depository or any nominee thereof.

No. R-\_\_\_\_\_ Principal Amount \$\_\_\_\_\_

UNITED STATES OF AMERICA  
STATE OF LOUISIANA  
PARISH OF CADDO

GENERAL OBLIGATION SCHOOL BOND, SERIES 2006  
OF  
PARISHWIDE SCHOOL DISTRICT OF CADDO PARISH, LOUISIANA

<u>Maturity Date</u>	<u>Interest Rate</u>	<u>Bond Date</u>	<u>CUSIP Number</u>
_____ March 1, _____%		March 1, 2006	_____

**PARISHWIDE SCHOOL DISTRICT OF CADDO PARISH, LOUISIANA**  
(the "Issuer"), promises to pay to:

REGISTERED OWNER: CEDE & CO. (Tax Identification #13-2555119)

PRINCIPAL AMOUNT: \_\_\_\_\_ DOLLARS

or registered assigns, on the Maturity Date set forth above, the Principal Amount set forth above, together with interest thereon from the Bond Date set forth above or the most recent interest payment date to which interest has been paid or duly provided for, payable on March 1 and September 1 of each year, commencing March 1, 2007 (each an "Interest Payment Date"), at the Interest Rate per annum set forth above until said Principal Amount is paid, unless this Bond shall have been previously called for redemption and payment shall have been duly made or provided for. The principal of and premium, if any, on this Bond, upon maturity or redemption, shall be payable at the principal corporate trust office of Argent Trust, a division of National Independent Trust Company, in the City of Ruston, Louisiana, or successor thereto (the "Paying Agent") upon presentation and surrender hereof. Interest on this Bond is payable by check of the Paying Agent mailed by the Paying Agent to the registered owner at the address as shown on the registration books of the Paying Agent maintained for such purpose. The interest so payable on any Interest Payment Date will be paid to the person in whose name this Bond (or one or more predecessor Bonds) is registered at the close of business on the Record Date (which is the 15<sup>th</sup> calendar day of the month next preceding an Interest Payment Date). Any interest not punctually paid or duly provided for shall be payable as provided in the Bond Resolution (hereinafter defined).

During any period after the initial delivery of the Bonds in book-entry-only form when the Bonds are delivered in multiple certificates form, upon request of a registered owner of at least \$1,000,000 in principal amount of Bonds outstanding, all payment of principal, premium, if any, and interest on the Bonds will be paid by wire transfer in immediately available funds to an account designated by such registered owner; CUSIP number identification with appropriate dollar amounts for each CUSIP number must accompany all payments of principal, premium, and interest, whether by check or by wire transfer.

FOR SO LONG AS THIS BOND IS HELD IN BOOK-ENTRY FORM REGISTERED IN THE NAME OF CEDE & CO. ON THE REGISTRATION BOOKS OF THE ISSUER KEPT BY THE PAYING AGENT, AS BOND REGISTRAR, THIS BOND, IF CALLED FOR PARTIAL REDEMPTION IN ACCORDANCE WITH THE BOND RESOLUTION, SHALL BECOME DUE AND PAYABLE ON THE REDEMPTION DATE DESIGNATED IN THE NOTICE OF REDEMPTION GIVEN IN ACCORDANCE WITH THE BOND RESOLUTION AT, AND ONLY TO THE EXTENT OF, THE REDEMPTION PRICE, PLUS ACCRUED INTEREST TO THE SPECIFIED REDEMPTION DATE; AND THIS BOND SHALL BE PAID, TO THE EXTENT SO RE-DEEMED, (i) UPON PRESENTATION AND SURRENDER HEREOF AT THE OFFICE SPECIFIED IN SUCH NOTICE OR (ii) AT THE WRITTEN REQUEST OF CEDE & CO., BY CHECK MAILED TO CEDE & CO. BY THE PAYING AGENT OR BY WIRE TRANSFER TO CEDE & CO. BY THE PAYING AGENT IF CEDE & CO. AS BONDOWNER SO ELECTS. IF, ON THE REDEMPTION DATE, MONEYS FOR THE REDEMPTION OF BONDS OF SUCH MATURITY TO BE REDEEMED, TOGETHER WITH INTEREST TO THE REDEMPTION DATE, SHALL BE HELD BY THE PAYING AGENT SO AS TO BE AVAILABLE THEREFOR ON SUCH DATE, AND AFTER NOTICE OF REDEMPTION SHALL HAVE BEEN GIVEN IN ACCORDANCE WITH THE BOND RESOLUTION, THEN, FROM AND AFTER THE REDEMPTION DATE, THE AGGREGATE PRINCIPAL AMOUNT OF THIS BOND SHALL BE IMMEDIATELY REDUCED BY AN AMOUNT EQUAL TO THE AGGREGATE PRINCIPAL AMOUNT THEREOF SO REDEEMED, NOTWITHSTANDING WHETHER THIS BOND HAS BEEN SURRENDERED TO THE PAYING AGENT FOR CANCELLATION.

This Bond is one of an authorized issue aggregating in principal the sum of Twenty Million Dollars (\$20,000,000) (the "Bonds"), all of like tenor and effect except as to number, denomination, interest rate and maturity, the Bonds having been issued by the Issuer pursuant to a resolution adopted by its governing authority on February 21, 2006 (the "Resolution"), 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 Issuer and acquiring the necessary equipment and furnishings therefor, including, to the extent feasible, those specific school projects in the "Capital Improvements Plan" recommended by the Infrastructure Needs Committee and approved by the School Board on January 27, 2004, title to which shall be in the public, under the authority conferred by Article VI, Section 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, and other constitutional and statutory authority, and constitute the third emission of bonds authorized at a special election held on April 17, 2004, the result of which election has been duly promulgated in accordance with law.

The Bonds are issuable only as fully registered bonds in the denomination of \$5,000 principal amount or any integral multiple thereof, exchangeable for an equal aggregate principal amount of bonds of the same maturity of any other authorized denomination.

Subject to the limitations of and upon payment of the charges provided in the Bond Resolution, the transfer of this Bond may be registered on the registration books of the Paying Agent upon surrender of this Bond at the principal corporate trust office of the Paying Agent as registrar, accompanied by a written instrument of transfer in form and with guaranty of signature satisfactory to the Paying Agent, duly executed by the registered owner or his attorney duly authorized in writing, and thereupon a new bond or bonds of the same maturity and of authorized denomination or denominations, for the same aggregate principal amount, will be issued to the transferee. Prior to due presentment for registration of transfer of this Bond, the Issuer and the Paying Agent may deem and treat the person in whose name this Bond is registered as the absolute owner hereof for all purposes, whether or not this Bond shall be overdue and neither the Issuer nor the Paying Agent shall be bound by any notice to the contrary.

The Bonds maturing on March 1, 2017, and thereafter, will be callable for redemption by the Issuer in full or in part at any time on or after March 1, 2016, and if less than a full maturity, then by lot within such maturity, at the principal amount thereof, plus accrued interest from the most recent Interest Payment Date to which interest has been paid or duly provided for.

In the event a Bond to be redeemed is of a denomination larger than \$5,000, a portion of such Bond (\$5,000 or any multiple thereof) may be redeemed. Any Bond which is to be redeemed only in part shall be surrendered at the office of the Paying Agent and there shall be delivered to the Owner of such Bond, a Bond or Bonds of the same maturity and of any authorized denomination or denominations as requested by such owner in aggregate principal amount equal to and in exchange for the unredeemed portion of the principal of the Bond so surrendered.

In the event of redemption of less than all of the outstanding Bonds of like maturity, such Bonds shall be redeemed by lot or in such other manner as shall be deemed fair and equitable by the Paying Agent for random selection.

The Bond Resolution permits, with certain exceptions as therein provided, the amendment thereof and the modifications of the rights and obligations of the Issuer and the rights of the owners of the Bonds at any time by the Issuer with consent of the owners of two-thirds (2/3) of the aggregate principal amount of all Bonds issued under the Bond Resolution, to be determined in accordance with the Bond Resolution.

This Bond shall not be valid or become obligatory for any purpose or be entitled to any security or benefit under the Bond Resolution until the certificate of registration hereon shall have been signed by the Paying Agent.

This Bond and the issue of which it forms a part constitute general obligations of the Issuer, and the full faith and credit of the Issuer is pledged for the payment of this Bond and the issue of which it forms a part. Said Bonds are secured by a special ad valorem tax to be imposed and collected annually in excess of all other taxes on all the property subject to such taxation within the territorial limits of the Issuer, under the Constitution and laws of Louisiana, sufficient in amount to pay the principal of this Bond and the issue of which it forms a part and the interest thereon as they severally mature.

It is hereby certified, recited and declared that all acts, conditions and things required to exist, to happen and to be performed precedent to and in the issuance of this Bond and the issue of which it forms a part to constitute the same legal, binding and valid obligations of the Issuer have existed, have happened and have been performed in due time, form and manner as required by law, and that the indebtedness of the Issuer, including this Bond and the issue of which it forms a part, does not exceed the limitations prescribed by the Constitution and statutes of the State of Louisiana.

It is certified that this Bond is authorized by and is issued in conformity with the requirements of the Constitution and statutes of this State.

IN WITNESS WHEREOF, Parishwide School District of Caddo Parish, Louisiana has caused this Bond to be executed in its name by the facsimile or manual signatures of the President and Secretary of its governing authority, the Parish School Board of the Parish of Caddo, State of Louisiana, and the corporate seal of said governing authority to be impressed hereon.

PARISHWIDE SCHOOL DISTRICT OF  
CADDO PARISH, LOUISIANA

(facsimile or manual)

(facsimile or manual)

\_\_\_\_\_  
Secretary,  
Caddo Parish School Board

\_\_\_\_\_  
President,  
Caddo Parish School Board

(SEAL)

(FORM OF SECRETARY OF STATE ENDORSEMENT -  
TO BE PRINTED ON ALL BONDS)

OFFICE OF SECRETARY OF STATE  
STATE OF LOUISIANA

This Bond secured by a tax. Registered on this the \_\_\_\_ day of \_\_\_\_\_, 2006.

\_\_\_\_\_  
Secretary of State

(FORM OF PAYING AGENT'S CERTIFICATE OF REGISTRATION -  
TO BE PRINTED ON ALL BONDS)

This Bond is one of the Bonds referred to in the within-mentioned Bond Resolution.

ARGENT TRUST,  
a division of National Independent Trust Company  
as Paying Agent

Date of Registration: \_\_\_\_\_

By: \_\_\_\_\_

Officer

Authorized

\* \* \* \* \*  
(FORM OF ASSIGNMENT)

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto

\_\_\_\_\_  
Please Insert Social Security  
or other Identifying Number of Assignee

the within Bond and all rights thereunder, and hereby irrevocably constitutes and appoints

\_\_\_\_\_  
attorney or agent to transfer the within Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: \_\_\_\_\_

NOTICE: The signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

\* \* \* \* \*

(FORM OF LEGAL OPINION CERTIFICATE  
-  
TO BE PRINTED ON ALL BONDS)

I, the undersigned Secretary of the Parish School Board of the Parish of Caddo, State of Louisiana, do hereby certify that the following is a true copy of the complete legal opinion of Foley & Judell, L.L.P., the original of which was manually executed, dated and issued as of the date of payment for and delivery of the original Bonds- of the issue described therein and was delivered to- Merrill Lynch & Company, of New York, New York, the original purchaser thereof:

(Bond Printer Shall Insert Legal Opinion)

I further certify that an executed copy of the above legal opinion is on file in my office, and that an executed copy thereof has been furnished to the Paying Agent for this Bond-.

(Facsimile or Manual) \_\_\_\_\_ Secretary, Parish School Board

\* \* \* \* \*

(STATEMENT OF INSURANCE - TO BE PRINTED ON BONDS)

\* \* \* \* \*

SECTION 7. Execution of Bonds. The Bonds shall be signed by the Executive Officers for, on behalf of, in the name of and under the corporate seal of the Issuer, which signatures and corporate seal may be either manual or facsimile.

SECTION 8. Registration of Bonds. The Bonds shall be registered with the Secretary of State of the State of Louisiana as provided by law and shall bear the endorsement of the Secretary of State in substantially the form set forth herein, provided that such endorsement shall be manually signed only on the Bonds initially delivered to the Purchaser, and Bonds subsequently exchanged therefor as permitted in this Bond Resolution may bear the facsimile signature of said Secretary of State.

SECTION 9. Pledge of Full Faith and Credit. The Bonds shall constitute general obligations of the Issuer, and the full faith and credit of the Issuer is hereby pledged for their payment. This Governing Authority does hereby obligate itself and is bound under the terms and

provisions of law and the election authorizing the Bonds to impose and collect annually in excess of all other taxes a tax on all of the property subject to taxation within the territorial limits of the Issuer, sufficient to pay the principal of and the interest on the Bonds falling due each year, said tax to be levied and collected by the same officers, in the same manner and at the same time as other taxes are levied and collected within the territorial limits of the Issuer.

SECTION 10. Sinking Fund. For the payment of the principal of and the interest on the Bonds, the Issuer will establish a special fund, to be held by the regularly designated fiscal agent of the Issuer (the "Sinking Fund"), into which the Issuer will deposit the proceeds of the aforesaid special tax and no other moneys whatsoever (other than investment earnings thereon). The depository for the Sinking Fund shall transfer from the Sinking Fund to the Paying Agent at least one (1) day in advance of each Interest Payment Date, funds fully sufficient to pay promptly the principal and interest falling due on such date.

All moneys deposited with the regularly designated fiscal agent bank or banks of the Issuer or the Paying Agent under the terms of this Resolution shall constitute sacred funds for the benefit of the Owners of the Bonds, and shall be secured by said fiduciaries at all times to the full extent thereof in the manner required by law for the securing of deposits of public funds.

All or any part of the moneys in the Sinking Fund shall, at the written request of the Issuer, be invested in accordance with the provisions of the laws of the State of Louisiana, in which event all income derived from such investments shall be added only to the Sinking Fund.

SECTION 11. Application of Proceeds. The Executive Officers are hereby empowered, authorized and directed to do any and all things necessary and incidental to carry out all of the provisions of this Resolution, to cause the necessary Bonds to be printed, to issue, execute and seal the Bonds, and to effect delivery thereof as hereinafter provided. The proceeds derived from the sale of the Bonds-, except accrued interest, shall be deposited by the Issuer in a bank or banks to be used only for the purpose for which the Bonds are issued. Accrued interest, if any, derived from the sale of the Bonds shall be deposited in the Sinking Fund to be applied to the first interest payment.

SECTION 12. Bonds Legal Obligations. The Bonds shall constitute legal, binding and valid obligations of the Issuer, and shall be the only representations of the indebtedness as herein authorized and created.

SECTION 13. Resolution a Contract. The provisions of this Resolution shall constitute a contract between the Issuer and its successors, and the Owner or Owners from time to time of the Bonds and any such Owner or Owners may at law or in equity, by suit, action, mandamus or other proceedings, enforce and compel the performance of all duties required to be performed by the Governing Authority or the Issuer as a result of issuing the Bonds.

No material modification or amendment of this Resolution, or of any resolution amendatory hereof or supplemental hereto, may be made without the consent in writing of the Owners of two-thirds (2/3) of the aggregate principal amount of the Bonds then outstanding; provided, however, that no modification or amendment shall permit a change in the maturity or redemption provisions of the Bonds, or a reduction in the rate of interest thereon, or in the amount of the principal obligation thereof, or affecting the obligation of the Issuer to pay the principal of and the interest on the Bonds as the same shall come due from the revenues appropriated, pledged and dedicated to the payment thereof by this Resolution, or reduce the percentage of the Owners required to consent to any material modification or amendment of this Resolution, without the consent of the Owners of the Bonds.

SECTION 14. Severability; Application of Subsequently Enacted Laws. In case any one or more of the provisions of this Resolution or of the Bonds shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions of this Resolution or of the Bonds, but this Resolution and the Bonds shall be construed and enforced as if such illegal or invalid provisions had not been contained therein. Any constitutional or statutory provisions enacted after the date of this Resolution which validate or make legal any provision of the Resolution and/or the Bonds which would not otherwise be valid or legal, shall be deemed to apply to this Resolution and to the Bonds.

SECTION 15. Recital of Regularity. This Governing Authority having investigated the regularity of the proceedings had in connection with the Bonds herein authorized and having determined the same to be regular, the Bonds shall contain the following recital, to-wit:

"It is certified that this Bond- is authorized by and is issued in conformity with the requirements of the Constitution and statutes of this State."

SECTION 16. Effect of Registration. The Issuer, the Paying Agent, and any agent of either of them may treat the Owner in whose name any Bond is registered as the Owner of such Bond for the purpose of receiving payment of the principal (and redemption price) of and interest on such Bond and for all other purposes whatsoever, and to the extent permitted by law, neither the Issuer, the Paying Agent, nor any agent of either of them shall be affected by notice to the contrary.

SECTION 17. Notices to Owners. Wherever this Resolution provides for notice to Owners of Bonds of any event, such notice shall be sufficiently given (unless otherwise herein expressly provided) if in writing and mailed, first-class postage prepaid, to each Owner of such Bonds, at the address of such Owner as it appears in the Bond Register. In any case where notice to Owners of Bonds is given by mail, neither the failure to mail such notice to any particular Owner of Bonds, nor any defect in any notice so mailed, shall affect the sufficiency of such notice with respect to all other Bonds. Where this Resolution provides for notice in any manner, such notice may be waived in writing by the Owner or Owners entitled to receive such notice, either before or after the event, and such waiver shall be the equivalent of such notice. Waivers of notice by Owners shall be filed with the Paying Agent, but such filing shall not be a condition precedent to the validity of any action taken in reliance upon such waiver.

SECTION 18. Cancellation of Bonds. All Bonds surrendered for payment, redemption, transfer, exchange or replacement, if surrendered to the Paying Agent, shall be promptly canceled by it and, if surrendered to the Issuer, shall be delivered to the Paying Agent and, if not already canceled, shall be promptly canceled by the Paying Agent. The Issuer may at any time deliver to the Paying Agent for cancellation any Bonds previously registered and delivered which the Issuer may have acquired in any manner whatsoever, and all Bonds so delivered shall be promptly canceled by the Paying Agent. All canceled Bonds held by the Paying Agent shall be disposed of as directed in writing by the Issuer.

SECTION 19. Mutilated, Destroyed, Lost or Stolen Bonds. If (a) any mutilated Bond is surrendered to the Paying Agent, or the Issuer and the Paying Agent receive evidence to their satisfaction of the destruction, loss or theft of any Bond, and (b) there is delivered to the Issuer and the Paying Agent such security or indemnity as may be required by them to save each of them harm-less, then, in the absence of notice to the Issuer or the Paying Agent that such Bond has been acquired by a bona fide purchaser, the Issuer shall execute, and upon its request the Paying Agent shall register and deliver, in exchange for or *in lieu* of any such mutilated, destroyed, lost, or stolen Bond, a new Bond of the same maturity and of like tenor, interest rate and principal amount, bearing a number not contemporaneously outstanding. In case any such mutilated, destroyed, lost or stolen Bond has become or is about to become due and payable, the Issuer in its discretion may, instead of issuing a new Bond, pay such Bond. Upon the issuance of any new Bond under this Section, the Issuer may require the payment by the Owner of a sum sufficient to cover any tax or other governmental charge that may be imposed in relation thereto and any other expenses (including the fees and expenses of the Paying Agent) connected therewith. Every new Bond issued pursuant to this Section *in lieu* of any mutilated, destroyed, lost or stolen bond shall constitute a replacement of the prior obligation of the Issuer, whether or not the mutilated, destroyed, lost or stolen Bond shall be at any time enforceable by anyone and shall be entitled to all the benefits of this Resolution equally and ratably with all other Outstanding Bonds. Any additional procedures set forth in the Agreement, authorized in this Resolution, shall also be available with respect to mutilated, destroyed, lost or stolen Bonds. The provisions of this Section are exclusive and shall preclude (to the extent lawful) all other rights and remedies with respect to the replacement and payment of mutilated, destroyed, lost or stolen Bonds.

SECTION 20. Discharge of Resolution; Defeasance. If the Issuer shall pay or cause to be paid, or there shall other-wise be paid to the Owners, the principal (and redemption

price) of and interest on the Bonds, at the times and in the manner stipulated in this Resolution, then the pledge of the money, securities, and funds pledged under this Resolution and all covenants, agreements, and other obligations of the Issuer to the Owners of the Bonds shall thereupon cease, terminate, and become void and be discharged and satisfied, and the Paying Agent shall pay over or deliver all money held by it under this Resolution to the Issuer.

Bonds or interest installments for the payment of which money shall have been set aside and shall be held in trust (through deposit by the Governing Authority of funds for such payment or otherwise) at the maturity date thereof shall be deemed to have been paid within the meaning and with the effect expressed above in this Section. Bonds shall be deemed to have been paid, prior to their maturity, within the meaning and with the effect expressed above in this Section if they have been defeased pursuant to Chapter 14 of Title 39 of the Louisiana Revised Statutes of 1950, as amended, or any successor provisions thereto.

SECTION 21. Successor Paying Agent; Paying Agent Agreement. The Issuer will at all times maintain a Paying Agent meeting the qualifications hereinafter described for the performance of the duties hereunder for the Bonds. The designation of the initial Paying Agent in this Resolution is hereby confirmed and approved. The Issuer reserves the right to appoint a successor Paying Agent by (a) filing with the Person then performing such function a certified copy of a resolution or ordinance giving notice of the termination of the Agreement and appointing a successor and (b) causing notice to be given to each Owner. Every Paying Agent appointed hereunder shall at all times be a bank or trust company organized and doing business under the laws of the United States of America or of any State, authorized under such laws to exercise Trust powers, and subject to supervision or examination by Federal or State authority. The Executive Officers are hereby authorized and directed to execute an appropriate Agreement with the Paying Agent for and on behalf of the Issuer in such form as may be satisfactory to said officers, the signatures of said officers on such Agreement to be conclusive evidence of the due exercise of the authority granted hereunder.

SECTION 22. Non-Arbitrage. The Issuer covenants and agrees that, to the extent permitted by the laws of the State of Louisiana, it will comply with the requirements of the Internal Revenue Code of 1986 and any amendment thereto (the "Code") in order to establish, maintain and preserve the exclusion from "gross income" of interest on the Bonds under the Code. The Issuer further covenants and agrees that it will not take any action, fail to take any action, or permit any action within its control to be taken, or permit at any time or times any of the proceeds of the Bonds or any other funds of the Issuer to be used directly or indirectly in any manner, the effect of which would be to cause the Bonds to be "arbitrage bonds" or would result in the inclusion of the interest on any of the Bonds in gross income under the Code, including, without limitation, (i) the failure to comply with the limitation on investment of Bond proceeds or (ii) the failure to pay any required rebate of arbitrage earnings to the United States of America or (iii) the use of the proceeds of the Bonds in a manner which would cause the Bonds to be "private activity bonds".

SECTION 23. Execution of Documents. In connection with the issuance and sale of the Bonds, the Executive Officers are each authorized, empowered and directed to execute on behalf of the Issuer such documents, certificates and instruments as they may deem necessary, upon the advice of bond counsel, to effect the transactions contemplated by this Bond Resolution, the signatures of such persons on such documents, certificates and instruments to be conclusive evidence of the due exercise of the authority granted hereunder.

SECTION 24. Publication. A copy of this Resolution shall be published immediately after its adoption in one issue of the official journal of the Issuer.

SECTION 25. Continuing Disclosure. The Executive Officers are hereby empowered and directed to execute an appropriate Continuing Disclosure Certificate (substantially in the form set forth in Appendix H of the official statement issued in connection with the sale and issuance of the Bonds) pursuant to S.E.C. Rule 15c2-12(b)(5).

SECTION 26. Section Headings. The headings of the various sections hereof are inserted for convenience of reference only and shall not control or affect the meaning or construction of any of the provisions hereof.



SECTION 27. Effective Date. This Resolution shall become effective immediately.

The foregoing resolution having been submitted to a vote, the vote thereon was as follows:

<u>MEMBERS:</u>	<u>YEAS:</u>	<u>NAYS:</u>	<u>ABSENT:</u>	<u>ABSTAINING:</u>
Phillip R. Guin			X	
Eursla Hardy	X			
Willie D. Burton	X			
Charlotte Crawley	X			
Lola May			X	
Tammy T. Phelps	X			
Lillian Priest	X			
Bonita Crawford	X			
Barry F. Rachal	X			
Larry Ramsey	X			
Ginger Armstrong	X			
Willie Henderson	X			

And the resolution was declared adopted, on this, the 21st day of February, 2006.

/s/ Ollie Tyler  
Secretary

/s/ Ginger Armstrong  
President

STATE OF LOUISIANA  
PARISH OF CADDO

I, the undersigned Secretary of the Parish School Board of the Parish of Caddo, State of Louisiana, do hereby certify that the foregoing \_\_\_\_\_ (\_\_\_\_) pages constitute a true and correct copy of a resolution adopted by said Parish School Board on February 21, 2006, authorizing the incurring of debt and issuance of Twenty Million Dollars-(\$20,000,000) of General Obligation School Bonds, Series 2006, of Parishwide School District of Caddo Parish, Louisiana; prescribing the form, terms and conditions of said Bonds; designating the date, denomination and place of payment of said Bonds; providing for the payment thereof in principal and interest; and providing for other matters in connection therewith.

. IN FAITH WHEREOF, witness my official signature and the impress of the official seal of said Parish School Board at Shreveport, Louisiana, on this, the 21st day of February, 2006.

(SEAL)

\_\_\_\_\_  
Secretary

Mr. Schlueter shared with the board that the interest rate on this issue, as with the prior series to date, is considerably lower than what was used in estimates going to the voters, so this will keep the millage rate down for the General Obligation bonds. He also commended Mr. Wreyford for his contribution to the strong financial performance the New York credit agencies continue to cite in their reports to the school board.

**PUBLIC HEARING – REVISION TO THE STUDENT DISCIPLINE POLICY JG:  
PROGRESSIVE DISCIPLINARY DISPOSITIONS**

President Armstrong declared the public hearing open for the proposed revisions to the Student Discipline Policy JG: Progressive Disciplinary Dispositions. There being no speakers, Mrs. Armstrong declared the public hearing closed.

**Semi-Annual Report.** Superintendent Ollie Tyler shared with the board a powerpoint presentation highlighting the semi-annual report of the progress made on the four priority goals and the 44 objectives for 2005-2006. Highlights of this first semester report included:

### **Academic Division**

- Led northwest Louisiana with the largest number of schools with a School Performance Score of 100 and above.
- 80% of all schools made Adequate Yearly Progress (AYP) under the sub-group component and 73% of all Caddo schools made AYP under the school performance score component.
- South highlands Academic and Performing Arts Magnet School again received the Blue Ribbon School of Excellence award from the U S Department of Education. Caddo has been honored 9 times with this award.
- Every 4<sup>th</sup> grader and their teacher received a personal dictionary from the Rotary Club of Shreveport.
- Staff was trained and a new K12 mathematics series was implemented.
- Training, implementation and monitoring of the Comprehensive Curriculum was begun
- Options Program for over-aged middle school students was expanded at Hamilton Terrace.
- Caddo provided educational and personnel services to 1500 hurricane evacuee students and their families.
- A team with mental health professionals in the community was formed with the Office of Guidance and Counseling and the System Psychologist for training, referral and advisory services for students who have been displaced by Hurricanes Katrina and Rita.
- The Reading Excellence Initiative was implemented in nine elementary schools to improve reading achievement of students in the high priority schools. This initiative is funded with Title I, Special Education, K-3 Reading and Math Initiative funds.
- Thirteen new interns were enrolled in the 2005-06 administrative internship program.
- \$8.2 million was received in competitive grants and we received six 8(g) grants which is more than any other district in the state.
- 89% of the regular education teachers have been designated highly qualified.
- Caddo had two regional winners in the Louisiana Principals of the Year contest – Shirley Pierson, Elementary, and Mary Rounds (Secondary) as well as a regional winner in the Louisiana Teacher of the Year program (Mary Harris).
- Tuition assistance was granted to 138 teachers.
- 36 Caddo Career and Technology Center students passed the industry-recognized certifications as nursing assistants or in the area of business.
- Twenty teachers have become National Board Certified for a total of 53 in Caddo; ranking Caddo 3<sup>rd</sup> in Louisiana.
- Two Caddo Magnet High students, out of five finalists in Louisiana, will attend the 2006 National Junior Science and Humanities Symposium in Albuquerque, New Mexico at the end of April.
- 29 students are National Merit Program award winners, including National Merit Semifinalists, Commended Students and College-sponsored Merit Scholarship.
- Magnet components were added at Broadmoor Middle Laboratory – Math and Science; Youree Drive – Middle Advanced Placement Magnet and Southwood High – Biotechnology Magnet.
- A Science Integration Laboratory for Kids (SILK) was implemented at Caddo Heights.
- A seven-period day at Northwood High School is being implemented.
- Implementation of the Every Day Math Counts Program is being implement in the high priority schools.
- Sessions were hosted for high priority school administrators to share successful strategies for school improvement.
- Five visually or physically challenged students excelled at the GUMBO games by earning 31 first place medals and 21 second place medals.
- Maintained the lead of having the most five star schools in the state, and continues to be the only school district in the northern part of the state with five star schools (40% of all five star schools in the state).

### **Human Resources Division**

- Approximately \$500,000 was saved per year by performing the district's own sub teacher staffing rather than outsourcing.

- 91.68% of Caddo's teacher aides have meet the NCLB highly qualified status.
- 1526 or 60.65% of Caddo's 2,516 substitute teachers hold a bachelor's degree or higher.
- Exceeded the 93% substitute fill-rate objective with the current fill-rate standing at 99.1%.
- Caddo met and exceeded all 504 audit requirements of the State Department of Education and some procedures/practices currently serving as models for the state.
- Included a fourth high school in the Louisiana Virtual School Program for Homebound students.
- Processed a total of 468 new teacher hires, which includes 63 teachers from areas affected by Hurricans Katrina and Rita, to staff existing vacancies in critical shortage areas, as well as vacancies created due to the unexpected increase in enrollment.
- Attendance workshops were conducted for all assistant principals and made 864 home visits and almost 10,000 telephone calls for students with high absences.
- 223 student hearings were conducted.
- 105 over-age middle school students who are 16 years old and potential dropouts were routed to the Options Program to obtain a GED.
- 184 homebound applications were processed.
- 1680 Individual Accommodation Plans for 504 students were filed.

### **Support Services**

- Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association and Certificate of Excellence in Financial Reporting from the Association of School Business Officials International were received.
- A 33% increase over the previous year was reflected in the actual general fund ending balance for 2004-05.
- The renewal of group medical insurance was at a lower rate of increase than the statewide average with Caddo's increase being 8.6% compared to 12-30% around the state.
- Breakfast participation in the Summer Food Program increased by 15% over the previous year.
- 40+ hours of training was provided for all security coordinators, behavior interventionists, and selected assistant principals on terrorism, crisis management, managing disruptive students, first aid, search and seizure and gang awareness.
- A School Fight Diversion Program was implemented at Laurel Street School.
- Security cameras were purchased and are installed at seven schools.
- \$3,000,000 for inside HVAC renovation at Fair Park High School and a classroom wing at Caddo Middle Magnet as well as the completion of all summer capital projects.
- Infrastructure portion of wireless upgrade at every campus was completed.
- 100% of all work orders submitted from all schools were completed.
- 40+ schools had school playground safety inspections.
- An updated computer liability/workman's compensation data base program has been completed.
- The bandwidth required to support video, voice and data traffic over the district network has been doubled.
- E-Rate discounts totaling \$1,124,681.11 for voice service, data circuits, ISP service and wireless telephones were secured.
- The operating system was installed and upgraded and configured the Wireless Access Points that provide wireless voice and data capabilities to all schools.
- Each high school has been equipped with distance learning classroom including computers and furniture.
- A new online data collection system that provides cost savings and improved applicant tracking has been put into place.
- A system has been installed to track driver operator absenteeism in an effort to reduce such.
- An independent audit showed a "Favorable Audit Opinion" with no major findings.
- 595 administrative school-based visits regarding maintenance needs were made.
- Campus site plans were developed for the Metropolitan Planning Commission
- Digital floor plans of schools were developed and provided to the CPSB Security Department and office of Homeland Security.
- Provision was made to convert aging paper school plans to an electronic format.

### **Superintendent's Division**

- 21 school audits were completed.

- An addition of 175 Opportunity Caddo Fair Share prospective vendors added for tracking purposes – an increase of 66% from last year.
- 25% of the general construction contracts awarded during the first half were awarded to Opportunity Caddo Fair Share vendors; and of the \$23.8 million spent during the first quarter, 13% (\$3 million) went to minority-owned businesses.
- Articles were published in special journals, including Parenting Magazine, The Forum, SB Magazine and the Caddo District PTA Newsletter.
- Collaboration continued with the State Department of Education on accountability, instruction, funding and other issues.
- News conferences were hosted to inform the community on topics such as the hurricane disaster relief plan, grant awards, arts endowment funding and highlighting schools, students and staff to internal and external audiences.
- Test data information was interpreted and disseminated to the school board, schools and community.
- Staff increased giving by 29%, a total Caddo donation of over \$125,000, to the United Way.
- Efforts continued on securing funding for hurricane relief from local and national contributors.
- The Quarterly Progress Report on the district goals and objectives was published.
- Implemented a tax election campaign that led to the renewal of three propositions on January 21, 2006.

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators, staff and other guests also were recognized.

**Students of the Year.** The following students were recognized as Students of the Year: (1) Sean Nathan, elementary student of the year, 5<sup>th</sup> grader at South Highlands Elementary; (2) Mary Ellen Kerr, middle school student of the year, student at Caddo Middle Magnet; (3) Monika Kumar, high school student of the year, senior at Caddo Magnet High School. Sharon Burford is the coordinator for this program. Mrs. Anderson announced students of the year in all schools will be honored at a special reception in April.

**Louisiana Scholastic Press Association Winners.** Amy Brittain, Valeria Turturro, Leigh Anne Scott and Rebecca Cord were recognized for the work done by the *High Life* staff in 2004-2005 in the C. E. Byrd High School student newspaper receiving third place for large schools in the State of Louisiana.

**Louisiana Official Tournament of the First Lego League Winners.** Mrs. Anderson recognized the following students who competed in robotics competition titled (FIRST) For Inspiration and Recognition of Science and Technology Program for their achievements in the First LEGO competition which works to inspire and celebrate science and technology for children aged 9 – 14: First Place – Ridgewood Middle School (Tim Daniels, Coordinator); Second Place – Linwood Middle School (Patricia Desamore, Coordinator); and Fourth Place – Keithville Middle School (Ed Armes, Coordinator). These students used LEGO designed robots that would perform set tasks. Mrs. Anderson also recognized Jeff Roberts, coordinator of the MST Program, Jack Sharp, Biomed Foundation; Jay Myers, senior director of development of Biomedical Research, and the principals and assistant principals of these schools.

**Exemplary Teacher Awards.** Gary Weese, Auto Tech Instructor at the Caddo Career and Technology Center in the automotive program, was recognized as the recent runner up in the Automotive Industry Planning Council program competition at the Association for Career and Technical Educators Convention in Kansas City in December. Mrs. Anderson said this program recognizes outstanding automotive technician education programs and their instructors for the work they do to prepare young people for successful careers in the industry. Mrs. Anderson announced that in addition to the trophy/plaque, the Caddo Career & Technology Center received a 2004 Dodge Daytona pickup truck, a 2004 Acura RL automobile, \$2,500 Snap-On gift certificate, a paid association membership, training parts and manuals from auto manufacturers for a total value of over \$50,000.

**Louisiana Junior Science and Humanities Symposium Finalists.** Mrs. Anderson recognized Matthew Wallace (second place) and Carl Rodriguez (third place) as two of five finalists who will be attending the Louisiana Junior Science and Humanities Symposium in Albuquerque, New Mexico at the end of April. Each will receive \$1,500 and \$1000 respectively in scholarships. Mrs. Anderson announced this program is sponsored by the U. S. Departments of the Army, Navy, and the Air Force.

**Intel Science Talent Search.** Charles Dyer and Monica Kumar were recognized as finalists in the Intel Science Talent Search. Each will receive \$1,000 in recognition of their scientific achievements, as well as \$1,000 per semi finalist to the school to support its programs in the future. Mrs. Anderson announced both students are participants in the science and medicine academic training program sponsored by the Biomedical Research Foundation of Northwest Louisiana, and were selected from 1,558 entrants representing 486 schools in 44 states, District of Columbia, Puerto Rico, Virgin Islands and overseas schools.

**Recess.** The president called for a five minute recess at approximately 5:30 p.m. The board reconvened in open session at approximately 5:45 p.m.

## **VISITORS**

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on matters concerning the Federation. She reminded the board that Hurricanes Katrina and Rita wreaked havoc and changed everything with the New Orleans Public School System being taken over by the state and turned over to ill defined charters with little discussion and clarity. She said there were no answers as to the effects of the plan and whether the plan would help children or would it limit their accesses to educational opportunities. She said Caddo too has been a part of this change and announced that at the eleventh hour, the takeover law was amended to reach state wide, with takeover bringing the potential for changes in retirement, tenure, sick leave, due process and benefits. She said in the aftermath, tax cuts in the millions were provided to businesses while almost simultaneously millions of dollars were cut from public education. She added the change did not diminish the Federation's resolve, but energized its commitment to defend and promote the Federation's core values. Mrs. Lansdale added the Federation believes quality education for all children must be supported with fairness to students and employees; and stated if public school students are expected to pass high stakes tests, then all students benefiting from the tax payer's investment should be expected to pass the same test. She said rules that affect and govern school employees should be consistently applied and enforced. Mrs. Lansdale stated the Federation believes Louisiana should provide opportunity through the educational process, giving all children a real opportunity to succeed and school employees a real opportunity to perform expected duties with adequate resources, appropriate support from elected officials, and administration are needed to provide successful opportunities. Mrs. Lansdale stated the Federation believes quality education will be a reality when everyone is held accountable – students and their performance, but only when the standards are clearly defined and fairly applied, and teachers and school employees who have long accepted their responsibilities, but they must be broadened to include the obligation to demand that administrators, parents, and elected officials are also held accountable. Mrs. Lansdale restated what Louisiana has experienced with Hurricanes Katrina and Rita and that the fight is still on for those who it is known will use this as an opportunity for their own designs. She said the Federation is unified and steadfast to its commitment to the core of beliefs, i.e. fairness, opportunity, access and accountability. The Federation is ready as the Legislative Session begins, as well as the upcoming election cycle, to challenge all policies and laws that conflict with the Foundation's core values.

Paul Sutherland, parent, congratulated the board on the positive things he heard today on what the district is doing, and as the father of two children, shared his concerns on the effects of the proposed redistricting. He stated if some of the BTW students currently attending Byrd High School were attending their neighborhood school, we would not be having to address this problem. He stated he believes if the board were providing as good an education at BTW, the students in the neighborhood would be seeking to get an education at their neighborhood school; and if the attendance zones are changed, his children will be moved to a lower scoring school rather than getting the quality education at Byrd High School all because of a political move that is not fair to the children. He said he thinks if we do a little more in this district, we would not be trying to take students from another district to offset the lost students.

Kristy Bryant, parent, spoke on the rezoning for Booker T. Washington High School, and the problems she is having selling her house since this was announced, as well as the fact she will have to take less for her home because those who have indicated an interest in it are offering less now that this is being proposed. She said at this time, her children will be rezoned into BTW, which has a reputation of not being a great school with lower grades. She said Byrd at this time is walking distance from her house.

Kevin Hurd, parent, addressed the board on concerns relative to the feeder pattern proposal for Booker T. Washington and solutions he has; and asked the board to ask themselves some very serious questions before making any decisions, i.e. how did Booker T. Washington High School find itself in this predicament, how did a single school in a city the size of Shreveport drop its enrollment from 1,000 students 10 years ago to 456 students, where did they go and why did they go? He asked where is the leadership? He said he believes we can restore BTW and he has some solutions to help do so. He said we must keep the children's best interest in mind and do so in a manner that will be an effective use of the hard earned tax dollars. He shared the board's appreciation for high school football and that when high school football teams lose too often, or when high schools have losing seasons in a row, the coach gets the boot, because they are held accountable for the number of wins. He asked is it not reasonable that when schools are not performing at a level in which it is capable that the institution's leadership should be held accountable. Mr. Hurd stated he would like to present to the board at the public hearing some ideas as to how this can be approached without redistricting zones.

Mr. Burton, as a point of personal privilege, stated that the President of the BTW PTA is present and would like to speak to the board, and he believes there is a misconception about the area and people do not understand what has happened in the BTW area.

Ora Hart, BTW Alumni, stated many of the persons present who desired to speak in favor of BTW decided to wait until the public hearing, but she said she must state they too want to know how this happened. She said those who have been in Shreveport a long time understand why the children are at Byrd, and BTW is only asking the board to be fair to BTW and do what is right by undoing what should have never been done so BTW can become the school of excellence it should be.

## **CONFIRM THE CONSENT AGENDA**

*Mr. Burton moved, seconded by Mrs. Hardy, to approve the consent agenda as presented. Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

### **Agenda Item No. 11 B. and C.**

**Requests for Leaves.** The board approved the following requests for leaves as recommended by staff and included in the mailout.

#### Certified Personnel

Catastrophic Illness, Beginning December 16, 2005 for 30 days

Teniesha Bean, Content Coach, Fair Park High School, 1.5 years

Leave Without Pay, February 1-10, 2006 (will utilize 2 UPR days)

Phyllis Hill, Teacher, Herndon Magnet, 20.5 years

#### Classified Personnel

Leave Without Pay, November 28, 2005 until doctor releases

James A. Lee, Painter, Maintenance Dept., 5 years

Leave Without Pay, February 3, 2006 p.m. – March 20, 2006 a.m.

Laura Daniels, Bus Driver, Transportation Dept., 15 years

Leave Without Pay, January 30, 2006 – April 12, 2006

Angeletter Dewhart, Teacher Aide, Eighty-First Street ECE, 4 years

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the Other (Hiring, Assignment Changes, Separations & Resignations) Personnel Transactions Report for the period of December 20, 2005 through January 25, 2006, as recommended by staff and included in the mailout.

### **Agenda Item 12. A. and B.**

**Bids.** The board approved the following bids as recommended by staff and as submitted in the mailout on the bid tabulation sheets: (1) Computer Furniture for JS Clark – Paxton/Patterson totaling \$28,084; (2) Furniture and Equipment for all schools – Ensemble Office Essentials totaling \$3,896.25; Indeco Sales, Inc. totaling \$42,458.75; School Specialty totaling \$18,441 and Virco, Inc. totaling \$15,496.25; and (3) Small Kitchen Equipment – Buckelew’s totaling \$44,922.20; Calico Ind. totaling \$5,462.76 and Smith Supply totaling \$578.45.

**Bids (Capital Projects/Construction).** The board approved the following bids as recommended by staff and submitted in the mailout on the bid tabulation sheets: (1) Southern Hills-HVAC Upgrade Removing Window Units, Project 2007-509 – Air Repair for the sum total of \$84,500; (2) Riverside-HVAC Upgrade Removing Window Units, Project 2007-510 – Air Repair for the sum total of \$292,500; (3) New Gym at Northwood High School, Project 2006-109 – Carter Construction for the sum total of \$3,538,000; (4) Caddo Career & Technology – HVAC Upgrade Removing Window Units, Project 2007-501 – Berg Mechanical with base bid and alternate 1 for the sum total of \$1,299,800; (5) Library at Fairfield, Project 2006-110 – that all bids be rejected and the project rebid.

### **Agenda Item No. 16**

**Revision of 2005-2006 General Fund Budget.** The board approved the revisions to the 2005-2006 General Fund Budget as recommended by staff and included in the mailout.

### **Agenda Item No. 18**

**Approval of Authority for Superintendent to Sign Teacher Contracts for the 2006-2007 School Year.** The board approved granting authority to the superintendent to sign teacher contracts for the 2006-2007 school year.

### **Agenda Item No. 19**

**Resolution of Continued Employment.** The board approved the resolution directing the superintendent to write letters of reasonable assurance of continued employment as recommended by staff and included in the mailout.

### **Agenda Item No. 20**

**Revision to CPSB Policy JG: Progressive Disciplinary Dispositions.** The board approved the proposed revision to CPSB Policy JG: Progressive Disciplinary Disposition as recommended by staff and legal counsel and included in the mailout.

### **Agenda Item No. 21**

**Approval of Proposed 2006-07 School Calendar.** The board approved the proposed 2006-07 school calendar as recommended and included in the mailout.

### **Agenda Item No. 22**

**Approval of Professional Development Day.** The board approved a professional development day for C E Byrd High School on April 13, 2006 as recommended by staff and included in the mailout.

### **Agenda Item No. 23**

**Proposed Math, Science and Technology Program for Linwood Middle School.** The board approved the proposed Math, Science and Technology Program for Linwood Middle School as recommended by staff and included in the mailout.

### **Agenda Item No. 24**

**Approval of Amendment to the Provider Agreement Between the Louisiana Department of Health and Hospitals, Bureau of Health Services Financing.** The board approved the amendment to the provider agreement between the Louisiana Department of Health and Hospitals, Bureau of Health Services Financing as recommended by staff and legal counsel and included in the mailout.

**Agenda Item No. 25**

**Revision to CPSB Policy BDD Board Meeting Procedures.** The board approved revisions to CPSB Policy BDD Board Meeting Procedures as submitted in the mailout.

**RESOLUTION PROVIDING FOR CANVASSING THE RETURNS AND DECLARING THE RESULTS OF THE SPECIAL ELECTION HELD ON JANUARY 21, 2006**

*Ms. Priest moved, seconded by Mrs. Hardy, to approve the following resolution providing for canvassing the returns and declaring the results of the special election held on January 21, 2006. Vote on the motion carried unanimously.*

**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, January 21, 2006, to authorize 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, that:

SECTION 1. Canvass. This Governing Authority does now 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, on SATURDAY, JANUARY 21, 2006, to authorize 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. Proces Verbal. A *Proces 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:

MEMBERS:	YEAS:	NAYS:	ABSENT:	ABSTAINING:
Phillip Guin	_____	_____	<u>  X  </u>	_____
Eursla Hardy	<u>  X  </u>	_____	_____	_____
Willie Burton	<u>  X  </u>	_____	_____	_____
Charlotte Crawley	<u>  X  </u>	_____	_____	_____
Lola May	_____	_____	<u>  X  </u>	_____
Tammy Phelps	<u>  X  </u>	_____	_____	_____
Lillian Priest	<u>  X  </u>	_____	_____	_____
Bonita Crawford	<u>  X  </u>	_____	_____	_____
Barry F. Rachal	<u>  X  </u>	_____	_____	_____
Larry Ramsey	<u>  X  </u>	_____	_____	_____
Ginger Armstrong	<u>  X  </u>	_____	_____	_____
Willie Henderson	<u>  X  </u>	_____	_____	_____

And the resolution was declared adopted on this, the 21<sup>st</sup> day of February, 2006.

/s/ Ollie S. Tyler Secretary	/s/ Ginger Armstrong President
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**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, JANUARY 21, 2006.**

BE IT KNOWN AND REMEMBERED that on Tuesday, February 21, 2006, at four-thirty o'clock (4:30) p.m., at its regular meeting place, the Board Room, 1961 Midway Avenue, 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, January 21, 2006, with the following members present:

Eursla Hardy, Willie Burton, Charlotte Crawley, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry F. Rachal, Larry Ramsey, Ginger Armstrong and Willie Henderson;

There being absent: Phillip Guin and Lola May;

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**  
**(MILLAGE RENEWAL - SALARIES)**

SUMMARY: 10 YEAR, 21.79 MILLS PROPERTY TAX RENEWAL 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 special tax of a twenty-one and seventy-nine hundredths (21.79) mills on all property subject to taxation within the District for a period of ten (10) years, beginning with the year 2007 and ending with the year 2016, for the purpose of paying salaries and benefits for teachers and other personnel employed by the Caddo Parish School Board?

**PROPOSITION NO. 2**  
**(MILLAGE RENEWAL - SCHOOL IMPROVEMENTS)**

SUMMARY: 10 YEAR, 5.56 MILLS PROPERTY TAX RENEWAL 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 special tax of five and fifty-six hundredths (5.56) mills on all property subject to taxation within the District for a period of ten (10) years, beginning with the year 2007 and ending with the year 2016, for the purpose of paying the costs of renovation, repair and improvement of existing public school buildings and facilities in the District?

PROPOSITION NO. 3  
(MILLAGE RENEWAL - TECHNOLOGY)

SUMMARY: 10 YEAR, 1.35 MILLS PROPERTY TAX RENEWAL 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 special tax of one and thirty-five hundredths (1.35) mills on all property subject to taxation within the District for a period of ten (10) years, beginning with the year 2007 and ending with the year 2016, 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?

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:

The polling places above specified being the only polling places designated at which to hold the said election, it was therefore shown that

(i) there was a total of **8,858** votes cast **IN FAVOR OF** Proposition No. 1 and a total of **2,235** votes cast **AGAINST** Proposition No. 1, as hereinabove set forth, and that there was a majority of **6,623** votes cast **IN FAVOR OF** Proposition No. 1 as hereinabove set forth;

(ii) there was a total of **8,757** votes cast **IN FAVOR OF** Proposition No. 2 and a total of **2,315** votes cast **AGAINST** Proposition No. 2, as hereinabove set forth, and that there was a majority of **6,442** votes cast **IN FAVOR OF** Proposition No. 2 as hereinabove set forth; and

(iii) there was a total of **8,620** votes cast **IN FAVOR OF** Proposition No. 3 and a total of **2,408** votes cast **AGAINST** Proposition No. 3, as hereinabove set forth, and that there was a majority of **6,212** votes cast **IN FAVOR OF** Proposition No. 3 as hereinabove set forth.

Therefore, the Governing Authority did declare and proclaim and does hereby declare and proclaim in open and public session that the Propositions as hereinabove set forth were duly **CARRIED** by a majority of the votes cast by the qualified electors voting at the said special election held in the District on Saturday, January 21, 2006.

THUS DONE AND SIGNED at Shreveport, Louisiana, on this, the 21<sup>st</sup> day of February, 2006.

ATTEST:

\_\_\_\_\_  
/s/ Ginger Armstrong  
President

\_\_\_\_\_  
/s/ Ollie S. Tyler

Secretary

**PROCLAMATION**

I, the undersigned President of the Parish School Board of the Parish of Caddo, State of Louisiana, the governing authority of Parishwide School District of Caddo Parish, Louisiana (the "District"), do hereby declare, proclaim and announce that the Propositions submitted at the special election held in the District on Saturday, January 21, 2006, were duly **CARRIED** 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 21<sup>st</sup> day of February, 2006.

\_\_\_\_\_  
/s/ Ginger Armstrong

President

**SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** The superintendent reported this report was sent to the board in the *Weekly Briefing*.

**Report on Factors Included in the Environment Grade and What Caddo is Doing to Address our School Environment Needs.** Mrs. Tyler announced this information was sent to the board in the *Weekly Briefing*.

**Report on Identification of Parent Center Collaboration with Summer School Program.**

The superintendent announced that information on this request was sent to the board in the *Weekly Briefing*. Ms. Phelps asked the superintendent about the summer school sites inviting parents to attend a parent orientation and where this orientation will be held. Mrs. Gunn responded a parent orientation will be held at each summer school site to explain the 20-day program to them and offer them a calendar of activities they can do at home as well as dates for testing, etc. Ms. Phelps asked about the Parent Center being open during the first two weeks and it has been stressed that parents do not come to the Parent Center and her request was to have the Parent Center available at the sites. Mrs. Gunn explained that is what staff hopes to do with the orientation, to have a packet of material for each parent to take home to use with their children at home. Ms. Phelps asked why will the Parent Center be open at the Central Office campus? Mrs. Gunn said there may be some parents who want to come to the Parent Center for additional information. Ms. Phelps asked if the Parent Center employees will be at the orientation sites? Mrs. Gunn answered they will. Ms. Phelps stated she is still concerned as to why we would open the Parent Center? Mrs. Tyler answered that normally we don't keep it open that many days, but because staff was asked to try and involve more parents, staff is pushing to insure that we not only have the school sites, but also the two weeks here where parents can participate in activities, even parents whose children may not be in summer school, but they desire to provide activities for their children in the summer. Ms. Phelps said she remembers the first response as to why the Parent Center is not open and now she understands the staff has decided to try and have it open, because when the question was asked before, why it was not open, it was because parents did not come and she doesn't want to waste funds opening it again for the two weeks. Mrs. Gunn explained that we normally have the Parent Center open for two weeks into June, but it's the rest of the summer that it's not open. Ms. Phelps asked what is the change for this year? Mrs. Gunn answered the new change is we will have the orientation at the summer school sites. Ms. Phelps asked were we not doing this before? Mrs. Gunn responded we were not.

**NEW BUSINESS**

Mrs. Armstrong stated the board previously postponed the April Executive Committee/Board Worksession to April 11<sup>th</sup> because of Spring Break April 3-7; and since the NSBA Annual Conference is April 8-11, asked if it is the board's desire to return from NSBA on Monday, April 10<sup>th</sup> in order to meet on April 11<sup>th</sup>. Everyone was in agreement. President Armstrong asked board members to complete forms at their stations regarding this trip and turn them in to the board secretary.

030A	Atkins Branch Shreve Mem. Library, 2709 Hassett Ave., Shreveport	58	8	57	9	57	9
030B	Atkins Branch Shreve Mem. Library, 2709 Hassett Ave., Shreveport	72	9	71	10	71	9
031	Galilee Baptist Church, 1500 Pierre Avenue, Shreveport	54	0	53	2	49	6
032	Mall St. Vincent, 1133 St. Vincent Avenue, Shreveport	32	4	32	4	31	5
034A	Caddo Heights Elementary School, 1702 Corbitt Street, Shreveport	35	4	33	5	32	6
034B	Caddo Heights Elementary School, 1702 Corbitt Street, Shreveport	38	4	38	4	38	4
035	Linwood Middle School, 401 W 70 <sup>th</sup> Street, Shreveport	33	1	33	1	32	0
036	Sunset Acres Elementary School, 6514 West Canal Blvd., Shreveport	27	8	30	5	28	7
037	Queensborough Elementary School, 2701 Catherine Street, Shreveport	40	4	41	4	40	5
038	Hollywood Middle School, 6310 Clift Ave., Shreveport	65	8	61	10	61	10
039	Our Lady of the Blessed Sacrament, 2932 Murphy Street, Shreveport	62	3	64	1	60	3
040	Ingersoll Elementary School, 401 North Holzman St., Shreveport	27	2	27	1	26	2
041	Bilberry Park Recreation Center, 1905 Alabama Street, Shreveport	80	5	80	4	80	4
042	Newton Smith Elem. School, 3000 Martin Luther King Jr. Dr., Shreveport	11	2	10	2	10	3
043	Hillsdale Elem. School, 3860 Hutchinson St., Shreveport	14	1	14	1	14	1
044	Shreveport Job Corps Center, 2800 West College Street, Shreveport	47	2	46	3	41	3
045A	Lakeshore Elementary School, 1807 San Jacinto Ave., Shreveport	48	2	47	2	46	3
045B	Lakeshore Elementary School, 1807 San Jacinto Ave., Shreveport	46	6	47	5	45	5
046	Fair Park High School, 3222 Greenwood Road, Shreveport	51	5	52	5	50	6
047	Ford Park Baptist Church, 5755 Yarbrough Road, Shreveport	84	14	84	15	81	18
048	Haynes Avenue Baptist Church, 610 Haynes Avenue, Shreveport	102	22	98	25	96	27
049A	Youree Drive Middle School, 6008 Youree Drive, Shreveport	57	17	55	17	55	18
049B	Youree Drive Middle School, 6008 Youree Drive, Shreveport	57	27	56	27	55	25

050	Caddo Middle Magnet School, 7635 Cornelious Lane, Shreveport	100	5	96	7	98	7
051A	81 <sup>st</sup> Street ECE Center, 8108 Fairfield Ave., Shreveport	58	1	56	2	55	2
051B	81 <sup>st</sup> Street ECE Center, 8108 Fairfield Ave., Shreveport	48	1	45	3	42	5
052	Woodlawn High School, 7340 Wyngate Blvd., Shreveport	41	1	41	1	41	1
053	Sunset Acres Elementary School, 6514 W. Canal Blvd., Shreveport	23	8	23	8	23	9
054	Judson Street Elementary School, 3809 Judson Street, Shreveport	74	8	75	7	72	9
055	Hillsdale Elem. School, 3860 Hutchinson Street, Shreveport	32	4	30	6	31	5
056	University Elem. School, 9900 Smitherman Drive, Shreveport	121	41	114	48	115	47
057	Pine Grove Elem. School, 1700 Caldwell Street, Shreveport	49	6	48	7	48	6
058	Caddo Heights Elem. School, 1702 Corbitt Street, Shreveport	62	6	60	6	62	6
059	Linwood Middle School, 401 West 70 <sup>th</sup> Street, Shreveport	51	3	52	2	51	3
060	Morning Star Baptist Church, 5340 Jewella, Shreveport	38	2	38	3	36	3
061	Mooretown ECE Center, 3913 Powell Street, Shreveport	68	7	70	7	64	10
062	Summerfield Elementary School, 3131 Ardis Taylor Drive, Shreveport	66	10	66	10	65	11
063	Summerfield Elementary School, 3131 Ardis Taylor Drive, Shreveport	25	4	25	4	26	3
064	Stoner Hill Elementary Lab School, 2127 C E Galloway Blvd., Shreveport	41	2	42	2	42	2
065	Southwood High School, 9000 Walker Road, Shreveport	37	11	34	14	34	14
066	Grawood Baptist Church Gym, 5841 Colquitt Road, Keithville	88	39	82	45	82	45
067	West Shreveport Elem., 2100 Weinstock Street, Shreveport	83	9	84	8	82	9
068	Shreve Memorial Library, 8303 Line Avenue, Shreveport	38	12	38	12	37	12
069	Westwood Elementary School, 7325 Jewella Ave., Shreveport	36	22	34	24	37	21
070	Westwood Elementary School, 7325 Jewella Ave., Shreveport	61	9	62	9	59	11
071	J. S. Clark Middle School, 351 Hearne Avenue, Shreveport	84	4	84	4	82	4
072	Baptist Student Center, LSU-S, 8701 Youree Drive, Shreveport	55	26	57	24	55	26

073A	David Raines Center, 2325 David Raines Rd., Shreveport	46	0	46	0	44	0
073B	David Raines Center, 2325 David Raines Rd., Shreveport	56	5	57	4	54	6
074	Northside Elementary School, 1950 Northside Road, Shreveport	23	0	23	0	21	0
075	Shreve Memorial Library, 8303 Line Avenue, Shreveport	85	50	85	51	82	53
076A	University Elementary School, 9900 Smitherman Drive, Shreveport	64	19	58	25	60	22
076B	University Elementary School, 9900 Smitherman Drive, Shreveport	71	17	73	15	71	17
077	Holy Trinity Lutheran Church, 8895 Youree Drive, Shreveport	128	30	125	32	124	34
078	Calvary Baptist Church, 9333 Linwood Avenue, Shreveport	25	1	23	2	21	2
079	Calvary Baptist Church, 9333 Linwood Avenue, Shreveport	15	7	14	8	14	8
080	Mooretown ECE Center, 3913 Powell St., Shreveport	64	2	60	4	60	4
081	Newton Smith Elementary School, 3000 Martin Luther King Jr. Dr., Shreveport	37	10	37	10	37	10
082	North Highlands Elem. School, 885 Poleman Road, Shreveport	99	22	97	24	94	27
083	Ford Park Baptist Church, 5755 Yarbrough Rd., Shreveport	115	20	117	18	111	22
084	Western Hills Baptist Church, 4153 Pines Rd., Shreveport	113	14	108	17	109	16
085	Huntington High School, 6801 Raspberry Lane, Shreveport	74	18	71	19	69	21
086	Oak Park Elem. School, 4941 McDaniel Dr., Shreveport	102	2	97	5	95	6
087	Huntington High School, 6801 Raspberry Lane, Shreveport	51	3	49	4	51	2
088A	Calvary Pentecostal Church, 6811 Woolworth Road, Shreveport	46	11	47	10	46	11
088B	Calvary Pentecostal Church, 6811 Woolworth Road, Shreveport	25	17	27	16	27	16
089	Summerfield Elem. School, 3131 Ardis Taylor Dr., Shreveport	96	26	95	27	95	27
090A	Summer Grove Elem. School, 2955 Bert Kouns Industrial Loop, Shreveport	51	16	52	15	51	16
090B	Summer Grove Elem. School, 2955 Bert Kouns Industrial Loop, Shreveport	58	11	57	12	58	11
091A	Ridgewood Middle School, 2001 Ridgewood Dr., Shreveport	74	20	72	21	73	22

091B	Ridgewood Middle School, 2001 Ridgewood Dr., Shreveport	52	18	53	17	52	18
092	Forest Hills Elem. School, 2005 Francais Drive, Shreveport	93	37	91	38	90	38
093	Southern Hills Elem. School, 9075 Kingston Road, Shreveport	60	31	58	33	56	34
094A	Summerfield Estates, 9133 Baird Road, Shreveport	46	14	45	15	44	16
094B	Summerfield Estates, 9133 Baird Road, Shreveport	59	17	59	17	55	21
095	Hamilton - Caddo Branch Library, 2111 Bert Kouns, Shreveport	121	30	115	36	118	33
097A	Ellerbe Road United Methodist Church, 10130 Ellerbe Church Road, Shreveport	95	37	94	39	91	41
097B	Ellerbe Road United Methodist Church, 10130 Ellerbe Church Road, Shreveport	64	26	64	26	65	25
098	Mall St. Vincent, 1133 St. Vincent Avenue, Shreveport	16	4	16	4	15	4
099	Stone Hill Elementary Lab School, 2127 C E Galloway Blvd., Shreveport	17	2	17	2	16	2
100	Huntington High School, 6801 Rasperry Ln, Shreveport	54	6	54	6	54	6
101	University Elem School, 9900 Smitherman Dr, Shreveport	96	14	93	16	93	16
102	Holy Trinity Lutheran Church, 8895 Youree Dr., Shreveport	106	29	108	27	106	29
103	Hamilton Caddo Branch Library, 2111 Bert Kouns, Shreveport	143	53	143	54	142	55
104	Grace Community United Methodist Church, 9400 Ellerbe Road, Shreveport	67	67	67	67	65	69
105	Caddo Fire Dist #4 Central Station, 8240 Colquitt Rd., Keithville	125	38	116	46	118	44
106	Northwood High School, 5939 Old Mooringsport Rd, Shreveport	89	19	85	23	81	26
122A	The Police/Fire Academy, 6440 Greenwood Rd., Shreveport	83	16	88	12	86	13
122B	The Police/Fire Academy, 6440 Greenwood Rd., Shreveport	79	11	75	15	76	14
123	Grawood Christian School, 10420 Grawood School Rd., Keithville	86	39	87	38	87	38
125	Keithville Elem./Middle School, 12201 Mansfield Rd., Keithville	128	33	128	34	123	38
126	Caddo Fire District Number 6, 10377 Linwood Avenue, Shreveport	40	18	36	21	35	22
127	LSU Pecan Station, 10300 Harts Island Rd., Shreveport	17	11	16	12	17	11

128	Grace Community United Methodist Church, 9400 Ellerbe Road, Shreveport	101	42	101	42	101	42
129	Shreve Island Elementary School, 836 Sewanee Place, Shreveport	54	12	57	9	57	9
130	Lakeview Baptist Church, 4520 Tacoma Blvd., Shreveport	12	6	13	6	12	6
132	Caddo Fire District No. 4, Central Station, 8240 Colquitt Rd., Keithville	90	28	85	35	82	35
133	Calvary Pentecostal Church, 6811 Woolworth Road, Shreveport	57	34	59	32	58	33
134	Caddo Fire District No. 3 Substation No. 4, 2745 Jolly Napier Rd., Shreveport	27	10	27	11	25	12
135	Lakeview Baptist Church, 4520 Tacoma Blvd., Shreveport	37	27	38	27	38	26
136A	Blanchard Elementary School, 402 Birch Ave., Blanchard	43	28	40	31	38	33
136B	Blanchard Elementary School, 402 Birch Ave., Blanchard	50	25	51	24	50	25
137	Northwood High School, 5939 Old Mooringsport Road, Shreveport	58	11	58	11	56	10
138A	Donnie Bickham Middle School, 7240 Old Mooringsport Road, Shreveport	50	22	48	23	46	26
138B	Donnie Bickham Middle School, 7240 Old Mooringsport Road, Shreveport	54	28	51	29	51	30
139	Mooringsport Community Center, 603 Latimer Street, Mooringsport	53	28	53	28	53	28
140	Caddo Fire District No. 7, Substation 4, 312 Gray Street, Belcher	23	21	20	24	20	24
141	Caddo Fire District No. 7, Substation 4, 312 Gray Street, Belcher	13	7	13	7	12	7
142	Oil City Community Center, 310 Savage St., Oil City	33	18	28	23	29	22
143	Vivian Elem./Middle School, 100 W. Kentucky Ave., Vivian	98	35	92	40	92	40
144	North Caddo High School, 201 Airport Dr., Vivian	54	17	55	16	54	17
145	Caddo Fire District No. 7, Substation No. 2, 5487 Adger Street, Gilliam	10	2	9	3	9	3
146	Deep South Gift Shop, 17558 U.S. Highway 71, Mira	24	10	25	8	25	8
147	Village Hall, 10093 Main Street, Rodessa	22	7	23	6	22	7
149	Village Hall, 10093 Main Street, Rodessa	6	8	6	8	6	8
150	Ida Community Center, 6955 Cedar Lane, Ida	30	3	30	3	29	4



151	Hosston Town Hall, 15669 US Hwy. 71, Hosston	18	6	18	6	18	6
154	Gilliam Village Hall, 12825 Main Street, Gilliam	13	3	14	3	13	4
155	Belcher Village Hall, 411 Charles Street, Belcher	30	12	30	11	28	13
156	Oil City Community Center, 310 Savage St., Oil City	37	10	36	11	34	12
157	Mooringsport Community Center, 603 Latimer St., Mooringsport	41	20	37	18	41	20
158	Blanchard Elem. School, 402 Birch Ave., Blanchard	105	36	105	36	99	41
159	Greenwood City Hall, 9381 Greenwood Road, Greenwood	104	39	107	37	104	40
ABSENTEE VOTES		147	60	146	62	147	63
TOTAL		8,858	2,235	8,757	2,315	8,620	2,408
MAJORITY FOR		6,623		6,442		6,212	

The polling places above specified being the only polling places designated at which to hold the said election, it was therefore shown that

(i) there was a total of **8,858** votes cast **IN FAVOR OF** Proposition No. 1 and a total of **2,235** votes cast **AGAINST** Proposition No. 1, as hereinabove set forth, and that there was a majority of **6,623** votes cast **IN FAVOR OF** Proposition No. 1 as hereinabove set forth;

(ii) there was a total of **8,757** votes cast **IN FAVOR OF** Proposition No. 2 and a total of **2,315** votes cast **AGAINST** Proposition No. 2, as hereinabove set forth, and that there was a majority of **6,442** votes cast **IN FAVOR OF** Proposition No. 2 as hereinabove set forth; and

(iii) there was a total of **8,620** votes cast **IN FAVOR OF** Proposition No. 3 and a total of **2,408** votes cast **AGAINST** Proposition No. 3, as hereinabove set forth, and that there was a majority of **6,212** votes cast **IN FAVOR OF** Proposition No. 3 as hereinabove set forth.

Therefore, the Governing Authority did declare and proclaim and does hereby declare and proclaim in open and public session that the Propositions as hereinabove set forth were duly **CARRIED** by a majority of the votes cast by the qualified electors voting at the said special election held in the District on Saturday, January 21, 2006.

THUS DONE AND SIGNED at Shreveport, Louisiana, on this, the 21<sup>st</sup> day of February, 2006.

ATTEST:

/s/ Ginger Armstrong

President

/s/ Ollie S. Tyler

Secretary

### PROCLAMATION

I, the undersigned President of the Parish School Board of the Parish of Caddo, State of Louisiana, the governing authority of Parishwide School District of Caddo Parish,

Louisiana (the "District"), do hereby declare, proclaim and announce that the Propositions submitted at the special election held in the District on Saturday, January 21, 2006, were duly **CARRIED** 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 21<sup>st</sup> day of February, 2006.

/s/ Ginger Armstrong

President

## **SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** The superintendent reported this report was sent to the board in the *Weekly Briefing*.

**Report on Factors Included in the Environment Grade and What Caddo is Doing to Address our School Environment Needs.** Mrs. Tyler announced this information was sent to the board in the *Weekly Briefing*.

### **Report on Identification of Parent Center Collaboration with Summer School Program.**

The superintendent announced that information on this request was sent to the board in the *Weekly Briefing*. Ms. Phelps asked the superintendent about the summer school sites inviting parents to attend a parent orientation and where this orientation will be held. Mrs. Gunn responded a parent orientation will be held at each summer school site to explain the 20-day program to them and offer them a calendar of activities they can do at home as well as dates for testing, etc. Ms. Phelps asked about the Parent Center being open during the first two weeks and it has been stressed that parents do not come to the Parent Center and her request was to have the Parent Center available at the sites. Mrs. Gunn explained that is what staff hopes to do with the orientation, to have a packet of material for each parent to take home to use with their children at home. Ms. Phelps asked why will the Parent Center be open at the Central Office campus? Mrs. Gunn said there may be some parents who want to come to the Parent Center for additional information. Ms. Phelps asked if the Parent Center employees will be at the orientation sites? Mrs. Gunn answered they will. Ms. Phelps stated she is still concerned as to why we would open the Parent Center? Mrs. Tyler answered that normally we don't keep it open that many days, but because staff was asked to try and involve more parents, staff is pushing to insure that we not only have the school sites, but also the two weeks here where parents can participate in activities, even parents whose children may not be in summer school, but they desire to provide activities for their children in the summer. Ms. Phelps said she remembers the first response as to why the Parent Center is not open and now she understands the staff has decided to try and have it open, because when the question was asked before, why it was not open, it was because parents did not come and she doesn't want to waste funds opening it again for the two weeks. Mrs. Gunn explained that we normally have the Parent Center open for two weeks into June, but it's the rest of the summer that it's not open. Ms. Phelps asked what is the change for this year? Mrs. Gunn answered the new change is we will have the orientation at the summer school sites. Ms. Phelps asked were we not doing this before? Mrs. Gunn responded we were not.

## **NEW BUSINESS**

Mrs. Armstrong stated the board previously postponed the April Executive Committee/Board Worksession to April 11<sup>th</sup> because of Spring Break April 3-7; and since the NSBA Annual Conference is April 8-11, asked if it is the board's desire to return from NSBA on Monday, April 10<sup>th</sup> in order to meet on April 11<sup>th</sup>. Everyone was in agreement. President Armstrong asked board members to complete forms at their stations regarding this trip and turn them in to the board secretary.

## **ANNOUNCEMENTS AND REQUESTS**

Mr. Burton stated he would like to say all our schools are good schools, with each having its own niche; and that is why he hopes when the superintendent schedules the public hearing that an effort is made to get all those who have questions about BTW at the meeting so they can hear

why. He said there is a lot of misinformation out there and we need to appreciate each other and work together, because what affects one community, affects all of us.

Mr. Henderson requested that persons speaking at the public hearing concerning the feeder pattern proposal for Booker T. Washington be encouraged to submit written proposals designed to accomplish the objective of designating a feeder school for Booker T. Washington. President Armstrong expressed appreciation for this request as she believes we are getting away from the premise that was originally introduced, and this needs to be included in the notifications about the public hearing.

Ms. Phelps asked the superintendent and staff to get with general counsel and develop a policy regarding dissemination of information to board members in a timely manner, including upcoming events and possible agenda items, proposed changes at schools sites and events that may be reported to the media. She asked that this be under Superintendent's Report with an attempt to have information by April. She said her reason for this request is some of the situations the board has been faced with recently, i.e. redistricting, Youree Drive plan, Edusoft, she believes more time is needed to sort through the information. She believes it will be beneficial if the board knows when some things might be presented and would help with input from the board members to know what is going on as it is being proposed rather than waiting until the work session. The superintendent asked for clarification on this request as staff has followed policy and shared information with the board as soon as it is available. Ms. Phelps explained that when the information came for the work session in February, it was her first time knowing it would be presented to the board; and she believes it would have helped if the board had known this was an upcoming agenda item, i.e. when Youree Drive presented their proposal at the work session. Mrs. Tyler responded the work session is when items are to be brought to the board. Ms. Phelps said that is why she is asking for a policy so we can look at items that affect the various communities ahead of time and know they may be future agenda items. Mrs. Tyler explained that staff oftentimes do not know until the schools bring these items to staff, but when there is a demand for something to happen in the schools, it can't be held up two or three months discussing it. The superintendent referenced the BTW situation and announced that the first memorandum and information was sent to the board in November of 2004, additional correspondence with charts was sent to the board, as well as the public, in July 2005, on February 3, 2006, clarification on the maps was sent to the board, so she has shared information with the board for over a year on BTW. Regarding Youree Drive and Broadmoor's proposals, she explained that when the information came to her, she shared it with the board, because the policy states the board needs to receive the information one week prior to the work session. She stated she and her staff work extremely hard to get things to the board as soon as possible, and she does not know how it can be done any sooner. Ms. Phelps stated that is why she is asking not necessarily that the board get the information, but that they are advised and have knowledge that it is something on the horizon. Mrs. Armstrong asked for clarification and if Ms. Phelps is meaning long-term items? Ms. Phelps stated that is correct, when it is something that is going to affect school sites and changes in the communities.

Ms. Phelps also requested a listing of the schools with dual enrollment as well as an explanation on our procedure for the Attendance Department reports to state assistance agencies.

Mr. Rachal requested an update on the wireless phones, including the number in use and the quality of performance.

Mr. Rachal asked staff to look at the Opportunity Caddo requirements and he will provide the details in writing for the superintendent.

## **EXECUTIVE SESSION**

**Student Readmission Appeals.** *Mr. Burton moved, seconded by Mrs. Hardy, to accept staff's recommendation concerning the student readmission appeal on the student with initials JRB.*

*Mr. Henderson stated he has some concerns and would like to hear from staff. Mr. Burton moved, seconded by Mrs. Hardy, to go into executive session for the purpose of considering the items listed on the agenda in the mailout. Vote on the motion carried unanimously and the board went into executive session at approximately 6:28 p.m.*

The board reconvened in open session at approximately 6:40 p.m.

*Mr. Rachal moved, seconded by Mr. Henderson, to approve staff's recommendations on both student readmission appeals (students' initials BRJ and JRB). Vote on the motion carried unanimously.*

**Gabrielle VonZynda v. CPSB, CA No. 04-1890-S, USDC, WD of Louisiana.** The board went back into executive session at approximately 6:42 p.m. (Mr. Burton left the meeting at approximately 6:55 p.m.) The board reconvened in open session at approximately 7:20 p.m.

*Mr. Henderson moved, seconded by Ms. Phelps, to approve the recommendation from the attorney regarding the settlement in the Gabrielle VonZynda v. CPSB case. Vote on the motion carried with Board members Hardy, Crawley, Phelps, Priest, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion.*

**Demand of Rob Broussard through Attorney Brian Landry Dated February 7, 2006, re: Louisiana Attorney General's Opinion No. 05-0338.** The board went into executive session at approximately 7:23 p.m. and reconvened into open session at approximately 7:55 p.m. *Ms. Priest moved, seconded by Mrs. Hardy, that we not remove documents from his personnel files nor combine personnel files into one.*

*Mr. Henderson moved, seconded by Mrs. Crawford, to amend the motion to offer Mr. Broussard the opportunity to write an additional rebuttal to any documents pre 1987 to totally settle. Mrs. Crawford asked for clarification in that the superintendent does not have a problem with Mr. Broussard writing another rebuttal. The superintendent stated she did not. Mr. Henderson stated that if the maker of the motion agrees with the amendment, a motion would not be necessary but could include it in one motion.*

*Mr. Rachal stated he would like to amend the amendment to say *second and final* rather than *additional or another rebuttal*.*

*Ms. Priest moved, seconded by Ms. Phelps, that the CPSB not remove documents from the personnel file nor do we combine personnel files into one, but that we allow Mr. Broussard the opportunity to write a second and final rebuttal to be placed in his file to totally settle all issues related to his personnel files with the Caddo Parish School Board.*

*Mrs. Crawford asked Mr. Abrams if he will be writing this action in the agreement. Mr. Abrams explained yes, he will write this in the agreement and also understands the intent is we will not combine the files, but we will have a method of keeping them together.*

*Vote on the motion carried with Board Member Crawley opposed and Board Members Hardy, Priest, Phelps, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion.*

**Adjournment.** *Mr. Rachal moved, seconded by Ms. Priest, to adjourn. Vote on the motion carried unanimously and the meeting adjourned at approximately 8:03 p.m.*

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Ollie S. Tyler, Secretary

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Ginger Armstrong, President

**March 7, 2006**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana, at 4:30 p.m. on Tuesday, March 7, 2006, with President Ginger Armstrong presiding and Lola B. May and Willie D. Burton present being a quorum. Other school board members present were Eursla Hardy, Charlotte Crawley, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Larry Ramsey, and Willie Henderson. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mrs. May gave the invocation and led in the Pledge of Allegiance.

## **PRESENTATIONS**

**Caddo 4-H Youth Presentation.** Wanda Gunn, assistant superintendent for academic affairs, stated that Caddo Public Schools is fortunate to have a wonderful working relationship with the Caddo 4-H Youth Program and introduced representatives from Caddo 4-H. Catherine Pace shared with the board a brief power point presentation highlighting activities of the Caddo 4-H Youth Program. Ms. Pace stated that the Caddo 4-H does have a close working relationship with the Caddo schools and some of the programs offered include after school programs (YEP – Youth Enrichment Programs; Allendale Friendship House; and Volunteers of America - Lighthouse), Character Education, Service Learning, 4-H School Clubs, curriculum enhancements for teachers to use to increase the knowledge by using hands-on research based information, and volunteer development. She said the character education program is very big in Caddo Parish and 4-H works closely with Dr. Barzanna White using Character Counts. She reported that this year all elementary and middle school faculties have been trained to incorporate Character Education and are currently working with SWPBS to use some of the resources available to all the faculties to talk about respect and responsibility. Ms. Pace explained that Caddo 4-H Service Learning is one of the new initiatives for high schools where students actually go to the Allendale Friendship House where they plan, execute, reflect and celebrate on their various service experiences. The 39 traditional Caddo 4-H school clubs meet monthly and educational programs are offered through this avenue, i.e., financial management was the focus for the year. Community service is encouraged through these clubs and the teachers' involvement and participation in these is invaluable. She also stated that students involved in 4-H also have the opportunity to be involved in a Project Club which meets after school and at night to help develop relationships with the parents. Ms. Pace reported that curriculum highlights include numerous research-based, hands on curriculum available to teachers. She announced the state winner in 4-H's Caddo Learning Tree Program is from Caddo Parish and will be recognized at next month's board meeting. Ms. Pace stated a group of ladies in the office who work with the Family Consumer Sciences work with the Project Life Program providing parenting classes as well as teacher training for students not quite ready to go into the school system in the areas of discipline and nutrition and how to help them succeed once in the school system. Ms. Pace also explained that Caddo 4-H is not just events parishwide, but also regional and statewide.

John LeVasseur, County Agent and parish chairman, introduced Lola Boone, Louise McDonald and Troy Menard (4-H agents); Catherine Pace (4-H and after school programs and specialty programs); Connie Acklen (Family Consumer Science Educator), and Catheryn Robinson. He said he hopes the presentation today has given the board an idea of the programs 4-H has in place other than 4-H in the schools. Mr. LeVasseur also announced that many may be aware, but it was recently reported in the paper that the LSU Ag Center is under a financial budget crunch and the local 4-H program will possibly be coming to the school board for some additional local funding.

## **ESTABLISH AGENDA FOR THE MARCH 21, 2006 CPSB MEETING**

The superintendent reviewed the proposed agenda for the March 21, 2006 school board meeting and discussion followed as summarized.

**Feeder Pattern Proposal for Booker T. Washington High School.** Mr. Burton requested that this item be postponed and moved under Superintendent's Report. He asked that the superintendent bring to the board as soon as possible plans for a feeder pattern for Booker T. Washington. He stated he would like a comprehensive look to be made of the entire district relative to feeder patterns.

**Caddo Parish School Improvement Initiative Proposal.** Mr. Rachal asked for clarification on who wrote the proposal presented and were other proposals submitted? Mr. Rachal stated he would also like to have some additional statistical information on the schools in the proposal, and asked if there would need to be any changes in CPSB policies if this proposal is approved, would the specialists be working with the principal in the summer?, are there any plans for changes in leadership at any of the schools involved?, what is the fee for the district personnel training? and if we choose to do this, he doesn't think we should pay anything extra. Will the training institute be for each school and what are costs associated with them if there are unique needs?

Mrs. Tyler stated the representatives of the company are present to address the board's questions, and added this proposal is one that Federal dollars (Title II funds) can be used to implement since Title II funds are designated for professional development. Mrs. Tyler said this is a way we can accomplish getting our high priority schools performing at a faster rate in the short period of time we have to get them out of corrective action. The superintendent explained the district has a lot of initiatives in place (research-based programs), but the bar is constantly being raised on accountability. The schools are performing, but not fast enough to catch up with the accountability bars. Mrs. Tyler explained this company has been in existence since 2000 and staff provided the board information on the various districts they have served and experienced success.

Mr. Henderson asked about the two options listed on page 27 regarding fees and if one of these options is being represented?

Dr. Malcolm Duplantis explained they were prepared to make a formal presentation to the board, but due to the extent of the agenda, a decision was made, after consultation with the superintendent, to not have the formal presentation; however, they would like to plan a formal presentation with the board to explain all the details of the proposal. The superintendent explained if a special session is held for this purpose, it needs to take place prior to the March 21<sup>st</sup> meeting so they can get into the schools before school is out in order to start early in the fall with the consultants in the schools and submit reports every week so we are able to engage in all the training and follow up to make sure all the assessments, teaching, etc. align with the curriculum. Dr. Duplantis indicated another option is the company representatives can attempt to answer all the questions today. Board members indicated a desire to cover the information today and Dr. Duplantis proceeded by introducing representatives present: Dr. Mike Walters, president; Victoria Johnson, project manager; Dr. Evelyn Webb, and Paula Tharpe, company vice president. Dr. Duplantis explained that he is former superintendent from Assumption Parish.

Mr. Rachal asked who wrote the proposal? Dr. Duplantis explained the JBHM staff put together the proposal following a meeting with the superintendent and members of her staff. A follow up meeting was held with the superintendent to go over the proposal, at which time she offered some suggestions for changes and additional information.

Mr. Rachal asked if any other proposals were received? The superintendent explained no, because this is not a RFP, but professional services in the schools. Mr. Rachal asked if there are other companies that offer the same service as JBHM? Mrs. Tyler answered she is not aware of other companies. Dr. Duplantis responded that Mr. Walker recently returned from the AASA (American Association of School Administrators) conference where he toured all the vendor sessions and to his knowledge, JBHM is the only company doing this type of school improvement project in the nation. He stated very few companies have taken the challenge of working in the lowest performing schools in the state and JBHM has done this program in Mississippi, Alabama and now in Louisiana.

Mr. Rachal referenced the schools in the proposal and if there are any additional statistics available relative to the size of the schools? Dr. Duplantis responded he did not have that information with him, but they are working in Calcasieu Parish, Lafayette Parish, Terrebonne Parish and LaFourche Parish. Mr. Rachal requested to receive additional supporting documentation on some of the schools JBHM is working with, i.e. demographics, the students, school size compared to our schools. Dr. Duplantis responded that he can provide this information and also that in meeting with the principals on Monday, most of the schools are comparable to the schools in Caddo.

Mr. Rachal asked if there would be any need to change or add policies as a result of this proposal? The superintendent answered no, because this is school improvement which is working with staff, working hands on in the schools, to make sure effective teaching and learning strategies are being followed. She said this is basically what we are doing now, but there will be someone presenting a report weekly to tell us what is not working. Mrs. Tyler explained that at the present time, Caddo does not have the staff in house to do everything. Mr. Rachal referenced the reviews completed and it appears they could make a recommendation that someone does not need to be employed by us anymore. The superintendent responded they will not make that recommendation, as this team is not in the schools to evaluate. Dr. Duplantis stated that in various circumstances, JBHM needs to make recommendations regarding employees that are not performing at what they consider a satisfactory level, and the representatives will always go back and look at the Personnel Evaluation work within the confines of that policy. So, if one of the consultants makes an observation of a classroom teacher that has not been satisfactory after a period of time assisting the teacher to improve, then the report will indicate the principal of the school will conduct a formal observation using the district's evaluation system to determine if the particular observation coincides with the consultant's recommendation.

Mr. Rachal asked where this information will be handled and kept, will the information that is written up on an employee be placed in the employee's file? The superintendent answered no it will not. She explained that any information written about school improvement in the schools will be given to the superintendent, staff and principals and an attempt will be made to help the teacher so they can help the students. She added that is what this is about – improving performance of employees so teachers can improve academic achievement.

Mr. Rachal asked if the specialists will be at the schools in the summer? Dr. Duplantis answered that in meeting with the superintendent and staff, Mrs. Tyler explained that in order to have a complete view of what is going on in these schools, there is a need for the consultants to go into the schools immediately following testing and get a good idea of the leadership in the school, the issues in the classrooms and work with the principals, so the consultants can sit down with staff at the conclusion of this school year and discuss the findings so over the summer necessary changes can be made and in place when school begins in the fall.

Mr. Rachal asked if there are any plans to change any of the school leaders? The superintendent explained there is no way she can answer that question today. Mr. Rachal inquired about the district personnel training and if Caddo would pay an extra fee to have our own directors participate? Dr. Duplantis stated this is part of their proposal which has been discussed with the superintendent and it will be included as part of the regular option and not a separate fee. Paula Tharpe explained JBHM's goal in this school district is not to be needed after a period of time. She said Caddo has a wealth of personnel in the district that are very capable, but they want to work with those personnel to insure they can provide the services needed at the schools. She said in order to accomplish this, it is important to have them a few days working with JBHM consultants to understand the process so they can be a part of it and ultimately take it over. Regarding the fee, Ms. Tharpe stated they will consider anything the board wishes them to consider, but this includes expenses for JBHM's people to be in the district. Mr. Rachal stated it is his opinion if we want our directors to participate in this training, they should be there and Caddo should not have to pay additional dollars. Dr. Duplantis indicated the initial meeting with the principals and directors went very well. Mr. Rachal asked about the summer principal institute and if this training will be held at one facility? Dr. Duplantis responded it will be held at one facility with all the principals attending at the same time.

Mr. Rachal asked if, as unique needs are uncovered at each school, there will be an additional cost? Ms. Tharpe stated there is no additional cost and it has been priced according to number of days in schools, and they believe once the consultants are on the ground and in the schools, there may be a need to bring in people with a particular expertise, i.e. special education assistance, special training needs, etc.

Mr. Rachal stated in light of the fact two options are presented in the proposal, he asked about the districts JBHM has worked with and if these are typical options presented?

Dr. Duplantis indicated that is correct and some of the principals recommend beginning at this time of year and the superintendent feels this is the right time to implement this and allow the consultants to establish relationships with the present administration and develop a relationship with the teachers so they know the expectations. Mr. Rachal asked Mrs. Tyler which option does she recommend? The superintendent stated she will need to get with her staff to determine which one is needed for this school district based on the needs in the schools, and she will do so prior to the March 21st meeting and provide follow up information to the board. Mr. Rachal stated he understands we need to do everything we need to do to help these schools, but this is a substantial amount of money and asked if there are other options, i.e. putting more of our own staff, hiring additional staff, using our present staff more efficiently, hiring more teachers, and he is not yet comfortable with this.

Mrs. Tyler again explained we are proposing to spend the Federal dollars in the way we can. We can't hire additional teachers to do this job. When you hire additional people, there is still the process of training them as far as what to look for, how to follow up on the reports, etc. and this company already knows this. This is what Title II funding is designated to be spent for, and based on the fact that the board has asked the superintendent and staff to get these schools out of corrective action, she believes this is a way it can be done faster, and we need this help in order to meet the mandates. Mr. Rachal asked about the timing and does it have something to do with the funds that are available? Mrs. Tyler said no, but it does have something to do with whether or not your schools will be taken over by the state. She said there is a lot of expertise in house, but we do not have enough people with the expertise to be in every high priority school and target certain areas immediately. Mr. Rachal inquired about the funding to be used? Mrs. Tyler explained it is Title II Federal money. He asked if we will be receiving additional Title II funds? Mrs. Tyler explained we are not, we are only redirecting the professional development funding we have to make this service happen with those schools. Mr. Rachal asked if in redirecting the funds, are we giving up anything in our professional development? Mrs. Tyler answered no, we are not, as we are still doing the professional development with these schools with this particular money, which is what we would be doing anyway.

Mr. Henderson applauded the superintendent and staff for seeking ways to address the need to impact student achievement in our high priority schools. He said we all can agree this is one of the most important objectives as a school system. He asked about the job description for the school improvement specialist and don't we have people whose job it is to do what this job description dictates? He said he realizes there are directors responsible for a number of schools and they cannot be in all the schools everyday, and asked if staff has given any thought to how we will coordinate the work of the specialist with what the director is doing so as to make certain we don't have any miscommunication? The superintendent answered staff has thought this out and will coordinate this work. Mr. Henderson stated his support of the comprehensive all-out approach to address school improvement in our high priority schools, and he asked how will we know which initiatives are responsible for the improvement seen? Dr. Duplantis answered that the research answer is you don't know. He said unfortunately it is very difficult to determine a cause and effect relationship when there are multiple programs. He added what you are hoping to do is raise the school to a level to where it is satisfactory to the community and our accountability programs. Dr. Duplantis indicated it's very difficult for any superintendent or district to establish that this is the one thing we did differently. He stated there is a list of all the schools and the various programs taking place in the schools and he said it is interesting that many schools have many programs and discussion needs to be held at a later date to talk about which ones are successful at that particular site and which ones should be eliminated because it is not showing results; however, we are not at that particular point in time to make that recommendation. Ms. Tarpe reiterated that in school systems, there is a lot of money spent on programs, and there are a lot of good programs, but it still comes down to people and how they utilize the programs. This is an area the consultants will be helping the principals address.

Mr. Ramsey shared that as he read through this information, he knows our objective is to do the best for all our students and we need to address the particular needs of the schools as listed needing school improvement. He stated it appears there will be training at all levels of this proposal, and he doesn't understand how a price tag can be put on it, because if it builds consistency, this is one of the things we are looking to do. Mr. Ramsey said he is encouraged that we are looking at this type of program, because he believes this is what will make the difference in providing a fresh look and new training for our employees.



Mrs. Crawford asked the superintendent about the content teachers and administrators added in the last year with the intent of doing what this proposal calls for and is this redundant? Has this not worked? The superintendent responded the content coaches hired were math content coaches to work with the math teachers, English/Language Arts content coaches to work with those teachers. She explained that in schools there are other core areas and subjects and we do not have anyone working directly with leadership plus all the teachers in a comprehensive way so effective teaching and learning can occur. She said most of our directors have 12 to 17 schools and they cannot be in every school every day. Mrs. Crawford stated she understood that is what the principal and assistant principal were to do. The superintendent stated that the principals and assistant principals are dealing with parents and teachers every day as well as student problems and they cannot be in the classroom everyday because of their many other responsibilities. Mrs. Tyler said we are talking about schools that are challenging, and we are attempting to do training, so we are not actually putting on another layer, but are attempting to make sure what is happening is effective and comprehensive and everyone is working together. She said the data reflects this works, and she is excited that we can do this through our Title II funds. Mrs. Crawford referenced information on Page 8 and what the projection is for Caddo. Dr. Duplantis stated there are accountability systems state to state, but the accountability system in Louisiana is the most difficult in the nation to progress in. He said this means our students do not perform as well as they do in other states in order to move from one level to the next; however the results seen in other districts and areas that have been improved upon, he would anticipate that significant growth will be seen in the majority of the schools in which they are working. Dr. Duplantis said how much growth is seen will be dependent upon three things: (1) the school leadership (2) relationship that the consultant has with the faculty and principal of the school and (3) the relationship their company has with the district's staff. He explained that if everyone is working on the same thing and not sending multiple messages, then outstanding results will be seen. However, if the principals elect not to follow the recommendations for action steps or the district staff does not, then unfortunately, you will not see much progress. Mrs. Crawford asked how long had they been in Calcasieu. Dr. Duplantis stated for 3 years. He asked if there is information on their growth? Dr. Duplantis referred to Page 7. Mrs. Crawford stated she thought the information was broad and general, and asked how long had this company been in Lafayette? Dr. Duplantis answered they are in their second year in Lafayette. Mrs. Crawford said she would like to get some specific information on the Louisiana schools as was submitted on the Mississippi schools. Dr. Duplantis also reported they have not been in Terrebonne a full year and have just begun to work in LaFourche. Mrs. Crawford also asked for additional explanation of what it states on Page 14 that the consultants will be looking for, as this is what teachers are supposed to do, and asked what new things will be brought in to this program? Ms. Tharpe explained they are not new, because what is being found in schools that are not where they want to be is the things in place are not being implemented on a consistent basis with quality, so the consultant will be working directly with the principal to go into the classrooms and make certain that what the principal says is best practice in the classroom is the same as what the consultant sees as best practice in the classroom. She said what is mostly found when the process begins with the principals is what a principal may say is a comprehensive plan may be a pretty good lesson plan, but it really doesn't contain all the components it needs. Ms. Tharpe explained in working together to help build depth and a richness in knowledge, it is easier for the consultant to do this.

Mrs. Tyler also explained to the board that the accountability system in the state when schools are at this stage with this "high priority" label, initially called for distinguished educators to be placed at each of these schools to assist them. When the state ran out of money, they could no longer provide this service. She said these consultants will be serving in an almost identical role since they will be the eyes to report back to us what is and isn't happening. The superintendent further explained that presently our principals are so busy addressing management, evaluations, hearings, parents, athletics, etc. that we need someone else to assist in keeping the focus where it needs to be and to monitor very carefully on a weekly basis and report back to the board. Mrs. Tyler stated that the district, despite any cuts/changes, is still held accountable for meeting the mandates and unless they are met fast enough, we will not be able to get our schools where they need to be, and the result will be the state will take everything over. The superintendent further stated this is an effort to be pro-active and utilize funding available from grants and/or Title II funding to implement this; and she believes we will see results or she would not be recommending it for the board's consideration.

Ms. Phelps asked what is the guarantee on results and is this proposal for just one year? Mrs. Tyler said it will be a year by year effort. Ms. Phelps asked if there is a guarantee test scores will increase the first year? Dr. Walters explained that during the process of their work in the school, they are constantly measuring the capacity of the staff to do what has to be done to close the achievement gap. He said this is a constant thing and this is what the consultants will be giving as feedback to the superintendent and her staff on a weekly basis. He explained their job is not to improve schools, but when the staff, who is in the school improvement process, does what the process calls them to do, substantial results will be seen. He said he cannot predict whether or not this will happen until the process begins. Ms. Phelps indicated she understands what is being said, but asked if he is guaranteeing his company will help our staff (teachers at the school, administration) do their job. Dr. Walters answered absolutely and the guarantee is there will be very high levels of accountability to get this done. Ms. Phelps asked about the comment to work in a timely manner because of the state taking over the schools and if Caddo is in such a state now with any of the schools. Mrs. Tyler answered not for tomorrow, but Bethune could possibly be if something is not done, because they are presently in School Improvement 3 and we don't want any other schools to go below this. Ms. Phelps asked if you have a school at Level 3, what is the process for this school? Mrs. Tyler answered if Bethune does not come out this year, it's reconstitution, and after that, BESE looks at our reconstitution plan and if it is not working, they will take over the school. Ms. Phelps said she understands the plan, but she also knows the students play a very big part in the plan working, and she is concerned about those students who are reading below level and if there is a plan included in this proposal to work with the teachers to enhance reading ability? The superintendent answered in the affirmative and stated that once this plan is implemented and every teacher is doing what he/she is supposed to be doing every day effectively, the children will show the growth. She further stated that Caddo has a number of research-based programs in place, but we must make certain that people are being consistent in teaching every day. Dr. Walters stated his company is working in over 100 schools in five states, and since April 2000, they have never been a school where the students were the problem. Ms. Phelps stated she is not saying our students are the problem, but she knows there are a number of students in the classrooms that are reading below their level. She again stated she is an advocate that computers do not teach students to read, so she only wants to see some additional supplement in the program to help these children read. The superintendent responded that is in place. Ms. Phelps stated she believes it would be helpful to see a plan/outline of what we will be doing at each school. Ms. Phelps asked if this replaces the proposed EduSoft Program? The superintendent responded that we have not done the EduSoft contract yet and staff is still negotiating with them, and explained that EduSoft is assessments/tests designed to determine how much the students have learned at the end of each unit and has nothing to do with this proposal. Ms. Phelps asked the representatives when it was presented to the parish? Dr. Duplantis stated it was presented to the principals in the high priority schools on Monday morning. Ms. Phelps asked about the total fee and if either Option 1 or 2 and the 3 additional schools listed under Part B and if \$15,000 is included? Ms. Tharpe answered in the affirmative.

Mrs. Crawley asked about a stranger going into a teacher's classroom, and the teacher has their own teaching style, and how is the consultant observing going to know about that teacher and their style of teaching. Dr. Duplantis stated there is usually a kick-off at each school and the administration, faculty and central office personnel are present to explain the role of the consultant and introduce the faculty to the consultant, going over the observation form and explaining what they will be looking for. The consultants usually conduct walk throughs prior to actually observing in the classroom so they are familiar with the person being in the classroom and after a period of time, the consultant will actually make observations and share the results with the teacher. The principal is also encouraged to dialogue with the teacher on the good things seen in the observation and the areas needing improvement. Mrs. Crawley asked if resumes will be available on those consultants that will be going into the classroom? Dr. Duplantis responded that the superintendent has requested this information and it is forthcoming. Mrs. Crawley asked Dr. Duplantis where do their consultants come from? Dr. Duplantis answered some are classroom teachers, some are central office personnel, some are principals, some are outside the state and some are from within the state. Mrs. Crawley stated they are then trained similar to our master teacher program where the state-approved observation form is used. She presented an example of a teacher being observed by the state person, the outside person from the state and also a college individual. How will the consultant coming in rank with these three individuals who have already observed in the classroom? Dr. Duplantis explained it will depend on what the teacher does that particular day, because it will be an unannounced observation. Mrs. Crawley stated she understands teachers are to teach everyday, but what if

there is a bad day, which everyone will have from time to time? Dr. Duplantis responded it is understood that some will have bad days, but when it is a bad day everyday, then a look has to be made at the person for making necessary changes if the students are going to perform at the level expected. Mrs. Crawley indicated she would like to know the type personnel in Calcasieu and Lafayette versus the kind of personnel Caddo has. She referenced Reading First Coaches and Content Coaches, assistant principals of instruction from the schools, i.e., a school census on how their employees vs. our employees, what we have that the consultants might be duplicating, as well as the ranking on the students prior to their service and where they are now. Dr. Duplantis explained that some of the experiences they have had include changes in leadership, not only at the school level, but also at the district level. Mrs. Crawley indicated that at \$1.5 million, she would expect the research to be thorough. Mrs. Crawley asked how Caddo found this company? Dr. Duplantis explained it is his job as state director to contact districts in the state for possible needs/use of their services. Mrs. Crawley said she did like the fact that principals are not being pulled out of schools for training. Dr. Duplantis explained that everything they do is job embedded. Mrs. Crawley stated the Alliance is a great organization that is putting a lot of money in training and asked how this will affect what they do in this area? Mrs. Tyler responded they conduct a two-day training and this is done once a year. Mrs. Crawley indicated she understands some teachers are not doing the best job they can do, but she doesn't know if this is a positive or negative toward staff in the schools as it appears you are saying the problem is staff is not doing their job. The superintendent explained we are not saying that, but we are saying if children are to achieve academically, we all need to be trained as to how we can make that happen and when you are in challenging situations, there are possibly other strategies that can be offered to help maximize teachers. She said having been a teacher, most good teachers want to be successful and she views this as an opportunity to learn additional strategies and what it is going to take to get the students achieving, as this is the bottom line. Mrs. Crawley stated she thinks this a little fast for making a million dollar decision. She asked if the board can get resumes on Dr. Walters and the key people introduced? The superintendent stated staff can provide that information. Mrs. Crawley asked what else can Title II funds be used for besides Professional Development? The superintendent said there are several things and she will be glad to provide a list of these to the board. Mrs. Gunn explained that Title II is earmarked for professional development and this is done in many ways with consultants, adding teachers to reduce class sizes, materials and supplies needed for professional development training. Mrs. Crawley asked could we hire additional teachers? The superintendent responded in the affirmative and that we were able to put in 179 additional teachers, some with Reading First and some with Title II and Title I. She said staff has been able to coordinate and get what was needed despite the cuts in 2003.

Mr. Burton stated he doesn't wish to belabor this, but improvement is always good and especially when it is needed now. He said while some may say why we can't, he prefers to say why we can. Mr. Burton also stated that most programs' incubation is at least three years and you cannot do everything and expect the top results in 9 months or a year. He stated he trusts the staff to bring the people in to do what needs to be done and he doesn't need resumes. Mr. Burton expressed his appreciation for the representatives of JBHM for coming to the meeting today and to the staff for working hard to bring something that will help improve our students.

Mrs. Crawford asked about his comment in response to a prior question and that it depends on the funding and if JBHM will bring to the board recommendations that might need smaller student:teacher ratios, increase materials and supplies for any particular school. Dr. Duplantis stated it would be very difficult to bring any recommendations since they have not even been in the schools; however, they can come back and report directly to the board school by school their recommendations. Ms. Tarpe explained that one of the things the consultants would do is look very carefully at what resources are in the schools and many times they look at the effective use of those resources, i.e. are you spending money on programs that are not being used, are there staff in place that are not being used as they should be, are there oversize classes, etc.

Ms. Phelps again asked the superintendent if she has taken a look at what we will do when results are seen and the consultants have left the school, but the principals still do not have time to do what they need to do? The superintendent explained that the principals and central administration will be trained to be able to do a more effective job with what we have.

Mrs. Armstrong inquired as to how many skilled professionals will JBHM provide to Caddo Parish on an on-going basis? Dr. Duplantis answered approximately 11 or 12 professionals, as

some will work 2 schools; however, if it is determined there is a particular need at a school site, there will be a trade-off of days with a consultant and an expert will be brought in. Mrs. Armstrong asked if the same professional will be in a particular school every week for both days? Dr. Duplantis said they will.

Ms. Phelps asked the superintendent if there is anyway, since Atkins is on Part B for additional assistance, she can receive something on what this company will target at Atkins? Mrs. Tyler responded that once this program is approved, then the consultants will go into the school and conduct an evaluation of what is needed in every building, and she would not allow it to be done differently because we don't have a contract. Ms. Phelps said she understands what they are proposing, but she would like to see some type assessment done ahead of time. Mrs. Tyler said an overview has been presented, but once they go in and assess, she will be glad to provide more details.

Dr. Duplantis complimented the board for taking the amount of time it has on curriculum as it doesn't happen in a lot of districts, and this is a way you can improve the quality of instruction for all the students in Caddo.

**Consent Agenda.** Mrs. Armstrong proposed Items 9-12, 14 and 16 as the consent agenda. *Mr. Burton moved, seconded by Mrs. May, to approve the proposed agenda and consent agenda for the March 21, 2006 CPSB meeting as presented. Vote on the motion carried unanimously.*

The president polled the audience for any comments or questions about the agenda.

Kevin Hurd stated he is excited about the proposal presented by Dr. Duplantis and commended the board and staff for accepting our mortality and saying we do need help. He expressed to the board that this needs to be looked at very seriously and he as a taxpayer does not take this lightly. He referenced something said by the superintendent which posed some fear in him and shared that the state did take over the school district in Wilmer Hutchins, Texas and dissolved it, placing portions of the district into Dallas and other neighboring communities and he would like to know that our citizens, staff and board are capable of not letting this happen in our district. He encouraged the board to seriously look at the proposal presented as well as any potential plan where someone is offering an unbiased, objective view. Mr. Hurd also announced he is working on a similar plan and he has not found a company such as the one here today, but he has found non-profit companies who assist school districts in implementing plans that are very non typical and he would propose this be done with BTW in order to entice students and more teachers so we can hire and retain them.

Mrs. Hardy left the meeting at approximately 5:55 p.m.

George Bordenave, Caddo Federation of Teachers/Support Personnel, applauded the board and superintendent for looking at different avenues to improve our schools, but cautioned the board to look at the success rate in other districts in terms of utilizing the vendor. He reported he made some calls and received mixed reports. Additionally, he stated he hopes that whatever evaluation/observations are made that there will not be any punitive action taken against district employees, and that the board would conform the evaluation process to what we have.

**Adjournment.** *Mr. Burton moved, seconded by Mrs. May, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:08 p.m.*

**March 7, 2006**

The **Caddo Parish School Board (CPSB)** met in special session in its office at 1961 Midway, Shreveport, Louisiana at approximately 6:20 p.m. (immediately following the Executive Committee/Board Work Session and a brief recess) on Tuesday, March 7, 2006 with President Ginger Armstrong presiding and the following school board members present being a quorum: Willie Burton, Charlotte Crawley, Lola May, Tammy T. Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Larry Ramsey and Willie Henderson. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were omitted.

## **VISITORS**

*Mr. Burton moved, seconded by Mrs. May, to suspend the rules to allow the speakers to address the board. Vote on the motion carried unanimously.*

Drayden Dunn, 6192 Pebble Beach Drive, Shreveport, LA 71129, thanked the board and superintendent for taking the time to listen to their request. Mr. Dunn said he represents the Caddo Parish Magnet High School student body and the attempt to organize a basketball team and understands this needs board approval. He said he believes the school deserves to have a basketball team and 75% of the students approached in a poll indicated they would like to have a basketball team. He said Caddo Magnet has other sports and they do not affect the academics and he believes the academics will continue to excel. Mr. Dunn said the students believe having a basketball team will help complete the school.

Courtney Davis, 9680 Wallace Lake Rd., Shreveport, Louisiana 71106, thanked the board for taking the time to listen to them and stated the students choose to have a basketball team because it presents additional scholarship opportunities for college. He said there are many possibilities for academic scholarships but the number of possibilities will be expanded if basketball is added. Mr. Davis said having a basketball team will be a positive way to occupy time after school. He also added that other athletic activities including soccer, tennis, and lacrosse are available, of which many have not had the opportunity to take advantage.

Nicolas Aziz, 2961 Poland, Shreveport, Louisiana 71103, stated he came to Magnet High on September 2, 2005 after being displaced by Hurricane Katrina in New Orleans and since he has been in Shreveport, he has come to realize that Caddo Magnet High is known as one of the best schools in the state relative to academics and has seen much success in the sports currently offered. He said the student athletes have proven they can play sports and still maintain Magnet's academic reputation, and added that basketball would add to the prestigious all around reputation Magnet High possesses. He reported he attended Jesuit in New Orleans and Jesuit is recognized state wide for its academics and athletic programs. He shared an example which he believes shows it is possible to have a high reputation in both phases. He announced that since Hurricane Katrina, Jesuit has reopened and is functioning, but he has chosen to stay at Magnet High School. He thanked the board for consideration of this request.

Kentrail Rushing, 3825 Oakcrest Street, Shreveport, Louisiana 71109, stated he believes having a basketball team at Caddo Magnet will greatly please the majority of the student body and will give the option of having a popular sport at Magnet. Mr. Rushing stated many issues have been formed against having a basketball team at Magnet, but most of those issues actually have nothing to do with basketball. Magnet is known for its academics, but he believes it can be also be known for a sport that can succeed.

Herstyn Jones, 9991 Trailridge Drive, Shreveport, LA 71106, stated he has been playing basketball all his life and when making the decision to attend Magnet, he learned there is a great difference in attending Magnet High. He said aside from his family, succeeding in his studies, and most of all God, nothing brings him joy and happiness like playing basketball. He explained he has been playing the game for years and he has never allowed it to hinder his academics and thanked his parents for that. He said he chose Caddo Magnet High School based solely on his preparation for college and he knew if he could make it at Caddo Magnet High, then college would not take him by surprise as it has others. He said he currently has a 4.4 GPA on a 4.6 grade scale and he believes having a basketball team at Caddo Magnet High will greatly please the majority of students attending Magnet High, and the ones opposed to it are not opposed to basketball, but to cheerleading, which he has learned from mingling with many of the students.

Mr. Jones indicated if the school can have sports such as tennis, softball, lacrosse, soccer, track & field, cross country, swimming, golf and fencing, then why not basketball? Mr. Jones said it has also been brought to his attention from a Magnet High faculty member about an article titled Title IX which states there must be a balance between girls and boys sports and he does not believe it is currently balanced as the girls have softball and volleyball over the boys, and he believes basketball will help even this out. He thanked the board for taking the time to listen to them and encouraged the board to make a decision that is in the best interest to the students at Magnet High.

### **PERSONNEL RECOMMENDATIONS**

*Mr. Burton moved, seconded by Mrs. Crawley, to approve the personnel recommendations as recommended by the superintendent and included in the mailout. Vote on the motion carried unanimously.* Dr. Mary Nash Robinson, assistant superintendent for human resources, introduced the following personnel appointments approved by the CPSB: Donayle Ashworth, Assistant Supervisor of Accounting and Accounts Payable, and Lent Bursey, Head Football Coach at Fair Park High School. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board salary schedule applicable to the position to which they are appointed. Family, friends, and school administrators present were also recognized.

### **BUS USAGE AND LOCATION AGREEMENT FOR USE OF SOUTHWOOD HIGH SCHOOL WITH NLEE PRODUCTIONS LLC**

*Mr. Burton moved, seconded by Ms. Phelps, to approve the bus usage and location agreement with NLEE Productions LLC for the use of Southwood High School as recommended by staff and included in the mailout. Vote on the motion carried unanimously.*

### **ALLOCATION OF CADDO EDUCATIONAL EXCELLENCE FUND INTEREST TO SCHOOLS**

*Mr. Burton moved, seconded by Ms. Priest/Mrs. May, to approve the allocation of the Caddo Educational Excellence Fund interest to schools as recommended by the superintendent and included in the mailout. Vote on the motion carried unanimously.*

### **ANNOUNCEMENT**

Mr. Henderson announced to the board that he is a candidate for Vice President of LSBA and that he would appreciate the board's support.

Mrs. Armstrong reminded board members attending the LSBA Annual Conference that Saturday's meeting is extremely important and encouraged the board members attending to stay and vote on these important issues on Saturday.

**Adjournment.** *Mr. Burton moved, seconded by Ms. Phelps, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:35 p.m.*

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Ollie S. Tyler, Secretary

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Ginger Armstrong, President

**March 21, 2006**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway, Shreveport, Louisiana at 4:30 p.m. on Tuesday, March 21, 2006 with President Ginger Armstrong presiding and the following school board members present being a quorum: Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy T. Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Larry Ramsey and Willie Henderson (arrived at approximately 4:37 p.m.). Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were given by Lola May.

### **CONSIDERATION OF MINUTES OF THE FEBRUARY 21, 2006 AND MARCH 7, 2006 CPSB MEETINGS**

*Mrs. May moved, seconded by Mr. Burton, to approve the minutes of the February 21, 2006 and March 7, 2006 CPSB meetings as submitted by staff in the mailout. Vote on the motion carried unanimously.*

### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

Superintendent Ollie Tyler presented the agenda and highlighted items for the board's consideration. Mrs. Armstrong proposed the following items as the consent agenda: 9-12, and 14.

### **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators, staff and other guests also were recognized.

**Show Us Your School Spirit Award.** Debbie Sayers, PTSA President at C E Byrd High School, received the \$4,000 award from *Southern Living* magazine and Dodge on behalf of C E Byrd winning the Show Us Your School Spirit competition. Mrs. Anderson announced C E Byrd High School received the most entries of any high school in the United States.

**2006 Louisiana Art Education Flag Design Winner.** Mason Nabors, Caddo Middle Magnet School, was recognized as the 2006 Louisiana Art Education Flag Design winner. He designed the state's Art Education flag and will travel to Washington, DC to show off his design and compete with others.

**Channel One National Advisory Board Members.** Randy Smith, Caddo Middle Magnet School, was recognized for being selected as a member of the Channel One Advisory Board. Mrs. Anderson explained this is a national group of teachers, librarians and administrators selected from throughout the United States to serve as consultants to Channel One. Mr. Smith teaches Broadcast Journalism at Caddo Middle Magnet and sponsors the school news station KCMM and the yearbook.

**Louisiana Association of Career & Technical Education Outstanding Teachers.** Mrs. Annette Tolbert, Caddo Career & Technology School, was recognized as the Louisiana Association for Career & Technical Education Outstanding Teacher of the Year. Mrs. Tolbert has taught Commercial Art at the Caddo Career & Technology Center since 1997 and has introduced innovative instructional strategies that engage students in quality performance and established strong relationships with area graphic design professionals to benefit her students.

Mr. Daniel Bricker was recognized as the outstanding New Teacher of the Year by the Louisiana Association for Career & Technical Education. Mr. Bricker has taught welding at the Caddo Career & Technology Center since 2003 and has certified as a Welding Educator through the American Welding Society which allows him to make industry-based and recognized certification available to his students.

**Louisiana Learning Tree Educator.** Brenda Smith, Oil City Elementary School, was recognized for being selected as one of the five national Outstanding Project Learning Tree Educators. Mr. Ricky Kilpatrick, Louisiana PLT Committee Chairman and Northwest Louisiana Forestry Agent for the LSU Ag Center, noted this is the first time since the 1990s Louisiana has won this award. Mrs. Anderson explained this is a great accomplishment, as the competition for this award is very tough, and for this accomplishment, Ms. Smith will receive an expense paid trip to the National PLT Conference in Virginia.

**Joyce/Ravenna Teacher Award.** Carolyn Nelson with the Community Foundation announced this is the first Eulava Joyce & Charles Ravenna Exemplary Teacher Award. She explained the Community Foundation was formed approximately 40 years ago by a group of citizens who were looking for a way to attain their philanthropic goals and the Foundation has housed many funds established for very special people. She recognized Carol Immanuel with the Foundation staff and Bill Stephenson who established the only fund at the foundation not named for the donor, but named for two very special people in his life – Eulava Joyce and Charles Ravenna, former educators. Mary Drexler, Hamilton Terrace School, was recognized as the high school winner; Isobel Hood, Youree Drive Middle School, was recognized as the middle school winner; and Mary Harris, teacher at Summer Grove Elementary, was recognized as the recipient of the Exemplary Teacher of the Year. Mrs. Harris will receive a check in the amount of \$1,000.

**Prudential Spirit of Community Award.** Allison Gras, student at Caddo Middle Magnet, was recognized as the recipient of the 11<sup>th</sup> Annual Prudential Spirit of Community Award. Mrs. Anderson explained this award is sponsored by Prudential along with the National Association of Secondary School Principals and Allison is one of two students in the State of Louisiana to win this award. She will receive \$1,000, an engraved medallion and will travel to Washington, DC to compete with students from across the country. She received this award for her many hours of volunteering in the community.

**2006 EAST Partnership Conference Superior Rating Winners.** Mrs. Anderson recognized the following members of the Southwood EAST Lab Team for receiving a Superior Rating at the 2006 EAST Partnership Conference: Josh McCartney, Jason Robertson, Devin Kirkham, Jessica Le, Courtney Turner, Darcy Driver, Ronnie Gilliam, Courtney Cowden. EAST teachers are Carolyn Laskowski and Lloyd Rushing. The MST Coordinator is Jeff Roberts.

**National Microstation Architectural Design Winner.** Josh McCartney, senior in the Southwood EAST Lab, was recognized for placing first in the National Microstation Architectural Design Competition. He personally received microstation software valued at \$26,000 and Southwood High School will receive a school set of software valued at \$200,000. Jamaal Lee was also recognized because he and Josh prepared for the competition as a team.

**LHSAA 5A Girls Basketball Champions:** Mrs. Anderson recognized the following members of the Southwood Lady Cowboys, Louisiana High Schools Athletic Association 5A Girls Basketball Champions: Jessica Henry, Guard; Ricosha Kindells, Guard; Jasmine Grant, Forward; Tyria Snow, Guard; Precious Herron, Post; Annie Brown, Forward; Erica Brown, Forward; Lacanjala Latin, Guard; Raiyawna Gatlin, Forward; Megan Arterberry, Forward; Shawnette Jenkins, Forward; Brittney Houston, Guard; Zevy Ivory, Post (Sweet Sixteen Outstanding 5A Player); Porsha Black, Post; managers Nichole Sowell and Eisha Bates. Mr. James Cummings and Alan Matthews are the assistant coaches. Steve McDowell is the coach.

**LHSAA 3A Boys Basketball Champions.** The following members of the Fair Park Indians Boys Basketball Team were recognized as the LHSAA 3A Boys Basketball Champions: Eric Tramiel, Center; Gene Baker, Guard; Jason Boyd, Forward; Edward Sowell, Forward; Stephen Wilson, Guard; Derrick Berry, Guard; Markcus Jackson, Forward; Morris Claiborne, Guard; Antonio Shivers, Forward; Roger Claiborne, Forward; Statisticians Brian Casson and Terenzo Murray; Managers Codero Washington and Marcus Owens. Assistant Coaches Mickel Haynes and Prentice Reese and Coach Ronald Preston were also recognized.

**Recess.** President Armstrong called for recess at approximately 5:10 p.m. The board reconvened into open session at approximately 5:22 p.m.



## VISITORS

James Tagliareni, Allendale, New Jersey, extended an invitation to the board members to attend a presentation of their on-line tutorial program SpyWorks which will be announced at an Educational Conference Thursday and Friday, March 23<sup>rd</sup> and 24<sup>th</sup> at the Praise Temple. He explained SpyWorks is a software company that has established on-line tutorials for every objective in the State of Louisiana's standards. He announced the president of IBM, former president of EXXON, president of Cambridge, et al, will speak at the conference to help launch this national program. He explained they have worked for three years to build the network, acquiring content and going for academic performance to make sure the objective is toward the students in the classroom. He announced the State of Louisiana was picked by accident following the hurricane; and since September, they have fed approximately 300 students every week and have learned the three enrichment areas are the home, the mobile and the after-school programs. Mr. Tagliareni stated the network has been set up to support the district's objectives and they are expecting tremendous success in academic performance over the next few years. He announced the teacher appreciation program will be Friday, March 24<sup>th</sup> at Praise Temple.

Dottie Bell, teacher, addressed the board on her concerns relative to the consultant's proposal and she agrees a solution is needed to help our high priority schools meet the mandate. Upon researching the proposal, she said she realized they will be performing some of the same duties Caddo personnel has been hired to do. She reminded the board that prior studies tried have not been fruitful and that possibly the job descriptions of these employees need to be redefined if their work load is more than what the job description requires. Once the job description is redefined, then maybe more employees need to be hired to help perform the duties in the 18 schools that will allow us to hire more teachers and lower the class sizes in these 18 struggling schools. She added then the consultant firm could be used to pilot the lowest struggling elementary, middle and high school for one year and see the results. She said we may have the answer here, but may need a little more research in dealing with the problem. She asked the board to consider doing a little more research at home before getting into a long term agreement.

Scott Hughes, Alliance for Education, encouraged the board to support this proposal. He commended the board for the dialogue the evening before. Mr. Hughes shared that his board is split on this issue as are some of the districts, but in the end, they looked at the fiscal responsibility of the use of these one-time funds, the legal use of the dollars available and legality within the district's employee policies, and what options there are for spending the available \$1.6 million. He said the bad problem is Caddo has some under performing schools and some teachers who are younger and more inexperienced; however, the good problem is they are all isolated together in certain locations affording the opportunity to work on the achievement gap opportunity and do some focused professional development. Mr. Hughes also talked about doing the right thing and accountability and the fact the board has hired a superintendent whom they hold accountable. He said the board must give the superintendent and leadership the flexibility to implement the programs they believe are correct for accomplishing what the board has tasked them to do. Mr. Hughes stated realizing there are no other local resources, the Alliance supports the superintendent's recommendation and asked the board to favorably consider the proposal presented.

Lisa Page, Associated Professional Educators of Louisiana, addressed the board on the proposed proposal to spend \$1.8 million. She said she surveyed the 230 Caddo APEL members and announced that an overwhelming majority responded they did not feel the parish should spend this kind of money. She said members believe Central Office personnel can assist the local principals with needed help; the money could be better spent by purchasing computer programs and updating computer labs; there are many good administrators in the high priority schools, but they are fighting a battle that is impossible to win without looking at social issues; additional teachers could be hired to reduce the class sizes; teacher aides could be hired for 4<sup>th</sup> and 8<sup>th</sup> grades. She stated observations are in the principal's job description and if they cannot handle the load, additional help should be provided, maybe by using displaced principals from the hurricanes who have a successful record; hiring an outside firm does not allow the principal to observe what is going on in his/her school; provide small group, one on one intense instruction by excellent teachers (mentor teachers) to those who are in need of improvement, as improvement comes from the bottom up, not the top down. Ms. Page also stated that one question from a member was why would the board hire a firm from a state whose scores are consistently lower than Louisiana's? She said principals, assistant principals, supervisors, and

content coaches all see and know what is going on in the classroom and they do not believe an outsider is needed to identify the problem. The problem is how to dismiss the identified teachers. She said if principals need the help, there are people already on the payroll that can fill in and help, and suggested if an outside firm is hired, why not hire a firm to teach parenting classes, since that's the problem. Ms. Page stated, based on these comments from members, the Caddo Chapter of the Associated Professional Educators of Louisiana opposes the proposal and encouraged the parish to find a more effective and responsible way to spend this money.

Jackie Lansdale, Caddo Federation of Teachers/Support Personnel, stated that when it comes to education, research shows that the quality of the educator in the classroom is the most important criteria in raising student achievement, followed by the size of the classroom and supplies and facilities. She also said that everyone will agree that next to student safety, we all want schools with academic standards and disciplinary codes of conduct. Ms. Lansdale stated that at the work session on Monday evening she did not hear anything from the representatives of JBHM that they share in those corporate beliefs. She said she was convinced from a business perspective, they had a great application, but there were some areas that she believes had further questions – the accountability issue. Ms. Lansdale said it is clear the district would pay \$1.6 - \$1.8 million, but it isn't clear as to what the district would receive for this amount of money. She said she did not see any definable expectations, details or goals, and without these, how will the board know if they will need to continue the next year and the year after? Regarding accountability, she also said she did not hear the trade off discussed, nor the opportunity cost of using these dollars. She understands the Title II dollars cannot be used to alleviate the textbook shortage, but it can be used for incentive pay and salary lane differentials to encourage quality teachers to apply and remain teaching in these priority schools. She asked if what we are getting is more valuable to the students? She asked if there was due diligence in requiring outside research and exploring other avenues, visiting other schools/districts, was consideration given to using home-grown professional development? Regarding accountability of employees, Ms. Lansdale asked how does a private outside group hold public employees accountable, and how this firm will hold educators accountable without using any type of evaluative tool? She reminded the board that in the public school system, educators are already held accountable through evaluative and observations as prescribed in BESE 1525 and Caddo's own Personnel Evaluation Plan approved by the board every year. Ms. Lansdale added while it is unclear how this group will hold employees accountable, it is clear the Federation's charge is to insure and protect the process as defined in policy and law for their members and they will remain steadfast to any challenge to circumvent that process.

## **CONFIRM THE CONSENT AGENDA**

*Mr. Burton moved, seconded by Mrs. Hardy, to approve the consent agenda as presented. Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

### **Agenda Item 9 A., B., and C.**

**Personnel Recommendations.** Per request from the superintendent, Dr. Mary Nash Robinson, assistant superintendent for human resources, introduced the following personnel appointment as recommended by the superintendent and approved by the board: Deborah Killian, Professional Development Specialist (School Choice Schools). This appointment will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the position to which she is appointed. Family members and school administrators present were also recognized.

**Requests for Leaves.** The following requests for leaves were approved as submitted by the superintendent and staff in the mailout.

### **Certified Personnel**

Catastrophic Illness Leave (January 24-March 7, 2006 – 30 days)

Mary Grindstaff, Teacher, Sunset Acres Elementary, 10.5 years

Catastrophic Illness Leave (April 18-May 19, 2006 – 23 days)

Phyllis Garner, Teacher, Fair Park High School, 32.5 years

Sabbatical Study (Fall Semester, 2006-2007 school year)

Monica Dollar, Teacher, North Caddo High School, 6.5 years

Sabbatical Study (2006-2007 school year)

Tammie Pilgreen, Teacher, University Elementary, 10.5 years

**Classified**

Catastrophic Leave (March 3, 2006 – April 20, 2006)

Cathy L. Bush, Bus Driver, Transportation Dept., 10 years

Leave Without Pay (June 20, 2006 – June 30, 2006)

Joan Shirley Lurie, Teacher Aide, Shreve Island, 13 years

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the Other (Hiring, Assignment Changes, Separations & Resignations) Report for the period January 26, 2006 through February 24, 2006 as recommended by staff and included in the mailout.

**Agenda Item No. 10 A. and B.**

**Bids.** The board approved the following bids as recommended by staff and as submitted in the mailout on the bid tabulation sheets: (1) Upholstering Bus Seats – Billy V. Maloy dba Maloy Vinyl Repair totaling \$47.50; (2) Screen Printing System for Staff Development Center – Press A Print, Int. LLC totaling \$32,290.50; (3) Food Service Paper and Supplies – Conco Foodservice totaling \$44,881.95; Long’s Preferred totaling \$79,532.50 and VCC Janitorial totaling \$45,459; (4) Fish Poultry, Eggs, Meat and Specialty – The bid of Conco Foodservice; and (5) Canned and Frozen Foods and Supplies – The bids of Conco Foodservice, Long’s Preferred and VCC Janitorial. A copy of bid tabulation sheets are a part of the permanent file records.

**Bids (Capital Projects/Construction).** The board approved the following bids as recommended by staff and as submitted in the mailout on the bid tabulation sheets: (1) Central – HVAC Upgrade Removing Window Units, Project 2007-508 – The Payne Company with Base Bid and Alternate 1 for the sum total of \$943,498; (2) Keithville and Linear Roofing, Phase II, Project 2007-225 – Terry’s Roofing and Sheet Metal for the sum total of \$145,500; (3) Mooretown-HVAC Upgrade Removing Window Units, Project 2007-505 – Thermo-Technics for the sum total of \$712,100; (4) Huntington Roofing, Phase II, Project 2007-229 – John Gibbs Roof Systems for the sum total of \$210,500; (5) Hamilton Terrace-HVAC Upgrade Removing Window Units, Project 2007-503 – Payne Company for the sum total of \$1,499,440; (6) Lighting Retrofit at Captain Shreve, Linear & Oak Park, Project 2007-402 – Hicks Electric for the sum total of \$222,085.85; (7) Eighty First HVAC Upgrade Removing Window Units, Project 2007-502 – RRAC for the sum total of \$729,000; (8) Lighting Retrofit at Sunset Acres, Project 2007-405 – Hicks Electric for the sum total of \$160,800; (9) Hosston-HVAC Upgrade Removing Window Units, Project 2007-504 – RRAC for the sum total of \$590,000; and (10) Linear-HVAC Upgrade Removing Window Units, Project 2007-506 – Berg, Inc. for the sum total of \$1,198,700. A copy of the bid tabulations sheets are a part of the permanent file record.

**Agenda Item No. 11**

**Pipeline Right of Way Agreement with KCS Resources, Inc.** The board approved the pipeline right-of-way agreement and release of damages to place a pipeline on Caddo Parish School Board property, S16, T15N, R12W as requested by KCS Resources and recommended by staff and included in the mailout.

**Agenda Item No. 12**

**Youth Enrichment Programs (YEP) Agreement for 2006-2007.** The board approved the Youth Enrichment Programs (YEP) Agreement for continuation of the use of facilities between YEP and the Board for August 9, 2006 through May 18, 2007 as recommended by staff and included in the mailout.

**Agenda Item No. 14**

**Special Education Interagency Agreements.** The board approved Interagency Agreements as recommended by staff and included in the mailout. These agreements make it possible for the Caddo Parish Special Education Department to offer required services to students with disabilities residing in the parish.

## CADDO PARISH SCHOOL IMPROVEMENT INITIATIVE PROPOSAL

Mrs. Tyler stated that the proposal before the board today is an attempt to insure accountability, as well as assistance and support for all of the employees in the buildings labeled as high priority. The superintendent said we are out of time, and in looking at all the credentials of these persons with the expertise from all across the South and not just Mississippi, she is convinced, because of their record since 2000, they will be able to assist Caddo Parish in getting the high priority schools performing so the students can feel good about the schools they attend. Mrs. Tyler asked the board to support approval of Option B placed at board members' stations on Monday. The superintendent also noted that placed at board members' stations were the goals which the board requested the staff to bring forth. Mrs. Tyler again reminded the board that the young people in the buildings being discussed deserve the opportunity to have a performing school. She noted the fact that School Choice was offered in 15 schools this year and we have an opportunity with funding that we can use this way to bridge the achievement gaps.

*Mr. Rachal moved, seconded by Mrs. Crawley to postpone this agenda item for two weeks and that we move for proposals for performance contracts.* Mr. Rachal stated that this issue was discussed a great deal on Monday and the accountability has been brought up many times. He stated he doesn't mean anything against this company, but believes we need to hold them accountable and do so through a performance contract and also see what other options might be available. Mr. Rachal indicated he does not believe we should rush into this. Mrs. Crawley asked the superintendent, if adopted, when Plan B will go into effect? The superintendent responded we will begin training immediately, because we need to be able to begin in the schools when the school year begins in August, and reminded the board we only have next year before we will get more sanctions from the state. Mrs. Crawley stated the original contract was for April and asked for clarification that Option B is for August? Mrs. Tyler responded that is correct. Mrs. Crawley said she seconded the motion because she doesn't believe two weeks is enough time for the board to feel comfortable with this decision. She stated outsourcing is very serious and she would like to have more time to visit these school systems.

Mr. Burton expressed his concern about not having time to wait. He said waiting is playing with these children's lives and in the meantime we don't have the additional resources available to help them. He explained these new resources are now available to get some assistance and the more help we can get for these schools, the better. Some of these schools are in his district and noted they are not in the maker of the motion's district, and we are always saying we can't when we can, and we need to try something now.

Ms. Phelps stated her agreement with Mr. Burton's comments on waiting and the need for this support in these schools, as she too is concerned about all the schools in the district. She said she is also concerned about the accountability and cost of this program and that it's not a matter of aid that we don't need, but to spend this kind of money at one time with no basic accountability concerns her. Ms. Phelps said she would be able to consider other options, but they were not presented. She indicated she heard the proposal at the meeting on Monday and asked would we be able to pilot such a program in one school, i.e. Bethune is the closest to what the State is mandating as corrective action? She said we already say we will do our best and see what happens. Ms. Phelps expressed she would like to see the newly appointed Staff Development Specialist for Choice Schools have the opportunity to use some of these one-time monies to train our staff development personnel, our directors, our principals, etc. She stated she cannot support passage of the \$1.6 million proposal; however, if a proposal to postpone or another alternative is presented, she would be happy to do so.

Mr. Ramsey stated he understood when he first read this plan, and also when the presentation was made, that it is staff development and not an outsourcing plan. He heard the discussion on Monday explaining the proposed plan and that this group would engage the principal and the Central Office staff in on-the-job-training professional development and the principal is the one who will actually be doing the observations along with the instructional specialists that this firm brings to us. He added these are people we cannot hire off the street because we can't afford them. Mr. Ramsey highlighted all the staff professional development this company will bring and again stated this is not outsourcing. Mr. Ramsey noted he received a lot of emails from those who had concerns about the evaluation of teachers and reminded the board that Caddo has a policy in place, and the superintendent has said publicly this policy will be followed. Mr. Ramsey again stated these dollars are allocated to be spent for staff development and shouldn't

our first thought be that we stand to improve these schools. Mr. Ramsey again reminded the board that in 2003 the board faced some dismal circumstances and the budget was showing a \$14 million deficit. He said we hired a superintendent that we hoped would lead us through these problems, since the previous board was spending \$6 to \$10 million more than what was coming in, and the superintendent reallocated some things, put 300 plus employees back to work using Title II funds, brought in \$20 million in grants, was successful in passing a major bond proposal as well as a tax renewal, and has (and the staff has) a credible track record. He noted that after reading the proposal two times, he still sees professional development and training, which statistics will tell you there are two major keys – the principal has to be the role model and the leader in the school, and the principal must be able to work with and the ability to bring in top notch teachers and then manage those teachers. He believes this is a situation where we can get on-site staff development which is what these one-time dollars are for. Mr. Ramsey referenced his request from Monday for a list of the schools that have School Choice and noted that the 357 students who chose School Choice were now attending various schools in the district and asked is it fair to continue shuffling these students around? Mr. Ramsey stated he believes one way we can eliminate School Choice is to help the neighborhood schools and we can help them by getting them out of school improvement. He said he agrees with another board member and we don't need to delay this. He said he requested information on the Direct Instruction Program and doesn't understand why the board is questioning spending \$1.6 million on a proposal for a professional development opportunity when it approved \$3.2 million for Direct Instruction and never asked any questions. He explained outsourcing is a permanent arrangement where one group of employees is eliminated and that is not what is taking place. He said he would like to see the board vote this proposal up or down and allow the superintendent to move forward, if necessary, to plan B and what we are about and that is the education of all the children.

Ms. Priest noted that 14 of the 15 schools on this list are located in Districts 7, 6, 5, 3 and 2. She said the board is being influenced and making decisions on 15 schools by individuals who live outside the districts where these schools are located. She said the board needs to take a serious look at this issue and note that we cannot afford to have two separate school systems in Caddo. She said this vote is vital in insuring that there is quality education, accountability and high expectations at all 74 schools. Ms. Priest said it is not that you have lower expectations in one part of town and higher expectations in another part of town. She said the board has a vested interest when elected to make the best decisions for all of Caddo Parish, and asked if the board chooses a pilot, which schools will be chosen and how? She said this is about adding additional expertise as well as supplemental staff support in 15 schools that have been labeled academically unacceptable and the board is being asked to consider \$1.6 million and the budget is over \$370 million. She said the board makes decisions in districts and schools that total much more than \$1.6 million. She reminded board members that we are only talking about \$180,000 per school or \$182 per student for 8,700 students. She asked the board to ponder the thought as to whether or not this is too much to invest in the students of Caddo Parish. She stated that 63% of the students attending school in Caddo Parish are African Americans and we have to make decisions to help close the gap between African American students and white students. She encouraged the board to answer the questions, do they deserve a quality education? Do we want to have two separate systems?

Mrs. Hardy stated her agreement with Lillian Priest's comments and asked the board to do its responsibility to provide all boys and girls with a quality education. She said the reason we have our personnel is because of the children and with \$182 per student, the Board will be throwing away an opportunity to give these students a quality education. She stated the \$1.6 million is a one-year, one-time allotment from the 2004-05 school year. She encouraged the board to put their interest in the superintendent since we hired her to take care of Caddo Parish; however, it's obvious to her some of the board thinks they know more than the superintendent, more than our personnel. She said she understands what it is to be in the classroom and she knows what it is to be black and these children need the board's help. She said doesn't understand, but she believes it is simply because these children are black. Mrs. Hardy asked the board to reconsider and support the superintendent in helping our boys and girls.

Mr. Henderson asked the superintendent her understanding of the motion on the floor? Mr. Rachal explained the motion is to postpone so we can have this proposal and any other proposals brought back to the board in a performance contract so we will have the accountability. Mr. Henderson asked if Mr. Rachal has a time in mind that these proposals will come back to the board. Mr. Rachal responded he would like them to come back as quickly as possible. Mr.

Henderson explained that he is asking this question because in looking at the document the board has received, the one in the mail and the one provided at the work session, on page 26 of the two-page Caddo Parish School Board Improvement Initiative Proposal, he sees that the timeline under Option B will begin August 2006 and the superintendent stated something about beginning prior to August. Paula Tharpe explained the board asked them to look at the training cost listed as a separate line item in the original proposal and they have taken this out, so the cost in Option B is for services in the schools which will begin when school starts in August. However, their company is still agreeing to do that training early and at no additional cost so the district staff and school staff will be ready to implement the school improvement process in August. Mr. Henderson stated he appreciates that, but his problem is why wouldn't the proposal have this in it so he understands exactly what the company is proposing? He said when he asked about the document the board originally received, you said that's not what we are doing, but we are doing this one. He said now he is being told the company will pick up the inservice and dates from the old one. And that is part of his problem. He believes we can do exactly what has been said, but it needs to be presented in a way so it is clear to everyone and we don't have to come back six months from now and discuss what was meant. Mr. Henderson said with respect to inservice, this was his number one priority when he ran for the school board and it still is. He said the motion is one to delay and he is trying to get an understanding when we can expect to start up in relation to what the superintendent is planning and the proposal should say this.

Mrs. Tyler responded that what he is asking for is in the proposal on the third page of the information provided on Monday evening. Mr. Henderson stated he didn't understand exactly what summer meant. Mrs. Tyler responded summer 2006 and on the last page referenced the special note. Mr. Henderson suggested there is some merit to the idea of delaying approval of this project and with the delay could come a very specific description, more than two or three pages, as what the board received was charts, resumes, etc., as well as forms in the original document. Dr. Walters explained those are examples of documents used in their school improvement process and they do not put the names of other schools on them, but thought the board might need to see these in order to make an informed decision. He also stated the resumes are included, because even though they are not a normal part of their proposals, the board asked for them. Mr. Henderson asked Dr. Walters if they could put in writing a description of what their firm will be doing in the schools? Dr. Walters said they could. Mr. Henderson asked if that is not what a proposal is? Dr. Walters responded he believed they had given the board an adequate proposal, but will be glad to make it as detailed as the board likes. Mr. Henderson stated he hopes a timeline can be established that is sufficient for the superintendent to move forward with the necessary planning. He said he intends for the board to do something and if we can't come up with anything better, he will support this proposal; but he believes we need to establish some guidelines so everything is ready at the beginning of this school year.

Mrs. Armstrong stated that the timeline offered by Mr. Rachal was *as soon as the superintendent can do this*. She asked Mr. Henderson if he desires to be more specific or leave it with the superintendent's discretion? Mr. Henderson indicated if the superintendent is o.k. with it that way, then it's satisfactory with him.

Ms. Phelps asked if there is a time limit on the use of these carryover monies? Dr. Lila Finney explained these carryover funds need to be spent by September 30, 2006, and Mr. Wreyford will set a deadline prior to that date in order to meet the September 30<sup>th</sup> deadline. Ms. Phelps stated she mentioned last month it would be nice to know some things ahead of time, because two weeks is not enough time for making a decision. She stated this is the first time she has heard that the money has to be spent by a deadline, and maybe some board members knew this, but she did not, and she believes it would benefit the board to have as much knowledge on any matter so the board can make a conscious decision. She indicated she is upset about this, because it is not a black and white issue, or a black issue, but it's a matter of this company coming here with no accountability with these kind of funds that on the flip side we need to spend the money. She said enough is enough, and she is black, and she is not trying to undermine anyone, as she respects everyone on the board and the superintendent has done a wonderful job since she has been in Caddo and she is not trying to take anything away from that. Ms. Phelps stated she is highly offended and she has had enough of saying this is a black and white issue, because this is a lot of money just for someone to come in and say they are going to assist our schools. She said she is all for the training for our staff development people, our directors, but now we learn this money has to be spent by September 30<sup>th</sup> and that is the issue.

Mr. Guin said he brought up an issue at the work session dealing with tying performance with the dollars, i.e. the company would come up a figure that it will cost them to institute the program and then tie the additional funds to performance in each and every school, set benchmarks and tie the funding to them. He even commented he would be willing to pay \$2 million a year if we saw the improvement we need at these schools. He said he is confused why the staff didn't speak up at that point and let the board know the monies have to be spent by September 30<sup>th</sup>.

Mrs. Tyler responded she didn't know that, but if that is the case, we can encumber this money with Title II funds by putting in the positions we did last year. She said there is a way to work through this and taking the upcoming money from 06-07 and tying it to this.

Mr. Guin said based on the superintendent's answer, he observed that in his almost eight years on the board, not one single time is he aware of that the board, or the previous board, denied monies to the schools being discussed in order to improve achievement. Secondly, he heard a number of speakers come to the microphone, some for and some opposed, and he saw multiple races, and some who spoke against the plan were not white. Thirdly, Mr. Guin stated he observed there are groups represented here today who have spoken louder by the fact they did not come to the microphone, because they have been before the board time and time again in support of issues on the table. Mr. Guin said he believes a large part of what is going on in the community around this subject has to do with money. He said he also brought up the fact of taking the dollars and tying a portion of it to performance and Dr. Walters said he would be more than happy to do that. Mr. Guin stated he is not against what is being proposed because he doesn't have the answers, but he is only asking that this company be willing to share a little bit. He doesn't believe the timelines laid out are so crucial that they could not be brought back in two weeks if we need to. He would like for this company to include in their proposal some buy-in on their part to performance and he believes it will make a lot of difference on the type of reports that come to this board if they know what they will get paid is based on performance. He stated his support of the motion on the table and he doesn't support postponing it forever, but believes we can come back in two weeks or the next board meeting. He asked if he heard correctly that this company is willing to take on 30 schools in the State of Louisiana and we are looking at 15? He understands this company needs some type of commitment from this board or will probably need to move on. He asked if two weeks or a month is too much time for the superintendent and the company to work on an alternate proposal tying performance to the dollars?

Dr. Walters addressed the performance issue and that he did welcome the opportunity to enter into a performance contract; and, they are willing to guarantee those results, but starting with the board, you must do what they say has to be done, as the board will not hold them accountable and not allow them to do their job. He said if they come back with a performance contract, it will start from the top down, and everyone has to be hooked up to the process. He noted this board can hire all the consultant firms they want to hire, but unless everyone is hooked up to the process, it will not work. Mr. Guin asked Dr. Walters if we operate under the current proposal where it's not tied to performance, will that change anything just said? Dr. Walters said it changes nothing. Mr. Guin stated we are not going to experience any gain or growth if everyone (from the board down) doesn't listen and do what this company says must be done? Dr. Walters said that is exactly right, and he is perfectly willing to do this, but it will be an entirely different proposal and will require that people do and act on their process.

Mr. Abrams stated he perceives this as being a problem for the board because if you have a consultant that is deciding we do everything exactly as they put it in their contract, then you will have the distinction of having a base line contract and this amount will be done, but as soon as there is a disagreement about who is doing what and for whom, that will be when the board will end up in litigation. Mr. Guin said he understands, but he believes there are ways in which the agreement can be structured to where there is lead way on both sides. He said if you object to the principle as a whole and say that it is illegal, then he will back off; but until we see what opportunities may be brought to the table and how this can be worked out, he doesn't believe we can walk away from looking at the options. Mr. Abrams stated his comment is not really directed toward the illegality of the proposal, but the problem with all the other issues when you begin dealing with the particular employees and performance evaluations and those employees having to do exactly what they are told to do by outside consultants and whether or not they are going to comply with those rules. That is how he perceives the issue.

Mrs. Hardy reminded the board that whatever decision is made will be on the board's conscious and we need to listen to our superintendent and staff. She said that is why we hired them, because they know what is in the best interest of the boys and girls.

Mr. Ramsey stated Mr. Henderson has requested tightening up the proposal and putting more details in writing, and Mr. Guin made some good points, and asked Mrs. Tyler if we go back to the table, can this be done in two weeks? He said he doesn't support opening this up to every company in the world at this point, because we don't have that kind of time, but asked what would be a reasonable amount of time to come back with a performance contract? Mrs. Tyler stated she is confused about the comments and she doesn't understand what it is the board wants her to do. She said she has made a recommendation based on what she believes will help get our schools performing and whatever the board decides, she will do the best she can with her staff and the schools and employees to provide the best education we can for these students. She stated she doesn't understand if the board wants her to come back with a performance contract or with what Mr. Henderson requested. Mrs. Tyler stated she will comply with whatever the board requests her to do and will try to do so in two weeks if that is the board's request, as long as she knows what the board's requesting. Mr. Ramsey stated that a lot of discussion has taken place and we have commitments and a pretty good description of the services this company will perform. He noted points by Mr. Abrams and asked if this board will be strong enough to stand the pressures that will be related to a performance contract, legally and personally. He stated his support of the superintendent's recommendation and that he will vote against postponing.

Mrs. May stated she has listened diligently to the dialogue and that she is a visual person, one who likes to see everything in writing. She said she wants to make sure all the i's are dotted and t's are crossed and at this time she is not satisfied with what has been presented. She said she received this proposal the first of March and before voting, she would like to see a more concrete, detailed proposal. Once that happens, she believes this board could support it; but if asked to vote on it today, her vote would be no.

Mrs. Crawford referenced the comment that the board would have to do exactly what this company says and asked the superintendent if she would not be doing this anyway? The superintendent answered in the affirmative and stated that the difference is if you require a performance contract and when the times comes when there are those who really do not want to be accountable to get the children educated and the progress is not made because of these type problems and we don't stand behind the recommendations, we will still have to pay the company. Mrs. Tyler also added we will have this anyway; but, if you do a performance contract, you must hold people accountable for educating the children. Personal relationships cannot get in the way; friends can't get in the way; and we can't talk about what parents can't do as we don't have any control over them, but we must concentrate on getting everyone trained so we can educate these students. The superintendent said in the past we have had some short periods of time to make things happen with funding and other programs, and we have done so, and she doesn't believe she and the staff has let the board down, and now she and the staff are only asking for a chance to get these schools performing. She stated she is willing to put her job on the line that these people will perform because it's that important to the people in those buildings that these children succeed. Mrs. Tyler asked the board to look at her track record for the past 2.5 years and it is not about this company. She stated she stands on her recommendation. Mrs. Crawford asked if the board requests this company to bring back a performance contract in two weeks, how will this delay starting in August? She referenced contacts in Calcasieu Parish and they have already been asked to come up here and the company representatives have stated that they get educators from all across the state. Mrs. Crawford asked if staff will be a real big issue if we postpone this for two weeks? Dr. Duplantis stated that the staffing for specialists will not be an issue. Mrs. Crawford asked for clarification on performance? Mr. Rachal said that he believes we are talking about our schools performing and they will be measured on their performance, and he is talking about measuring this company's performance on how well they perform, and he believes the way we will know how well they perform is how well our children perform; do we have a quantitative increase?

Mr. Henderson stated that he is trying to look at this as a business proposition and in wanting to feel comfortable with every aspect of this situation, he finds it very interesting that Dr. Walters was very definite about having a very clear description of what this board will be responsible for in a performance contract. He said his question was in the absence of a performance contract, what can the board expect from JBHM, and he was told the company could not do it, it's too



involved. He said it is not a matter of not wanting to support this project, because he doesn't want to leave this issue without doing something that will have a positive impact on this great need. He said it is important that we not just seek ways, but that we find ways to help these students in these schools. Mr. Henderson asked about the document board members received today and on the second page under student performance and is not clear on the meaning of this. He referenced the statement *the goal of this project is to increase the number of students scoring proficient by a minimum of 5%*. He said his problem is he doesn't know what this means. If we reach this goal will this get these schools out of School Choice? Mrs. Tyler explained how the calculation is done for school performance and that when you talk about students scoring proficient, you are talking about students who are scoring high on the Leap Test. Mr. Henderson stated if the superintendent tells the board that this 5% will get us where we need to be, he is satisfied. Mrs. Tyler explained the Leap Test is 60% of the School Performance Score, so if we can get these students performing at that level, it will be what is needed to get the SPS (School Performance Score) up. Mr. Henderson stated that is what he was searching for in the discussion and when this is in here, and he understands this is not a guarantee, but at least we have a tangible goal. Mr. Henderson stated to Mr. Guin and the maker of the motion that he heard what the attorney said and the comment relative to what the consultants might require and how it could create some legal problems; and once again, his is concerned that we need to have it written down, because when it is written down, we see what is required and can decide whether not we want to buy into it, and that is why he is asking for a description of what we are going to do so he will be able to decide whether or not it has been done.

Mrs. Crawford stated that material was received for the work session, and the board is being asked to vote on this tonight. She said some additional information was received in the mailout and she studied it over the weekend, pulling out accountability results for Caddo, Calcasieu, LaFourche and Lafayette, talking to relatives in Calcasieu, and an additional proposal was received on Monday, and additional information provided at the meeting tonight. She stated she believes what some board members are saying is we just need time to look into this and noted the superintendent's comment at the work session about visiting some of the schools and she doesn't believe we can vote on something today, visit the schools after the fact and hopefully then determine this is not what we need in Caddo. She asked why can't the board look at some of these schools over the next two weeks while the proposal is being revised and see what is going on and hopefully be able to make a better educated decision about this project. She stated she doesn't believe that anyone on the board doesn't want to see children not do well.

Mrs. Tyler responded that staff keeps bringing more information because the board has continued to ask for more information and staff is only providing what is requested. The superintendent asked, if the board does not wish to do this, to not keep staff going back and forth, as it doesn't take two months to read a proposal, and all we are trying to do is help some children. She stated if the board does not want to do this, to just vote it down so she and her staff can move forward and try to help these students in these schools in some other way. She stated that schools can be visited, but having had the proposal for two weeks, no one called and expressed to her a desire to look at these schools. Mrs. Tyler said she is not trying to be disrespectful, but every time the board has met, additional information has been requested and she has attempted to respond, but when she does, she is at fault.

Ms. Phelps responded to the superintendent's comments relative to asking for information and that on this particular issue and everything the board has asked for if it had been a part of the proposal, she feels the board would not have asked for a detailed proposal. She stated she does not believe this is a proposal of specifics which she asked for two weeks ago addressing exactly what this company would do for Caddo. Ms. Phelps said that is why she asked a month or so ago if the board has some idea about what staff is considering, it would have helped the board in addressing this issue. She stated she believes knowledge is powerful and this is a lot of money and if the board had been included from the very beginning, she believes some of this information would have been provided from the very beginning and a work session would have been held earlier and she has yet to find her indication there was a meeting on yesterday (Monday) and she only knew because a board member told her.

Mr. Burton asked the superintendent when she was aware of this money? The superintendent responded this month. He asked if it is correct the proposal has to be submitted by the end of the summer? Mrs. Tyler answered that is correct.

Mr. Rachal stated this issue is so important and he appreciates the time the board has taken to ask these questions so the proper choice can be made. Mr. Rachal addressed comments made, including (1) he has never questioned the credibility of the superintendent nor has he heard any other board member question her credibility, (2) no one is questioning whether or not something needs to be done, but the question is how we need to go about doing something, (3) he is not rejecting this proposal, but he would like to see the proposal tied to some performance benchmarks, just as we expect from our superintendent, principals and students, and (4) this has nothing to do with race. Mr. Rachal said he is hurt and offended that anyone would imply he does not care about all the children. In referencing Dr. Walters agreement to accept the charge of having some performance tied to his contract, he would like to see this done. Mr. Rachal asked everyone to consider the business aspect of this issue, not only to our children, but our fiscal responsibility to best business practice. Mr. Rachal asked the board to support the motion on the floor.

*Mr. Rachal requested that his motion be amended to include a timeline.* He asked the superintendent if this is proper? Mrs. Tyler asked for clarification and if what the motion is requesting is for staff to bring back to the board performance contracts. Mr. Rachal said it is a little more than that, in that board members have not indicated they are totally satisfied with the details being properly addressed, so he is asking the superintendent how much time is needed to meet with the company and have some performance lines incorporated in the contract. Mr. Rachal also stated it goes against what he believes we should do if we are not considering other companies. Mrs. Tyler stated there are no other companies. Mr. Rachal said he doesn't know that because he hasn't seen any Requests for Proposals. Mrs. Tyler asked if the board wants to do this? Mr. Rachal said he will, because time is of the essence. Mr. Guin called for a point of order in that the maker of the motion has made a motion and has asked that a friendly amendment be placed on the table and we are now in debate and we should be moving forward. Mr. Rachal asked the superintendent how much time is needed? The superintendent stated again that she does not know what the motion is. Mrs. Armstrong stated he is requesting to incorporate in the proposal to give the board more details. Mr. Guin again called for a point of order that we are again in debate. He asked that the maker of the motion state his motion and his friendly amendment. *Mr. Rachal amended his motion to reflect that this come back to the board in two weeks.*

Mrs. Tyler stated that based on the dialogue and she doesn't believe the board is wishing to do this, she is withdrawing her recommendation, and she will not make another recommendation.

Mr. Burton called for a point of order as the motion on the floor belongs to the board and the board has to do something with it. Mr. Rachal withdrew his motion and Mrs. Crawley withdrew her second.

## **POLICY AUTHORIZING SUPERINTENDENT TO ENTER INTO CONTRACTS WITH FILMING COMPANIES FOR USE OF FACILITIES AND VEHICLES**

*Mr. Guin moved, seconded by Mr. Burton, to approve the proposed policy authorizing the superintendent to enter into contracts with filming companies for use of facilities and vehicles as recommended by legal counsel and included in the mailout.*

Mr. Henderson stated the question was posed to him as to what kind of movies will be filmed in our schools and suggested that language be added that will give the board the opportunity to at least know the kind of movies that will be filmed on School Board property. Mr. Abrams stated that in response to the question raised, it would be any and all movies, as the board will be giving the authority to do so, but proposed that the motion be amended to change the verbiage to read, following *the board authorizes the superintendent to enter into agreements with film companies for the use of facilities and vehicles for filming, insert filming family movies or pictures intended to be rated no higher than PG13 with such use ....* Mr. Abrams explained the reason why the language is somewhat loose is because a lot of these movies as they are being filmed do not know what the rating will be when they begin filming, but if you know what type company and what type movie, the board can make that determination. He further explained if the rating is higher than PG13, it's something that would come to the board. *Mr. Henderson moved, seconded by Mr. Guin, to amend the motion to include this language.* Mrs. Tyler stated had she known there was a problem, she could have made this correction. She explained she asked Mr.

Abrams to craft the proposed policy and indicated to legal counsel that she wanted to make sure all agreements are reviewed by you, but the intent was not to give her any more authority, but only to not hold up any economic development efforts. Mr. Henderson stated a lady in the audience approached him just before the school board meeting and asked him this question, and he would have called the superintendent about this if he had known prior to that time. Mr. Henderson explained he supports the superintendent and would have called had he known about the question prior to today's meeting, and he believes it is a good question. He further stated he is not disrespecting her, because he supports the superintendent. The superintendent stated she did not mean it that way, but this is the first time she had heard about it. Mr. Henderson again stated he just learned about this. The superintendent stated she did not mean to imply that Mr. Henderson was disrespectful, but only thought that someone could have come up and said something to her before hearing it in open session.

*Vote on the amendment carried with Board members Guin, Burton, Crawley, May, Priest, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion. Mrs. Hardy abstained and Ms. Phelps was absent for the vote.*

*Vote on the motion as amended carried with Board members Guin, Burton, Crawley, May, Priest, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion. Mrs. Hardy abstained and Ms. Phelps was absent for the vote.*

## **SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** The superintendent announced that the update on the construction projects was sent to the board in the *Weekly Briefing*.

The superintendent announced that staff has completed the assignments on Items B., C., D., E., F. and G.

**Feeder Pattern Proposal for Booker T. Washington High School.** Mrs. Tyler reported that she and staff have been working diligently on this request and will be coming to the board in April or May with the framework of a plan. She said staff is currently gathering some additional data so the plan will be comprehensive.

Mrs. Crawford expressed appreciation for the quick response on the report on the possible central distribution location for books and asked if we can track textbooks through the schools, i.e. when one school orders a textbooks, do we know exactly what each school orders? Mrs. Tyler explained not always, because sometimes schools have supplementary textbooks ordered out of the individual school funds and other times when we adopt textbooks, we do have a record of this because they have to be ordered through the textbook supply company and a requisition is done through the department, so yes, it can be tracked. Mrs. Crawford asked if one school has a large number of students and they order that many books, and the following year there is a shift in numbers, how can we make certain that the books shift with the students, can the follow they population? The superintendent explained normally the administrative staff in charge of the textbooks will call the other schools and work out these situations. Mrs. Crawford referenced her experience when there were only classroom sets of books and students had to sign out textbooks to take them home to study and she understands there are isolated instances where this is happening. Mrs. Crawford asked why do we, in some instances, only have classroom sets? The superintendent explained that the process is when we have newly adopted books, we ask every building to tell us how many books they predict they will need and we purchase that number of books for that core area. Mrs. Tyler explained the first year we will have enough books for every student, but the next year, it's possible that we have lost anywhere from 600 to 1,000 books and when parents are asked to replace the books, they refuse to do so, which means this school comes up short on the number of books. Mrs. Tyler explained the district only gets approximately \$18.00 per textbook and the average cost of most books is \$50 or more. Mrs. Gunn also said when the books are adopted based upon the budget approved, sometimes the price of the books will increase before the order is placed. Mrs. Gunn also explained we spent a lot of EEF money to buy additional textbooks.

Mr. Rachal shared with the superintendent a document he received from the Herndon Magnet School for distribution to the board in the next *Weekly Briefing*. He added this is something he would like to see from all the schools with the wireless phones.

## NEW BUSINESS

Mrs. Hardy inquired as to when she might receive her Baton Rouge check for reimbursement of expenses. The superintendent stated that these have been turned into Mr. Wreyford for processing.

## ANNOUNCEMENTS AND REQUESTS

Ms. Priest asked the superintendent to look at the appropriate use of Title II funds and any accountability systems that will aid students in Mooretown, Sunset Acres, Fair Park and Bethune. Mrs. Hardy asked that Green Oaks and Linear be added to this list.

## EXECUTIVE SESSION

*Mr. Guin moved, seconded by Mr. Burton, to go into Executive Session for up to 10 minutes for the purpose of hearing an update on the Pine Grove/Roofing Supply, Inc. and VVP America, Inc. d/b/a/ Binswanger versus Design Build Development Services, Inc., Patterson Insurance Company and Caddo Parish School Board, Suit No. 454,504, FJDC. Vote on the motion carried unanimously and the board went into executive session at approximately 7:32 p.m.*

The board reconvened into open session at approximately 7:42 p.m. *Mr. Guin moved, seconded by Mr. Burton, that the Caddo Parish School Board settle the claims of VVP America, Inc. d/b/a/ Binswanger Glass for the sum of \$45,000 and that the board appeal the judgment as it relates to Roofing Supply Inc. Vote on the motion carried with Board members Guin, Hardy, Burton, Crawley, May, Priest, Crawford, Rachal, Ramsey, Armstrong, and Henderson. Ms. Phelps was absent for the vote.*

**Adjournment.** *Mr. Guin moved, seconded by Mr. Burton, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 7:45 p.m.*

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Ollie S. Tyler, Secretary

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Willie L. Henderson, President

**April 11, 2006**

The **Caddo Parish School Board (CPSB)** met in special session in its office at 1961 Midway, Shreveport, Louisiana at approximately 6:30 p.m. (immediately following the Executive Committee/Board Work Session) on Tuesday, April 11, 2006 with President Ginger Armstrong presiding and the following school board members present being a quorum: Eursla D. Hardy, Willie Burton, Lola May, Tammy T. Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Larry Ramsey, and Willie Henderson. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were omitted.

**EXECUTIVE SESSION**

**Student Readmission Appeal.** *Mr. Burton moved, seconded by Mrs. Hardy, to go into executive session for up to five minutes for the purpose of hearing a student readmission appeal. Vote on the motion carried unanimously and the board went into executive session at approximately 6:30 p.m.*

The board went back into open session at approximately 6:35 p.m.

**Adjournment.** *Mr. Burton moved, seconded by Mrs. Hardy, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:35 p.m.*

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Ollie S. Tyler, Secretary

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Ginger Armstrong, President

**April 11, 2006**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana, at 4:30 p.m. on Tuesday, April 11, 2006, with President Ginger Armstrong presiding and Lola B. May and Willie D. Burton present being a quorum. Other school board members present were Eursla Hardy, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Larry Ramsey, and Willie Henderson. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Mrs. May gave the invocation and led in the Pledge of Allegiance.

## **PRESENTATIONS**

**Junior Achievement of North Louisiana.** Wanda Gunn, assistant superintendent for academic affairs, recognized representatives from Junior Achievement of North Louisiana and introduced LeeAnn Anglin, development coordinator for Junior Achievement. Ms. Anglin thanked the board for the opportunity to share an update on activities of Junior Achievement with over 6,000 students who participate throughout North Louisiana. She said Junior Achievement (JA) has business and economic development programs for students in kindergarten through 12th grade, programs that enrich student learning aligned with curriculum standards and meet Louisiana content standards. Ms. Anglin explained the elementary programs are designed to teach students about roles as individuals, as workers and as good consumers in the community. While JA is mainly designed for Social Studies, Junior Achievement's programs provide many opportunities to develop cross disciplinary knowledge and skills and shared with the board a tangible hands-on example of a fourth grade program activity and highlighted the skills students learn from this type activity. Ms. Anglin noted that the JA programs are both age appropriate and interactive and they reinforce the value of education and teach students about the future economic benefits of staying in school. She also shared with the board a brief power point presentation on the Junior Achievement web site and how anyone can access and use its resources. Ms. Anglin also explained that the JA middle and high school students learn key economic, ethical, and work force issues they will face, and shared with the board the resources and activities available for the students. She announced JA will place 195 trained business mentors in Caddo's classrooms this year reaching approximately 4,300 Caddo Parish students.

**James Burton Foundation and Little Kids Rock Non-Profit Organization Partnership with Caddo Schools.** Mrs. Gunn reported that through the Little Kids Rock Non-Profit Organization Partnership and James Burton Foundation, 23 Caddo schools have volunteered to offer this guitar program to their students. A committee was developed to comprise the criteria for the selection of these schools and committee members present were introduced. Leisa Edwards, middle school director, stated that in 1996 David Wish, an elementary teacher, was saddened by the lack of funding for music education and began offering free, after-school guitar lessons for the children at his school. Today, this national non-profit organization has served nearly 10,000 students. She said the program teaches children to play rock music along with other styles and secondly, she believes kids do rock, as they are enthusiastic, energetic and exciting people. She said this partnership will pioneer innovative teaching methods that are rooted in children's knowledge of popular music, it will prepare practitioners, such as teachers, to offer classes using the methods and materials, and provide free musical instruments and instructors for the students. Ms. Edwards shared that Little Kids Rock has pioneered a method of musical instruction that will capture the attention and imagination immediately by emphasizing performance and composition over reading and writing. She said since music is a vehicle for human communication, it is believed that these similarities have implications as to the way music should be taught to children. A brief power point presentation was shared with the board on input from students and teachers who have participated in this program. Ms. Edwards invited board members to attend a press conference on April 25<sup>th</sup> where principals and teachers will receive the guitars followed by a two-day workshop conducted by David Wish. She announced students will be selected to participate in the program in the spring of 2006 and classes will begin in August 2006.

Kathy Rettelle, music supervisor, shared with the board that the direct services for the teachers and students will include providing the necessary curriculum, guitars, computer programs and other teaching aids; and the participating educators will receive a guitar and case for each child in their class, courtesy of this partnership. Once teachers begin the Little Kids Rock classes at their schools, they will become eligible for ongoing professional development and other services.

She explained this program is research based and teachers will receive 18 hours in continuing learning units. Students participating in the program learn to play popular music as well as improvise and compose their own original music. The guitar will also graduate with the student who plays it and completes the program and the goal is to continue the program by replenishing these guitars next year and expanding the program where needed as well as following the progress of these students. The first year partnership will focus on the core curriculum program, training full time music teachers as well as general education teachers to teach within their own school setting. She explained the Foundation and Little Kids Rock will also provide funding for replacement strings and repairs as needed.

Lane Hunnicutt, principal at Summerfield Elementary, shared with the board that thousands of students have been touched by this program and how this guitar can be used. He said he believes this is one of the greatest programs for exploring creative writing, and shared his plans for bringing this program to 20 plus students in his school and giving them the basics before summer. He said many students in his school need to improve their self esteem and he believes this is a wonderful way to do so. Mr. Hunnicutt said he is very excited about this program and the opportunity he has to go into the classroom and teach.

Linda Johnson, chair of the Little Kids Rock and James Burton Foundation Shreveport Chapter, shared the timeline and sponsorships of this program. Mrs. Johnson announced the only Little Kids Rock Chapter south of Memphis will be located in Caddo, and that 600 quality guitars, the cases, the curriculum and software, and the two-day workshop will be offered free. She also announced our students will be able to participate in the James Burton Guitar Festival next year and meet the stars. Also, Caddo schools and students will receive not only international recognition, but Presley Enterprises Inc. will also market our event and highlight Caddo students and teachers. She also stated if the students come to class and complete the lessons, the guitar becomes theirs. She urged the board members to attend the news conference April 25<sup>th</sup> from 3:30-5:30 p.m. at the Municipal Auditorium.

Mrs. Crawford shared with the board information she obtained when attending a music session at the National School Boards Association Annual Meeting. She said music is a great discipline that translates academically and she thinks this is a great program.

**Recognition of Bus Driver.** Mr. Lavergne said a couple of weeks ago one of our buses encountered a very serious situation and recognized JoAnn McMillan, bus driver, for reacting with good, sound judgment in getting the students out of harms way very quickly and safely, and for her dedication to her job and to the children.

## **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE APRIL 18, 2006 CPSB MEETING**

The superintendent reviewed the proposed agenda for the April 18, 2006 school board meeting and discussion followed as summarized.

**Agricultural and Hunting Lease at Carver Site.** Mrs. Armstrong asked if this will have any affect on the deteriorating school building on this site? Mr. Lavergne responded no. He explained we currently have an agricultural lease on this property, but have received several requests for a hunting lease. Mr. Rachal asked if limitation will be made so there is no access to the buildings on the site, as this could be a liability. Steve White responded there is currently a fence that fences off a portion of the school building from the remaining 640 acres on this site, and he can make certain the fence is all up and in good repair before another lease is issued. Mr. Rachal asked staff to follow up and make sure the deteriorating building is not part of the lease and that they stay off the building premises because of the liability issue.

**Approval of One-Time Salary Supplement.** Mrs. Armstrong stated her appreciation for the superintendent coming forth with this recommendation so expeditiously.

**Shreveport Job Corps Center Cooperative Agreement.** Mr. Rachal asked how many students are we providing services for at Shreveport Job Corps? The superintendent stated these numbers vary as we have an open ended enrollment since the students drop out and re-enroll. She further explained we do get MFP dollars for these students. Mrs. Gunn reported that last year approximately 100 students graduated from this program, which includes residential and non-

residential students from not only Caddo, but Northwest Louisiana and other states. Mr. Rachal asked about the capacity of the facility? Mrs. Tyler explained it is not Caddo's facility, but Caddo partners with Job Corps, a National Program through the Department of Labor, and we will only claim test scores for the students from Caddo Parish. Mr. Fritz reported the capacity is 350.

Mrs. May noted that Shreveport Job Corps is located in Queensborough and is one of the best kept secrets in Shreveport and encouraged board members to visit the Job Corps and see first hand what the students are doing.

**Enriched Classes/Electives/Credits.** Mr. Henderson asked if the request from Magnet High for enriched JROTC III and IV courses is approved how will it differ from the courses at the other high schools? Mrs. Gunn explained when the board approves enriched credit for any courses/electives, for any one high school, any of the high schools can offer that curriculum.

**Project B.L.A.S.T. (Bringing Literacy and Science Together).** Dr. Susan Shofner explained this grant replicates a program done in the high schools a couple of years ago with another federal grant that worked remarkably well to bring science and literacy together. She stated the science teachers and librarians meet for inservice throughout the year and bring students into the library to use research skills. She reported Caddo applied for this same grant last year for the middle school level and it was not funded, so this year several of the librarians met with Jack Freeman and reworked the grant for resubmission. Mrs. Tyler announced if the district receives this grant, it will mean approximately \$300,000 for implementing it.

**Revised Bethune Middle School Reconstitution Plan.** Mrs. Tyler explained that in December, the district submitted to the state a board-approved reconstitution plan for Bethune Middle School. She said the state department said it was a good plan, but when the scholastic results were received, they requested the district add some of the findings from the scholastic audit in the reconstitution plan. The staff has done this and added some additional details. Mrs. Gunn referenced the Rubric from the state department noting items that were partially funded, fully funded or not funded at all and for those partially funded, staff has added the detailed information they asked for regarding the curriculum.

Ms. Priest thanked the staff and faculty at Bethune for the hard work in addressing the items named in the scholastic audit. She reported she had the opportunity to sit in on some of the meetings and she believes this plan will move the boys and girls at Bethune to the next level. She said this plan addresses some of the things the board has talked about, i.e. class sizes, more individualized programs, activities and instruction for sixth graders, overage students, programs for students who may not be on track for college, but need preparation for the work force, parental and community involvement, social and human service needs of the students on the main campus and the satellite campus, etc. She said it also addresses and prepares students who have not had the 5<sup>th</sup> grade experience. Ms. Priest commended the staff on addressing everything in the Rubric and stated her support of the reconstitution plan, not just because the state has required it, but because this is what is best for the boys and girls at Bethune. Also, she announced Bethune is moving forward and the faculty is organizing a Student Council at Bethune. Mrs. Armstrong expressed appreciation to Mr. Daniel for the positive direction his leadership is moving Bethune.

Mrs. Crawford stated she read some things on sixth and ninth grade *bridging* and one of the things at the ninth grade level is a study skills program and asked if there is something similar in this proposal? Mrs. Tyler commented it has been a school building collaborative effort to make this happen and from the scholastic audit, there were 82 indicators of what the findings were in the building and these findings were rated from 1 to 4, with 4 being exemplary. Out of the 82 indicators, only two of the areas were rated a "1" and she believes this is a positive indication of the many good things at this school. She also noted that leadership from the school and Central Office rated the highest, exceeding expectations.

Mrs. Edwards explained that planners (agendas) have been purchased for the students for next year and each student at the end of the day will have an advisory time where the teachers will check to make certain they have their homework assignments. Also, a Camp Connect will be held at the end of July to go over similar programs from other schools, but will concentrate on sixth graders. She also highlighted plans to work with supervisors, principals and teachers to



assist students in the spring who will be advanced from the 4<sup>th</sup> to the 6<sup>th</sup> grade by exposing them to the GLE skills they will miss in the 5<sup>th</sup> grade. Mrs. Edwards also said inservice will be conducted for the teachers for Camp Connect to train them on how to help these students catch up. Camp Connect will be held for one week at Bethune. She also stated that Testing Supervisor Rosemary Woodard is also working with the staff so when test scores are received for those 5<sup>th</sup> grade students, a student profile can be done for each teacher so we will know those skills in which the students are weak.

Perry Daniel addressed board members' concerns about parental involvement and that included in the plan are opportunities for the parents and community to give input to the administration by meeting with them on a regular basis about what is going on in the school and ways parents can help the school.

Mrs. Hardy expressed her appreciation to all who worked with the Bethune faculty and for the program developed to assist Bethune.

Mr. Henderson asked about the timeline, points in the year where the staff/faculty will come together and look at the progress being made? Mrs. Edwards responded that following Mr. Henderson's charge, a meeting was held with all the school improvement principals and she assured him there is a timeline for the scholastic audit and that a monthly report will be submitted to Mrs. Tyler. Mr. Daniel also gave an update on the follow up for Mr. Henderson's request that the administration not only work to know where the faculty is, but also where the students are, at least on a quarterly basis, toward reaching the goals. Mrs. Tyler noted Appendix D to the proposal which highlights the professional development calendar and monthly/quarterly timelines. Mrs. Gunn also noted that the Edusoft contract on the agenda is another tool to help the students at Bethune.

**Revisions to Edusoft Contract.** The superintendent explained the board previously approved a contract with Edusoft, and before the contract was executed and after staff review of the language referencing the tests, the company agreed to provide a test for every child in grades 3 through 10 for every unit in English/Language Arts/Mathematics. She explained that teachers will be trained on how to utilize these tests and how to score them and how to use the data to improve instruction. She said this is a savings of \$42,000 to the district. Mrs. Crawford asked about the kind of progress reports the board will receive? The superintendent responded this year the schools actually reported to the board on their progress; however, if the board wishes a report more often, staff can provide one. Mrs. Crawford stated she would like to receive an update quarterly on the progress being made. The superintendent stated she will give a quarterly update along with her quarterly report to the board.

Mr. Abrams explained this is a license agreement, a right to use license, so we will be able to use their testing materials when under contract with the company; and if the board decides to continue after the three-year contract and gives the 30-day notification prior to the expiration, the company guarantees a rate increase no greater than 10%. Secondly, he said there is an option included that before the end of the three-year term if the board does not wish to renew with them, the paper tests can still be used if we pay them for the number of students that will be using them times \$1.50.

Mrs. Tyler added that this company actually develops the Leap and iLeap tests for the State of Louisiana, and staff is looking for additional funds in order to expand the use of these tests in most of the schools as well as expand into other core subject areas of science and social studies.

Mr. Henderson asked the superintendent to clarify exactly what this contract is – are we purchasing tests that our students will take? The superintendent answered in the affirmative and this is the same thing the board did in November or December whereby we wanted to be able to come up with Caddo's own assessments that we aligned directly with the comprehensive curriculum, that is aligned directly with the state assessments (Leap and iLeap). Mr. Henderson asked if in the past we have relied on teacher-made tests, tests from publishing companies, etc. Mrs. Tyler answered that is correct. However, this test is aligned directly with the state assessments. Mrs. Tyler explained that research indicates if you are going to use tests for high stakes (which is what is used in Louisiana), the practice test or tests given to students everyday should have the same format so the children are able to do well, and that is what these tests are designed to do. She also added that we can get immediate results on these tests, and be able to

use the data to generate individual student profiles and class profiles for addressing the skills in which the students are deficient. Mr. Henderson asked about additional information on the inservice for teachers? The superintendent explained that Wanda Gunn will be working with the company to conduct the type of inservice needed for these schools prior to school starting and will walk them through how to use the test, how to score the test, how to utilize the various reports that can be generated from the tests, etc. Mrs. Gunn reported that the company will also assign an individual to work with Caddo's staff to plan the inservice based on what Caddo will need in year 1. Mr. Henderson asked if the staff will have to report early? Mrs. Gunn answered as soon as it is approved, strategies will be set up to begin the process in the summer before school starts. Mr. Henderson asked if stipends are needed for teachers to report early, can't the district take care of this? The superintendent responded we will be talking to Lila Finney about the possibility of available Title II funds.

## **SUPERINTENDENT'S REPORT**

Ms. Phelps thanked Mrs. Tyler and Mrs. Atkins for the timely and concise response to her request relative to reporting to state agencies truant children, and asked the superintendent to look at drafting a policy that will require that we inform the state agencies when our children are truant. Ms. Phelps also asked about an update on her request for the superintendent to get with the board attorney regarding a policy on the dissemination of items to board members. The superintendent asked for clarification and if she means the way in which information is disseminated to the board? Ms. Phelps said that is correct. Mrs. Tyler responded there is a policy in place as to when staff is to get information to the board and she can provide her a copy of that policy. Ms. Phelps indicated that is not what she is referencing, but she wants an addendum to situations she has recently discussed and a manner of knowing when the superintendent and staff are working on issues that will possibly be brought to the board so the board is aware of them ahead of time, i.e. the staff worked on the feeder plan for BTW for many months before it actually came to the board and it would have helped if she had known about it before the actual month it was submitted for board action, so board members can provide input for discussion. The superintendent explained that once it is available, she tries to get it to the board; however, staff tries to stay away from getting board input on what staff recommends, because the board will be voting on it. She added staff will ask the board if they have suggestions to pass them to her and her staff, but she doesn't believe it's ethical for staff to ask the board to work with the staff. Ms. Phelps said that is not what she means and that is why her request is to get with general counsel as to what can be done. She referenced the magnet program at Youree Drive as an example, because this was an issue that affected the entire district. The superintendent indicated she does not need to get with the legal counsel on this, but she can ask her staff when they are working on issues that affect the entire district to send it to her so she can share it with the board. Ms. Phelps again stated that so we do not do anything unethical, that is why she asked the superintendent to get with the attorney. Mrs. Tyler again stated that she doesn't need to get with legal counsel on this, because she can just send whatever staff is working on to the board. Ms. Phelps indicated to the superintendent not to worry about it.

Ms. Phelps asked about the letter from Loyola that she faxed to the superintendent which she wanted included in the information from the public hearing on the BTW feeder program? The superintendent responded she was not familiar with such a letter and Ms. Phelps stated she will send another copy to her.

Ms. Phelps also asked about an update on her request at the beginning of the school year for staff to look at any possible grants for alternative schools throughout the year. Mrs. Tyler responded that the staff writes a lot of grants for our schools throughout the year and asked if Ms. Phelps is asking for a report on grants written for alternative schools? Ms. Phelps indicated that is not what she is asking, and asked if there have been any grants written specifically to address the alternative school situation? The superintendent answered in the affirmative and will get the information to Ms. Phelps.

Ms. Phelps also asked about an update on the overall student population for next school year. The superintendent responded she will be bringing a plan to the board.

Willie Henderson asked the superintendent if she needed any guidance or direction from the board concerning her work in looking at the district lines for next year?. The superintendent

explained she intends to bring a framework for the board to look at next month so the board will have something to take to their constituents and get input. Ms. Phelps indicated this is a good example of what she referenced earlier, i.e. knowing this issue is coming to the board next month. Mrs. Tyler reminded the board that she announced last month that this would be forthcoming. Ms. Phelps indicated she is not trying to be disrespectful, but only that Board member Henderson brought up an example that was fitting to her request.

Mr. Rachal asked that Opportunity Caddo Fair Share be added under Superintendent's Report, as he has some concerns with this program that he would like to discuss further. Mrs. Tyler explained that Mr. Rachal made a request which she responded to in the *Weekly Briefing* and asked if there is additional information needed? Mr. Rachal stated he still has some concerns and would like to follow up on it. Mrs. Tyler asked if the concern is with the policy? He indicated it was. Mr. Abrams reminded the board that items can be placed on the agenda under Superintendent's Report so they can be discussed at a later date, but the point is to not have the discussion for a response at this time since it is not on the agenda.

Mr. Burton noted, as a point of personal privilege, that the board is inundating the staff with so many requests and reminded the board that in 1994, when serving as president, he asked that the staff's phone numbers be placed by the agenda items so staff could be called for clarification prior to the meeting. He encouraged board members to follow that procedure. Mrs. Tyler asked for clarification on Mr. Rachal's request which staff has responded to and if Mr. Rachal is referencing the policy itself or additional information and she needs direction on exactly what the board wants staff to do. Mr. Rachal indicated he will put his specific request in writing for the superintendent to address.

**Consent Agenda.** Mrs. Armstrong proposed Items 9-22 as the consent agenda. *Mrs. May moved, seconded by Mr. Burton, to approve the proposed agenda and consent agenda for the April 18, 2006 CPSB meeting as presented. Vote on the motion carried unanimously.*

The president polled the audience for any comments or questions about the agenda.

Jackie Lansdale, Caddo Federation of Teachers/Support Personnel, asked the board members to mark their calendars for 6:00 p.m., May 11<sup>th</sup> at Brookwood Baptist Church for the Federation's 3<sup>rd</sup> annual Most Improved Student Banquet, at which Superintendent Ollie Tyler will be the guest speaker. Mrs. Lansdale also brought to the board's attention the Personnel Transactions Report and the recommendation to fill a classified administrator's position with one of Caddo's principals and her understanding that this position is being filled by administrative appointment. She said her concern is the appearance of incongruity and process and referenced a case brought to the board that the board is now appealing and the district's position that it does not have the ability to make administrative placement. She asked if the board has changed its position or if this is an incongruity? Lastly, she noted the poor condition of the bleachers at the baseball field at Fair Park High School.

Carolyn Bell, 2750 Wayden Ave., stated her daughter is a student at Bethune Middle School and she spoke in support of the proposed Reconstitution Plan for Bethune. She indicated her only concern is parental involvement and the need to set up a meeting on a regular basis to keep parents informed on progress being made and asked for the board's support in the area of parental involvement and to address the fact that a lot of grandparents are rearing these students.

## **ANNOUNCEMENTS**

President Armstrong announced that the regular board meeting will be held Tuesday, April 18<sup>th</sup> and the first work session on the 2006-07 general fund budget will be held at 4:30 on Tuesday, April 25<sup>th</sup>.

Lola May expressed her appreciation to the board for support of the Queensborough Neighborhood Annual Scholarship program and invited board members to attend the awards ceremony on April 13<sup>th</sup> from 11 a.m. to 1 p.m.

**Adjournment.** *Mr. Burton moved, seconded by Mrs. May, for adjournment. Vote on the motion carried and the meeting adjourned at approximately 6:30 p.m.*

**April 18, 2006**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway, Shreveport, Louisiana at 4:30 p.m. on Tuesday, April 18, 2006 with President Ginger Armstrong presiding and the following school board members present being a quorum: Phillip Guin (arrived at approximately 4:55 p.m.), Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy T. Phelps, Lillian Priest, Bonita Crawford, Barry Rachal (arrived at approximately 4:40 p.m.), Larry Ramsey and Willie Henderson. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were given by Tammy Phelps.

### **CONSIDERATION OF MINUTES OF THE MARCH 20, 2006, MARCH 21, 2006 AND APRIL 11, 2006 CPSB MEETINGS**

*Mr. Burton moved, seconded by Mrs. May, to approve the minutes of the March 20, 2006, March 21, 2006 and the April 11, 2006 CPSB meetings as submitted in the mailout. Vote on the motion carried unanimously with Board members Hardy, Burton, Crawley, May, Phelps, Crawford, Ramsey, Armstrong and Henderson supporting the motion. Mr. Guin, Ms. Priest and Mr. Rachal were not present for the vote.*

### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

Superintendent Ollie Tyler presented the agenda and highlighted items for the board's consideration. Mrs. Armstrong proposed the following items as the consent agenda: 9-22.

### **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators, staff and other guests also were recognized.

**Channel One.** Ben Smith, senior at Captain Shreve High School, was recognized for being selected to participate in Channel One's Student Produced Week and was also selected as one of four student news anchors from around the country to fly to Los Angeles for intensive reporting, filming and editing of broadcasts that were seen by nearly 17 million middle and high school students across the country. Jabari Thomas was also recognized for being chosen for an anchor position in 2005.

**SkillsUSA Gold Medalists.** The following students were recognized for receiving gold medals in the SkillsUSA competition held in Lafayette, Louisiana: Lindsey Briceno (Southwood High School), architectural drafting and opening/closing ceremonies; Austin Fellows (C. E. Byrd High School), technical drafting; Chasity Knox (Caddo Magnet High School), opening/closing ceremonies team; Katherine Lovewell (Southwood High School), opening/closing ceremonies team and State Treasurer; Katy McLeaish (C.E. Byrd High School), dental assisting; Cody Parker (Southwood High School), job skill demonstration-A; Maria Sambrano (Captain Shreve High School), opening/closing ceremonies; Jessica Stone (Southwood High School), State Vice President and opening/closing ceremonies; Jason Cox (Huntington High School), State Reporter; and Fred Ebey, Secondary Advisor of the Year. The following two members of the staff were also recognized for being elected to serve on the Executive Council: Kevin Ypya, Chairperson; and Debbie Bothel, Secretary.

**State School Social Worker of the Year.** Mary Pannell, board certified, licensed clinical social worker and certified school social worker, was recognized for being named school social worker of the year at the regional and state levels.

**Update on Magnet School Testing.** The superintendent announced that Board Member Henderson requested that Debney Biggs, magnet coordinator, share with the board an update on the magnet testing for the 06-07 school year. Ms. Biggs shared with the board magnet testing results since the board changed the policies and procedures to insure better testing for the students in the elementary and middle magnet schools. Ms. Biggs reported that the

superintendent this year charged the staff to address the need of diversity in the testing team members for each and every child. In order to do so, personnel was trained in both security training and using the test instrument so every child tested has a diverse make up of testers. Counselors, coordinators, and assistant principals were utilized to do this. Several different testing sites were made available to make it more user friendly for parents to access with testing normally done at the six elementary magnet sites since this is where the parents turn in their application. She said an additional site was developed at the Staff Development Center at Central Office and also to the nine different Head Start centers, a new component this year where staff worked with the Head Start program, providing applications at the Head Start center, parents returning the applications to the centers and staff conducted testing at the Head Start Centers. She added expansion of this effort is planned for next school year to more of these centers. In response to questions about the tests and who has them, Ms. Biggs stated the tests are kept under lock and key with no one seeing or having access to the tests until the day of testing. Ms. Biggs reported the tests are in her possession and she delivers them to the testing site where she counts them as they are distributed as well as when they are turned back in so there will be no question about any test being lost, taken or removed from the premises. She reported staff is also looking at some additional testing areas, possibly another test, that will address the needs in the magnet program. Ms. Biggs announced the results were great this year and shared the following statistics for this year's magnet testing. She reported that 1,323 applicants tested at the elementary level, which is approximately 150 more than last year, and of the 1,323 children tested from kindergarten through 5<sup>th</sup> grade, 647 children were placed respectively from kindergarten through 5<sup>th</sup> grade, and the numbers placed are determined by the principal according to their staffing formula. As per policy, Ms. Biggs explained that placement is done in three areas – all must meet a minimum requirement cut-off score, siblings are placed first if meeting the minimum cut-off score, then the 60% left are placed by ranking score and the remaining 40% are ranked by diversity, which are the 10 items in policy decided by the board.

Ms. Biggs also reported that we received 128 Head Start applications and of those, 90 children passed (70 percentile), which she believes is an indication that Head Start has been working very closely with comprehensive curriculum in designing a program that will set these children off on a new, good start. She also announced that 63% of those who passed were actually placed. Ms. Biggs stated there is a waiting list for elementary placement and as parents decline, the next person on the list is notified. In the middle school arena, Ms. Biggs reported that this year all 6<sup>th</sup> graders who wanted to attend Caddo Middle Magnet or Herndon Magnet were tested, which is something new. Testing was conducted in several different places (Herndon, Caddo Middle Magnet, Central Office, six elementary magnet school sites, and seven additional neighborhood sites) in order to make it as easy as possible for parents. She also said that diversity was also addressed by making sure the tester and the monitor had a diverse makeup, from kindergarten through high school. Ms. Biggs reported that 772 sixth graders, of which 684 met the minimum requirement, and 572 have been placed (approximately 84%). There is a middle school waiting list of approximately 112. Also, she noted it is important that security is maintained in administering the test and those responsible for processing the tests have been trained by Mrs. Rosemary Woodard. The process included tests being checked out on the day they were administered through Mrs. Woodard in a test secure place and after the testing, she brought them back, at which time they were recounted and turned in. Scoring of the tests was done by machine and the results were then posted. It was reported that middle schools have signed their initial contract registration, elementary will do their registration on Thursday for kindergarten and on Friday for 1<sup>st</sup> through 5<sup>th</sup> grade. She added it is hoped we will know more about the results at that time relative to the placement of those students who accept their offer. The superintendent added that Ms. Biggs has done an excellent job working extremely hard with staff to insure the policy was followed as approved by the board. On the date the placement took place at the elementary and middle school level, she said she asked Mrs. Lafargue, our legal counsel, to also be at the site for the placement of the students in order to have the extra attention to insure nothing went awry and to know that the placements were according to the board's policy.

Mrs. Crawford asked about concerns expressed about testing and Mrs. Tyler's decision to change and allow students to test at their neighborhood schools and if any feedback was received relative to whether or not this worked? Ms. Biggs said there was not necessarily a decrease or increase of the number of students who got in, but a lot of feedback from teachers who felt like it was excellent because the children were more comfortable in their home school setting.

Mr. Henderson stated his appreciation for the information shared with the board, and the planning that went into this testing. Mr. Henderson asked who manages the waiting list? Ms. Biggs indicated she manages the master waiting list and every school has a list that mimics her master list and the process followed is the one set in policy by the board, and explained that if a parent declines, they will notify the school where their child was offered placement and declined or notify her. She explained that she daily updates her list and notifies the schools of any declines/acceptances, so they can keep their master list up to date, as they are being very careful to make sure if a student declines that was on the ranking list that if they were one of the 60% considered in ranking, that they are replaced with a same student. If a student is in the 40% diversity and declines, then a school must replace them with a student in like kind. Mr. Henderson stated it appears that close to 50% of the elementary applicants tested were offered slots. Ms. Biggs stated approximately 48.5 percent. He asked was the percentage higher for middle schools? Ms. Biggs said it was approximately 83%. Mr. Henderson asked about the fact that at one of the schools, students were scoring in the 95 percentile, but they did not get in. Ms. Biggs said that is correct. Mr. Henderson said if a student scored in the 95 percentile, didn't the student only miss one or two questions? He asked if this is good or should the board not be serving the students that score this high on the test? Mrs. Tyler explained we have some excellent ECE programs in Caddo for the students to be scoring as high as they are, and also the number of placements depends on the number of available seats at each of the schools and we stay with that because if you begin adding classes, you will have to add a class to every grade level. She said she has talked to the principals in the neighborhood schools that would love to have their students back so they too can do well with school performance, and we don't want to continue to develop magnet programs at all the schools. However, it is a good indication that our early childhood (pre-K) classes and professionals are doing an excellent job in preparing our young people. She also said many times when students are not placed at a certain school and they have scores that high, they are offered their 2<sup>nd</sup>, 3<sup>rd</sup>, or 4<sup>th</sup> choice if there are seats available. If they decline these choices, we then try to encourage them to go back to their neighborhood school, which they sometimes do; however, sometimes they go to a private setting. Mrs. Tyler again stated we cannot go past the limit set because it then nullifies what we are trying to do and that is to make sure the neighborhood schools are equipped with students that have those capabilities and can constantly improve these schools.

Mr. Henderson indicated that before talking to Mrs. Tyler, he was prepared to ask the board to consider adding some classes, but he is now convinced that we should not consider doing it at this time. Mr. Henderson expressed his appreciation for the information shared with the board.

Mr. Rachal stated that success needs to be weighed and pointed out when our Head Start program is showing this kind of success, as this is positive proof of the results you can get with a good ECE program. He asked if the names and numbers are available for the elementary schools with large numbers of students looking to move from their neighborhood school but not getting placed in a magnet school? He stated that rather than adding classes, he believes the magnet concept needs to be expanded in the neighborhood schools. Ms. Biggs explained that she does not have available the finite numbers to show which schools and most of the kindergarten students are coming from various venues, i.e. Head Start, ECE program, private day cares, etc. She explained that in the upper grades, the students are coming from another neighborhood school, another magnet school, private schools, people moving to Shreveport. Mr. Rachal requested staff provide a breakdown on these numbers, neighborhood schools the students are currently attending, etc. for students who did not get placed in a magnet school, and overall for all the students who tested.

Ms. Phelps asked who develops the test? Ms. Biggs responded it is a standardized test that has been approved. Ms. Phelps also asked if a parent only lists two choices, are they limited to those two choices? Ms. Biggs responded that in the original placement, the parent will list their preferential choice so staff can try and place the child in the parent's school of choice. If the parent does not list more than one or two and a school becomes full when staff gets to the child's name, the child then goes on a general waiting list. This means that any school when they have a decline can call that parent and let them know of the opening, so at that time, they are not limited to the two choices they put down. Ms. Phelps asked if the parent can call and add a name? Ms. Biggs said the parent does not need to because they are on the general waiting list in the ranking order from highest score to lowest score. Ms. Phelps restated that they are not on the list just for those two schools. Ms. Biggs said that is correct. Ms. Phelps asked if the 40% diversity status approved by the board is for middle school? Ms. Biggs said it is for elementary, as only

elementary is the 60/40. Ms. Phelps asked about a parent giving three choices and the third choice not being considered? Ms. Biggs said staff goes as far as possible to place a child; if a parent gives six choices and the first five choices are closed, the parent would be offered a place at the sixth school. Ms. Phelps asked if there is a certain percentile that students for South Highlands and Eden Gardens must fall into? Ms. Biggs said yes, the student must meet an 80% cut off score. Ms. Phelps asked if this is for siblings or for everyone? Ms. Biggs responded this is for everyone. Ms. Phelps referenced the misunderstanding some parents have and Ms. Biggs stated she has received many of the same questions. With this percentage, Ms. Phelps indicated if the parents knew going into testing that they had to make this certain percentage, it would have been better than finding out after the fact. Ms. Biggs explained they are looking at ways to address getting more information in the parents' hands ahead of time in the future. Ms. Phelps also said that one of the main concerns many parents have expressed is how do they know their child made a particular score and what information can the parents receive? Ms. Biggs explained the parents cannot see the test, but staff can talk to them about some areas that the child might not have scored as well in so the parent can address this with their child's curriculum. She said one of the first statements she asks the testers and school personnel, as well as herself, is that because the child did not score at the minimum cut off and did not place does not mean the child is not going to be successful, which is particularly important for kindergarten parents to hear, and to also encourage the parents to reapply in the fall for retesting. Ms. Phelps asked if a student transfers from one school to another, do they have to retest? Ms. Biggs said that is correct. Regarding the ECE program at A. C. Steere, Ms. Phelps asked if there is a pre-screening and a screening for those students in the gifted class? Ms. Biggs said yes, there is a screening the students must also go through; however, this is through the Special Education Department. Ms. Phelps also stated the information requested by Mr. Rachal will be good information to see.

Mrs. Crawley stated her confidence in Ms. Biggs' ability to handle this (magnet testing and placement), and asked how many students did not make the cutoff and where are we serving these children? Ms. Biggs responded she has not addressed this, but it is a good point to look at.

Mrs. Crawford asked if it is easy to track those on the waiting list that are attending a public school, but asked how many on the waiting list have chosen to go to a private school? She said she believes if we know why they choose not to go to their neighborhood school but a private school, then we could possibly address some issues that might help us better serve their children. Ms. Biggs said it would entail calling every parent. Mrs. Crawford asked if it would be possible to share with these parents a short questionnaire on why they did not choose Caddo schools. Mrs. Tyler asked if it would be o.k. for staff to put something into affect for next school year (07-08)? The superintendent indicated staff can put together a form and maybe next year send them out and share the results with the board. Ms. Phelps asked if a student withdraws from the parish do we know the reason? The superintendent said no ma'am, but parents have talked to her and if they do not get a certain magnet, they sometimes make the decision to enroll in private school. So we do know where they went, but we may not know the reason.

Mr. Ramsey addressed the Gateway program at neighborhood schools and that the Gateway teachers are assigned based on the numbers, and the fact that these programs are very comparable to some of the magnet programs. The superintendent explained that many students test for the Gateway programs at the neighborhood schools. Mr. Ramsey asked if staff sometimes refer parents to those programs at the neighborhood schools, and aren't teachers assigned to a school based on the population? The superintendent answered that is correct. Mr. Ramsey asked if there happens to be a large number of students from a particular school that do not get into a magnet school, there is somewhere for these students to go? The superintendent answered that is correct and we have some excellent choices for our students, and probably have more choices to offer than most school districts, i.e. magnet components, gifted and talented programs, TAP program, etc. Mr. Ramsey stated that all these good things are taking place as a result of the professional staff, administrators and teachers that we have in Caddo's schools.

Julie Lafargue corrected the Head Start numbers reported and that the 63% is the percentage of those placed from all that applied, and actually there were 90 children that passed the test, that met the minimum cut-off score, to be considered for admission to the magnet school and of those 90 children, 81 were placed in an elementary magnet school, which means 90% of the Head Start children who met the cut-off score for consideration of placement were placed. Ms. Lafargue also said that the 81 placed in an elementary magnet school is 63% of the total 128 applications received from Head Start children. She also reported to the board that the staff followed to the

letter the board's policy enacted for both middle and elementary school and that everywhere there was a question, she did respond on behalf of the board and ruled to ensure that the board's policy was followed in the intent the board enacted it.

## VISITORS

Robert Jackson shared with the board the results of the 2005 high school voter registration program, a program in the school system to encourage greater civic participation among the youth. He stated that as a result of legislation, the first Tuesday in May has been set aside as Louisiana High School Senior Voter Registration Day, and in 2003, the Caddo Parish School Board voted to allow the program to be implemented in the local high schools. He reported the first year the program registered 705 students in one day; in 2004, 904 students registered; and in 2005, 606 students were registered, for a total of 2,200 students. Mr. Jackson reported he and Rudolph White met with Congressman McCrery to request a resolution observing nationally the first Tuesday in May as the National High School Senior Voter Registration Day. He also stated that they will be submitting a written report to the CPSB members following the voter registration day scheduled for May 2, 2006.

Mary Rounds, principal, Caddo Magnet High School, addressed the board in opposition to expanding the athletic program at Caddo Magnet High School. She said Caddo Magnet was founded in 1980 as a school of academics and the visual and performing arts, with a mission of providing excellence in education through a diverse curriculum offering college preparatory courses and fostering life-long learning in a safe nurturing school environment. Ms. Rounds shared with the board the reputation Caddo Magnet has earned statewide, as well as nationally and internationally for its academics, arts, music, and drama program. She stated the school is unique with some of the brightest individuals in the district, with teachers who are dedicated and committed to providing the best opportunities for the students, and with parents who are willing to give of time and resources to support Caddo Magnet and its mission. Ms. Rounds shared with the board statistics on students' high test scores on the IOWA, ACT and SAT, the numbers of National Merit candidates, U.S. Presidential Scholars, Intel National Science and Engineering participants, Siemens Westinghouse winners and undefeated champions in the Academic Decathlon for the past 24 years. Additional statistics included a Nationally Acclaimed Debate Program, a number of students who participate in the SMART program at the LSU Health Sciences Program, a world-renowned orchestra with 26 years of Superior rating, Drama program, 90% of graduating seniors qualifying for TOPS and earning \$9 million in scholarships. Also, 95% of the students graduating at Caddo Magnet attend a 4-year college. Outside the academic sphere, Ms. Rounds announced that many opportunities are offered to create a well-rounded student through the many organizations; and since its inception, parents and students have chosen Magnet High as a place where demanding and rigorous programs take precedence over other concerns. She said the administration and faculty of Magnet are united in their desire that students' motivations to excel in the arts and academics will not be diluted by competing desires to excel in sports, and that activities brought on by the demands for practices and pep rallies, game schedules, and game attendance will only divert the students' attention from the reading, writing, research and studying done outside of class in order for them to continue to achieve at the current level. She also stated that a major varsity sports program, which requires a significant time commitment, will dilute participation in the arts program. Ms. Rounds asked the board to protect the unique mission of Caddo Magnet High School and keep it one of Caddo's shining stars.

Linda Clements, athletic coordinator for Caddo Magnet High School, shared with the board the lack of support from the teachers, coaches or staff to expand the sports program at Caddo Magnet. She stated there currently is no coach on staff who can coach competitive basketball, and with Caddo Magnet being in the highly competitive 5A class, she doesn't believe Magnet's student population could survive. Also, the Magnet students are interested in doing everything, but they are not able to support everything because of studies. She also noted that the gymnasium at Magnet only seats 800 students and in order to compete in 5A basketball, it is necessary for the gym to seat 1,000 as well as space for the goals and space requirements at the end of the gym floor, which Magnet does not meet at this time. The gym also is not air conditioned. Ms. Clements also expressed to the board that it's not because they don't love sports, but they only have so much time to do the things they have to do. She said as the athletic coordinator, it is her opinion that another sport cannot be supported at Caddo Magnet.



Steven Skrivanos, parent, shared with the board that he previously appeared before the Caddo Parish School Board in support of the \$80 million bond issue and that he is here today as a concerned parent of a Magnet High Senior. He talked about his admiration and respect for Caddo Magnet High School and for his involvement at the school while his daughter has been a student at the school. Mr. Skrivanos also talked about his involvement in the Alliance for Education, work with the Superintendent, the Committee of 100 and the Biomedical Research Foundation, and how he shares in the board's priority for obtaining the best possible education for all students in Caddo Parish. He said when Caddo Magnet was formed, the vision was for it to be unique, that it would value academics above all else, that it would open to all students in the parish, that Caddo Magnet would be a model for all the good things possible in secondary education, and that it would serve as a beacon for educational excellence. Twenty-five years later, he said Caddo Magnet has been an unqualified success and he highlighted some of the accomplishments over that time span. With a proposal being presented to the board to add basketball, he encouraged the board to define the current need, identify the students most likely to be affected, and determine if the suggested change is in keeping with the priorities of the school system. He said during the community conversations conducted by the Alliance for Education, the community input did not indicate that more funds needed to be spent on athletics, but concerns were about academic excellence, class size, school safety, teacher pay and better equipped classrooms, and that what the students take from the school academically, not athletically, will be what most positively impacts their future. He stated to bring about any change that will materially affect this remarkable, successful institution that has affected thousands of lives for the better is, in his opinion, a misallocation of resources and goes against the views of the citizens who gave thought and direction to the board only a few months ago.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on Act 35 and the potential problem it could cause for Caddo. She said this Act is legislation out of the special session that set the stage for state takeover of the failing schools in New Orleans allowing them to be run as Type 5 Charter Schools. She further stated this Act further redefined a failing school as a school with School Performance Scores below the state average and is in a district that meets certain criteria, and further stated this Act is scheduled to sunset in 2008. Ms. Lansdale reported lawmakers were assured that Act 35 would only apply to New Orleans schools; but in the eleventh hour of the session, a deal was reached for Act 35 to apply to all Louisiana school districts. Currently, New Orleans is the only parish with schools eligible for this takeover, but a number of other districts could face takeover before the sunset of November 2008, of which Caddo is one since it currently has 18 schools that could possibly fall under this Act. She said while Caddo continues to improve, the rules continue to tighten under the accountability guidelines, and she shared that many of the New Orleans schools, despite being taken over, showed improvement under the accountability system. Ms. Lansdale also stated that we are accountability driven except in the area of funding and there is a cost attached to the accountability mandates. She said the Federation believes it is time to ask our lawmakers to be accountable and that if they are going to demand something, they must be willing to provide the funding. She also announced that on Thursday, the legislature will be considering voucher legislation. Ms. Lansdale said the board's voice is critical and she encouraged the board to speak out.

## **CONFIRM THE CONSENT AGENDA**

*Mr. Burton moved, seconded by Mrs. Hardy, to approve the consent agenda as presented. Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

### **Agenda Item 9 A., B., C. and E.**

**Personnel Recommendations.** Per request from the superintendent, Dr. Mary Nash Robinson, assistant superintendent for human resources, introduced the following personnel assignment changes as recommended by the superintendent and approved by the board: James Moran, Classified Personnel Administrator. Dr. Robinson also recognized Mark Allen who will serve as the temporary principal at Keithville while the vacancy is being advertised. This appointment will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the position to which he is appointed. Family members and school administrators present were also recognized.

**Requests for Leaves.** The following requests for leaves were approved as submitted by the superintendent and staff in the mailout.

**Certified Personnel**

**Sabbatical Study (2006-2007 school year)**

Elizabeth Flores, Teacher, Donnie Bickham Middle School, 8 years

Mindy McCartney, Teacher, Mooringsport Elementary, 8.5 years

**Sabbatical Study (Fall Semester, 2006-2007 school year)**

Nora Asseff, Teacher, Walnut Hill Elementary/Middle School, 13 years

Kylie Johnson, Teacher, Summer Grove Elementary, 5 years

**Sabbatical (Medical) – (March 27, through the Fall Semester of 2006-2007 school year)**

J. D. Hudson, Jr., Teacher, Oak Terrace/JBH Alternative School, 29 years

**Catastrophic Illness Leave (February 27 (noon) through April 19 (noon), 2006 – 30 days)**

Jennifer Blake, Teacher, Mooretown Elementary, 6 years

**Catastrophic Illness Leave (March 21 (noon)– May 11, 2006 (noon)– 30 days)**

Cassandra Johnson, Teacher, Linear Middle School, 14 years

**Catastrophic Illness Leave (March 23 – April 13, 2006 – 11 days)**

Consitina Adams, Teacher, Queensborough Elementary, 16 years

**Catastrophic Illness Leave (March 24-31, 2006 (6 days))**

Stephanie Parker-Grant, Counselor, Ridgewood Middle School, 8.5 years

**Catastrophic Illness Leave (April 21 – May 8, 2006 (12 days))**

Debra Williams, Teacher, Werner Park Elementary, 6 years

**Catastrophic Illness Leave (May 1-25, 2006 (19 days))**

Rebecca Nix, Teacher, North Highlands Elementary, 25 years

**Catastrophic Illness Leave (May 8 (noon) – May 24, 2006 (12.5 days))**

C. Peyton Mayeaux, Teacher, South Highlands Elementary, 7 years

**Leave Without Pay, 2006-2007 school year**

Melissa Welbourne, Teacher, Hamilton Terrace Learning Center, 15 years

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the Other (Hiring, Assignment Changes, Separations & Resignations) Report for the period February 27, 2006 – March 24, 2006 as recommended by staff and included in the mailout.

**Renewal of Administrative Contracts.** The board approved the renewal of administrative contracts for the following employees as recommended by the superintendent and included in the mailout: Lawrence Anderson, Supervisor/Attendance; Alan Carter, Supervisor/P.E./Athletics; Tracey Harris, Principal; Katherine Turner, Principal; Ken Wood, Principal; Walter Brown, Assistant Principal; Rita Guin, Assistant Principal; Travis Harrington, Assistant Principal; Sheryl Nix, Assistant Principal; Frederick Pinkney, Assistant Principal; Semoine Terrell, Assistant Principal; Rosemary Day, Counselor; Misti Duke, Counselor; Judy Gaharan, Counselor; Dena Howard, Counselor; M. Katherine Manning, Counselor; and Lisa Page, Counselor.

**Agenda Item No. 10**

**Bids.** The board approved the following bids as recommended by staff and as submitted in the mailout on the bid tabulation sheets: (1) Middle School Athletics – Moore-Sigler Sports World totaling \$15,413.22; Riddell/All American totaling \$5,987.71; S&S Worldwide totaling \$67.76 and Sport Supply Group, Inc. totaling \$1,000.03.

**Bids (Capital Projects/Construction).** The board approved the following bids as recommended by staff and as submitted in the mailout on the bid tabulation sheets: (1) Green Oaks HVAC, Phase II, Project 2007-301 – The Payne Company with Base Bid and Alternate 1-3 for the sum total of \$1,412,000; (2) Parking and Drive at B. T. Washington, Project 2007-305 – ZAC Construction with Base Bid for sum total of \$170,000; (3) Barret Roofing, Phase II, Project 2007-218 – Ball Contracting LLC with Base Bid and Alternate 1 for the sum total of \$96,000; (4) Transportation Bus Parking Lot, Project 2007-234 – William N. Carter with Base Bid for sum total of \$378,000; (5) Foundation Repairs at West Shreveport, Project 2006-245 – David Womack Contractors with Base Bid for sum total of \$59,760; (6) Lakeshore HVAC Upgrade Removing Window Units, Project 2007-507 – Berg, Inc. with Base Bid and Alternates 1 for sum total of \$2,276,000; (7) Lighting Retrofit at Barret, Caddo Middle Magnet and Caddo Magnet High – Jack Spring Electric with the Base Bid and Alternates 1 and 2 for the sum total of \$329,680; (8) Fire Alarms and Fire Safety at Various Schools, Project 2007-303 – J. D. Electric

with the Base Bid and Alternates 1-3 for the sum total of \$265,120; (9) Floor Tile Replacement at Fair Park, Project 2007-204 – B & J Flooring for the sum total of \$235,000; (10) Asbestos Abatement at Fair Park, Project 2007-204A – Gulf Services for the sum total of \$87,337; (11) Mooringsport Roofing, Phase I, Project 2007-231 – Terry’s Roofing and Sheet Metal for the sum total of \$105,200; (12) Floor Removal (Abatement) for Floor Tile Replacement at Barret, Central, Cherokee Park, Forest Hill, Northside, Oak Park and Newton Smith, Project 2007-214 – Gulf Services with Base Bid and Alternate 1 for the sum total of \$120,913; (13) Floor Tile Replacement at Various Schools (Barret, Central, Cherokee Park, Forest Hill, Northside, Oak Park and Newton Smith), Project 2007-215 – Henson’s Carpet One with Base Bid and Alternate 1 for the sum total of \$129,009; (14) Lighting Retrofit at Ingersoll, Project 2007-404 – Bossier Electric with Base Bid and Alternates 1 and 2 for the sum total of \$244,151; (15) Lighting Retrofit at Summer Grove, Project 2007-403 – Twin City Electric with Base Bid and Alternate 1 and 2 for the sum total of \$127,000; (16) Floor Removal (Abatement) for Carpet Replacement at Various Schools, Project 2007-212 - Abatement Services, Inc. for the sum total of \$23,526; (17) Carpet Replacement at Various Schools, Project 2007-213 - Henson’s Carpet One for the sum total of \$30,990; (18) Floor Removal (Abatement) for Floor Tile Replacement at Various Schools, Project 2007-216 - Abatement Services, Inc. for the sum total of \$78,692; (19) Floor Tile Replacement at Various Schools, Project 2007-217 - B&J Floor Service for Base Bid for sum total of \$153,000; (20) Northwood Soccer Field Drainage, Project 2007-052 – David Lawler Construction for the sum total of \$138,000.

#### **Agenda Item No. 11**

**Agricultural and Hunting Lease at Carver Site.** The board approved staff’s request for permission to request bids for an agricultural and hunting lease at the George Washington Carver school site as included in the mailout.

#### **Agenda Item No. 12**

**Amendment to Sales and Use Tax Ordinance of June 12, 1985 to Amend the Penalty and Attorney Fees in Conformity with the Uniform Local Sales Tax Code.** The board approved the revision to Section 9.03 of the Caddo-Shreveport Sales and Use Tax Ordinance to bring the local ordinance into conformity with state law as outlined in the mailout and recommended by staff.

#### **Agenda Item No. 13**

**Approval of One-Time Salary Supplement.** The board approved Option II of the proposed one-time salary supplement for \$300 and that the budget be adjusted accordingly as recommended by the superintendent.

#### **Agenda Item No. 14**

**Resolutions Requesting Louisiana State Mineral Board to Grant an Oil, Gas and Mineral Lease.** The board approved a resolution requesting the Louisiana State Mineral Board to grant an oil, gas and mineral lease on S16, T19N, R14W property by Jetta Production Company and a resolution requesting the Louisiana State Mineral Board to grant an oil, gas and mineral lease on S21, T16N, R13W property by Cohort Energy Company as recommended by staff and submitted in the mailout.

#### **Agenda Item No. 15**

**Requests for Use of School Buses.** The board approved the following requests for the use of school buses: (1) Saint Catherine Community Center for the use of two buses and drivers to transport students daily to 81<sup>st</sup> Street Elementary for a breakfast and lunch program and field trips for seven weeks, (June 5 – July 21, 2006) Monday through Friday; (2) Arc of Caddo-Bossier to use one wheelchair/handicapped accessible school bus to transport Caddo school students to the Camp Victory 2006 summer program. This program is an extension of Caddo’s Adaptive Physical Education curriculum for disabled students and will run June 5-9, 2006 and June 12-16, 2006; and (3) LSU-S’s request to use school buses for five field trips planned as part of the LaPREP Program during the period of June 5 – July 21, 2006.

### Agenda Item No. 16

**Coca Cola Agreement with Green Oaks High School.** The board approved the vending contract between Green Oaks High School and Coca Cola Bottling Company of Shreveport as recommended by staff and included in the mailout.

### Agenda Item No. 17

**Shreveport Job Corps Center Cooperative Agreement and General Fund Budget for 2006-07.** The board approved the Cooperative Agreement and General Fund Budget between the CPSB and the Shreveport Job Corps Center for the 2006-07 school year as recommended by staff and included in the mailout.

### Agenda Item No. 18

**Approval of Enriched Classes/Electives/Credits.** The board approved the request by Caddo Magnet High School to add enrichment classes for JROTC III and IV for implementation during the 2006-07 school year, the request by the Special Education Department to add enriched credit for three Talented Arts state-approved electives, and the request by Byrd High School to offer AP World History-Enriched Credit for the 2006-07 school year as recommended by staff and included in the mailout.

### Agenda Item No. 19

**Approval of Pupil Progression Plan Parental Review Committee.** The board approved the following members of the committee as a whole of the Pupil Progression Plan Parental Review Committee to participate and have input in the development of the 2006-2007 Pupil Progression Plan: Cathy Watson, District 1; Carolyn Spikes, District 2; Barbara Hall, District 3; Martine Lattier, District 4; Lucille Brown, District 5; Sarah Lee, District 6; Rev. Emphris Mims, District 7; Janet McLeod, District 8; Jon Flair, District 9; Debbie Cox, District 10; Denise Simmons, District 11; and Shelia Wimberly, District 12 as submitted in the mailout.

### Agenda Item No. 20

**Project B.L.A.S.T. (Bringing Literacy and Science Together).** The board approved the proposed abstract and budget for Project B.L.A.S.T., which is the federal improving Literacy through School Libraries grant, as recommend by staff and included in the mailout. The total amount of funding requested is \$294,628.56.

### Agenda Item No. 21

**Revised Bethune Middle School Reconstitution Plan.** The board approved the revised Bethune Middle Academy Reconstitution Plan as required by No Child Left Behind mandates and as recommended by staff and included in the mailout.

### Agenda Item No. 22

**Approval of Revisions to Edusoft Contract.** The board approved the revised contract with Edusoft as recommended by staff and included in the mailout. The revised contract reflects a \$42,000 savings to the school district by the company printing the tests for the students at no additional cost to the district.

## SUPERINTENDENT'S REPORT

**Update on CPSB Construction Projects.** The superintendent reported that the update on the construction projects was sent to the board in the *Weekly Briefing*. Ms. Phelps asked the superintendent about clarification on how or when we might look at additional space or a wing for Eden Gardens? Steve White stated there is nothing in Capital Projects for Eden Gardens. Ms. Phelps indicated she asked some time ago that staff look at ways to address this issue? Mr. White explained it can go through on Capital Projects planning which begins in September and October for presentation to the board in November for approval. Ms. Phelps asked if there is anything that needs to be done differently since they have been asking for this? Mr. White

explained that every year requests are in the neighborhood of \$100 million and we generally only have \$12-\$14 million for addressing annual capital projects. He said the requests are brought before the Capital Projects Committee to prioritize; and he is not saying this is not needed, but it has not been one of the higher priorities selected by the committee. The superintendent responded that the priorities are looked at every year and she will ask staff to go back and take another look at what the principal has been asking. Mrs. Tyler reiterated that one of the problems is there is only \$12 million available each year for capital projects needs in all 74 schools. He said the other schools have received wings based on a bond issue passed in 1997 and those were the schools with numerous T buildings and monies were not dedicated for Eden Gardens for a wing because they did not have the T buildings. She added she will ask staff to look at how we might earmark dollars in Capital Projects for Eden Gardens.

**Feeder Pattern Proposal for Booker T. Washington High School.** The superintendent announced that staff is crafting a plan to be shared with the board.

**Report on Use of Title II Funds for Mooretown, Sunset Acres, Bethune Oak Park, Linear and Green Oaks.** The superintendent reported that staff sent a copy of this report to the board for the use of Title II funds and added that this will be done to all Caddo's High Priority schools. Mrs. Crawford asked about electives introduced at Woodlawn aimed at specific characteristics for students about to graduate, i.e. resumes, development of social skills, etc. and if these are successful, would it not be prudent to put these electives at other high schools as well as at the middle school level. The superintendent responded she will ask Mrs. Gunn and Mr. Thomas to follow up and determine how successful these electives have been and share this information with the other schools.

**Research on K-8 Inner City Schools.** Rodney Watson, Assistant to the State Superintendent of Education, shared with the board an update on student assessments and that Caddo Parish ranks as one of the better performing districts in the State particularly for an urban district its size. He said many improvements have been seen in the elementary, middle and high school levels in the district, but the state has noted in looking at state and national statistics, that the elementary and high schools are performing well, while the middle school scores continue to be a national issue. Mr. Watson explained that the State is looking at research affecting middle schools, because while improvement has been seen, it is slowing down. He stated everyone knows that education began in one-room school houses and a grade configuration began, progressing to the middle school idea approximately 100 years ago with the purpose of meeting the needs of early adolescents. Mr. Watson added that while this was the purpose, it was not the case, but many times there was over crowding and since accountability has been put into affect, there has been a collapse of the middle school environment. While it is not being said to eliminate middle schools, it is being noted that the data needs to be looked at as well as different ways to support it. Mr. Watson explained that when accountability was implemented, Louisiana had 64 different grade configurations and the state is now seeing more streamlining among the districts. The State is also looking at research across the country to see what works and is seeing that elementary and middle schools are collapsing into K-8 schools, particularly in the large urban school districts. He shared information from the Philadelphia School District who, over several years, has been converting to K-8 schools and provided printed information showing the reasons large school districts are considering this, with school performance and behavior one of the reasons. He also reported the State is presenting the data to the districts, but the decision is up to the individual districts and there are several in the State considering this change. Mr. Watson explained when accountability started, the State looked at all the different configurations and learned that when comparing K-5, K-6 schools and 6-8 schools to K-8 schools and K-12 schools, the combination schools, in almost every instance, out performed the segmented schools. Some of the reasons included better performance, better behavior, parents not dropping out, as well as cost savings, and teachers and co-harts staying together a longer time.

Ms. Phelps expressed appreciation for the information and asked how Keithville compares to our middle schools? The superintendent responded they are doing well, they are not in corrective action, as is true for all five of Caddo's K-8 schools. She added that this is part of the staff's plan to be presented to the board that it is believed will help performance. Mr. Watson also stated the State has done research at the department level and found that in the combination schools attendance and drop out is much lower.

Mrs. Crawford stated she is aware of the parental involvement and behavior issues and asked about the continuity with the teachers and the idea of “looping”? Mr. Watson responded if you have a group of teachers in a setting and a student’s name is mentioned, most of the teachers will know who that student is; however when they leave a school and start a new school, it’s like starting over. Mrs. Armstrong stated the only context she is familiar with is where a counselor will start with a group at 7<sup>th</sup> grade level and work with them until high school and then loop back. Mrs. Armstrong also referenced that some of the board members heard this information while attending the NSBA conference.

Mrs. Hardy stated that years ago in college, she certified in K-8 and then they went to K-5, K-6 and 6-8 or 7-8 and she is glad to see us looking at going back to this and supports this concept of going to K-8 schools.

Ms. Priest asked about statistics/research as it relates to cost savings for K-8 schools? Mr. Watson cited a study which shows a configuration where there is a cost savings administratively had no affect on student performance.

Mr. Rachal stated the information shared is very good, timely information and there are very specific areas that it meets the needs of urban areas which he has discussed with the superintendent. He said he believes the board has a unique opportunity for applying this data in Caddo.

Ms. Phelps asked that the board have the opportunity to provide input when the superintendent is gathering information, particularly relative to facilities and looking at combining the grades. The superintendent asked that board members begin sending her any information they may have, as the board has already given the staff the directive to accept proposals on comprehensive plans and she has been doing so, and staff plans on bringing a comprehensive plan for schools and students in mid-May – one that will be academically sound as well as able to save the district some money and show that it will be something that will help all the students as well as the schools.

**Draft Policy that Requires CPSB to Report Truancy to State Agencies.** The superintendent reported that staff has not been able to get anything on this item, but asked Dr. Mary Robinson to follow up on this request.

**Update on Procedure of Informing Board of Upcoming Issues, Changes that Affect Entire District, i.e. Redistricting, etc.** Mrs. Tyler stated that as things come to her, she will be sharing the information with the board.

**Opportunity Fair Share Caddo.** The superintendent stated that information was provided in the *Weekly Briefing* and asked if there are questions or concerns about again revising the CPSB policy? Mr. Rachal responded he most likely will have some proposed revisions.

## **ANNOUNCEMENTS AND REQUESTS**

Willie Henderson asked that the president assume the responsibility or appoint someone to pursue the feasibility of accepting the invitation from Jefferson Parish to join the advocacy network. Mrs. Armstrong stated board members received the information regarding plans to form the large parish network for providing concrete legislative input. She reported that Jefferson Parish has a committee of three people and they have invited the superintendent or a member of the staff to be a part of this. President Armstrong asked if any board member has a special interest in being a part of this active network to please let her know.

Mr. Henderson also announced he will be attending the House Education Committee meeting on Thursday. The superintendent announced she will present at this meeting at the request of LSBA.

Mrs. Crawley stated she placed at everyone’s station a copy of information received at the National School Boards Association annual conference and referenced research on optimum class size for K-3 being 15-18 students is one of the most prudent ways of closing the achievement gap in the high priority schools. She asked if, when looking at the budget, that we

be mindful of this research and asked for information on how many students we actually have in our K-3 classes as she read in a kindergarten class that had 25-27 students.

Mrs. Tyler announced that Caddo has two students in the Student of the Year competition Wednesday evening in Baton Rouge, one from the elementary and one from the high school division. The superintendent also reported that she has been asked to present at the House Education Committee meeting on Thursday regarding the MFP. Mrs. Tyler also reminded the board that the first budget work session is scheduled for Tuesday, April 25<sup>th</sup> at 4:30 p.m. and the staff has provided the board with a budget calendar. Also at board members' stations is information on the 2006 NSBA Southern Regional Conference and if any are interested in attending to notify Debbie Lohnes in her office.

Mrs. Armstrong again asked if any board member is interested in being a part of the legislative network to give her a call. President Armstrong also announced she has asked that Debbie Lohnes call board members as a reminder of any special meetings, changes in meeting dates, etc. and the Senior Recognition Banquet will be held Thursday evening, April 20<sup>th</sup> at 6:30 at the Clarion.

**Adjournment.** *Mr. Burton moved, seconded by Mrs. Hardy, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 6:42 p.m.*

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Ollie S. Tyler, Secretary

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Ginger Armstrong, President

**May 2, 2006**

The **Executive Committee** of the Caddo Parish School Board (CPSB) met in regular session in its office at 1961 Midway Street, Shreveport, Louisiana, at 4:30 p.m. on Tuesday, May 2, 2006, with President Ginger Armstrong presiding and Lola B. May and Willie D. Burton present being a quorum. Other school board members present were Phillip Guin, Eursla Hardy, Charlotte Crawley, Tammy Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Larry Ramsey, and Willie Henderson. Also present were Secretary Ollie S. Tyler, Legal Counsel Reginald Abrams, staff and other visitors. Ms. Priest gave the invocation and led in the Pledge of Allegiance.

### **EXECUTIVE COMMITTEE – ESTABLISH AGENDA FOR THE MAY 16, 2006 CPSB MEETING**

The superintendent reviewed the proposed agenda for the May 16, 2006 school board meeting and discussion followed as summarized.

**Approval of 2006-07 Consolidated Annual Budget.** The superintendent stated she is asking the board's approval of the 2006-07 Consolidated Annual Budget as submitted. She explained she talked with staff about an external budget, not the normal MFP or general fund budget, and will look again at the proposed increase for students' lunches and breakfasts. She explained if the staff's recommendation is changed, and if funding does not hold out, staff will need to ask the board to go into the general fund budget's reserve fund. Mrs. Tyler also asked the board to not change the budget by adding recurring costs that will put the district where it was in 2003.

**Approval of RFP for Energy Conservation for 5 Facilities Chosen at Discretion of Superintendent.** Mr. Rachal stated, as discussed in January, the rationale for doing an RFP is to look at any options the board may have in energy conservation in our district and reminded the board that this is to only look at the options and get a performance proposal. He added this request does not guarantee or lock us into anything, but he believes the board needs to be good stewards. Mr. Rachal said this item has been before the board many times, but the board has never received a proposal and asked for the board's support. Mr. Ramsey asked the superintendent if she was aware that this item was coming back to the board? The superintendent responded that she did not know. Mr. Ramsey said the information is the same and noted comments to the board about what approval of this item would mean cost wise. He added that in reviewing the dialogue from previous discussions on this item, staff has provided information that indicates there are some extreme costs associated with following through on this matter, and cited examples of possible costs v. savings, of which the majority of them showed a loss. Mr. Ramsey stated the citizens of Caddo Parish renewed a bond issue, not a tax increase, and gave the district dollars to upgrade the air conditioning system and to do lighting retrofit and this is where the main savings will be. He said these needs are being addressed and the costs are being decreased, and asked why would we want to spend money to do a study without first questioning our own staff? He noted the good information staff provided on this issue. Mr. Ramsey highlighted the energy conservation program implemented in the 90s and the savings reported as a result of implementing this program. He said the anticipated savings was approximately \$1 million, and based on staff's feedback, this is happening, and he believes it will only get better as we continue to replace the lighting retrofit and the air conditioning replacements are 14% complete. Mr. Ramsey noted that in the information provided by staff there was a number of companies that said they could not help Caddo Parish as we were doing the right thing, and in light of this information, he cannot support this item.

Mr. Burton asked the superintendent if she has changed her mind about the need for this? The superintendent responded she has not. He asked the superintendent how many people Caddo has working in the energy conservation area? The superintendent responded Caddo has two staff members. Mr. Burton asked how long has this been going on? Mrs. Tyler stated ten or eleven years. Mr. Burton stated that the maker of the motion indicated he talked to one person and he doesn't understand how one person can undermine the professionalism of someone that has been doing this for 10 years. Mr. Burton stated his agreement with Mr. Ramsey's remarks that this is a waste of time and he doesn't see the need to move forward with this matter.

Mrs. Hardy asked when did this matter come up for discussion, as she has not missed any meetings and she doesn't remember any of this discussion? She said it is on the agenda for discussion and she doesn't understand the procedure, as she came on the board three years ago



and can't understand why we continue to go over and over things that have been discussed. Mrs. Hardy stated that the superintendent and her staff have researched and reported to the board the cost for doing such an RFP, and that they did not recommend doing it. She said our people are the ones with the expertise the district hired to do a job and the board is not the one with the expertise to do all the things the district employees do. She asked the board to understand that before Mrs. Tyler came, there was a projected ending balance of minus \$14 million and today, the projected ending balance is \$21.1 million. She added that when Mrs. Tyler came to the School board, the system was in the gutter and she picked it up and turned it around, because she is the one with the expertise. Mrs. Hardy reminded the board that it's the board's job to set policy and see that those policies are carried out, not to run the district's daily operations. She also reminded the board about the number of employees laid off three years ago and that the superintendent was able to rehire those employees. Mrs. Hardy noted that the issue of pupil teacher ratio has been addressed by using Federal and State monies, and the board needs to be working together with the children being the first priority, then the employees.

Mrs. Crawley commented that she appreciates any time a board member wants to explore things, and it's not that she is in agreement or not, but appreciates the fellow board member's endeavor to question and seek a truthful answer.

Mr. Rachal restated that a proposal is being requested and agrees we have done a tremendous job in savings and making some very good decisions; however, he is confused by the comment that we have experts on staff, but we have to pay experts to do certain things. He also said he believes we are making assumptions on an RFP that we have never received and have determined it is bad. He said the result could be that we are doing a great job and there is nothing they can do for us, but we are already determining that we won't even receive a proposal, and added it's good business practice to look at options and make sure we are good stewards of the taxpayers' money. He said he believes we do have professionals on staff that can help design an RFP and choose facilities we feel are most troublesome and expensive and determine if it will work or not. Again, Mr. Rachal said he believes any way you look at it, savings are savings.

Mrs. Hardy asked the superintendent if these options will cost the district any money for an RFP? The superintendent said it will because we do not have the expertise needed to develop the RFP for energy conservation. We do have the expertise of staff who knows what is happening relative to energy costs and how the energy saving program in place has saved the district millions of dollars over the past decade. However, to do an RFP so a company can come in and do it, Caddo does not have that particular expertise. Also, Mrs. Tyler stated the original request from Board member Rachal was for the entire district and we are now talking about five facilities.

Larry Ramsey stated he believes the staff we have in place is far more qualified than the contractor visited with at one of our school sites. He reminded the board that the superintendent and the assistant superintendent for support services commented in a public meeting that several contractors have told us they cannot help Caddo Parish. He believes this is enough documentation and he has a lot of trust in the superintendent and the staff.

Should an RFP be issued, Ms. Priest asked the superintendent what would happen to the equipment for the lighting retrofit and the HVAC the district is in the process of replacing and installing as a result of the bond issue passed by the voters? The superintendent asked Mr. Lavergne and his staff to respond. Steve White explained if the board approves it, he would assume the equipment would be replaced or salvaged and placed in another school without a warranty, since the warranty is only good for the original installation.

Willie Henderson asked if the board has received any information in support of this item. The board president explained that Mr. Rachal had previously provided the information. For clarity, Mr. Henderson asked if the board is asking for an RFP to be developed for the purpose of determining whether or not we could save money in our energy conservation program at five facilities. Mrs. Armstrong responded that is correct. Mr. Henderson asked the superintendent if the staff has the expertise to develop the proposal without any additional cost, would her position be the same? The superintendent responded she is not certain what five facilities are being referenced, because this matter was not discussed with her and secondly, she would have to ask her staff if they possess the expertise to develop an RFP for five facilities. Mr. Henderson asked

if the concern about this project is the cost of developing the RFP? The superintendent stated that basically is not her concern, but her concern is we have, what staff believes to be, an excellent energy conservation program; and if we do an RFP and consider changing it, there will be a lot of problems with what the public was told in 2004 to acquire funding to put all the new equipment in our schools, and explained that she has looked into this by talking to our bond attorney who indicated it could be a problem. She added that normally, in looking at the research, all the new equipment is replaced in order for the company to guarantee the savings. Mr. Henderson asked about the equipment being referenced? The superintendent said its HVAC equipment, etc. Mr. Henderson asked if the board is being asked to believe that an energy conservation program would disregard the lighting retrofit we have in place and disregard the work done with heating and air condition? He doesn't believe this to be the case, because he thinks this would be at the heart of any energy conservation program implemented. He again stated he doesn't understand what is being discussed and he is concerned that the proper picture is painted. The superintendent stated that when this matter was first brought up, a packet of information was sent to each board member, noting that when these energy conservation companies come in and guarantee savings, you must use their equipment for them to guarantee the savings. Mr. Lavergne explained that according to research the various ways in which this can be accomplished are: (1) vendor driven, which means a vendor comes in and writes a program according to certain specifications; or (2) owner driven, which means that Caddo Parish School Board can assist an independent company to write the RFP. Regarding lighting retrofit, we have been told that this is the number one way to save energy; and at this time, we are approximately 70% complete. Mr. Henderson asked Mr. White to clarify his comment that we might have to replace the equipment? Mr. White responded this is a possibility. He asked Mr. White if he would agree with an RFP that would recommend getting rid of this equipment. Mr. White responded that he is not saying he agrees with this at all. Mr. Henderson asked Mr. White if he would support an RFP that suggests tearing out all the lighting retrofit infrastructure we have installed for the purpose of installing something else to save energy? Mr. White responded that he would not. Mr. White further explained that the biggest savings in any structure such as a school is in the lighting. He said our lighting retrofit program has gone to a two phase program, one that replaces ballast with an electronic ballast (T8), which is more efficient. He understands there is a T5 which is a smaller more efficient lamp, but that the cost savings to go to a T5 does not justify going back and demolishing the 70% completed at this time. The second phase is to put in a more diffused light that is more friendly to the eye for computer use. Mr. White also explained we have a uniform system in place for stocking spare parts and easy replacement. Mr. Henderson asked if he is correct in thinking that an RFP is designed to specifically address everything just mentioned? Mr. White said the two ways he is familiar with are owner driven and vendor driven and he doesn't recommend going forward with anything different, as all the contracts he is familiar with in Caddo Parish have been written through the board attorney to be fair, and from the perspective of the owner. Mr. White said even though he has degrees in civil engineering and construction engineering, he does not feel capable to sit down and write a detailed RFP which could be hundreds of pages, without the advice from mechanical and electrical engineers, and attorneys. Mr. Henderson asked Mr. White if he has written RFPs where he has sought the advice of professional engineers and lawyers? Mr. White responded they have not dealt with RFPs in the Construction Department. Mr. Henderson again asked Mr. White if he was saying he does not have any experience in constructing RFPs where we have sought the advice of outside professionals, including legal counsel? Mr. White said he has not had input in an RFP and he does not feel he is adequate to protect Caddo Parish School Board on writing this RFP. Mr. Henderson asked Mr. White what expertise would be needed to develop such an RFP, the availability and the projected cost? Steve White responded he would assume we would begin with mechanical and electrical engineers, who are familiar with this type of systems, and certainly legal advice for making sure every aspect of the contract is covered and that all the performance criteria are met with no loopholes.

Mrs. Crawford stated she has a degree in Biology, with a second major in Chemistry, and energy conservation is something talked about in her household. She said when attending the NSBA conference, she talked with more than one company and was told that it's not just air conditioning or lighting, but many small things a company can do to save money. She said she mentions this point because while the conversation is about HVAC and lighting, there are other ways to save money besides having to replace certain things and believes a company coming in would be sensitive to the equipment the district has in place. She also shared with the board an example of her home being an older home, but the need to replace some things in the house to be more energy efficient.

**Approval of Dads of Great Students (D.O.G.S.) Program.** Mrs. Crawford stated she attended a seminar at the National School Boards Association conference on this program which is designed to get Dads involved in the school system in constructive and productive ways. She said the Jackson, Mississippi school system presented this at the national convention and reported that the first year they had 500 Dads participating, which she believes is outstanding, and today, two years later, there are over 2,000 Dads that read to the students, eat lunch with the students, walk the halls, etc. She further stated it is a minimal cost program with Jackson using Title 1 funds. She said Ms. Phelps and she have discussed the possibility of using the Caddo District PTA, donations, etc. to implement this program. The Jackson superintendent also shared with them that the children's response to this program is tremendous and the children are more behaved when the Dads are walking the halls. Also, she explained that if a Dad is in the classroom, a background check is not conducted; however, if the Dad chooses to do a tutorial program, a background check is done. Mrs. Crawford also stated that Ms. Phelps has contacted the coordinator of the D.O.G.S. Program and he is willing to come to speak to the board. Mrs. Crawford also noted that study after study will show if you have a parent involved in school, the school will do better, and she asked the board to read the information provided in the mailout. Mrs. Armstrong noted these men are not just Dads, but also grandfathers, uncles, and other father figures.

Mr. Ramsey stated his agreement with this type program and getting these willing parties involved in school is a good thing. He asked Mrs. Tyler if she knew anything about this agenda item? The superintendent said she did not. Mr. Ramsey noted that Summerfield Elementary has a similar program (Summerfield Dads) and it was brought to the school by a coordinator who saw information on the program at a seminar, and as a result, there is an active group of Dads at this school who reads to the students, they put in a sprinkler system, painted several areas, remodeled the teachers' lounge, etc. He stated his support of this type mentoring program, but he is disappointed that it wasn't brought to the superintendent and suggested that the board members bringing this item give it to the superintendent and staff to see what can be done, as well as share it with our local PTA. Ms. Phelps stated this program was presented at the National School Boards Conference in Chicago and as one of the makers of this motion, she understands board members are allowed to put items on the agenda, and that is why she went through the president to have it placed on the agenda. She stated she doesn't have a problem with whatever staff needs to do and she doesn't understand what the comment means "disappointed that it didn't go through the superintendent." She said she is of the understanding that a board member does not have to go through the superintendent to put an item on the agenda and if she is misunderstanding the procedure, asked that someone explain it to her.

Mr. Ramsey responded that he believes, since this has been discussed in numerous retreats, that one of the signs of a board in trouble is when board members by-pass the superintendent with agenda items. He said the board can put items on the agenda if the president approves them, and apparently there are two items which the superintendent did not know about, so again he reminded the board that professional ethical courtesy is owed to the superintendent since the superintendent is the one the board holds accountable for the budget, the dollars spent, and this should be done whether the superintendent agrees with the matter or not. Ms. Phelps said it was at the board president's discretion to add it to the agenda so it could be discussed tonight at the work session for the upcoming meeting. She said it was added late Thursday or Friday when the board president was able to contact the secretary to put it on the agenda, so there was no intention to by-pass the superintendent. She said she believes she accurately followed the rules. Also, she thanked everyone for the interest in the program and that it is not necessarily a program to be in conjunction with PTA, even though they love the idea of PTA being supportive of the program; and we are only trying to get the parents involved one step at a time for however long it takes. If it is a districtwide program, staff will have time to do what they need to do to become involved. She reminded everyone that it was on the agenda for the 16<sup>th</sup> with her name beside it and she received no calls with questions about the program.

Mrs. Hardy stated she is familiar with the PTA and the importance of what they do and she would love to see the Dads involved, but many of our children do not have Dads and we have a lot of problems getting PTA members to attend the meetings. Noting that it is wonderful to have a good PTA, she asked the board to understand that with Dads coming in as volunteers, she does not agree with those from Mississippi coming here about adding this program, because we have a strong PTA in Caddo Parish.

Mrs. Crawley stated this is taxpayers' money at work; as board members attend the national conferences to meet with others from across the country and share what is working in individual districts. She said if they attend and do not bring anything back, then the whole point of attending the conference is missed and congratulated Ms. Phelps and Mrs. Crawford for doing this. Mrs. Crawley shared with the board that she has a Masters Degree as a Reading Specialist and one of the things she was taught that is most influential on a male child's reading ability is if a man reads to him or around him. She said mothers or women reading to males tells them it is a girl thing to do. Boys want to emulate the men, and not necessarily the biological father, but a male role model. She said she thinks this is wonderful and thanked the board members for attending the conferences and bringing ideas back to the board.

Ms. Priest asked the superintendent if the principals had any input into the program and how and who will administer the program in the schools? She also asked that Board members be provided any costs related to the implementation of this program as well as any background information relating to the company, resumes, credentials, etc. She also asked about other states and schools that this program is implemented in? The superintendent responded that she is not aware that principals are aware of the program, but she reports to the board, and normally board members would call and let her know about something they want done and are going to put on the agenda so she can know the kind of funding we may have, if there is a similar program in the district, and if the board still wishes to follow through and do the program, they may choose to do so. She reminded the board that the CEO has to guide the process as the CEO is held accountable for the results and usually is called as a courtesy so appropriate research can be done. Mrs. Tyler said this is an excellent program if we can get Dads involved, but no one discussed it with her, and she is committed to follow through on anything the board wishes her to do that is good for the children in this district.

Mr. Henderson asked what is the board being asked to do? Mrs. Armstrong stated a presentation will be brought to the board in two weeks. Mr. Henderson asked for clarification? Ms. Phelps indicated a request was made for the next meeting and this work session is the first time it has been discussed for the presenter to come and talk about the program. She added the principals have not been addressed because we are not trying to implement the program, but are trying to bring the information forth so the presenter can come and make the same presentation that board members heard in Chicago. She said there is no cost to run the program and the item on the special called agenda is the cost for the a representative under the national program to come and talk to Caddo Parish. Again, she said the reason it was only put on the agenda on Friday was because they just got to it and she did not receive any calls over the weekend about this item. Ms. Phelps said she is appalled that it is taken in the context that we intentionally did not contact the superintendent.

Mr. Henderson asked about the cost for the presenter to come? Ms. Phelps explained the only cost is mileage and overnight lodging to come from Mississippi. Mr. Henderson asked for clarification that today we are only going to put it on the agenda and the cost of this gentleman's visit will be secured in the next couple of weeks. Ms. Phelps said that is correct and once it is approved and questions asked, it could be done at the beginning of the next board meeting.

Mrs. Crawford clarified that she did not say the PTA is going to run this program, but that they were interested in looking at the organization, because the board has not approved this organization to come into our schools. She also said that activities include monitoring the school's entrance, loading and unloading buses, reading to classes, flash cards, playing at recess, eating lunch with students and other additional activities. She stated this is not a new concept as it is located in 400 schools in 31 states, and there was no disrespect intended to the superintendent, but as board members, they believed they had a right to put it on the agenda and let the board decide.

Mr. Burton called for a point of order and noted that the agenda is prepared by the Executive Board and the superintendent is the Secretary to the Board and anything going on the agenda, goes through the superintendent, because she is the person responsible for implementing anything the board passes. Ms. Phelps said the president put it on the agenda. Mr. Burton again reminded the board members that items on the agenda go through the superintendent.

## **ADDITIONS**

Mrs. Crawley requested that the following items be added to the May 16, 2006 agenda: (1) Approval of Waiver to CPSB Policy EEAD for Bus Request by Northwest Louisiana Autism Chapter and (2) Approval to Change CPSB Policy GCA (Staffing Formula) so the Pupil Teacher Ratio is the same for kindergarten as for first grade. Mrs. Crawley stated she placed information on this item at board members' stations. She referenced District Performance Scores beginning with 2001 where Caddo's ranking was 29 in the state, in 2003, Caddo was ranked 35<sup>th</sup> in the state, and in 2004-05, it was 44<sup>th</sup> in the state. She said in looking at research, she learned our pupil teacher ratio changed in 2003 and we have steadily dropped in our ranking in the state. She said she is concerned about this change and shared input from several teachers about their concern for the high numbers in their classes. She said the board should be the liaison between the public and the administration and should get input from the public. Mrs. Crawley asked if special ed students (504) are counted in the regular classroom count? She also noted information shared with the board on schools with kindergarten and providing teachers at a 20:1 allotment. Mrs. Crawley asked about the numbers at Atkins, as an example, and when you take the total number of students, divided by the number of teacher, are there 27 kindergarteners to a class? She shared the same information from 81<sup>st</sup> ECE and believes there is something wrong with the numbers and she would like to look at this and get our ratios in line. She asked the board to look at this in an effort to get the ratios in line as it makes sense to her to get kindergarten in line as this is where a child learns to read. The 20:1 ratio is recognized as important at 1<sup>st</sup> grade and said she believes the next step is to move this to kindergarten. Mrs. Crawley also noted a handout given to the staff from the Alliance for Education when they sought community input and the number one thing everyone said was top priority for school improvement was smaller class sizes. Another question asked at the community meetings was what should be protected from budget cuts in education and 1,900 people said class size. Mrs. Crawley said we had severe budget cuts and this was changed and she is now asking to move kindergarten back to 20:1.

Mrs. Tyler responded she does not have a copy of the information shared with the board members, but would like to clear up some of the misinformation. The superintendent stated that when talking about ranking, the District School Improvement Score has improved each year since she has been the superintendent, and in terms of the ranking change, this simply means that some of the school districts did better than Caddo, but the score in Caddo has improved each year, as when she became superintendent, Caddo was a one star district and has progressed to a two star school district, with the highest in the state being three stars. She said she doesn't know where the survey information came from as staff was asked only to poll the kindergarten classes. Mrs. Tyler asked Jan Holliday, director of certified personnel, to explain the staffing numbers presented so the public understands we are not staffing kindergarten classes at 28 and 29 students.

Mrs. Holliday stated that she is uncertain what the data is that Ms. Crawley received, but she used the information from data processing which is the same data used in Wanda Gunn's last week compilation of looking at class sizes. She explained that some of the data is difficult to interpret because it can only be determined by looking at each school uniquely. Mrs. Holliday said when she compiled the memorandum, she looked at the number of regular education classes and to the best of her ability, determined how many kindergarten teachers/classes there were for regular education students, and noted that special education staffing is done separately with a different formula. She looked at the numbers and staffing at 20:1 to determine how many more teachers would be needed at each school and this is how she arrived at the number 27. Mrs. Holliday explained her numbers did not include what she believes to be special education classes, which may be included in the total number of students, thus you cannot just divide the total number of students by the number of teachers.

Mrs. Tyler stated that she hopes that this clears up the confusion and that we do not have 27 students in any of our kindergarten classes

Mrs. Crawford requested that an item be added to the May 16, 2006 agenda that will give classroom teachers an allotment of \$200 for the start of the 06-07 school year to help with funding for materials and supplies. Mrs. Crawford said her rationale will be in the mailout.

Ms. Priest asked the superintendent how many kindergarten teachers have we lost and did any of them state that the student teacher ratio is the determining factor for them leaving? The superintendent stated she put at board members' stations a response to Mrs. Crawley's concern

that we were losing kindergarten teachers and noted that none indicated they were leaving because of the student teacher ratio and that only one kindergarten teacher at Queensborough cited that at the beginning of the year her class was overcrowded and the class was reduced to 19 students when another teacher was hired. She added that same teacher, even though her class was reduced to 19, still left. The superintendent also reported that the staff's efforts are to make sure we are taking care of our employees and providing them the resources and support they need to do a good job. Mrs. Tyler added that most of the ones who left were relocating to another city.

Mr. Henderson asked Mrs. Crawley about her motion to approve a waiver to CPSB Policy EEAD; and if the group is only requesting two air condition buses to transport these children? Mrs. Crawley answered in the affirmative. Mr. Henderson asked if it is necessary to change the policy? Mrs. Crawley explained that as she understands it, there is a need to approve a waiver to this policy. Mr. Abrams explained he understands that board approval is being requested for an exception so the buses can go outside Caddo Parish and to also transport students other than Caddo Parish students. Mrs. Tyler stated that Assistant Superintendent Lavergne talked with her about refusing this request because of board policy; and, if staff had recommended we do this, we would have done it. The superintendent explained she believes we need to do this and will recommend board approval of the waiver.

**Revisions to CPSB Special Education Policy and Procedures Manual.** Mr. Henderson asked about the proposed revisions to the CPSB Special Education Policy and Procedures Manual and if there is anything in particular the superintendent would call to the board's attention? Mrs. Tyler reported that in the near future, staff will make a presentation to the board on the proposed revisions that will bring Caddo in compliance with state and federal changes.

**Consent Agenda.** Mrs. Armstrong proposed Items 10-11, 13-19 and 22 as the consent agenda. *Mr. Burton moved, seconded by Mrs. May, to approve the proposed agenda and consent agenda for the May 16, 2006 CPSB meeting as presented. Vote on the motion carried unanimously.*

The president polled the audience for any comments or questions about the agenda.

Bessie Smith, retired CPSB teacher, addressed the board on her concerns relative to what she is hearing as she has observed the meeting. She noted the board talking about learning of a mentoring program while attending the national conference and the fact that the Caddo Community Action Agency has a mentoring program in place. Mrs. Smith recognized the superintendent as a lady of wisdom, recognition and inspiration, working in love, humanity, patience, joy and self denial with leadership and friendship. She expressed her appreciation that the superintendent trusts in God as she pursues ideas and research to fulfill a dream to build a better school system. She thanked Mrs. Tyler and her staff for recognizing our teachers for the good job they do and for making a difference.

Scott Hughes, Alliance for Education, shared with the board that he believes the superintendent and staff have presented a solid budget that presents a very good mission for the Caddo Parish School System and is one with good fiscal control. Mr. Hughes announced that he works with 7 systems in North Louisiana and Caddo has some of the best people in the finance area as will be found in Louisiana. He said on paper, the budget shows a \$5 million deficit with about \$314 million in spending and \$309 in revenue, which he doesn't have a problem with. Mr. Hughes said he has looked at the history and the fund balance (reserve) and currently there is anticipated an approximate \$21 million reserve. He referenced historical numbers including the fact that Caddo Publish Public Schools is the largest business unit in Caddo Parish with approximately 6,000 employees, so it is important to remember that he doesn't believe any municipality can run a true \$0 budget, and noted that with a payroll for 6,000 employees that is run every 2 weeks, it will be dangerous to run this so close to the margin until there is no cash reserve. Mr. Hughes reminded the board that it has a very good track record of meeting what is projected and concluded that as the board moves into its budget discussion, to remember it is adding 40 teachers back into the budget. He reminded the board to continue to grow the cash reserve as those who back the district's bonds say the board should have a 10% cash reserve, which is \$30 million. He encouraged the board to keep the discussion to how we can stay the course and not how can we spend the cash reserve to pay for operating expenses.

Greenwood Mayor Ernest Lampkins stated his support of the superintendent and that he is concerned about the attitude being demonstrated toward the superintendent. Mayor Lampkins asked the board to continue to allow the superintendent to lead and take care of the children and help the Caddo district grow in a very positive manner.

Lou Jackson addressed the board on the consolidated budget and commended Scott Hughes for the outstanding job of recapping the big picture from a budget perspective. Mr. Jackson asked the board to stop second guessing and allow the superintendent, who the board has hired, to advance the board's cause and do the job she is hired to do. He added the staff has come forward with a budget that makes fiscal sense; and he, as a taxpayer, is not in favor of adding recurring expenses to what is presented. He urged the board to follow the recommendation of the superintendent and staff and not continue projecting an image of discord.

Dr. Stephen Taylor, Vivian, Louisiana, stated in his experience with budgets, and the need to have a reserve, he encouraged the board to follow three principles as it moves forward in approving a budget: (1) financial stewardship, (2) use evidence based initiatives, and (3) look at the stable leadership in place.

Ron Adams, former board member, stated he has been a proud member of the community and what is happening in the schools for the past 16 years. Mr. Adams applauded the superintendent for what has been accomplished under her leadership to turn the district around. He shared with the board that if some of the rumors he is hearing in the community are true, he is ashamed, as there is no place for discord when you have the responsibility of leading the community; and as he has sat in the meeting and observed, he sees nothing but political posture which is uncalled for. He asked the board to not carry another politician's baggage and try to get an energy conservation program when the district has an outstanding program in place. Mr. Adams reminded the board they have a debt and responsibility to serve the community and encouraged them to do so in the way he knows they can. He encouraged the board to work with the superintendent and staff and applaud her for what the board and she have been able to accomplish together. In addressing the reserve, he reminded the board that when he was on the board, there was an approximate \$7 million reserve and a tornado came through the southern part of Shreveport and destroyed an airport, and he believes it is necessary to have money in reserve in case this happened again, we need to have the money.

David Seewald, Siemen's Building Technologies, thanked the superintendent for her leadership and addressed the board on performance contracting. He said everything he is about to say to the board has already been addressed with staff and has been done in an open way. Mr. Seewald said his company is hoping to have everyone look at their proposal with an open mind and see if there is opportunity for some possibilities. First, performance contracting is approved of in Louisiana and is encouraged. Mr. Seewald referenced an RFP template available online to all schools at no charge, which is a wonderful opportunity for the schools to craft what they want to do. He also said that the RFP is by design and definition, an owner driven document. Mr. Seewald said that if a piece of equipment is a good piece of equipment, a vendor would never recommend removing it and that Siemen's only wants the opportunity to partner with Caddo Parish Schools and bring forth the idea called *an energy conservation measure* to look at every single opportunity.

Matthew Ridley, Siemen's Building Technologies, stated that while the Caddo Parish School staff has done a wonderful job conserving energy over the past 8 years; however, as a board member mentioned earlier, that doesn't mean there isn't more to do. He said one of the things he pointed out when Mr. Festavan was on staff was if you continue to do the projects as you are doing them, then you will save money as the projects are implemented, but if a performance contract had been implemented, all of the projects could have been done even with financing costs. He said it's not an issue of anyone doing a poor job, but it's an economic issue. He noted that the staff are experts in what they do, but staff said they are not experts on performance contracting and don't feel comfortable in developing the RFPs. Mr. Ridley explained that the state has the resources to develop an RFP for your district through on-line templates that are no cost to the consumer and reminded the board that every time a project is done, the board hires engineers and architects. He said they believe they have a lot to offer Caddo Parish Schools and it is a simple issue – does Caddo want to get more savings and allow the staff to use the dollars and bond money to do things that don't pay for themselves or does Caddo want to carve out a little each year to do these projects as you go. Mr. Ridley said he doesn't believe the staff has

had ample time to fully investigate performance contracting, because Mr. White's assumption that the equipment in place would be replaced is far from the truth. He reminded the board again that performance contracting is an owner driven process and if there is more that can be done to save money, Mr. Ridley said they are here to help the board do that; and if their company can't do anything to help Caddo, then Caddo is not out any money.

Bishop Thomas Hoyt spoke on behalf of the ministers and as a concerned citizen. He expressed appreciation for the opportunity to speak to the board on the trust in Superintendent Ollie S. Tyler. He said Mrs. Tyler has shown herself trustworthy, the curriculum in the schools has been found to be cohesive; student teacher ratio seems to be adequate, and the schools' mission is paying off in better grades and high test scores, Bishop Hoyt stated that many in corporate America would praise her for her good fiscal management. He also addressed the superintendent and board's relationship and that he perceives, after listening to the conversation today, there is an undercurrent that will not be very helpful toward fiscal responsibility. Bishop Hoyt said that it's important that Superintendent Tyler has lifted the communal vision of the school system so all schools feel interrelated, and that the student teacher ratio is at an allotment that can be lived with in the schools and still get the job done with integrity. He said Mrs. Tyler has always stressed transparency in fiscal matters and avoided overspending while making preparations for maintaining fiscally responsible programs. He encouraged the board, when looking at the budget, to remember that many in the community trust her leadership, as well as her proposal to deal with the reserve in a responsible way. As a concerned citizen of Caddo, he reminded the board that they are expected to set educational policy for the school system, and while evaluating those policies to be in support of their programmatic commitment and the personnel the board has hired to execute those policies. He asked the board to not micromanage, with undue pressure on the superintendent. Bishop Hoyt told the board that the community will be watching as the board allows the superintendent the freedom to do her job while being in continuity with the excellent programs of a school system run by a fiscally sound manner under the superintendent.

Dr. Phillip Rozeman thanked the board for the opportunity to speak and shared with the board the following thoughts for the board's consideration. He said that first of all the times in Louisiana right now are very uncertain. He said that he attended meetings in which the New Orleans school system was discussed, as well as a meeting in Baton Rouge. He added that because of the attempt to bring the New Orleans public school system back, the people in state government are not worrying every day how they are going to help Caddo, as well as some other cities in the state. He said their concern is about rebuilding New Orleans schools and the uncertainty of how the money is going to flow and the fact that the MFP is still in the Legislature. He said the MFP funds provide for more than ½ of our schools funding, and there are 23 schools already in financial crisis. Dr. Rozeman stated it is a fairy tale if people believe the recovery from Katrina and Rita will not have an affect on school systems, because, over time, it will. He said over the past three years, the board and superintendent have charted a course to return Caddo's school system to fiscal solvency from a \$14 million deficit and now have the opportunity to provide financial security, not change the course. Secondly, he reminded the board if they forget history, they are doomed to repeat it; and reminded the board that the inherited \$14 million deficit came from the same type of discussions at a school board meeting to add to a budget the staff presented at which time Dr. Schiller warned the school board that using reserve funds for significant recurring costs would break the system, and he told them three times. Dr. Rozeman reminded the board about what happened when the board ignored these warnings and for the board to add recurring expenses without a good grasp on future funding is only doing to yourself what the board complains that the federal and state government does – creating your own unfunded mandates. Dr. Rozeman stated that when you have good management, you do not want to put handcuffs on them, but you want them to have flexibility.

George Bordenave, Caddo Federation of Teachers/Support Personnel and the American Federation of Teachers, stated that they have had members come to them relative to class sizes and shared with the board information on how class size affects student achievement. He congratulated the board on being able to enjoy the labors of a \$21 million surplus and it is the Federation's hope that we go back to CPSB Policy GCA. He referred to a handout on research by the National School Boards Association on class size and that ignoring the issue is not the answer. He stated that research has proven students in smaller classes achieve at a higher level than students in larger classes. He said the CFT and AFT will continue to offer the school district research driven professional development that also raises a student's ability to achieve high levels. He asked the board to please consider this issue.



Marjorie Taylor, teacher, addressed the board on the need for smaller class sizes at kindergarten and encouraged the board to look at any way possible to help the teacher who has the higher numbers in the kindergarten classes.

Sheva Sims, attorney, stated that in the approximate three hours she has observed the board members that she is offended by the way many of the board members speak to one another, and secondly, she has a problem with the physical disposition of how board members present themselves while members of the public are addressing the board. She reminded the board that they are supposed to listen to the constituents, and asked if the board could at least physically present themselves so the public at least thinks the board cares what they are saying. Ms. Sims stated there is a distinct group of individuals present and she found that those younger than she sometimes speak without thinking; or sometimes those older think too long and miss out on speaking at all, or when they do speak, they speak inappropriately. In being successful, she shared with the board how she has been challenged, criticized, and put down. She said the budget speaks for itself, as well as the numerous changes that have been made under Ollie Tyler's leadership.

Rev. Timothy Jones said that much of what he wished to say has been said, but asked that procedures be looked into since many who came after him were allowed to speak ahead of him. Rev. Jones stated that one of the things he understands is three years ago, we were \$14 million in the hole and today we are \$21 million to the good. He said in 2003, the school system was broke and now finance seems to make fellowship impossible for us. He asked the question, "*Are we better off today than we were three years ago?*" Rev. Jones stated he is not in attendance to do business with the school board, as a contractor to get a contract, to sell heating or air conditioning, nor to replace lights, but only because he has a second grader whose education he is very passionate about. In talking about a \$21 million surplus, he asked the board to reflect on what has been a \$35 million journey, which did not start with \$0, but the administration started at \$14 million in the hole and he believes this gain of \$21 million is outstanding. Rev. Jones referenced the Detroit Pistons and why they are such a great time – because everyone on the team understands the objective, no one is there to outdo the other, everyone understands the roles they are to play and they all respect the coach. In conclusion, Rev. Jones stated that wise people save and then spend, while foolish people spend and never save, but only government bodies spend what they don't have. He encouraged the board to get all the other agendas out of the way and support our superintendent.

**Adjournment.** *Mr. Burton moved, seconded by Mrs. May, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 7:18 p.m.*

**May 2, 2006**

The **Caddo Parish School Board (CPSB)** met in special session in its office at 1961 Midway, Shreveport, Louisiana at approximately 7:18 p.m. (immediately following the Executive Committee/Board Work Session) on Tuesday, May 2, 2006 with President Ginger Armstrong presiding and the following school board members present being a quorum: Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy T. Phelps, Lillian Priest, Bonita Crawford, Barry Rachal, Larry Ramsey, and Willie Henderson. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were omitted.

#### **PERSONNEL RECOMMENDATION(S)**

*Mrs. May moved, seconded by Mr. Burton, approval of the personnel recommendation as recommended by the superintendent and included in the mailout. Vote on the motion carried unanimously.* Dr. Mary Nash Robinson, assistant superintendent of human resources, introduced the following appointment approved by the CPSB: Mrs. Gayle Flowers, director of Career, Adult and Alternative Education. This appointment will receive the appropriate salary as reflected by the Caddo Parish School Board salary schedule applicable to the position to which she is appointed. Family, friends, and school administrators present were also recognized.

#### **APPROVAL OF TRAVEL EXPENSES FOR WATCH D.O.G. PRESENTER**

*Ms. Phelps moved, seconded by Mrs. Crawford, to approve travel for the coordinator of the Watch D.O.G. Program to make a presentation at the next CPSB meeting.*

Mr. Guin called for a point of order in that there is a Visitors Section on the agenda and the board cannot vote on these items until we allow visitors to address the items.

Mildred B. Pugh, former board member, questioned this item being on the agenda because of parliamentary procedure and wasn't this item placed on the agenda for the next meeting? Mrs. Armstrong stated this is a different item. Mrs. Pugh asked for clarification in that this item doesn't have anything to do with the item on the May 16<sup>th</sup> agenda? Mrs. Armstrong again stated this is a different item. Mrs. Pugh questioned why we would pay transportation for someone to come here before the board decides whether or not it is going to have this program, and asked if this is a work session the board will have with the person coming? Mrs. Pugh said in listening to the news, she has questions about how the board arrived at the deficit when the current board was seated. She said the current board was seated at the beginning of the calendar year and the beginning of the fiscal year is in July, ending in June. She asked the board how do they think they have the use of buses to transport students? She explained it's not because transportation waits until the opening of school in August to take orders for buses. She said the outgoing board had to consider the transportation needs for the school system, invest and have the buses available in two different school sessions with the understanding that they would be paid for upon arrival. She said the previous board also had a pupil teacher ratio for kindergarten, and first through third grade that is far different from what is in place now, noting that the policy for kindergarten through third grade was changed and is not what it was when the budget was at a different level and under a different board. Mrs. Pugh noted there are schools in the district that are very, very old with old equipment that will need to be replaced and shared an example of replacing the boiler at Broadmoor in mid year and shortly thereafter, having to replace another one. She also noted the fact that the Fire Chief said kindergarten through second graders could not go to the third floor at Claiborne Elementary so reserve funds were used to build a library at Claiborne. The reserve was also reduced by building an activities building at Judson, and all this happened during the last term of her serving on the board. She asked that the record reflect that the previous board knew it was going into the reserve and also said to the Transportation Director that the buses were needed when the school opened in August and they could not wait until the funding came from the state, knowing that the financial department would make the necessary adjustment to pay the bill with the funding to be reimbursed when the MFP count was finalized. She reminded the board they cannot be sure how many children will be in the system in the future years and with the reserve in place now, if a need arises like a boiler going out in the cafeteria and the water is not getting hot enough, the board will have to provide the funds since federal laws do not allow for the purchase of a boiler from the cafeteria reserve. Mrs. Pugh asked that when the board discusses the deficit with the public, to please get the facts straight and

put out information the public can understand. She stated if the board operates the system based on the funding and the way it comes in, the next board in 6-8 years will experience deficits and we will have to learn to make the necessary adjustments and move forward.

Ms. Phelps stated that her rationale for bringing this agenda item to the board is to have the presenter come and share the information with the board. She said she is bringing this item in good faith to the board for discussion as to how this program could be implemented and used. She said, unfortunately, it was misunderstood, but asked the board to make a decision as to whether or not the presenter should come to Caddo Parish and that we will help with the travel expenses. She said she had a conversation with a contact and to clarify that Caddo Parish will not be approving anything by her coming and making the presentation, but that it would have to go before the board for a vote, and she believes that is why Mr. Abrams has suggested that it come to the board in this manner. Ms. Phelps said she believes they will be willing to come and share the information and she hates the fact that the concentration is not on the program, and unfortunately, she is appalled and disappointed at that, but hopes the board will still look at the agenda item.

Mr. Ramsey asked the superintendent if we have ever paid expenses for groups to make presentations to the board? The superintendent said it is possible, but not to her knowledge. Mr. Ramsey said he pulled some information off the web site where there is a lot of available information. He challenged the board on setting this type of precedence. He said he is willing to listen to their presentation, as these are good programs. He stated a similar program was implemented at Summerfield when a coordinator heard about it at a meeting and pulled the information off the web without costing anyone anything. He added that regardless of the expenses, we should be cognizant of the fact we are spending dollars and if we can gain the information for free, we should do so.

Mr. Henderson asked the attorney if the source of revenue needs to be included in the motion or is it understood? Mr. Abrams said the motion is a request that the board pay the expenses and he doesn't know where it will come from, but assumes it would come from the ending balance. Mr. Henderson said he supports the motion because he doesn't believe the person coming is in line to reap any financial benefits if we implement this program in Caddo. Ms. Phelps responded that is correct, as he is the coordinator for this region and is willing to come and make the presentation. Mr. Henderson said he would look at it different if he thought we were paying someone to make the presentation who would then make some money if we implement the program. Mr. Henderson said it's only information for the benefit of the board in making a decision relative to the item on the agenda at the next board meeting. Ms. Phelps said that is correct and a ball park figure for his expenses, travel and hotel if he stays over, will be less than \$300. Ms. Phelps referenced the question if this process has been followed before and indicated there is always a new way to do things, but to clarify, asked when the board held its retreat a few years ago, did we pay the presenter or was it voluntary. Mr. Ramsey said that retreat cost us a whole lot less than shipping ten or twelve members to Chicago. Ms. Phelps said so there was a cost. Mr. Henderson said he would like to see the motion reflect that the cost would not exceed \$300. Ms. Phelps said she doesn't have a problem with that.

Mr. Burton asked why there is such a rush to do this now? Ms. Phelps said there is not a rush, but when it came up last week, she discussed it with the board president and asked if it could be placed on the agenda for the 16<sup>th</sup>, and this would still allow staff time to do what needed to be done before the board voted on it. Mr. Burton said any idea to improve the communication between the school and the parent is good, but he doesn't like the procedure and believes the superintendent and staff should have the opportunity to peruse the idea since they are the ones responsible for implementing it. He added that it's good that the board gets these ideas and brings them back, but he prefers that we go through the chief executive officer, since it's that person's responsibility; and he has a problem bringing someone in to discuss a program and the board being asked to vote on it the same day. Mrs. Armstrong explained that if the board desires to postpone this item, it can do so. Mr. Burton said that is what he is going to ask the board to do, because he does not believe there is enough time for the board to look at it or the superintendent to do so. *Mr. Burton moved, seconded by Mr. Ramsey, to postpone this item until the superintendent feels good about bringing something to the board.* Ms. Phelps asked for a clarification on what the board is voting to postpone. Mr. Burton said because the superintendent has no idea what is going on, he is asking that the whole idea be postponed. He said if it is not urgent, and school is going to be out soon, he wants to wait until the

superintendent can gather information on this program and present to the board whether or not it is feasible for our district. Ms. Phelps said for clarification that the superintendent does not know about the program, she stated no one really knows about the program other than the information that has been shared. She said that is why the gentleman is coming – to talk about the program, and we don't do anything without staff being involved, and the superintendent has said as soon as staff gets something, it's brought to the board. Ms. Phelps asked if the board president between Friday and Monday talked to the superintendent, as she doesn't know who this is directed toward because she did not receive any calls about this item for clarification before the meeting today. Ms. Phelps said she does not have a political agenda and in the 2½ years she has been on the board, the board members have been attending conferences and the first time she brings something back that is nationally based and doesn't require any research, it's a problem. She stated she doesn't have a problem postponing so the superintendent can make phone calls and get information. Ms. Phelps stated that Mrs. Tyler has the information and asked someone to clarify what it is she needs to do? Mrs. Armstrong explained that Mr. Burton's motion is to postpone this agenda item to approve the travel expenses for the Watch D.O.G.S. presenter not to exceed \$300. In the meantime, Ms. Phelps asked what is being suggested? Mr. Burton responded that the superintendent appraise what is going on with this program and provide some input.

Mrs. Hardy stated that she is in accord with Mr. Burton's motion to postpone because of the procedure that was used. She said the superintendent should have known and she thinks we should wait approximately one month before making a decision.

Mrs. Armstrong explained that on Thursday night we received feedback from the attorney that we need to put this on the agenda and it was not until she was leaving for an event on Friday morning that she received a call from Mrs. Raines in the superintendent's office, and from that point, she talked to Debbie in the superintendent office and asked her to put this on the agenda as was instructed by Mr. Abrams. Mrs. Hardy asked if this is the regular procedure to talk to our attorney and not with the superintendent? Mr. Abrams stated that the board president contacted him on Thursday afternoon with the understanding there was an agenda item on the 16<sup>th</sup> concerning the individual coming to make a presentation to the Caddo Parish School Board on the Watch D.O.G. Program. He said the concern expressed to him was whether or not the board president can authorize that along. He said the response was "of course", as board members do not have individual authority so the board would need to vote on it. Therefore, if it was to be on the agenda, the best way to do it is to have it during a special session, since there was already one scheduled on Tuesday, and it could then be approved. Mr. Abrams indicated this has come up before, where the board president may or may not have authorized something, so in order to make certain the board is clear on it, it was put on the agenda. He said as far as the procedure on how the president got in contact with the superintendent's office, it is correct that if a board president contacts you and wants an item on the agenda, that the board president should contact the superintendent's office in order to do so.

Mr. Burton called for a point of order and stated that people are not only speaking out of turn, but only the rationale for postponement can be discussed. Ms. Phelps said she is very disappointed this action has taken place. Mr. Guin called for a point of order. Mrs. Crawley stated she hopes we are not splitting hairs, but should celebrate the enthusiasm of board members who want to present anything positive to the board, and that it's probably not a violation of policy, but perhaps courtesy. She asked that the board not postpone this, but celebrate and get the presenter here when he is available. Mr. Guin asked the maker of the motion if she has a problem postponing? Ms. Phelps said she does not. The second also agreed. Mr. Guin stated that he understands Mr. Burton's motion is to postpone the entire program and he doesn't believe we can postpone an item on another agenda. He said the only thing he believes the board can hope for is to postpone the item on the agenda tonight and asked if we can't put this discussion to bed and ask the maker of the motion to withdraw it; and if she does, then we will know she is going to postpone what's on the agenda in two weeks. If not, we will more than likely have to visit this item again. Mrs. Armstrong restated the substitute motion is Mr. Burton wants to postpone the approval of the travel expenses for the Watch D.O.G. presenter not to exceed \$300. Mr. Guin stated that he understood from Mr. Burton's comments that he wished to postpone the entire thing until the superintendent had time to review. Ms. Phelps asked the superintendent how much time she might need to look at this? Mrs. Tyler indicated that if she is told she needs to do something for the next meeting, she will have it ready.

Mr. Burton called for a point of order and that he has a substitute motion on the floor to postpone. Mrs. Armstrong stated that Mr. Guin is asking the makers of the motion if they will withdraw. Ms. Phelps said she does not have a problem postponing, but she is only wanting to understand if the postponement is until a specific date. Mr. Burton responded that postponement will be until the superintendent is ready to bring it back after perusal of the information, and based on Ms. Phelps withdrawing her motion, as did the second, he will withdraw his postponement with the understanding that it's until the superintendent has an opportunity to work it out.

**Recess.** The board president called for a 15-minute recess at approximately 7:53 p.m. and the board reconvened in open session at approximately 8:20 p.m.

Mr. Guin and Mr. Burton left the meeting at approximately 8:10 p.m.

## **2006-07 BUDGET WORK SESSION**

Superintendent Tyler stated that the proposed consolidated annual budget presented by staff is the best one staff can offer at this time, particularly with the uncertainty of incoming revenues, i.e. MFP. She said she is still trying to get projections from the state on the dollars we will receive from that particular funding, but they still do not have any idea. Mrs. Tyler announced she was to travel to Baton Rouge on Wednesday to meet with the Superintendents' Advisory Council, but because of the lack of available rooms, will not be able to attend; however, she will call and they will be keeping us abreast of where this is. She indicated that the last information she received a couple of weeks ago was that the MFP formula, with all the dollars being recommended from BESE, will be going back to the BESE Board; and she reminded the board that the MFP is the largest portion of funding in Caddo Parish. Therefore, at this time, she cannot recommend anything that will be reoccurring costs; however, after Board member Crawford mentioned last week one of the special revenue funds (Child Nutrition Budget), staff has looked at this and will have a few dollars left (\$2 million in reserve balance) and if we do not increase the breakfast and lunch meals this year, we will probably not have very much or none left. Mrs. Tyler stated that if the board would like staff to consider not doing that, she can give on this and if we run out of funding, will come back to the board to ask approval to go back in the reserves. She said there are four different pots of money besides MFP that the district normally gets from the State Department and the district has been cut on each one. She added that all remediation for students for promotion from 4<sup>th</sup> to 5<sup>th</sup>, from 8<sup>th</sup> to 9<sup>th</sup> and for graduation, has traditionally been given monies to help remediate our boys and girls; and we have been cut significantly because of the tragedy from Hurricanes Katrina and Rita so we will have to make up the deficit because the boys and girls still need this remediation. This will mean we will need to dip into the reserves to do this. Regarding the General Fund Budget, the superintendent reported that since the budget discussion last week, she has reviewed everything once again, and cannot recommend, with the uncertainty of the funds we typically get from the state and the projected increase in other operating expenses, that we do anything else with this budget until we find out if we will be receiving more monies and if we will receive some recurring revenues.

Mrs. Crawley asked if, when staff is talking about MFP funding, staff is thinking the MFP amount per student can be cut? Mrs. Tyler responded that they can. Mrs. Crawley responded no they cannot, because that's against the law. She said we are going to get x amount of dollars per student and she called the Legislature and was told the per student amount is fixed, but what they are saying is they are projecting a certain amount, an extra above what is etched in stone, and they may cut back on that, but there is an amount per student we can calculate and count on. Mrs. Tyler answered she has not been given that information. The superintendent explained that each year, and because of Hurricanes Katrina and Rita this year, BESE can send something to the State Legislature, and the Legislature cannot cut, revise or amend, but they can send it back to BESE and say we don't have the money and ask them to come up with something different. Mrs. Tyler stated she doesn't know where Mrs. Crawley got her information, but she has worked on two state committees for a number of years and is aware of the process. Mr. Wreyford said it is correct the MFP formula is student based, but we have no certainty what that base per pupil amount will be; therefore, staff is not predicting any increases or decreases, as that is in the hands of the Legislature being sent back to BESE. Mrs. Crawley asked if they can say \$1 one year and \$6,000 – that the state MFP formula has no minimum per student amount and it can be raised from that amount? Mr. Wreyford said there is an amount for the current formula, but we do not know what will happen to the current formula. Mrs. Crawley asked what is the current

state staffing of the MFP as she understands there is an amount? Mr. Wreyford explained there is a base pupil amount in the formula but the formula is so complex, few professionals even understand it, as there are some 80,000 cells in the formula; and until we know what comes out of the Legislature, we cannot know if there will be an increase or decrease.

Mrs. Crawley said she was told that the only decrease we could experience is from an increase they had used. Mrs. Crawley stated that she took this in college and there is a number they do not go below, an amount per student, and they may spend more one year and then the next year come down. Mr. Wreyford said that is why the budget is based on a stable MFP with no increase or decrease at this point. Mrs. Crawley asked Mr. Wreyford where he got this number? Mr. Wreyford said that is what we are receiving this current school year. Mrs. Crawley restated that staff put in the budget for next year what we received last year. Mr. Wreyford said that is correct. Mrs. Crawley mentioned that she was told to ask this question by her fellow legislator. Mrs. Crawley also asked about the cost for 27 new kindergarten teachers? Jan Holliday stated the projected amount is \$1.485 million annual recurring. Mrs. Crawley noted the projections and actual for the last five years.

Mr. Henderson asked the superintendent about her comment regarding concerns for the funding of our remediation program may not be forthcoming. Mrs. Tyler explained those funds have been cut this year, so the district has to come up with funding for remediation to add to the small amount they will send us. Mrs. Tyler reminded the board that she forwarded to the board a copy of a letter received, stating that funding was being cut because of the Katrina catastrophe, along with a list of grants that we usually get funds from, and this is what the district is having to make up the difference. Mr. Henderson asked if that is for the current summer? Mrs. Tyler said that is correct and we are uncertain what that amount will be. Mr. Henderson inquired as to how much we spend for summer school? Mrs. Tyler explained that what the state requires is all we can do, and that is give any 4<sup>th</sup> grade repeaters another opportunity to pass, any 8<sup>th</sup> grade repeaters another opportunity because they failed the LEAP, and any who fail the Graduate LEAP exam and the summer feed program for high school students, and usually the district only has to put in a small amount to make up the difference; however, this summer we will not have enough funding.

Mr. Henderson stated that he believes the summer program is a high priority program and asked the board to keep this in mind. Mr. Henderson asked if staff has thought about anything we may be facing in the terms of additional expenditures in 06-07 that aren't projected in the budget? Mrs. Tyler answered that staff collaborates with the state department all the time and the state is wanting Caddo to implement a literacy district program, but they are only willing to give the district partial funding, and no funding for personnel, and it will take extra personnel to implement such a program. Staff is looking at what kind of model in certain schools we can implement it in and still use the current staff in place. She added the state is attempting to address the illiteracy rate in Louisiana, in particular in the middle school grades; but it will again be an unfunded mandate, and has asked Caddo to be one of five pilot sites. Mrs. Tyler said she has told the state if we do this, we will have to see if there is available funding. The superintendent further stated she has met with staff and discussed the possibility of using some of the Reading First funds and some of these staff members. She explained that Reading First has brought in about \$16 million, but it's really for K-3. She said staff is also looking at partnering with others to help those students who are not 4<sup>th</sup> or 8<sup>th</sup> grade that need remediation in the afternoon.

Mr. Henderson stated one of his major concerns is the 15 to 18 schools that are in Choice and to him this is the number one problem. He said he is committed to finding a way to reduce that number and he suspects it will take some money and asked the board to keep in mind those schools that we know are in trouble and it is our responsibility to do what needs to be done to turn them around. He said we cannot accept any excuse, because he personally does not believe we have that many children in the parish that cannot learn and succeed on these tests. He stated he knows the staff is working hard, but we just need to do whatever it takes to make it happen. He said there may be some wisdom in ideas that board members may have and we may even take action on them in anticipation of the outcome of the revenue at the end of the semester.

The superintendent said the staff thought they had a way to resolve this, and funds would not have been used from the General Fund, but the board didn't support her. She said we will not have the distinguished educator in every building as was proposed, but staff has brought a plan to

the board for addressing these schools. She said the board did approve the EduSoft Contract and we will have all the assessments in those schools so we will get the results at the end of every unit in math and language arts. Reports will be generated indicating where students are, what skills need to be retaught, and what professional development is needed to support our teachers. Mr. Henderson asked about the price on this contract? The superintendent explained that Title II funds will be for training that will take place over the summer. Some of the funding will also be used to reduce the class sizes.

Mr. Ramsey asked for clarification that we have had a tax increase, as it was reported on Channel 12, and we are sitting on increased revenues as a result of tax increases. Mrs. Crawley said she is talking about property taxes that we rolled forward. Mrs. Tyler said we did not roll forward. Mr. Ramsey said we did not roll forward, but the increase came because of the tax assessor's reassessment. Mrs. Tyler explained that when we renewed the salaries from the '97 proposition, we asked for a renewal of this one proposition at the original millage, but the others were rolled back, so we actually have less millage from those propositions than we did in '97. Mr. Ramsey asked if what we did get is dedicated to teacher salaries? The superintendent said yes, to teacher salaries and benefits. Mr. Ramsey asked if we are sitting on those funds? Mrs. Tyler said no, it all goes to the teachers. Mr. Ramsey stated we need to be very careful of comments we make to the media. Mrs. Tyler stated every amount we have she has given to the board. As a point of clarification, Mr. Ramsey said when the media reports something, the public accepts it as fact and it's hard to take it back. Mr. Wreyford explained we have seen increases in tax revenues for the past two years, and each year in November or December, the tax assessor releases the new property taxes and as that assessment has grown the past two years, this has increased our property tax revenues which is in this budget and in the ending balance, but we are not sitting on any money. Mrs. Tyler also reminded the board that in 2004, when she asked the board to roll forward so we would have some money, they did not. Mr. Ramsey said he had a conversation last year with the superintendent and said to her the thing that would come under attack in 06-07 would be the staffing formula. He noted he was going to ask the superintendent to put under the Superintendent's Report to address some of the staffing formula needs we have. He said it's not a new idea that the best thing we could do is try and reduce the student teacher ratio, but the reality is we have to live within a budget. He noted this budget reflects an increase in instructional positions of 45.5. He said the final numbers presented by the superintendent as a result of Board Member Crawley, on other funding that we were creatively able to take care of teachers, staff, etc. are 191 teachers, 14 behavior intervention specialists, 56 content coaches, assistant principal and all of these have an impact on the student teacher ratio. Mrs. Tyler said the teachers do and the other positions are support people to help the teacher in the classroom. Mr. Ramsey also stated he remembered discussion on continuing this process and asked the superintendent if there is an opportunity for grants, without impacting the General Fund. He understands how the principals set up their staffs and he doesn't want to take that away from them – the principals should be able to run the school and get qualified teachers in the classroom. The superintendent responded that any assistance we can give the teacher to lower the pupil teacher ratio is what staff desires to do. She added if additional funding is received from either of the Federal Grants, this would be the first area addressed. In 2003-04, the board had to raise the teacher pupil ratio because of the lack of funds, and it was lowered the next year for the middle and high schools, because of the ability to generate some additional revenue and attempt to lower it further by using Title II funds, tobacco money. Staff has also added some additional goals and paraeducators, and every available source of revenue where we could put in additional teachers to lower the pupil teacher ratio we have done so, and if there is an opportunity to do more, we will. Mrs. Tyler explained that once you write grants for particular programs, the monies must be used for those programs and the grade level indicated in the grant.

Mr. Ramsey read excerpts from the June 19, 2001 board minutes referencing 94 positions were approved by the board and Superintendent Schiller telling the board several times that approving recurring costs was not a wise fiscal decision and also referenced a board member's comments that everyone seemed to feel the school board had pockets with no bottom and the board would be doing a disservice to the students in a year or two because some of the things would need to be cut. He added this board member stated at that meeting that what the board was doing was unfair because it is not in the overall best interest of the students, and to continue spending money is very irresponsible. Mr. Ramsey noted the references to his comments and could they have been helped by the addition of inclusion teachers, paraprofessionals, etc. and highlighted a document from the superintendent where staff added by Title dollars and grant monies a total of 402 positions that included behavior interventionists, content coaches, reading interventionists

and paraprofessionals and in 2003, 380 positions were cut. He added that the school system cannot be successful without a superintendent with the support of the board and asked the board to be cautious and careful.

Mrs. Crawford said she was told that because of the contention between Orleans Parish and others and with the Legislature, it may well be June before we know exactly what we will be dealing with. She said she has looked at other budgets and the dates some of them were approved and in some cases, April or May was the month, and in some cases, the budget was approved in June. She asked if we don't know until June what the MFP will be, is it not prudent to wait until June and see what that money will be before adopting a budget? Mrs. Tyler said it is not prudent to wait, because principals need to staff schools before they leave for the summer and they will do so based on what we received in MFP funds for this year. Mrs. Tyler also explained that a lot of teachers will retire and we need to hire new teachers. She said we need to move school ahead to plan for summer training, for staffing of schools for next year, for planning, for Choice, etc. If we get the budget approved and there is a need to revise it, staff will bring to the board any revisions that need to be made. Mrs. Crawford asked if MFP is decreased, will new teachers hired have to be fired? Mrs. Tyler answered no, because once you have a contract with the teachers, we must execute it, and all we are doing is replacing those teachers that retired. Mrs. Crawford asked if we do not get the \$170 million budgeted, will we be in a position to have to take back replacing a teacher? Mrs. Tyler explained that is when we would have to go to our reserves and look at making it up, because if we don't, we will have the same thing happen that happened in 2003 and that is to up the student teacher ratio.

Mrs. Crawford asked the superintendent if she has pulled the 25 cent increase in the school lunches? Mrs. Tyler responded in her mind she has, but she needs to talk with her staff, because they know there will be a huge increase in the food bill for next year. She said she has looked at this very carefully and has talked to her staff about what would happen if we didn't have any increase, and she was told we will probably go in the hole. She said if that should happen, she will come back to the board to take it from General Fund if that is what the board wishes to do. Mrs. Tyler further explained that she is trying to work outside the General Fund budget with special revenue funds to be able to do some of the things the board wishes to do within the boundaries of having a fiscally sound school system. Mrs. Crawford indicated that she has talked to parents and principals to determine what they felt parental response would be. She said her concern is we may begin to see more students bringing lunch rather than eating in the cafeteria. Some of her concerns are families with more than one sibling, grandparents on a limited incomes who are raising their grandchildren, parents who are already working more than one job, etc. Mrs. Tyler announced that we will pull the item.

Mrs. Crawford inquired about the mandate from the state relative to literacy and Centenary has a literacy agency and asked if we could look at a corporate or collegiate partnership? Mrs. Tyler explained that the literacy program is for the district and we must do it the way the state has it designed, with their training, etc.

Mrs. Crawford also stated she is uncertain where Dr. Steve Taylor received his research information on pupil teacher ratios (that it didn't affect change), as she spent a good part of Saturday researching articles and not one of them referenced that a reduced student teacher ratio did anything but help the children perform better. She said since she has been on the board, she has seen many programs incorporated in the district to help middle and high schools. She believes if we do what is helpful to the students at Kindergarten and First Grade, they will have a better chance of being successful at that age before they are beat down at middle and high schools. She stated she supports a lower student ratio even if we do not have to do it across the board. Mrs. Crawford stated she believes we would do better to help them in Kindergarten and 1<sup>st</sup> and 2<sup>nd</sup> grade rather than wait until they get in middle and high school. She noted that if students can't read by the time they get to middle school, they look at themselves as a failure. Mrs. Crawford stated she supports lowering the student teacher ratio at the Kindergarten level and giving the students a good foundation, because she is not saying the children can't learn when they get to middle and high school, but it's harder to teach them at that level.

Mrs. Crawford also asked the superintendent about the remediation program being cut and asked about the dollar amount in the budget and if that is the amount? Mrs. Tyler explained we don't know what the remediation will be, so staff just put in the same amount. Mrs. Tyler said she totally agrees with the concept of getting the children early and the lower pupil teacher ratio, but



her objection is she doesn't see the money for recurring expenses. The superintendent stated she wants to be prudent in using the money, because she doesn't want to put something in that the expense recurs and recurs and we get back to where the district was in 2003 of cutting staff and positions. She said if we can wait and see how stable conditions will be economically, we will be able to do what the board wants. However, she said she will also continue to address this issue with other funds where ever possible.

Mrs. Crawford asked about the cost of summer school? Mr. Wreyford clarified that in the budget, there is a line item for summer school and typically summer school is funded through the coordination of grant funding and the figure in the General Fund budget is back up contingency should the grant funds not come through, so most of the summer school funding is carved out of the special funds which are not within the General Fund, i.e. Title I will carve summer school out of their budget. Mrs. Crawford asked about the \$420,000 shown under revenues? Mr. Wreyford explained that is parent money for tuition for high school summer school.

Mrs. Hardy stated when she taught third grade, she had 42 children and she managed without any aides, and when they moved to fourth grade, they were reading on 7<sup>th</sup> grade level and reminded the board that because you have a 20:1 ratio doesn't mean you will be a successful teacher, but it depends on the teacher. Mrs. Hardy said she believes the board has done fine and the superintendent has explained it.

Ms. Priest stated she believes we can all basically agree that in an ideal situation we would like to have a lower pupil teacher ratio in the classroom; however, she has looked at the information and noted the 45.5 additional teachers being added, but when we talk about lowering the ratio even further, we received some information that we are in the state guidelines for the maximum Kindergarten guidelines of 26 and in Caddo, there are only two classes in Caddo that have 26 students and these two classes have a teacher aide. Ms. Priest referenced the DIBELS for the Reading First, they are on target as it relates to benchmarks. She also said they have a teacher aid for an hour and a half and asked the board to look at this. When we are talking about adding and lowering the student teacher ratio, we are talking about recurring costs in salaries, retirement, medical benefits and if the revenue dwindles, will have a major impact on the district. She asked if the board really wants to open itself up to the scenario that has happened in the past? She asked the board to look at this money as if it were our own money and ask ourselves how would we manage it and when you are talking about \$448 million or roughly a half a billion dollars and \$21.1 million in reserve is not a lot of money for a district the size of Caddo, with the number of personnel and the age of our facilities and any other unforeseen catastrophes that could happen. She encouraged board members to be as prudent and practical as possible in looking at the budget. Ms. Priest reminded the board that we have a responsibility to manage and be a good steward of what we have been entrusted with.

Mr. Rachal stated the millages are currently lower than they were two years ago and asked the superintendent if she would like to see lower pupil teacher ratios? The superintendent answered certainly. Mr. Rachal stated he believes everyone is in agreement with this. He said that in 2004-05 it was projected that we would have a \$2.5 million reserve at the end of the year and we actually ended the year with a \$17,782,000. He said in the 2005-06 budget, it was projected that we would have a \$6 million reserve and with the carryover, we are looking at it being \$21.1 million. Mr. Rachal asked if there is a problem reducing pupil teacher ratios if our MFP funds do not decrease. Mrs. Tyler responded that if the board would allow staff to first get that, staff can always come back and do that. Mr. Rachal asked the superintendent if MFP funds do not decrease and we continue to underestimate revenues and overestimating our expenses, would she entertain the idea of reducing the ratio in kindergarten? Mrs. Tyler responded that she doesn't know what revenues will continue to come in, so we are trying not to spend the reserves. She added if the MFP dollars remain the same, and for us to increase what the board is asking, you will be spending recurring monies, which means you will have to go into the reserve. Mrs. Tyler stated that projections are projections and that is the problem, as she can't project what the MFP will be for next year or what the tax revenues will be. She said if the economic climate looks good, staff will look at what can be done to increase, but she will be very cautious about increasing too much. Mr. Rachal asked about the numbers for special education and will these numbers alone increase the size of some of our kindergarten classes? Mrs. Holliday answered not necessarily, but we typically have a special education teacher assigned to those children. She further explained that with Mrs. Crawley's example of 76 students at a school with 3 teachers and said there are 3 teachers for the regular ed students and 1 or 2 more teachers for the special

ed students that are a part of that 76. Mr. Rachal asked if it would be possible if we had a target of 20, and each elementary school alone as an island unto itself, and use the of 24 students to a teacher as a trigger and if there are 2 kindergarten teachers and we have 48 kindergartners, then we would bring in a third kindergarten teacher which would make it 16 students per teacher and if this is feasible. Mrs. Tyler responded she wished the children came in packages like that, but they don't and oftentimes there may be 30 kindergarten students at a school, but the most that can be in a class is 26 according to the state formula. Mrs. Holliday explained that is basically what staff does and that is why it is difficult for staff to provide the information very quickly for board requests, because we look at each school individually by grade, and cited examples of the figures for specific schools. She noted that the current staffing formula for Kindergarten, Second and Third grade is 22 to 1 and the three grades are lumped together and the school gets x number of teachers to serve those students with the principal making the final determination. Mrs. Tyler also stated that the 22 to 1 is Caddo's policy and the state says you can put up to 26 in a class, but we always try to keep it at 22 to 1. Mr. Rachal asked if the principal wants to keep their numbers down in Kindergarten, and because we are grouping the three grades together, can they up the class size in grades 2 and 3? Mrs. Holliday answered they can, but we don't go over the state limit in those classes. Mr. Rachal said what he doesn't like is the triggering mechanism of 26, and when it's all said and done, we may only have two kindergarten classes with 26. Mrs. Tyler noted that those two classes also have an aide to help them one and a half hours every day. Mr. Rachal said this information is very helpful and he likes the conservative side of this. Mrs. Tyler also stated when the schools are staffed based on the number of students, we try to be very careful to look at everything, because with 74 schools and you begin adding extras here and there, it will run into millions of dollars a year for overstaffing. She also said most principals would rather lower the pupil teacher ratio in the fourth grade and that is what they do because of the weight of the LEAP test. She said the same is true in middle school at the 8<sup>th</sup> grade. Mr. Rachal said that maybe we wouldn't need to be as concerned in the 4<sup>th</sup> grade if they had the lower ratios in the lower grades. Mrs. Tyler said they will be concerned, because this is 60% of the school's performance score.

Mr. Rachal asked about preK and the number of students trying to get into preK? The superintendent responded staff is working on this. He said there is big success with this program and shared with the board the experience someone had. He added that if we make preK a target and priority, we should try to add one or two classes a year so we don't wander aimlessly. Mrs. Tyler responded that we won't wander and also explained that the district does not get any monies from MFP for preK. She said we do get Title I funds and she is excited because when she returned to Caddo all the preK classes were cut, so staff wrote grants for the tobacco money so ECE could be put in the schools other than Title I. Mr. Rachal encouraged staff to just have a target. The superintendent asked the board to let staff put together a plan until we can get enough monies coming in on a continuous basis.

Ms. Phelps referenced comments made when Mr. Henderson was talking about doing something for the Choice Schools and Mrs. Tyler had a plan to address the Choice Schools and the board did not support it. She asked the superintendent to be careful with that because she is being offended by some comments that are not accurate, since it's not that the board did not support the superintendent on that issue, but had concerns about it. Ms. Phelps again asked the superintendent to be mindful of that when she says that, because she has personally taken offense to it because she did support the company, but there was a motion on the floor for the plan to be revised, so going back to comments of accuracy and facts, this has been bothering her. Mrs. Tyler apologized if she offended her, because there was no intent and she responded based on what Mr. Henderson said, and that was he would like to see a plan of how we are going to address the 15 Choice schools because that should be a priority. Mrs. Tyler said she responded by saying we had a plan, and that is the truth. Ms. Phelps indicated that must be where the misunderstanding is, because she thought the superintendent asked the question of how we could address it and take board input. Ms Phelps said she does understand there was a plan in place, but she didn't understand why she said the board didn't support her.

Mrs. Hardy left the meeting at approximately 9:25 p.m.

Mrs. Crawley asked Mr. Ramsey if he was clear on the additional tax funds that we have? Mr. Ramsey said he is clear that we don't have a surplus. Mrs. Crawley said she believes in following board procedure, she thinks someone was out of line when singling out another board member and she would appreciate it if the chair would keep things in line. Mrs. Crawley also

said that with our increase in tax revenue and reassessment of property asked Mr. Ramsey if there was an ending balance for the year he referenced the spending of funds? Ms. Priest stated that it shows \$9.1 million. Mrs. Crawley explained that there have been people quoting the Wall Street Journal and saying 10% and there is a huge difference in high finance of businesses versus education, because the National School Board Association says the recommended amount is 3-5% and 5% is \$15 million, with the average being 2-5% of what the school board operates on. She said businesses are looking at their bottom line and how much profit they can accumulate, making as cheap a product as they can make, that will sell, and give them the highest profit. Risk factors such as law suits are also calculated. She said schools are just the opposite of big business, because school products are the children and we use all the money that we can gather to ensure that our schools put out the best product that they can. She added that to keep \$15 million in our budget is very conservative, so she believes there is a difference when you spend \$1.4 million and if you get to a deficit or below 3%, then you are not being fiscally responsible. On the other hand, she asked are we being educationally responsible? She believes raising the student teacher ratio was responsible at the time and moving back now we will be fiscally responsible.

Mrs. Crawford said in reading some research based information, learned the average ending balance in most board budgets are 4-12% with the average being 5-10% and referenced the American School Board Journal. She said she appreciates what the superintendent does, but it also stated in the article that boards are in the business of educating the individual. Mrs. Crawford shared personal experiences in the public school system and asked Ben Wreyford about the \$14 million deficit that everyone keeps referencing and she cannot find it in any copies of the budgets. She asked Mr. Wreyford to call her to explain this. Mrs. Tyler said she will forward the board a copy of the memorandum that went to the board in April 2003 regarding this deficit. She stated this memo will explain that if those positions were not cut, the ending balance would have been \$14 million, but the positions were cut, so the budget never reflected the \$14 million deficit. Mrs. Crawford also asked about the possibility that there could be an ending balance June 30<sup>th</sup> of more than \$21 million. Mr. Wreyford said that is a possibility, as the budget is made up of data at a snapshot in time (February-March). Mrs. Crawford asked about the estimates and at what percentage was used. Mr. Wreyford stated we actually estimated variances with thousands of different accounts. He said regarding revenue, staff estimated tax revenue will continue the next 3 months as it has the last 3 months. He added that this is only one element of many, many that make this up. Mrs. Tyler said to note this is the ending balance with the budget we have in place, adding 16 additional teachers which means we will be starting out with \$16 million and not \$21 million, because staff put in 40 plus teachers to help reduce the pupil teacher ratio with some needs. She added that when the books are closed, we will see how the variances occurred and we could possibly have a little more than \$16 million. Mr. Wreyford clarified that the estimated ending balance for the 05-06 fiscal year will be the estimated balance for the 06-07 fiscal year, and after the \$5 million draw down of that, it could be approximately \$16 million. Mrs. Crawford said she read that whether you reserve 3%, 5% or 10% that you have to pay attention to the public's perception as when you begin to have large ending balances or reserves, the public will begin to ask why? She then asked, in looking at all the past budgets, if it is good to show this large a surplus and not show the revenues and expenditures in balance? She also asked if this is something people generally over estimate.

Ms. Phelps left the meeting at approximately 9:45 p.m.

Mr. Wreyford explained that one option the board would have would be to cut \$5 million of expenditures, but that is not what staff is bringing to the board, because the history of being conservative and building the budget balance, staff is working on saving money before spending it. Mr. Wreyford referenced some of the figures pointed out tonight and that many of the parishes in the state near bankruptcy are in the average amount of reserves. Mrs. Crawford asked when do you look at \$32 million and look at adding teachers for \$1.4 million? Mrs. Tyler said we are not saving the money just to save it, because it will be spent for unforeseen expenses. She said it's not like the Caddo Educational Excellence Fund where we can only spend the interest. Mrs. Tyler said because everything is unstable right now, we will have to come back to the board throughout the year for needs, but she tries not to lean on the General Fund budget because she does not want to put our district in financial crisis like other districts currently are. Mrs. Tyler further commented that once we are stabilized with what the state can give us each year, we can look at what we are saving. She said she believes one of the reasons the district got

in the shape it was in 2003 is because everyone got in the habit of coming to the board every time something was needed and would get it out of the General Fund.

Mr. Ramsey commented on the handout which listed bullets for the 2003-04 budget which reflected an \$11,000 swing, and the action the board took to bring the budget in balance. He also commended the staff for the good job they do.

Mr. Henderson asked if the budget meeting on the 9<sup>th</sup> is still on the schedule. The board president asked if there was a need to have another budget work session. Mrs. Armstrong announced that we will not hold the budget work session on the 9<sup>th</sup> and board members who have proposed changes that will affect the budget to call the superintendent in the next couple of days, so it can be included in the mailout to the board.

Ms. Priest referenced comments on education budgets versus business budgets and asked the board members to look at the Cities of Shreveport and Bossier's budgets when they were getting significant funds from the riverboat gaming. She said the City of Bossier did not spend theirs as Shreveport did and Bossier now has a surplus and is able to do some of the projects they wanted or needed, whereas Shreveport now has a high debt. This, she believes, is something our board should look at and remember when considering our budget.

**Adjournment.** *Mrs. May moved, seconded by Mrs. Crawley, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 10:08 p.m.*

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Ollie S. Tyler, Secretary

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Ginger Armstrong, President

**May 16, 2006**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway, Shreveport, Louisiana at 4:30 p.m. on Tuesday, May 16, 2006 with President Ginger Armstrong presiding and the following school board members present being a quorum: Phillip Guin, Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy T. Phelps (arrived at approximately 4:40 p.m.), Lillian Priest, Bonita Crawford, Barry Rachal, Larry Ramsey and Willie Henderson. Also present were Secretary Ollie S. Tyler, and Reginald Abrams, legal counsel. The invocation and Pledge of Allegiance were given by Lillian Priest.

### **CONSIDERATION OF MINUTES OF THE APRIL 11, 2006, APRIL 18, 2006 AND MAY 2, 2006 CPSB MEETINGS**

*Mr. Burton moved, seconded by Mrs. May, to approve the minutes of the April 11, 2006, April 18, 2006 and May 2, 2006 CPSB meetings as submitted in the mailout. Vote on the motion carried unanimously.*

### **PUBLIC HEARING ON 2006-07 CONSOLIDATED ANNUAL BUDGET**

President Armstrong declared the public hearing on the 2006-07 Consolidated Annual Budget open. There being no speakers, Mrs. Armstrong declared the public hearing closed.

### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

Superintendent Ollie Tyler presented the agenda and highlighted items for the board's consideration. She also asked permission to add to the special presentations list those students who have won awards since the mailout. President Armstrong announced that Items 20 "Approval of RFP for Energy Conservation for 5 Facilities Chosen at Discretion of Superintendent/Staff" and 21 "Approval of Dads of Great Students Program" have been pulled, and Items 23 "Approval of Revision to CPSB Policy GCA (Staffing Formula) on Pupil:Teacher Ratio for Kindergarten to the same as First Grade" and 24 "Approval of \$200 Allotment for Classroom Teachers for the 06-07 School Year to Help with Materials and Supplies" have been postponed until June. President Armstrong also announced that #29 "Employee Termination Appeal Hearing" has been postponed until June 6<sup>th</sup>. Mrs. Armstrong proposed the following items as the consent agenda: 10-11, 13-19 and 22.

### **SPECIAL PRESENTATIONS/RECOGNITIONS**

On behalf of the CPSB and staff, Burnadine Moss Anderson, executive assistant to the superintendent/communications, made the following special presentations/recognitions. The president and superintendent greeted and presented each honoree with a certificate/award for their outstanding accomplishment. Parents, school administrators, staff and other guests also were recognized.

**Coca Cola Scholarship.** Adam McFarland, senior at Caddo Parish Magnet High School, was recognized as the recipient of a \$20,000 Coca Cola scholarship. Mrs. Anderson also announced that Adam McFarland, along with Justin Jones of Huntington High School, will be recognized in the June 2006 issue of *Ebony Magazine* as top black high school seniors in America.

**National School Change Award.** Mike Irvin, principal, was recognized for Oil City Elementary School being named one of six winners in the Annual National School Change Awards that is co-sponsored by the American Association of School Administrators and Fordham University Graduate School of Education. This program recognizes schools that have risen from being underperforming to exemplary. Oil City received 101 nominations and because they received this award, the school will receive a \$5,000 grant, the principal will participate in the National Principals Leadership Institute and an awards ceremony in New York City on Monday, July 10<sup>th</sup>, as well as be part of major research. Mrs. Anderson announced the School Performance Score for Oil City increased from 40.4 to 91 in a five year period, and the student population increased from 235 students to 385.

**Regional Science and Social Studies Fair First Place/Sweepstakes Winners.** The following students were recognized as Sweepstakes and Grand Prize winners at the Regional Science and

Social Studies Fair: Courtlyn Grace Holley, Summerfield Elementary, Sweepstakes, Grand Prize and First Place Winner in Economics; Landon Crane and Morgan Ballengee, Caddo Middle Magnet School, Regional Science Fair Grand Prize Winner; Carolyn Murphy and Will Moseley, Captain Shreve High School, Grand Prize Winner in Economics; Taylor Haddock, Charles Graham, Mary Hook and Josh Hanan, Regional Science Fair Winners from University. Third Place Sweepstakes Winners from Eden Gardens, Rachel Prestwood, Nathaniel Hampton, Alexa Babin, Paul Brown and Justin Key, were also recognized. The following students were recognized as Sweepstakes Winners: Charles Dier (Biochemistry); Allen Gu (Biochemistry); Chris Beason (Botany); Leslie Valentine (Botany); Eszter Szentirmai (Chemistry); Jacquelyn French (Computer Science); Nolan Touchstone (Computer Science); Insun Chong (Engineering); Ann Payne (Engineering); Taylor Conrad (Engineering); Claire Bayer (Environmental Science); Salil Joshi (Environmental Science); Lisa Sun (Medicine and Health); John Wilkes (Medicine and Health); Michael Yu (Medicine and Health); Niharika Jain (Microbiology); Carl Rodriguez (Physics); Eric Boston (Physics); William Hock (Zoology); and Claire Caruthers (Zoology). Mrs. Anderson also recognized and congratulated Matthew Wallace, who participated in the National Junior Science and Humanities Symposium that took place last month. For his first place in the category of Medicine and Health and Behavioral Sciences, Matthew was awarded a \$16,000 scholarship and an all expense paid trip to the 2006 London International Youth Science Forum at the end of July.

Mrs. Anderson announced that student winners from Captain Shreve are not present due to an event at their school for winning the 4A State Baseball Championship.

**Regional Winners – Louisiana Student of the Year and State Winner – Louisiana Student of the Year.** Sean Nathan, 5<sup>th</sup> grade student at South Highlands Elementary Magnet, was recognized as the Region I Elementary Student of the Year. Monika Kumar, senior at Caddo Magnet High, was recognized as the Louisiana High School Student of the Year.

**High Schools That Work Awards.** The following students from the Caddo Career and Technology Center were recognized for demonstrating preparedness to go to work and/or college: John Brown, Teaching Professions Magnet, Northwood High School; Joshua Delrie, Drafting, Captain Shreve High School; Celeste May, Nurse Assistant II, Captain Shreve High School; and Mitchell Pabst, Drafting, C. E. Byrd High School. Philip Peterson and Charles Ward were also mentioned, but were not present.

**Wiley College Upward Bound Math & Science Program.** Major Williams, Michael Darnell, Trendell Bennett and Jimitri Green, students at Bethune Middle School, were recognized for being selected to participate in the Upward Bound Math & Science Program at Wiley College this summer.

**Booker T. Washington Society Ambassador Scholarship.** Deidre Monique Shepherd, student at Booker T. Washington High School, was recognized for recently being named a Booker T. Washington Ambassador. Mrs. Anderson announced Miss Shepherd will receive a \$1,000 scholarship from the Booker T. Washington Society.

**Linwood Partnerships/Saturday Academy.** Mrs. Anderson recognized Jean Mosley of Griggs, Inc. (McDonalds), one of the sponsors of the Saturday Academy – Leaping for Life and Learning at Linwood Middle School. Mrs. Anderson explained that many grant dollars and anonymous donations, in addition to the donation from Griggs, Inc., made it possible for the students to participate in a series of LEAP preparation workshops at Linwood Middle School. She also shared that LEAP scores of the students participating showed much improvement over the previous year.

**Louisiana Middle School Association Awards of Excellence.** Dana Fergins (Ridgewood Middle School) and Greg O’Quinn (J. S. Clark Middle School) were recognized for receiving the Louisiana Middle School Association Award of Excellence at the LMSA Conference.

**Recess.** The president called for a brief recess at approximately 5:02 p.m. The board reconvened in open session at approximately 5:16 p.m.

## VISITORS

Tafta Rogers, kindergarten teacher, addressed the board on the 10:1 student teacher ratio in pre kindergarten and encouraged the board to keep the ratio small because classroom management and learning is better achieved with smaller numbers.

Vickey Range, Caddo Association of Educators, introduced Cedric Choice, newly elected president of the CAE effective June 1, 2006. Ms. Range addressed the board on the timing for calling on all lawmakers to provide all certificated teachers with an across the board \$1,500 raise to insure Louisiana gets to its goal of meeting the Southern Regional average. She said LAE and CAE have called for the State Legislature to also provide for an across the board pay raise for all support employees because they recognize the schools would not operate without the work and dedication of its support employees. She also said that LAE and CAE want the Legislature and BESE to maintain the requirement that 50% of the MFP growth money is spent on teacher pay raises and that this mandate is maintained to insure that 50% of the new MFP money is used to continue bringing the teacher salaries closer to the Southern Regional average. She said CAE recognizes that the School Board has provided additional funds from the General Fund budget to supplement those MFP funds so Caddo can continue to recruit and retain highly qualified teachers. Ms. Range stated the CAE looks forward to the Caddo Parish School Board continuing to supplement the 50% mandate with local funds to continue to show Caddo Parish employees that their service to the system is valued. She added it is time for adequate funding for public education and they look forward to accomplishing the goal together.

Darius Woods, senior at Huntington High School, addressed the board on the fact he will not be graduating with his class on Saturday because of failing a class. He shared with the board his desire to march with his class and complete the course work needed in the summer so he can get his diploma and be able to take advantage of the scholarships offered for college.

Keith Burton, principal at South Highlands Elementary Magnet, addressed the board on the 2006-07 budget. Mr. Burton stated the board will be making a decision regarding finance and he knows the #1 factor from a board level, besides teacher capability, is the financial decisions that affect student achievement. He said the public is many times led to believe that schools are not receiving financial support at all, and if asked if he would like to have more teachers or more money, he would have to answer yes; however, the costs the district will incur down the line must be considered. Mr. Burton thanked the board and the superintendent for supporting the schools with innovative programs that are making a difference in student achievement, and that these programs will be evaluated as LEAP results are learned to make certain they are accomplishing what they are designed to do. He announced that next month a presentation will be made on the Teacher Advancement Program (TAP) and the partnership with Cherokee Park Elementary. Mr. Burton encouraged the board, as they consider decisions that will financially impact schools, to listen to the superintendent and staff as they take an approach that will meet the needs of the students of Caddo Parish.

Vera Jones and Mariah Underwood addressed the board on the Project Y.E.S. Parental Involvement Program at Ingersoll Elementary. Mrs. Underwood stated this program works with the parents in the elementary grades at Ingersoll and shared materials they will have available to share with the parents this year to help our students improve. Mrs. Jones thanked the board and administrators for support of their efforts to help these students. Having learned that the lack of parental involvement is a key, they are trying to make a positive impact in this area, and shared with the board the plans they have for accomplishing an increase in parental involvement.

Mary Rounds, principal of Caddo Magnet High, addressed the board on the support provided by the district to its schools. She said Caddo Magnet High School is fortunate in many ways; however, it does not have a continuous vehicle that generates funds. She said their support comes from the parents, the businesses/organizations that have adopted them, and what the school can afford. She said there are times when the school must simply look to the district for help, and shared with the board examples of programs at Caddo Magnet and the costs involved in carrying out those programs, i.e. debate team and the costs for them to travel to national competitions. Ms. Rounds expressed appreciation to the superintendent and the staff for providing every opportunity available to support the efforts and to help the students.

Cherry Burton, principal of Caddo Heights, addressed the board on behalf of the superintendent and the budget proposal. Mrs. Burton addressed the solid reserve built by the superintendent and the stress experienced only a few years ago when, because of a financial deficit, employees were laid off. She said she supports a budget that builds and maintains a solid reserve of funds, and she commended the many programs the superintendent sought out for helping the students; programs which the board approved, i.e, Reading First, Reading Excellence, Content Coaches in the Schools and the SILK Program at Caddo Heights. Mrs. Burton expressed her appreciation to the board for their support of these programs, and encouraged the board to support the sound, fiscal budget submitted by the superintendent that will help keep our schools strong and move them forward.

Paul Brown, former School Board member, addressed the board on the importance of keeping kindergarten classes small because they need to be individually guided every step of the way. He said in addition to meeting individual needs, achievement levels are in place that a child must meet before being advanced to 1<sup>st</sup> grade. Mr. Brown stated that having to repeat kindergarten should not be a regular part of our program, and he believes their early experience will affect their entire future. While he understands the reason to have a sound financial reserve, he asked the board not to sacrifice the start of children's education and urged them to move for smaller kindergarten classes and provide an aid for the kindergarten teacher.

Lewis McCulloch, representing Caddo's middle school principals, thanked the board for its support during the increased accountability for the State of Louisiana and all Caddo schools and stated that our schools have shown growth and improvement. He also encouraged the board, in order to avoid some of the same pit falls of the past and to continue to move forward, to support the superintendent's proposed budget and save now to avoid financial disaster in the future. He also reminded the board that it has the resources to make changes that will impact the school system for the next 10-15 years.

Kenneth Krefft addressed the board on why he thinks a reserve of 7-8% is sufficient. He pointed out that the Caddo School Board is not the same as the City of Shreveport. He also said while he is not an expert on reducing pupil teacher ratios, he believes 10% in reserves is a little excessive. Mr. Krefft noted the different percentages and the span of percentages that school districts save. Philosophically, the board has a decision to make, to decide whether or not it will continue to increase the reserve which will allow for a rainy day fund, and he believes 8% is a good figure; and if there is any left over, we should put that money to good use.

Kim Brun, principal of Broadmoor Middle Academy, shared with the board that she appeared before the board last year to propose the concept of the Broadmoor Magnet of which the board was very supportive. Ms. Brun said it was because of the support of the superintendent and the board that Broadmoor's scores are up with only 11 of Broadmoor's 190 students scoring unsatisfactory on the English section of the LEAP test. She noted numerous academic awards from their magnet students and that all the district magnet slots are filled with a waiting list in place. Ms. Brun said it's the combined effort, along with her staff and parents, that has made this possible. She indicated she looks forward to the board's continued joint support for the benefits of not only her students, but all students in Caddo Parish.

Chermonica Dennis, kindergarten teacher, addressed the board on the class sizes for kindergarten and the importance of smaller class sizes at this level since the children require more individualized attention. She said the smaller class size will help the teachers to better focus on those students who are high or low and need the extra help. Ms. Dennis encouraged the board to consider this when voting on the budget.

Gail Sorenson, kindergarten teacher, addressed the board on kindergarten numbers and that she had an average of 26-28 children in her kindergarten class this year. She said she adamantly feels kindergarten classes should be smaller and asked the board to take this into consideration when considering revisions to the staffing formula in June.

Lance Bishop, TAC representative, appeared before the board to encourage and offer caution as the board considers an energy services project. He said the board certainly has the opportunity to consider energy services, but the board should keep in mind there is a lot to gain as well as a lot to risk with a district the size of Caddo. He stated that a number of contracts around the nation have ended up in litigation, so he encouraged the board to be careful as it moves forward with



this project. Mr. Bishop explained he has seen politics and highly competitive companies ruin a lot of projects, and owner driven RFPs will take some of this out of the process. He also said that the board should keep in mind as it chooses a company, it will be partnered with the company for 15 years and the board needs to know what it wants and what it expects in the partnership. Mr. Bishop also stated that this will take a lot of involvement from the administration, an investment of time and resources, and it is also a top down project, which means enforcement must come from the board and administration; so if changes are made, schools will have to follow through in order to meet the savings. He said given the size of Caddo's schools, and if it's a \$10 million project, the district could possibly receive a million dollar payment each year. Mr. Bishop shared with the board a copy of an RFP based on the state standard approach, and encouraged the board to beware of anything offered for free.

Jackie Lansdale, president of the Caddo Federation of Teachers/Support Personnel, addressed the board on the budget and the importance of taking the time to study hard, do our homework, stay focused and give it our best effort. Ms. Lansdale referenced the ranking list on the web site and Caddo is slipping in that ranking against other districts. She said while other districts are not experiencing this plummet, she wonders why it is happening here when everyone is working so hard. Ms. Lansdale referenced Caddo's Policy GCA that caps the number of students in the classroom in upper elementary through high school at 27; and noted that in the fall of 2003, it was reported some classes were over that number and a grievance was filed. As a result of the grievance, they were provided information that the student number could be overridden by the signature of the superintendent and that is what occurred. She said this coincided with the advent of Choice students moving to other schools which meant they more than likely needed additional help and didn't need to be in an overcrowded classroom, and she added the appropriate resources did not follow the students who needed it the most, which equates into a lost opportunity for every child in that classroom. Ms. Lansdale stated they believe the Caddo board has the tool to begin addressing this issue with the designated reserve and asked the question how much is enough for a public education board to hold in reserve, one with a steady revenue stream? In looking at the 2005 audit report under the section "Factors Affecting Financial Condition", it is cited that local business expansions occurring in all sectors, commercial growth, sales tax collections, new jobs, etc. are some of the factors affecting the district's financial condition, and asked the board why, with such a rosy picture and with the board being so committed to academic achievement, do the teachers have to teach and children have to learn in overcrowded classrooms? She said she knows the student teacher ratio matters because the board has a policy on ratios and asked why we would focus on building the reserve fund instead of focusing on the classroom. Ms. Lansdale noted an article where in a stable system, a 5% reserve is healthy, and encouraged the board to try harder, study harder, stay focused and give it our best effort if we are to communicate that the children are the ones who are truly valued.

Bruce Daigle, principal of Fair Park High School, stated that because of the superintendent and board, Fair Park had a math content coach, an ELA content coach, and a behavioral specialist in place to help the students this year. He also thanked the superintendent and board for approving the JUMP Program last spring and reported that prior to this program, 59% of the Freshmen students advanced to the 10<sup>th</sup> grade, and this year, 86% advanced to the 10<sup>th</sup> grade.

Virginia Shehee shared with the board the importance of having a financial cushion. She said she understands the MFP amount is uncertain at this time, but believes it would be foolish to diminish the cash reserves. Mrs. Shehee said she knows 10% should be a turning point, but the board should have more than that, as she remembers well the desperate hours a few years ago and she doesn't believe this chance should be taken again. She also stated she understands the kindergarten teachers need more help, but asked the board to look at other ways without diminishing the District's surplus.

Dr. Stephen Taylor, Mayor, Town of Vivian, addressed the board on the proposed budget. He shared with the board the importance of education to him as a parent, as well as to the future of his community and its economic success. Mayor Taylor stated the town council recognizes that whatever they can do to facilitate the function of their schools is what will work for their town and the entire parish. He said he truly believes the long-term success of Shreveport depends on the success of its schools and asked the board, as it looks forward, to have a vision of where it is going, and the importance of closing the achievement gap.

Dr. Phillip Rozeman addressed the importance of evidence based practice and sometimes what seems logical doesn't always turn out exactly as expected. Dr. Rozeman referenced the largest study on classroom size reduction in California where they mandated a decrease in K-3 from 30:1 to 20:1, and the California Department of Education commissioned the Rand Corporation to study what they did. The results indicated the percent of uncertified teachers increased significantly, from one to four percent in the nice neighborhoods, and from four to twenty-two percent in high poverty or priority schools. The reason for this is there is a finite number of teachers available and these go to the good neighborhoods, leaving a problem for the high poverty or priority schools. This study also revealed that a 10% drop in classroom size resulted in a 10% increase in need for classrooms. Also, most recurring was the fact that management at the school site loses flexibility to make personnel decisions that are best for their school, and the importance of maintaining the proper relationship with the CEO, the superintendent and the board. Dr. Rozeman shared with the board that as a member of the Willis Knight board he is to make sure the Willis Knighton mission is carried out, that it's fiscally sound and evaluate the performance of the CEO, and not to determine the staffing formula or manage the day to day operations.

Scott Hughes, executive director of the Alliance for Education, addressed the board on the proposed budget and misinformation distributed on the district's ranking scores that attempts to show the Caddo System is failing. He said nothing could be further from the truth as a more indepth review of the district's scores reveals that in 1998-99 it was 79.2 and the decision then to change the staffing policy resulted in placing the district in a \$14 million deficit as well as lower the overall performance score by two points by the end of the 2002-03 school year. Since the current superintendent was hired in 2003, the finances have shown a \$34 million reversal to today's projected budget surplus and the District Performance Scores have increased from 79.2 to 82.2 to 82.3 for 2004-05 school year. He commended the board and the administration for this accomplishment. Secondly, he said no one can argue with the credibility that turning around a huge deficit into a reserve fund is poor management, because such a financial turn around, while also producing real gains in the educational outcomes, is nothing short of remarkable. Mr. Hughes said its strong leadership that helps reverse the course for the Caddo System and now seeks a plan to weather the unforeseen storms that may lie ahead, and he believes this conservative approach is wise in these uncertain times. Finally, he addressed what he sees as political and adult issues, and as a follower of the board for many months, he is more confused over what is the main agenda. He said with so much good news coming out of Caddo, he wonders what is driving many of the board's actions. He asked the board if it will seek to listen to a community who has come out to express its support or will it listen to a union organization? Mr. Hughes stated he feels the board is becoming more bogged down with many of the adult union issues and behind the scene politics. He added that now is not the time for union issues in Caddo Parish, but for continued academic growth and financial stability. He encouraged the board to build an all time high voter confidence and approve a budget that ensures stability to the Caddo System and continues to support long-term academic growth for all children.

## **CONFIRM THE CONSENT AGENDA**

*Mr. Burton moved, seconded by Mrs. May, to approve the consent agenda as presented. Vote on the motion carried unanimously.* The superintendent summarized the board's action and the following items categorized as the consent agenda.

### **Agenda Item 10. A. B. and C.**

**Personnel Recommendations.** Per request from the superintendent, Dr. Mary Nash Robinson, assistant superintendent for human resources, introduced the following personnel appointments as recommended by the superintendent and approved by the board: Eddie Smithey, principal of Arthur Circle Elementary; Perry Daniel, principal of Bethune Middle Academy; Mark Allen, principal of Keithville Elementary/Middle; Debra Kurkiewicz, principal of Mooringsport Elementary; Melvin Ashley, principal of Oak Park Elementary; Christy Terrill, principal of Riverside Elementary; Doris Robinson, assistant principal of instruction at Bethune Middle Academy; Robert Hendrix, assistant principal of administration at Bethune Middle Academy; and Betty Jordan, assistant principal of administration at Bethune Middle Academy. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the position to which they are appointed. Family members and school administrators present were also recognized.

**Requests for Leaves.** The following requests for leaves were approved as submitted by the superintendent and staff in the mailout.

**Certified Personnel**

Sabbatical (Study), 2006-2007 School Year

Cheryl Anderson, Librarian, Werner Park Elementary, 9 years

Elizabeth Chandler, Teacher, Caddo Career and Technology Center, 22 years

Carolyn Scott, Teacher, Donnie Bickham Middle, 18 years

Sarah Younger, Teacher, Turner Elementary/Middle, 9 years

Sabbatical (Study), Fall Semester, 2006-2007 school year

Tressie Charles, Counselor, A. C. Steere Elementary, 5 years

Sabbatical (Medical), March 29-May 25, 2006

Debbie Bell, Teacher, B. T. Washington High, 8 years

Sabbatical (Medical), Fall Semester, 2006-2007 school year

Michele Leggiere, School Psychologist, Keithville Elementary/Middle, 4 years

Catastrophic Illness, March 1 (noon) – April 24 (noon), 2006 (30 days)

Ennis Sullivan, Teacher, Linear Middle, 2 years

Catastrophic Illness, April 10-18 (noon) – 2006 (4.5 days)

Gail Kirby, Teacher, Bethune Middle, 5 years

Catastrophic Illness, April 18 – May 12, 2006 (19 days)

Consitina Adams, Teacher, Queensborough Elementary, 16 years

Catastrophic Illness, April 25 (noon) to May 25, 2006 (22.5 days)

Mary Katherine Anthony, Teacher, Westwood Elementary, 3 years

Catastrophic Illness, April 27 (noon) – May 25, 2006 (20.5 days)

Mashunda Hooks-Brossett, Teacher, Ridgewood Middle School, 9 years

**Classified Personnel**

Catastrophic Leave, April 21, 2006 – May 24, 2006

Victoria T. Abner, Bus Driver, Transportation Dept., 7 years

Leave Without Pay, September 13-23, 2006

Inez Clark, Teacher Aide, Summerfield Elementary, 5 months

Catastrophic Leave, May 16, 2006-May 24, 2006

Marilyn J. Doggett, Bus Driver, Transportation Dept., 13 years

Leave Without Pay, June 12-16, 2006

Causey R. Nash, Teacher Aide, Shreve Island Elementary, 5 years

Leave Without Pay, August 1, 2006 – July 1, 2007

Wendy Sapp, Teacher Aide, Oil City Elementary, 5 years

Leave Without Pay, March 31, 2006 – May 25, 2006

Sandra Waddles, Teacher Aide, Central Elementary, 11 years

Leave Without Pay, April 24, 2006 – May 25, 2006

Shirley Washington, Bus Attendant, Transportation Dept., 8 years

Leave Without Pay, April 10, 2006 – August 8, 2006

Lavada R. Williams, Bus Driver, Transportation Dept., 7 years

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the Other (Hiring, Assignment Changes, Separations & Resignations) Report for the period March 25, 2006 – April 24, 2006 as recommended by staff and included in the mailout.

**Agenda Item No. 11. A. and B.**

**Bids.** The following bid was approved by the board as recommended by staff and included in the mailout on the bid tabulation sheet: Band Uniforms for Fair Park and Byrd – Fruhauf Uniforms totaling \$88,114.96.

**Bids (Capital Projects/Construction).** The board approved the following bids as recommended by staff and submitted in the mailout on the bid tabulation sheets: (1) Caddo Career Shop Repairs, Project 2007-205 – Douglas Construction with a Base Bid for the sum total of \$118,834; (2) Ridgewood Roofing, Phase I, Project 2007-226 – CEI Roofing with Base Bid and Alternate 1 for sum total of \$195,422; (3) Linwood Title IX, Girls Restroom, Project 2007-211 – Kan Contracting for the sum total of \$199,800; (4) Blanchard Roofing, Phase II, Project 2007-219 – Grosjean Contractors, Inc. with Base Bid for sum total of \$91,000; (5) Bethune Parking

Lot, Project 2007-233 – Sumrall Construction for the sum total of \$122,670; (6) Atkins Elementary Elevator, Project 2007-206 – that all bids be rejected and the project be redesigned and re-bid; (7) Fairfield Roofing, Phase I, Project 2007-220 – Jaco Construction with Base Bid and Alternate 1 for the sum total of \$98,620; (8) Forest Hill Roofing, Phase I, Project 2007-224 – Hefner Roofing with the Base Bid for the sum total of \$207,550 (9) Parking Lot Expansion at North Highlands, Phase II – ZAC Construction for the sum total of \$218,000; (10) A. C. Steere and Summerfield Roofing, Phase I, Project 2007-227 – CEI Roofing – Texas with Base Bid and Alternate 2 for the sum total of \$167,481; (11) Central Office Man Lift, Project 2007-207 – Douglas Construction for the sum total of \$160,557; (12) Queensborough Ramps for Auditorium, Project 2007-208 – Thomson General Contractors with Base Bid and Alternate 1 for the sum total of \$46,602; (13) Midway Roofing, Phase II, Project 2007-221 – Grosjean Contractors with Base Bid for the sum total of \$98,300; (14) B. T. Washington Roofing, Phase II, Project 2007-223 – Hefner Roofing with Base Bid for the sum total of \$178,250; (15) Judson Handicap Restroom, Project 2007-209 – Sumrall Construction with Base Bid and Alternate 1 for a sum total of \$79,200; (16) Summer Grove Office Renovations with Handicap Restroom, Project 2007-210 – Sumrall Construction with Base Bid and Alternate 1 for the sum total of \$81,000.

#### **Agenda Item No. 13**

**Approval of Sales & Use Tax Commission 2006-07 Budgets.** The board approved the 2006-07 Sales and Use Tax Commission Budgets as recommended by staff and included in the mailout.

#### **Agenda Item No. 14**

**Requests for Use of School Buses.** The board approved the requests for use of Caddo school buses by Shreveport Green/ShrevCORPS and Southern University Shreveport as recommended by staff and included in the mailout

#### **Agenda Item No. 15**

**Resolution Authorizing Acceptance of Donation of Land and Improvements.** The board approved the resolution authorizing the acceptance of the donation of land and improvements located at 2500 and 2504 Merwin Street and 3744 and 3744½ Portland Avenue to the Caddo Parish School Board as submitted in the mailout.

#### **Agenda Item No. 16**

**High School Instructional Schedules.** The board approved the superintendent changing the high school instructional schedules upon request as recommended and submitted in the mailout.

#### **Agenda Item No. 17**

**Three-Day Semester Examination Schedule.** The board approved the three-day semester examination schedule for Spring 2006 testing on May 22, 23 and 24 as recommended by staff and included in the mailout.

#### **Agenda Item No. 18**

**Approval of Grants.** The board approved the Mentoring Individual Needs of Diverse Students (M.I.N.D.S.) Grant and the Learn and Serve America Grant applications as recommended by staff and included in the mailout.

#### **Agenda Item No. 19**

**Revisions to CPSB Special Education Policy and Procedures Manual.** The board approved the proposed revisions to the CPSB Special Education Policy and Procedures Manual as recommended by staff and included in the mailout.

#### **Agenda Item No. 22**

**Waiver to CPSB Policy EEAD.** The board approved the waiver to CPSB Policy EEAD as recommended by staff and included in the mailout. This waiver is for the Northwest Louisiana Autism Chapter to use Caddo buses to transport students and staff outside Caddo Parish.

## **2006-07 CONSOLIDATED ANNUAL BUDGET**

*Mr. Guin moved, seconded by Mr. Burton, to approve the 2006-2007 Consolidated Annual Budget.* Mr. Guin commended board members from Districts 4 and 8 for postponing their items and stated his understanding of the Superintendent's need to get an approved budget as soon as possible to make plans for the start of the next school year. He also noted comments from numerous visitors over the past couple of weeks and their reference to the word *prudent* when talking about the budget process. He said that even though he knows the need to approve this budget today, he questions how prudent it is to approve a budget prior to the Legislature approving the MFP amount. Mr. Guin also thanked the Superintendent and staff for being very conservative in the process in order to insure this prudence. Mr. Guin requested, for the second year in a row, that the superintendent and staff look to next year and see if there is a way we can move the process, carryover some funding, etc., in order to approve the budget after the Legislature approves the MFP amount. Mr. Guin also stated his concern of some of the comments he has heard at the last two board meetings from the visitors addressing the board. He stated there are 12 members on the school board representing 12 districts that are made up of a large class differential, as well as race and sex differential, and a lot of different opinions. He said the board comes together representing these different opinions and people, and thus, he disagrees with some of the things being said. He said he believes it is very beneficial for the board to discuss issues such as the budget and because they may not all agree on every issue, doesn't mean they are not friends or that they don't get along, but only that they all have differences of opinion. Mr. Guin said he believes the system is thriving because of a strong superintendent, a strong staff and a strong board. He also stated he can remember coming to the board meeting one afternoon and a superintendent, not Mrs. Tyler, had a number of things on the agenda that basically called for everything from the closing of schools, to the restructuring of schools, and there were many members of each community that were very interested in having board members question the superintendent, and some of those persons are the same ones who have questioned why the board is questioning the superintendent about decisions in the budget. He said that is why the board is together as a team and he hopes when he asks the superintendent a question about a decision in the budget that she does not take it personally, because it is not meant that way. He encouraged the board to support the motion.

Mr. Burton said he agrees on the time to move the budget forward because of matters for the summer. He supports the proposed budget and asked the board to move forward.

Mr. Ramsey shared with the board the same comments and he has heard many comments he agrees with and some he disagrees with. He said it is important that the community provide the board with their comments and at the end of the day, the board comes together with a 12-0 decision to approve the budget.

Mrs. Crawford asked Ben Wreyford to explain in the General Fund, the difference between the \$30 million and \$21 million, and asked where does the revenue show up in the budget? Mr. Wreyford explained that the report provided in the *Weekly Briefing* breaks down the components of the General Fund and those items that are not in the General Operating Fund are in separate savings accounts, so there is no planned budget for expenditure of those funds; thus they are not reflected in the planned expenditures. Mrs. Crawford asked if they are in a separate account? Mr. Wreyford explained that it's similar to one's own personal budget and the only items on your budget are those items you plan to spend and not what you will save. Mrs. Crawford asked if this money is pulled out and placed in a separate account? Mr. Wreyford answered in the affirmative, they are in designated separate funds from the General Operating Fund. Mrs. Crawford questioned if that is the case even though it's under General Fund in the audit report? Mr. Wreyford said yes, because the generally accepted Governmental Accounting Principles and reporting process as set forth by National Standard Boards, etc., indicate that for presentation, those types of savings accounts will be lumped under an umbrella called the General Fund, a document that includes each of the savings accounts, plus the General Operating Fund, which the board is zeroing in on tonight.

The superintendent clarified dedicated funds are those funds that can only be used for what they are set aside for and are not part of the operating expenses of the school district. When people hear the district has a \$30 million surplus, that's not exactly the true picture, as you have dedicated funds that cannot be used in any other way but how the taxpayers say it can be used. So, the operating funds we have and the surplus the board sees are the funds we can use for operating the system. Mrs. Crawford stated she didn't understand that it was separate, because she thought the document they received reflected all the money in some way or another, but her question has been answered.

Mr. Henderson referenced page 3 of the budget document and asked about the local sources of revenue and the paragraph that states the school board sales tax rate is 1.5% and that based on the current trend, a growth rate of 5% in revenue is budgeted for 05-06. He said he knows this was discussed in the work sessions and asked if it is correct that the growth for the past 6 months was 13%? Mr. Wreyford said that is correct. Mr. Henderson asked if anything has changed since that time? Mr. Wreyford said it has not, it is still on that trend. Mr. Henderson asked Mr. Wreyford what a 1% increase in the sales tax would mean in terms of dollars? Mr. Wreyford said the budget is \$64,000,000, so 1% of that would be \$640,000. Mr. Henderson indicated that he read in the paper an article where the city will be giving a pay increase to employees based on this increase in sales tax revenue. He asked if this is the same money we are talking about? Mr. Wreyford explained our tax is based on parishwide sales which includes the City of Shreveport. Mr. Henderson asked if we continue to experience the 13%, will this be approximately \$5 million and when will this show up in our figures? Mr. Wreyford explained when we close out the year, we will be able to tally up and draw a comparison of the budget variance between the sales tax collections for the year and the year's budget possibly by mid-July. He further explained that sales taxes are collected and deposited on a daily basis and we actually do the tracking for percentage comparison purposes on a monthly basis to compare in the same period in prior years. Mr. Henderson again asked if we would actually see those figures by the end of July? Mr. Wreyford said yes for the 05-06 year, and the budget projection is for the year beginning July 1, 2006 – June '07. Mr. Henderson said he is trying to see if there are projects the board is interested in pursuing and if it would be possible, with increased revenue, to move forward with those projects when we know what kind of money we are talking about. Mr. Wreyford said when we get into the 06-07 year, we look at the adopted budget and his office has a rolling average, which is a 5-year trend, as to what percentage of that year's total sales taxes would likely be collected during that month and compare actual collections for that month. Mr. Henderson stated his support of the motion and encouraged other board members to also support it. He also said he does have a little concern about the items postponed until June when we are not sure we will know more in June than we know today. He also stated his appreciation of the comments made by the board member from District 1, because he feels that the collective wisdom of the superintendent and the board is the best way to come up with the best answer for the school system. He said he also appreciates the input from the community. Mr. Henderson said he has talked with the superintendent and she has some very good explanations for what's in this budget and it is important to him. He referenced some things put in board members' packets and asked them to look at the information as he may ask the board to look at this in the future. He also referenced his statements at the last work session that the state of the schools in Choice is the number one priority of this system; and he hopes when the board decides how it is going to expend funds, that it looks very carefully at any monies available that will positively affect those schools as he doesn't believe any child in the district should be attending what is commonly referred to as failing schools.

*Mr. Burton called for the question, seconded by Mr. Guin. Vote on the motion carried with Board member Crawley opposed and Board members Guin, Hardy, Burton, May, Phelps, Priest, Crawford, Rachal, Ramsey, Armstrong and Henderson supporting the motion.*

*Vote on the main motion carried unanimously.*

## **SUPERINTENDENTS REPORT**

**Update on CPSB Construction Projects.** The superintendent reported that this information was sent to the board in the *Weekly Briefing*.

**Feeder Pattern Proposal for Booker T. Washington High School.** Mrs. Tyler stated that she sent to the board in the *Weekly Briefing* information on the timeline for the Comprehensive Plan

which involves the feeder pattern proposal for Booker T. Washington High School. She explained that dialogue will be held with the board, as well as the stakeholders, as the framework is developed for this plan; and she will be asking each board member to submit a name of someone who will be able to serve on a task force/focus group to begin receiving input on the framework, the same as was asked of the community during a public meeting in February. She added there will be town hall meetings to continue receiving input for the framework, principals will be called in to get input from the building level, and additional focus group discussions will be held. Mrs. Tyler said she hopes to have additional feedback in time to report back to the board in June and bring a plan for board action in September for implementation in August '07. Mrs. Tyler reminded the board they have already approved the 6<sup>th</sup> Grade Center at Bethune Middle Academy to be put into place next year.

**Report on Use of Title II Funds for Mooretown, Sunset Acres, Bethune, Oak Park, Linear and Green Oaks.** Mrs. Tyler announced that a report on the use of Title II funds has been sent to the board.

**Research on K-8 Inner City Schools.** The superintendent stated that information on the research on the K-8 Inner City Schools has been shared with the board.

**Draft Policy that Requires CPSB to Report Truancy to State Agencies.** Mrs. Tyler said a policy has not been drafted, but information was sent to the board on reporting procedures to state agencies.

**Update on Procedure of Informing Board of Upcoming Issues, Changes that Affect Entire District, i.e., Redistricting, etc.** The superintendent reported that staff is looking at this request to make certain we get to the board anything that comes up.

**Opportunity Fair Share Caddo.** The superintendent reported that some information on this matter was sent to the board and staff is looking at addressing the burden the board has eluded to regarding general contractors and will be discussing this further with the board. Ms. Priest asked about the policy and if we are trying to lessen the requirements? The superintendent explained the staff is attempting to address a concern listed by Barry Rachal.

Ms. Phelps thanked the superintendent for the information on the drama teachers and she only wants to make sure we find some way to accommodate these needs. Mrs. Tyler responded she and her staff will determine and convey the needs. Ms. Phelps also thanked Mr. Guin for his comments.

## **ANNOUNCEMENTS AND REQUESTS**

Mr. Henderson asked about the young man from Huntington High School who addressed the board during the Visitors Section about his graduation and if the superintendent knew anything about this situation. Mrs. Tyler indicated she understands he came to her office, but she is not familiar with the particulars of his situation. Mr. Guin called for a point or order in that the board does not need to discuss this as it is not on the agenda and a request can be made for the superintendent to look into it. Mr. Henderson asked that the superintendent look into this matter and report back to the board.

Mrs. Tyler announced that in receiving the District's LEAP results, she will send something to the board in the *Weekly Briefing*. She also asked board members to commend the people in their individual districts who worked so diligently to improve the results. She also said for the past three years, the District Performance Scores have improved each year as well as the School Performance Scores.

**Adjournment.** *Mr. Guin moved, seconded by Mrs. Crawley, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 7:06 p.m.*

**June 27, 2006**

The **Caddo Parish School Board (CPSB)** met in regular session in its office at 1961 Midway, Shreveport, Louisiana at 4:30 p.m. on Tuesday, June 27, 2006 with President Ginger Armstrong presiding and the following school board members present being a quorum: Phillip Guin (arrived at approximately 4:43 p.m.), Eursla D. Hardy, Willie Burton, Charlotte Crawley, Lola May, Tammy T. Phelps (arrived at approximately 4:35 p.m.), Lillian Priest, Bonita Crawford, Barry Rachal, and Larry Ramsey. Willie Henderson was absent. Also present were Secretary Ollie S. Tyler and Legal Counsel Reginald Abrams. The invocation and Pledge of Allegiance were given by Bonita Crawford.

President Armstrong announced Mr. Henderson is absent due to a family emergency.

### **CONSIDERATION OF MINUTES OF THE MAY 16, 2006 AND JUNE 6, 2006 CPSB MEETINGS**

*Mr. Burton moved, seconded by Mrs. May, for approval of the minutes of the May 16, 2006 and June 6, 2006 CPSB meetings as submitted in the mailout. Vote on the motion carried unanimously.*

### **ESTABLISH THE AGENDA AND THE PROPOSED CONSENT AGENDA**

Superintendent Ollie Tyler presented the agenda and highlighted items for the board's consideration. President Armstrong announced that Item 14, *Appointment of Official Journal*, is added to consent and Item 15, *Adoption of Millage Rates for Tax Year 2006-2007*, is removed from the Consent Agenda.

*Mr. Burton moved, seconded by Mrs. Hardy, to suspend the rules in order to add the following two items to the agenda: (1) Resolution Authorizing the Superintendent to sign any agreements with the Workforce Development Act, and (2) Update on Pay Raises. Vote on the motion to suspend the rules and add these two items carried unanimously.*

Mrs. Armstrong announced Items 10-14 and 16-20 as the Consent Agenda.

### **PUBLIC HEARING ON WELLNESS POLICY**

President Armstrong declared the public hearing on the CPSB Wellness Policy open. The following speakers addressed the board on the proposed Wellness Policy for Caddo Parish.

Dr. Joe Paine, CEO of Christus Schumpert Health System in Shreveport, addressed the board on the focus of childhood obesity health problems. He stated Christus Schumpert is interested in focusing some of their resources on a possible cooperative effort focused on obese children. He said about one in three children fall in the category of "obese". He said Christus Schumpert is interested in aiding the school board in (1) education of the instructors, and (2) providing Schumpert's dietician and health team experts to aid in instructing the children in their diet as well as the benefits of exercise. He noted it is clear that diabetes, hypertension, heart disease, and skeletal problems follow the obesity pattern. Dr. Paine announced Schumpert's experts are currently working with Louisiana Tech, University of Texas, and the Boston School System to devise a beneficial plan.

Dr. Anthony Stewart, Medical Director of the Willis-Knighton Weight and Wellness Program, addressed the board on Willis-Knighton's interest in working with the school board to help develop a program that will improve the health of the students and teachers in the district. Dr. Stewart shared with the board a program they will begin in the fall called "Kids in Shape" which is a 12-week program that addresses the epidemic of obesity. He added that as a health system, they are interested in solutions to the obesity problem and they are interested in working with the school board to find these solutions.

Scott Hughes, Alliance for Education, commended the board on the proposed Wellness Policy as the Legislature and BESE have mandated this, and Caddo is leading the effort in Northwest Louisiana by moving forward. He stated he understands many of the things the board will be putting into practice are things the district has been practicing and he hopes putting it in policy



will not only help the Caddo School System but will help the region. He noted people are beginning to realize we can't educate the children if we do not address their social needs. He added the Alliance for Education is currently looking at several models to assist the districts on how we can provide a healthy school environment and shared with the board information the Alliance learned from a visit to the McComb, Mississippi school system and the positive results that district has seen from implementing a wellness program. Mr. Hughes also announced he has copies of the Louisiana Coordinated School Health Plan adopted prior to the hurricanes.

Kaye Cochran, president-elect of the Louisiana Association for Health Education, Recreation and Dance, thanked the board for putting this policy in place. She said their association is willing to provide inservice money and work with the physical education supervisors and directors in an effort to implement these inservices. She added they are a resource willing to help the district in any way they can to implement a Wellness Policy.

Dr. Phillip Rozeman, chairman of the Region VII Healthcare Reform Panel, addressed the board on the fact this group is ecstatic the School Board has elected to put a focus on wellness in its schools. He stated that before the hurricanes, they, along with other regional consortiums, were asked by the Governor to develop a priority list related to healthcare reform. Dr. Rozeman reported the Region VII group placed school health as the number one priority, and after the hurricane, the group revoted and solidified this recommendation. He said this group had the opportunity to share its perspective with the statewide panel and the Governor and this has now become a part of the Governor's agenda. He said Lydia Jackson was instrumental in moving this forward and funds have been allocated in the budget for healthy school focus. He added it is this group's hope that the whole community – philanthropists, health systems, physicians, qualified health clinics, Alliance for Education, physical education groups – will rally in support of this issue and that the school system and the community will partner, will combine resources, will encourage innovation, and concentrate on meeting some of the things required for educating the students. He noted there has been a real change in health care and doctors focus everyday on acute care and not enough on prevention, but he believes there is not a better time to start change than here in the school system with the teachers and students. He also stated the Healthcare Reform Panel, by their vote, shares the Caddo Parish School Board's belief that this is the place to begin the process for effective and meaningful change.

There being no additional speakers, President Armstrong declared the public hearing closed.

## **SPECIAL RECOGNITIONS/PRESENTATIONS**

On behalf of the CPSB and staff, Dr. Mary Nash Robinson, assistant superintendent for human resources, introduced Breanke Mitchell and Joyce Clemons, retirement specialists, who recognized the 2005-2006 Caddo Parish School Board retirees. The president and superintendent greeted and presented each retiree with an award for their outstanding service to the district. Parents, school administrators, staff and other guests also were recognized.

### **2006 CPSB Retirees:**

**Classified.** Joyce Clemons, classified benefits specialist, recognized the ninety 2005-2006 classified retirees who represent a total of 2,011 years of service in Caddo Parish. Victoria Adams, Teacher Aide, Turner, 31 years; Robert Alexander, Head Custodian, JS Clark, 25 years; Eloiese Ashton, CNP Technician, Woodlawn, 14 years; Saundra Attaway, Secretary, Forest Hill, 23.5 years; Carol Aymond, Teacher Aide, Barret, 30 years; Louann Barlow, Library Clerk, Vivian, 8.5 years; Patricia Bassett, Secretary, Special Services, 24 years; Sharon Bazzell, Bus Driver, Alexander, 27 years; Gay Bowers, Teacher Aide, Oak Terrace/JB Harville, 31.5 years; Lois Bracy, Teacher Aide, Eighty-First St. ECE, 30.5 years; Donald Bradford, Head Custodian, Turner, 21 years; Teresa Brantley, Teacher Aide, Turner, 30 years; Carolyn Brown, Teacher Aide, EBW Stoner Hill, 5 years; John H. Brown, Head Custodian, Eighty-First St. ECE, 21.5 years; Maple Brown, CNP Technician, Turner, 25.5 years; Barbara Bumgardner, Teacher Aide, Northwood, 11.5 years; Cheary Burson, Teacher Aide, Keithville, 11 years; Earlean Carter, Assistant Custodian, Bethune, 27 years; Joyce Clemons, Benefits Specialist, 30.5 years; Michele Corley, Teacher Aide, Arthur Circle, 7.5 years; Jo Ree Edwards, Custodian II, Southern Hills, 34 years; Blanche Ellis, Custodian II, Byrd, 25 years; Tim Ellis, Bus Driver, Turner, 15.5 years; Mattie Ester, Bus Driver, Donnie Bickham, 27 years; Daisy Fergerson, Custodian II, Woodlawn, 29.5 years; Nancy Goins, Bus Attendant, Linwood, 10 years; Bonnie Graham, Teacher Aide,

Byrd, 25 years; Blanche Griffith, Library Clerk, Fair Park, 22.5 years; Barbara Hamilton, Nurse, Special Services, 25 years; Dean Hardy, Teacher Aide, Riverside, 25.5 years; Renee Harris, Teacher Aide, Oak Park, 11.5 years; Bonnie Hartline, Secretary, Vivian, 26.5 years; Lula Harville, Teacher, North Highlands, 14.5 years; Gilbert Hayes, Groundskeeper, Byrd, 22 years; Marilyn Hearron, Teacher Aide, Bethune, 22 years; Betty Hoffpauir, Secretary, Captain Shreve, 12 years; John Howard, Laborer, Maintenance, 23 years Evelyn Jackson, Teacher Aide, Alexander 23 years; Jimmie Jackson, Jr., Painter Crew Leader, Maintenance Dept., 23.5 years; Mary Jefferson, CNP Technician, Linwood, 15.5 years; Shirley Johnson, Teacher Aide, Newton Smith, 30 years; Nell Keating (deceased), Teacher Aide, Southern Hills, 25.5 years; Shirley Kelly, Bus Driver, Keithville, 24 years; Delores Kessie, Teacher Aide, 28 years; Dollie King, Bus Attendant, Oak Terrace, 23.5 years; Mozetta Lacour, Teacher Aide, Hillsdale, 30 years; Mary Latsos, Bus Driver, 17 years; Ora Lindsay (deceased), Bus Attendant, Caddo Exceptional, 8.5 years; Patricia Lutz, Secretary, Southern Hills, 20 years; Mary Malmay, Teacher Aide, Caddo Middle Career, 29 years; Janelle McCullough, CNP Manager, North Highlands, 27 years; Mary McIntyre, Bus Driver, Blanchard, 23.5 years; Beverly Mitchell, Secretary, Maintenance, 20.5 years; Jeannie Moore, Bus Driver, Vivian, 29 years; Claudia Munoz, Office Clerk, Instructional Career, 6 years; Clifford Offord, Office Clerk, Summerfield, 32 years; Eddie Owens, Mechanic Assistant, Maintenance, 20.5 years; Ethel Payne, CNP Technician, Oak Park, 10 years; Kathryn Peoples, Teacher Aide, Fair Park, 25 years; Jerrie Price, Bus Driver, Walnut Hill, 25 years; Shelby Price, Painter, Maintenance, 26 years; Linda Rascoe, Library Clerk, Hillsdale, 30 years; Phillip Reed, Warehouse Manager, Purchasing, 21.5 years; Patricia Rice, Bus Driver, Midway, 28 years; Gladys Robinson, Custodian II, Captain Shreve, 10 years; Mary Rodney, CNP Technician, Huntington, 8 years; Shirley Shaw, Clerk Typist, Special Services, 20.5 years; Rachel Singletary, Bus Attendant, Ridgewood, 10 years; Ella Steadman, Custodian II, Oak Park, 11 years; Olivann Stierman, Bus Driver, North Highlands, 25 years; Charlie Stills, Groundskeeper, Caddo Career, 13 years; Grayling Taylor, Head Custodian, Northside, 19.5 years; Martha Toney, Bus Attendant, Northwood, 22 years; Fred Vercher, Jr., Asst. Custodian, Caddo Career, 27.5 years; Lola Watts, Custodian II, Southwood, 28.5 years; John T. Webb, Jr., Mechanic, Transportation 29 years; Lula Whitaker (deceased), Custodian II, Summerfield, 24.5 years; York Whitaker, Laborer, Maintenance, 8 years; Charlie White, Asst Custodian, Booker T. Washington, 14 years; Billy Whitehurst, Bus Driver, J.S. Clark, 31 years; Leonard Williams, Bus Driver, Broadmoor, 10.5 years; Mary P. Williams, Bus Driver, Keithville, 28 years; Rosie Williams, Teacher Aide, Eighty-First Street, 29 years; Tracy Williams, Teacher Aide, Eighty-First St., 26 years; Francis Wimberly (deceased), Bus Driver, Caddo Magnet High, 5 years; Shirley Winderweedle, Teacher Aide, Summer Grove, 21 years; Gloria Young, Clerk-Typist, Processing Center, 39 years; and Sandra Young, Teacher Aide, Caddo Career, 6 years.

**Certified:** Breanke Mitchell, certified benefits specialist, recognized the 142 2005-2006 certified retirees who represent 3,217.42 years of service in Caddo. James Fritz, Instructional Director, Career/Alternative Programs, 42 years; Lena Leviston, Supervisor, Career/Alternative Programs, 40.5 years; Harry Monroe, Supervisor, Accounting/Accounts Payable, 29.5 years; Cherry Vaughan, Instructional Specialist, Special Education, 33.5 years; Joseph Cadenhead, Assistant Principal, Linear, 23 years; Ronald King, Principal, Linear, 27 years; Jackie Maiden, Principal, Hamilton Terrace Learning Ctr., 33 years; Janie Moran, Principal, Southern Hills, 29 years; Mary Adams, Teacher, Hillsdale, 30 years; Clifton Allen, Teacher, Oak Terrace, .88 years; Bonnie Beeman, Teacher, Vivian, 26 years; Dottie Bell, Teacher, Caddo Middle Career, 34 years; Margaret Benjamin, Counselor, Woodlawn, 21 years; Nancy Brown (Deceased), Teacher, Caddo Middle Magnet, 14 years; Barbara Campbell, Content Coach, Woodlawn, 16.5 years; Kathern Carroll, Librarian, Turner, 32 years; Judith Causey, Teacher, Westwood, 33 years; Kaye Cochran, Teacher, Blanchard, 33 years; Loretta Collins (Deceased), Teacher, J S Clark, 14 years; Reba Collins, Speech Therapist, 26 years; Alvin Crusto, Teacher, Northwood, .7 years; Curtis Davis, Teacher, Southwood, 29 years; Ray Doyle (Deceased), Teacher, Byrd, 18 years; Preston Edwards, Teacher, Bethune, 17 years; Edna Frison, Teacher, Oak Park, 31.5 years; Martha Gingles, Teacher, Walnut Hill, 30 years; Herice Godfrey, Teacher, Lakeshore, 22 years; Margaret Hackenberg, Teacher, Eden Gardens Fundamental, 21 years; Carrie Hawkins, Teacher, Keithville, 32 years; Doris Henderson, Teacher, Caddo Middle Magnet, 33 years; Lessie Houston, Teacher, Atkins, 9 years; Gwendolyn Hurd, Teacher, Oak Park, 31 years; Alton Jackson, Jr., ROTC Instructor, Northwood, 20 years; Mary Jackson, Teacher, Linear, 31 years; David Johnson, Teacher, Queensborough, 3.5 years; Kathryn Johnson, Teacher, Timmons, 6 years; Ronald Jones, Teacher, Byrd, 8 years; Gertrude Lynes, Teacher, Southwood, 22.5 years; Bornita Mims, Teacher, Sunset Acres, .5 years; Zoronia Myers, Teacher, Caddo Middle Magnet, 20.5 years; Violet Nance, Teacher, Shreve Island, 33 years; Connie Pierson, Teacher, South

Highlands Magnet, 16 years; Nettie Prim, Teacher, Huntington, 31.5 years; Ruby Rhymes, Teacher, Southern Hills, 36.5 years; Cherrie Rison, Teacher, J S Clark, 33 years; Sandy Spann, Teacher, Mooretown, 31 years; Willie Stringer, Jr., Teacher, Green Oaks, 32 years; Dianna Thomas, Teacher, Vivian, 29.5 years; Linda Thomas, Teacher, Youree Drive, 33 years; Melvyn Vaughn, Teacher, Caddo Middle Magnet, 19 years; Josephine Wade, Librarian, Northwood, 11.5 years; Ruther Washington, Teacher, Newton Smith, 33 years; Betty White, Teacher, Claiborne Fundamental, 34 years; Lucy White, Counselor, Byrd, 42 years; Joe Wiley, Teacher, Fair Park, 40 years; Gloria Wilson, Librarian, Caddo Magnet, 36 years; Vader Winston, Teacher, Lakeshore, 3 years; Valerie Woolbert, Teacher, Caddo Magnet, 20 years; Ron Worthen, Teacher, Southwood, 35 years; Linda Wright, Teacher, Lakeshore, 33 years; Ruthi Young (Deceased), Teacher, 81<sup>st</sup> St. ECE, 23 years; Charlotte Batchelor, Teacher, South Highlands Magnet, 26 years; Sheila Berry, Instructional Coordinator, Arthur Circle, 29 years; Karen Bird, Instructional Specialist, Woodlawn, 17 years; Jay Breland, Teacher, Summer Grove, 9.5 years; Victoria Brock, Teacher, Oak Terrace, 17.5 years; Eddie Buckles, Teacher, Oak Terrace, 6 years; Michael Campbell, Personnel Administrator, Classified Personnel, 20.5 years; Rudy Carley, Teacher, Green Oaks, 33 years; Brenda Chandler, Teacher, Walnut Hill, 30 years; Ella Cook, Teacher, Forest Hill, 32 years; Sally Cox, Principal, Arthur Circle, 39.5 years; Carol Creech, Librarian, Byrd, 20 years; Mary Critton, Teacher, Linear, 33 years; Kathleen Cush, Social Worker, Special Education, 17 years; Harvey Cyrus, Teacher, Woodlawn, .49 years; Carroll Davenport, Teacher, Newton Smith, 5.5 years; Doris Elie, Teacher, Northwood, 33 years; Darlene Fair, Principal, Mooringsport, 31 years; Emma Farmer, Assistant Principal, B T Washington, 32 years; Carmen Feinberg, Teacher, Creswell, 28.5 years; Jessie Ferdinand, Teacher, Green Oaks, 33 years; Carol Ferrara, Teacher, Captain Shreve, 10 years; James Gillespie, Jr., Principal, Riverside, 34 years; Glorysteen Gladney, Teacher, Northside, 18.5 years; Daniel Gladney, Jr., Teacher, Caddo Career, 31 years; Dianne Golden, Teacher, Westwood, 11.5 years; Ann Graham, Teacher, Forest Hill, 28 years; Romandie Green, Teacher, Youree Drive, .8 years; Craig Hardy, Teacher, Donnie Bickham, 12 years; Marvin Harris, Teacher, Byrd, 14 years; Shirley Harwell, Teacher, Hamilton Terrace Learning Ctr., 7 years; Linda Hitchcock, Teacher, Eden Gardens Fundamental Magnet, 33 years; Virginia Hodges, Teacher, Youree Drive, 18 years; Jacquelyn Holloway, Teacher, Central, 12 years; Peggy Ivins, Teacher, Vivian, 33 years; Mary Jenkins, Teacher, Westwood, 37 years; Nancy Johnson, Teacher, Mooretown, 2 years; Clyde Kay, Teacher, .85 years; Billie Kemmerly, Teacher, Youree Drive, 20 years; John Kerley, Jr., Teacher, Byrd, 34 years; Carole Kolo, Teacher, Special Education Ctr., 14 years; Leo Laventhal, Teacher, Captain Shreve, .85 years; Margaret Lopez, Teacher, Youree Drive, .35 years; Judy Lovell, Teacher, South Highlands Magnet, 27 years; Frances Mandina, APE Teacher, Special Education Ctr., 36 years; Alice May, Teacher, Byrd, 34 years; Sherry McNeely, Teacher, 81<sup>st</sup> Street ECE, 33 years; Judy Milam, Librarian, Oil City, 22.5 years; Mary Moseley, Instructional Specialist, Special Education Ctr., 29 years; Linda Mosley, Teacher, BT Washington, 6 years; Rebecca Nix, Teacher, North Highlands, 25 years; Patricia Oglesby, Teacher, Shreve Island, 11 years; Mary Parker, Teacher, Captain Shreve, 6 years; Marilyn Parrott, Teacher, Special Education Ctr., 33 years; Kathy Pickett, Teacher, Caddo Middle Magnet, 33 years; Kathleen Porter, Teacher, A C Steere, 21 years; Billy Prealow, Instructional Supervisor, Special Education Ctr., 34.5 years; Lloyd Rainge, Teacher, Turner, 4.5 years; Myra Reasonover, Teacher, Linwood, 31 years; Shirley Remo, Teacher, Hillsdale, 5.5 years; Margie Rogers, Instructional Coordinator, Forest Hill, 33 years; Jane Scruggs, Teacher, Herndon, 27 years; Lucienne Simon, Teacher, Mooretown, 5 years; Sheryl Tarver, Teacher, Creswell, 21 years; Susan Taylor, Compliance Specialist, Special Education Ctr., 29 years; Kathy Terrell, Counselor, Keithville, 29 years; Sandra Triplett, Teacher, Arthur Circle, 28 years; Susan Tuberville, Counselor, Summerfield, 21 years; Mitzi Vowels, Teacher, South Highlands Magnet, 20 years; Joyce Wagner, School Psychologist, Special Education Ctr., 15 years; Clinton Wallace, Teacher, Herndon, 32 years; Candace Weaver, Teacher, Arthur Circle, 25 years; Brenda Wesley, Assistant Principal, Walnut Hill, 18 years; Joan White, Counselor, Ingersoll, 32 years; Marianne White, Teacher, Keithville, 26.5 years; Shirley Williams, Teacher, Broadmoor, 33 years; Cheryl Wood, Teacher, Turner, 5 years; Dorothy Woodfork, Teacher, Newton Smith, 5.5 years; and Karen Wyche, Assistant Principal, Hamilton Terrace Learning Ctr., 20 years.

**Recess.** The president called for a five minute recess at 5:37 p.m. The board reconvened at approximately 5:47 p.m.

**Annual Report.** The Superintendent, in compliance with her contract, presented a three-year report, sharing with the board a power point presentation that highlighted the Priority Goals, the challenges, successes and accomplishments for the 05-06 school year. Mrs. Tyler stated the

Caddo mission has been the focus of the work of all employees over the past three years and appears in every classroom in every school building and in every department of the school system. She restated the four board-approved priority goals that the staff has been diligently working toward accomplishing, as well as the mandates and challenges the current administration addressed in July of 2003, i.e., stabilized the work force that had been cut by more than 300 positions directly affecting the schools, utilized creative budgeting to secure funding for 28 general fund budget positions staffed but unfunded, created a plan to address 23 High Priority schools, developed a Choice plan for four schools labeled unacceptable, addressed a textbook shortage, improved the learning environment districtwide in many aging schools, restored services created by the budget shortfall, replaced defective buses, and restored critical academic programs for pre-K and over age students. Mrs. Tyler also noted the accomplishments of the Caddo team, i.e, 53 new nationally board certified teachers, 6 board certified school psychologists, 19 national board certified counselors, and 60 nationally certified speech language pathologists. The superintendent reported that after Hurricanes Katrina and Rita, Caddo provided services to an additional 1,500 students evacuated from their homes as a result of these disasters. She stated that since 2003, 15 new and expanded academic programs have been put into place, two Caddo administrative internship programs have been added along with 36 new interns, Caddo granted tuition assistance to teachers for more than 1,200 college courses, paraeducators were provided funding for 847 parapro exams toward meeting the No Child Left Behind mandates, two schools were added to the list of schools receiving the National Blue Ribbon School of Excellence Award (South Highlands and Judson), Oil City received the National School Change Award, eleven high schools have been equipped with Distance Learning, graduating seniors received more than \$45,700,000 in scholarships to higher institutions of learning, a new bus replacement program has been implemented whereby air conditioned buses replace non-air conditioned buses to transport students, Caddo implemented its own substitute teacher program which saved the district approximately \$500,000 per year, and recruited teachers holding bachelors, masters and doctorate degrees. The superintendent also reported on many students who have won national student honors over the past 3 years, as well as international, state, regional and local winners; and that \$2.6 million has been secured by our Information and Technology Department for providing services directly in the schools, and grants totaling more than \$39.6 million have been received that will directly affect the classroom. Mrs. Tyler added that Caddo's renewal of group medical insurance has been done at a lower rate than most other districts in the State, with Caddo having only an 8.6% increase when others around the state had anywhere from 12-30% increases, 8 classroom wings have been completed since 1997 and the Finance Department brought in 33% increase over last year with a projected \$21 million in the reserve this year. The district has acquired more than 400 new partners; held a successful bond election in 2004 for improvements to the physical climate of all the schools, employees and students, which upon completion all areas will have central air and heat. Also, a successful tax election was held in January 2006 allowing the district to maintain the salary increases given to employees in 1997, and Caddo published many articles in various magazines, papers and journals explaining to the public what is happening in Caddo's school. The superintendent also stated Caddo has the most 5-star schools in the state (50% in Caddo Parish). Mrs. Tyler announced the district has not received the School Performance Scores and the State Department has advised we will receive them at the end of this winter, and that Caddo still has the top ranked schools in the State. The superintendent also shared with the board charts reflecting the progress of the district under the State's Accountability System and how Caddo compares with districts across the state. Regarding ACT scores, Mrs. Tyler stated that over the past two years Caddo has improved, and when staff looked at the data for the past 15 years, Caddo has performed the highest in the past two years. She added Caddo still faces many challenges, because the target is moving under the Louisiana Accountability Program and the bar continues to rise; and she also reported that in 2003, the cutoff score for schools that did not have to go into Choice was 45 and Caddo had four schools labeled High Priority who had to offer Choice. After that school year and when the target moved from 45 to 60, Caddo only had one school with the label of High Priority who had offer Choice. At this time, Caddo has 18 schools labeled as High Priority, with only 15 having to offer Choice. She reported staff will be looking at the School Performance Scores for the 05-06 school year sometime this winter. Mrs. Tyler said that 91% of the High Priority schools showed growth, and some significant growth, over the past year, but we hope that many of these schools will shed this label since the staff has worked very diligently to get rid of this label and had a goal of all highly qualified staff in the High Priority schools by the end of this school year. Staff is currently assessing to determine if that goal was reached. She also reported that grants were written on the research based programs and millions of dollars were granted for use in these schools. Also added to each of those schools

were additional reading and math teachers and a District Assistance Team. Staff also put in English and Mathematics Content Coaches to work directly with the teachers so extensive professional development and training could be put in place to help our students succeed. Behavior Intervention Specialists were also put in each of these schools, as well as a shared Staff Development Specialist to work with the Content Coaches, as well as a School Improvement Monitor. Also, enhancements such as Reading First, Reading Excellence, etc. were added to the research-based programs at all grade levels. The superintendent also added that staff continues to place programs in these schools to help the schools move forward. Mrs. Tyler noted the district's academic growth has moved from 79.2 in 2003 and a one-star school district to 82.3, and this is the highest district performance score since the state began giving this label. The superintendent also announced Caddo's ranking has been up and down and the results for this year are unknown at this time. Also, when comparing Caddo to Northwest Louisiana, which is not an apple to apple comparison, a bird's eye view reflects Caddo leading the districts in the North and Northwest, and Caddo also leads when compared to other large urban districts. Mrs. Tyler also reported that Caddo has the largest celebration in the State that focuses on academic achievement. The superintendent concluded her report stating to the board by saying that she and the staff are excited about the last three years and that the district continues to climb.

Mrs. Hardy thanked the superintendent, staff, teachers and all who helped in the schools for this exemplary report. She congratulated all who had a part in these accomplishments.

## **VISITORS**

Cynthia Williams, parent, shared with the board written information and addressed the board on the principal vacancy at Southern Hills Elementary. She stated surveys were completed in May before the principal left and that she did not have an opportunity to complete a survey. Ms. Williams stated she talked to the assistant superintendent for academic affairs about this situation and was told it was a random survey and she questions why the surveys are only given to certain parents and why they are told what to put on the survey. Ms. Williams also said the assistant superintendent informed her there is a director over this process and that the PTA also does a survey. Ms. Williams stated her opposition to this process as she is a parent that was at the school everyday and was not given the opportunity to complete a survey. She stated she does not understand what happened with the PTA and the officers in the process for selecting the new principal.

Yolanda Anderson, parent, stated her concern that she doesn't know the qualifications a principal must have and that the board be fair in the selection of a principal for Southern Hills. She asked the board to tell her what qualifications the recommendation for Southern Hills exemplifies that the assistant principal does not. She said the assistant principal has proven herself to the parents and students. Ms. Anderson said she is only concerned that the right and fair thing is done in selecting the new principal at Southern Hills; and if it is not, she would rather pay for her children's education.

Gloria Small, parent, shared her concerns with the board in selecting a new principal at Southern Hills. She noted her children have experienced problems at Southern Hills and it appears the superintendent is not concerned about what is happening at this school. Ms. Small stated she does not understand why the superintendent would recommend a coordinator with no experience over an assistant principal who, in her eyes, is overly qualified. She said the children are our future and she experienced a situation with the board member from Southern Hills holding up a sign saying he loved Southern Hills. Ms. Small said she is concerned about these unfair practices and asked the board to help the parents and make certain everyone is treated equally and fair. Ms. Small also stated she believes qualifications are very important and she believes in hands on.

Scott Hughes, Alliance for Education, addressed the board on budget policies, the management role, and the fiscal responsibility role. He stated the board's role is to govern and the role of the CEO is to administer, and the role of all the others is to be fiscally responsible. He said one-time money cannot be spent on recurring expenses, which is a lesson Caddo already learned when it had a \$14 million deficit that has now been corrected by this board and superintendent. Regarding the role of govern, he reminded the board that all board's govern through policy and defined policy as defined by the National School Board Association. He also further explained that he learned the role of the school board is to set up policy and the role of administration is to

execute it, and NSBA says that policies are principles adopted by the board to chart a course of action, telling what is wanted and indicating a line of action to be taken by the administration; however, the policies need to be narrow enough to give the administration clear guidance. Mr. Hughes stated that rules are further defined as a detailed direction developed by the administration to put the policy into practice, and he referenced the Caddo Parish School Board Policy Manual as the document he was reading from. He said with a document the size of the Caddo Parish School Board Policy Manual, he wonders how much of the document is governance by policy and how much is governance by mandate, as he believes policy should be the foundation an educational program is built around, not the last thing placed in the budget because the funds may or may not be available. He stated he also questions the board seeking to approve a policy with not solid recurring funding sources is akin to giving the board an unfunded mandate. He said he hopes that any additions to this public policy would include a review built around data, input and proven education results. In closing, Mr. Hughes read from the CPSB Policy Manual the statement that the board hopes the policies will make greater harmony and efficiency possible in all areas of operation, enabling the board to devote more time to its primary duty of developing long-range policies and planning for the future of the school system. Mr. Hughes announced to the board that the Alliance is ready to assist the board in any way possible with its long-range planning.

Vutitia Myles, parent, addressed the board on the recommendation for principal at Southern Hills. Ms. Myles stated she lives in Sunset Acres district, but transferred her children to Southern Hills because of the assistant principal there. She encouraged the board to look at the credentials and qualifications of the recommendation given to the board. With the superintendent's statement she wants highly qualified applicants and with a board member's statement of bringing retirees back, it seems the board wants the seasoned principals to get the principalships.

Gail Sorenson, teacher, addressed the board on the importance of limiting the number of students in Kindergarten classes to 20. Ms. Sorenson said these students need a lot of individual attention and encouraged the board to lower this pupil teacher ratio which will allow these students a better chance of being successful. With limited parental support, the teachers must address academic problems and discipline problems as well, and she urged the board to take these things into consideration.

Dr. Phillip Rozeman applauded the continued progress reported by the superintendent in her report to the board. He asked the board the following questions: What does the public education system look like that will keep our children in this community to raise their families and attract other families to our community? What do we want our children to know and be able to do when they finish school? What can we do to retain our children in school and have them graduate? What can we do to get all our children to at least the 9<sup>th</sup> grade reading level so they have a chance in a knowledge based economy of the century? In a majority-minority city, how can we work together to focus on closing the achievement gap that exists between white students and African-American and Hispanic students? Can we find a way to get to real dialogue, exploring assumptions, seeking common ground in school board meetings? If Roberts Rules of Order are not getting us there, are there other ground rules that could? Is there any opportunity to bridge the cultural and racial divide of this community through a focus on improving public education? And, from his perspective, there is an opportunity to answer yes because of the leadership of the superintendent. He said the superintendent is one of a few people who has earned the trust of the community, both White and African-American, through her character and work ethic. He asked the board to continue to give the superintendent the freedom to lead. He added that in the end, trust is the pre-condition for coordinated action. He shared with the board that the Committee of 100 last month polled its membership on economic development in this community, and of the 16 choices, 2 dealt with education, both of which were ranked Number 1 and Number 2. He asked can the board and this superintendent work together to improve our schools and develop relationships of trust that will create opportunity for all the children, as trust is the pre-condition for coordinated action?

Jackie Lansdale, president of the Caddo Federation of Teachers and Support Personnel, addressed the board on areas of concern of the Federation. She said the 2006 MFP figures are now in and the Federation's hard work paid off in having the salary increases for teachers and support personnel contained in the MFP. She also reported Caddo did receive approximately \$10 million more in MFP funds and once salary increase monies are subtracted from that

amount, Caddo will still receive an increase of \$1.2 million more than last year's allocation. Ms. Lansdale said that Caddo used last year's MFP figures in the recently approved budget, and with the increase of over \$1.2 million, the district did not have the unfunded mandate which was feared to occur. She also stated that Caddo is one of the districts to receive growth monies, which is over and above the \$1500 allocated for certificated staff; and noted that MFP does not mandate the money be divided equally among certificated staff. She said this decision is left up to the board for incentives, etc. Ms. Lansdale stated that in recognizing the inherent value of quality instructors in the classroom as the most important factor in raising student achievement, she encouraged the board to place these funds in salary lanes as incentives for those educators who have demonstrated academic achievement, those with advanced degrees. Ms. Lansdale said the bad news is that the MFP, *Minimum* Foundation and not the appropriate foundation, is a pragmatic approach to allocating monies based on the number of students in addition to the district's wealth, its efforts to raise monies locally, and the special needs of students in the district and it does not allocate monies based on how much is actually needed to educate a student. She added that neither BESE nor the Legislature know what the figures are in order to properly allocate these monies. She said the Federation believes it is time to ask BESE to do a study which tells what the cost is to educate a child and insist on appropriate funding and not minimum funding. Ms. Lansdale also referenced a resolution sponsored by the Federation that has been signed into law and treats assault on a teacher with the same level of severity as that of a battery, and that it is the obligation of the school system to inform the Department of Motor Vehicles so the student's license will be suspended for one full year.

### **CONFIRM THE CONSENT AGENDA**

*Mrs. May moved, seconded by Mrs. Hardy, that the Consent Agenda be approved. Vote on the motion carried with Board members Guin, Hardy, Burton, May, Phelps, Priest, Crawford, Rachal, Ramsey and Armstrong supporting the motion and Board member Crawley opposed.* The following is a summary of the items categorized as the consent agenda and approved by the board.

#### **Agenda Item No. 10. A., B., C. and E.**

**Personnel Recommendations.** Per request from the superintendent, Dr. Mary Nash Robinson, assistant superintendent for human resources, introduced the following personnel appointments as recommended by the superintendent and approved by the board: Bonnie Martinez, principal, Caddo Career and Technology Center; Donna (Rena) Leone, principal, Southern Hills Elementary School; Charlene Morrison, assistant principal of instruction, Linear Middle School; Karen Pharr, assistant principal of administration, Keithville Elementary/Middle School; Eric Hill, assistant principal, Sunset Acres Elementary School; Karen McDonald, assistant principal, Midway Elementary Professional Development School; Stephen Horton, head football coach, North Caddo Magnet High School; Michael Bottoms, counselor, Bethune Middle Academy; Dr. Elizabeth Sullivan, counselor, 6<sup>th</sup> Grade Center, Bethune Middle Academy; Kimron Smith, counselor, Bethune Middle Academy; Karen Rothell, counselor, Keithville Elementary/Middle School; and Corinne Moore, counselor, J P Timmons Elementary School. These appointments will receive the appropriate salary as reflected by the Caddo Parish School Board Salary Schedule applicable to the position to which they are appointed. Family members and school administrators present were also recognized.

**Requests for Leaves.** The following requests for leaves were approved as submitted by the superintendent and staff in the mailout.

#### **Certified**

Sabbatical (Medical) Fall Semester, 2006-2007 school year

Cynthia Darner, Teacher, Judson Elementary Magnet, 4 years

Beachman Williams, Assistant Principal, Oak Terrace Alternative School, 29 years

Sabbatical (Study) 2006-2007 school year

Susan LeSage, Dyslexia Teacher, Special Services, 8 years

Sabbatical (Study) Fall Semester, 2006-2007 school year

Joanna Powell, Teacher, Riverside Elementary, 7 years

Mildred Rivers, Teacher, Green Oaks High School, 11 years

Sabbatical (Study) Spring Semester, 2006-2007 school year

Deborah Eason, Teacher, Caddo Magnet High School, 5 years

Catastrophic Illness, May 4-25, 2006 (16 days)

Cassandra Johnson, Teacher, Werner Park Elementary School, 8.5 years

Catastrophic Illness, May 9-25, 2006 (13 days)

Debra Williams, Teacher, Werner Park Elementary School, 6 years

Leave Without Pay, August 7-11, 14, 2006 (6 days) – 2 UPR and 4 days w/out pay

JoLynn Duncan-Kolves, Teacher, Oak Park Elementary School, 2 years

Leave Without Pay, 2006-2007 school year

Latonya London, Counselor, Woodlawn High School, 16 years

E. Sheridan Shamburg, Teacher, Fairfield Elementary, 7 years

Classified

Leave Without Pay, August 1, 2006-May 30, 2007

Tangela S. McCall, Teacher Aide, Ingersoll Elementary School, 4 years

**Other (Hiring, Assignment Changes, Separations & Resignations).** The board approved the Other (Hiring, Assignment Changes, Separations & Resignations) Report for the period April 26, 2006 – May 25, 2006 as recommended by staff and included in the mailout.

**Renewal of Administrative Appointment Contracts.** The board approved the renewal of the following promotional or administrative appointment contracts as recommended by the superintendent and included in the mailout: Diane Atkins, Dominic Salinas, Felicia Bates-Douglas, Janet Graff, Phyllis Leone, Darlene Simons, Pam Barker, Kim Brun, Carla Moore, Marvin Alexander, Cedric Ellis, Robert Franklin, Chenita McDonald, Victor Mainiero, Michael Sherman, Khakillya Babers-Everett, Christina Gremillion, Beverly Hudson, Melinda Kay, Marlene Lucky, Michael Moore, Sherri M. Moss, Delories Porter, Kimron Smith, Ann Stowell, Tina Walter and Flo Wilcott.

**Agenda Item No. 11. A. and B.**

**Bids.** The following bids were approved by the board as recommended by staff and submitted in the mailout on the bid tabulation sheets. (1) M&S Classroom Supplies for All Schools – Ace Office Supply totaling \$8,034.54; Hammond & Stephens totaling \$1,415.70; Kanmas totaling \$106.50; Learning Depot totaling \$522.93; National Art & School Supply totaling \$12,103.38; Pyramid School Supply totaling \$17,295.20; S&S Worldwide totaling \$1,174.98; School Specialty totaling \$3,849.21; Standard Stationery totaling \$10,535.21; Wells Office Supply totaling \$818.78 and Windtree Enterprises totaling \$925.79. (2) M&S Office Supplies for All Schools – Ace Office Supply totaling \$4,882.13; Ensemble Office Essentials totaling \$1,618.33; Prairie Carbon totaling \$19,090.36; Pyramid School totaling \$17,006.23; Standard Stationery totaling \$12,067.46 and Windtree Enterprises totaling \$59.80. (3) M&S Paper Supplies for All Schools – Ace Office Supply totaling \$11,323.03; Pyramid School totaling \$39,999.65; Ricoh totaling \$9,268.74; School Specialty totaling \$519.46 and Windtree Enterprise totaling \$14,321.62. (4) M&S Computer Supplies for All Schools – Accurate Forms and Supply totaling \$2,769.28; Ace Office Supply totaling \$279.00; New Tech Solutions totaling \$5,683.48; PC Connection totaling \$3,310.30; Pyramid School totaling \$194.61; Shreve Print totaling \$376.46; Standard Stationery totaling \$709.14 and The Tree House totaling \$81.00. (5) M&S Teaching Supplies for All Schools – Ensemble Office Supply totaling \$439.46; Pyramid School totaling \$19,654.95; S&S Worldwide totaling \$522.90; School Specialty totaling \$10,025.02; Standard Stationery totaling \$25,376.74; Wells Office Supply totaling \$650.43 and Windtree Enterprise totaling \$1,471.95. (6) Janitorial Paper Supplies – VCC Janitorial and Supply totaling \$74,400. (7) Janitorial Poly Can Liners – Unisource Worldwide totaling \$46,860 and Dixie Paper Company totaling \$4,555. (8) Janitorial Supplies – Economical Janitorial totaling \$15,576.50 and Fuqua Paper and Supply totaling \$15,366.60. (9) Filters – Heating, Ventilating and Air Conditioning – Baker Distributing totaling \$22,324.62. (10) Printing Continuous Forms for Data Processing – Mid South Press totaling \$4,709.16; Milloy's Photo-Graphics totaling \$4,101.34; Moore Wallace totaling \$5,573.04 and Shreve Print totaling \$2,722.98. (11) Milk and Dairy Products – Blue Bell Creameries totaling \$311,470 and Foremost Dairy totaling \$2,101,463. (12) Fruit Juice – Foremost Dairy totaling \$621,000. (13) Bread and Bread Products – Cotton Baking Company totaling \$230,570. The bid tabulation sheets are filed in the official papers of the Caddo Parish School Board.

**Agricultural and Hunting Lease – Carver Property.** The board approved acceptance of the bid of Stephen R. Williams totaling \$7,040.00 per year for an Agricultural and Hunting Lease of the Carver Property.



### Agenda Item No. 12

**Revised Resolution Requesting Louisiana State Mineral Board to Grant an Oil, Gas and Mineral Lease on S16, T19N, R14W Property.** The board approved the revised resolution requesting the Louisiana State Mineral Board to grant an Oil, Gas and Mineral Lease on S16, T19N, R14W property as recommended by staff and included in the mailout. Approval of this resolution deletes the Resolution previously approved by the board at the April 18, 2006 meeting.

### Agenda Item No. 13

**Recommendation of Projects and Design Professionals for 2006 Bond Projects.** The board approved the projects and design professionals for the 2006 bond projects as submitted by staff in the mailout.

### Agenda Item No. 14

**Appointment of Official Journal.** The board approved *The Times* as the official journal for the 2006-2007 school year as recommended by staff and included in the mailout.

### Agenda Item No. 16

**Approval of Wellness Policy.** The board approved the proposed Caddo Wellness Policy as recommended by staff and included in the mailout.

### Agenda Item No. 17

**Property and Casualty Insurance Renewals 2006-2007.** The board approved the property and casualty insurance renewals for 2006-2007 as recommended by staff and included in the mailout.

### Agenda Item No. 18

**Revisions to Personnel Evaluation Plan.** The board approved the proposed revisions to the Personnel Evaluation Plan as recommended by staff and included in the mailout.

### Agenda Item No. 19

**Grants.** The board approved the following grants as recommended by staff and included in the mailout: Pre-GED/Skills Options Program/Transition Assistance Grant, Statewide Student Support Grant, Partnerships in Character Education, Reading First and Early Childhood Programs: FAPE in the LRE.

### Agenda Item No. 20

**Special Education Interagency Agreements and Contracts.** The board approved the Special Education Interagency Agreements and Contracts as recommended by staff and included in the mailout.

### ADOPTION OF MILLAGE RATES FOR THE TAX YEAR 2006

*Mrs. May moved, seconded by Mrs. Hardy, approval of the adoption of the following resolution adopting the millage rate for the 2006 Tax Year as recommended in the mailout. Mrs. May read the following resolution aloud followed by a vote on the motion which carried unanimously.*

### RESOLUTION

BE IT RESOLVED, that the following millage(s) are hereby levied on the 2006 tax roll on all property subject to taxation by the Caddo Parish School Board.

<u>GENERAL FUND</u>	<u>MILLAGE</u>
Constitutional Tax	8.48 mills
Operation and Maintenance Tax	11.47 mills
Operation, Maintenance, and Support Tax	12.16 mills
Technology Tax	1.35 mills
Salary and Benefits Tax	19.63 mills
<u>CAPITAL PROJECTS FUND</u>	
Building and Equipment Tax	7.40 mills
Renovations Tax	5.56 mills
<u>DEBT SERVICE FUND</u>	<u>7.60 mills</u>
Total	80.65 mills

BE IT FURTHER RESOLVED that the proper administrative officials of the Parish of Caddo, State of Louisiana, be and they are hereby empowered, authorized, and directed to spread said taxes, as hereinabove set forth, upon the assessment roll of said Parish for the year 2006, and to make the collection of the taxes imposed for and on behalf of the taxing authority, according to law, and that the taxes herein levied shall become a permanent lien and privilege on all property subject to taxation as herein set forth, and collection thereof shall be enforceable in the manner provided by law.

**REVISION TO CPSB POLICY GCA (STAFFING FORMULA) ON PUPIL TEACHER RATIO FOR KINDERGARTEN TO BE THE SAME AS FIRST GRADE**

*Mrs. Crawley moved, seconded by Mrs. Crawford, to revise CPSB Policy GCA (Staffing Formula) to allow Kindergarten to be staffed at the same allocation as Grade 1 in those schools labeled with three stars or less, that four and five star schools can adjust their ratio if requested by the principal and faculty, and that the budget be adjusted accordingly.*

Mr. Ramsey stated there are several issues around this agenda item and no one disagrees with the idea to reduce the pupil teacher ratio, but the idea of space and availability of teachers with certification must be considered. He said we are still debating whether or not to use reserve funds to fund recurring expenses. Mr. Ramsey also said every board member agrees on the need to address the pupil teacher ratio, and several board members have stated so throughout the discussion of this issue. He also said it's key to note the importance of having a teacher pool available to fill this need, and reminded the board that ECE and Kindergarten teachers must have special certification. Mr. Ramsey stated the superintendent has told the board that only Highly Qualified teachers can be placed in Title I schools, and asked Mrs. Tyler if this is a correct statement. Mrs. Tyler indicated it is. Mr. Ramsey asked about the 18 schools tagged in school performance? The superintendent responded all but two are Title II and we currently have 38 Title I schools. Mr. Ramsey indicated there is a lot of focus on the need to pay attention to the High Priority schools and he believes everyone agrees with this. He said there is a lot of common ground on the issue, but there is also a lot of concern about how to fund it. Mr. Ramsey also asked about approving a staffing formula with the understanding the staff will not implement it immediately since the teachers are not available, but staff would work toward this goal. Mr. Ramsey asked the superintendent if the board adopts a policy that sets a timeframe, can that goal be achieved by using Title I dollars and other funding without impacting the reserve fund? The superintendent responded the State Department informed staff in a recent meeting that by next year, the district must have all Highly Qualified teachers. Mr. Ramsey noted that 2007 is a key date, and cited an example of the 2007 school year, can we address the pupil teacher ratio at the Kindergarten level? He said the years we have added teachers, there were targeted grades, and he doesn't remember giving the superintendent a target for Kindergarten. He asked if the board gives the superintendent a target for 2007-2008, will the staff be able to achieve that target? Mrs. Tyler responded the staff will work to achieve that goal. She said if we increase the pool of Kindergarten teachers, staff will have a year to do so. Mrs. Tyler also stated that anytime you increase your pool of teachers for a certain area, there is a risk of not being able to find all those teachers; but, given a year, staff will try to meet the goal the board wishes to meet. Mr. Ramsey said he understands that if implemented, there is a possibility of teachers leaving the inner city schools and transferring to other schools that also have Kindergarten; and he understands we potentially have a staffing problem. He only wants to see us address Kindergarten and believes implementing in 2007-2008 will allow the time to make this happen. Mrs. Tyler explained that once the board makes this policy, staff will definitely work to achieve the ratio, as the CPSB does not want to be sued. Mr. Ramsey asked Mrs. Crawley if she is open

to amending the motion to include implementing this change in the 2007-2008 school year? Mrs. Crawley responded it will already be four years before the 4<sup>th</sup> grade test scores are affected and she believes in the philosophy if we say we want and need these Kindergarten teachers, they will come, and indicated we are talking about 27 teachers. Mrs. Crawley said the board had this long discussion previously and even asked our board attorney what would happen if we didn't fill it, and his answer was you fill what you can. Mr. Abrams responded that he said the staff uses their best efforts to fill those positions. Mrs. Tyler said if the board has a policy and a Kindergarten teacher has 21 or 22 students, the district risks being sued for not following the policy. *Mr. Ramsey moved, seconded by Mrs. Hardy, to amend the motion to add implementing this policy change for the 2007-2008 school year.* Mr. Ramsey asked if the original motion carries and we do not fill all the positions, will grievances be filed because a class exceeds the 20 limit? Mr. Abrams said anyone can file a grievance, but it doesn't mean they will win that grievance; and the CPSB currently has a policy within state guidelines regarding the student teacher ratio, and as long as the district does not exceed those state guidelines, it is o.k. The board can establish goals as to what they feel they should have in the way of staffing, and an employee can file a grievance, but it doesn't mean they will win any type of law suit, because they work based on the conditions provided to them. Mr. Abrams also stated the district currently has a pupil teacher ratio that in certain instances does not meet board policy; however, the superintendent has used her best efforts to reach those goals. Since we are so far into this year and the superintendent has not tried to set up or fill positions for the 06-07 school year, the amended motion will allow her the opportunity to achieve the ratios.

Mr. Ramsey said he believes the amendment makes the motion more reasonable and it does not mean the staff and the superintendent will not be trying to hire Kindergarten teachers. Mr. Abrams also said he still has the same position that the board will establish a goal of what it would like to do; and if the board comes back at this same time next year, and you don't have these teachers hired, the superintendent can only do what she can do to hire these people in order to meet the state guidelines.

Mr. Ramsey asked the superintendent if moving forward with the positions the board is looking to add under the Title II dollars, can the dollars left on the table be used to address these class sizes? Mrs. Tyler responded staff has already put into place the extra 20 positions (as we have 30 positions already in place) to reduce the student teacher ratio and referenced correspondence sent to the board in April that states staff is putting in an additional 199 teachers to reduce the pupil teacher ratio. She said they did not tell the principals they had to put those in Kindergarten, and she has asked Assistant Superintendent Gunn to talk to every principal to make sure we get the enrollment in the Kindergarten classes down as much as possible. She added most schools already have the teachers in house to do this, but they have chosen to put the teachers in the place where they will get the greatest impact on their School Performance Score, and she does not wish to take this authority away from the principals. The superintendent said staff is working with the principals in the coming year on lowering the pupil teacher ratios in the classrooms. She reminded the board that most of the classes are down and she is not familiar with any Kindergarten class with more than 26; and the ones with 26, and there were two, had extra part time or full time support. Mr. Ramsey said the board has the opportunity to move forward and achieve some common ground and asked the board to support the amendment which he believes is a more realistic approach that will not impact the General Fund budget.

Mrs. Hardy stated her support of the comments made by Mr. Ramsey as it doesn't make sense to her why we would support the original motion when we do not have the teachers. She said it seems as if we are putting the cart before the horse and given the explanation of the superintendent, she is in accord with the amendment..

Ms. Priest stated that on June 6<sup>th</sup>, the board passed the 2006-2007 budget and we are back discussing the budget before it has been implemented. She said the board does not need to take the staffing responsibility out of the principals' hands as they are the ones with the daily responsibility in the schools, and are the ones accountable for any policy the board puts into place. She said she doesn't want to see the board get into the day-to-day administrative activities, and at this point in time, we should not spend recurring dollars as we already have to spend money from our reserves to meet the state mandate for pay raises. Additional concerns include the teacher pool, we are already implementing and addressing the pupil teacher ratio, we have already faced a significant blow with the property tax abatement approved by the Caddo Bossier Port Commission, which is lost revenue we will not be able to rely on; the existing

mandate to meet the pay raises, and the state guidelines indicate the maximum size for Kindergarten classes is 26, which Caddo is meeting. She asked the board to consider a research-based consortium that will conduct and evaluate where we are.

*Mr. Burton moved, seconded by Mrs. Hardy, to postpone this issue until the funding is known.* Mr. Burton said he is concerned about this issue as it is a recurring expense and he plans to ask for more money for the support and certified employees which will come from the surplus. He said when the board makes a motion, it then becomes a budget issue to be dealt with annually. Mr. Burton reminded the board that the superintendent has stated staff continues to work on lowering the pupil teacher ratio and the difficulty they have had in finding the certified Kindergarten teachers needed. He said he hopes we can move on and address the budget the board has already approved. Mr. Rachal asked the maker of the motion about asking for more money for raises? Mr. Burton explained he believes in order to get a good salary boost for our employees, he will ask for more to be allocated from the district for the pay raises. Mrs. May said she is concerned about the early childhood program and the importance to prepare the students before they reach the fourth grade, thus she supports reducing the Kindergarten class size. Ms. Phelps asked Mr. Burton if he is asking for an increase in the amount of the salary raises as opposed to lowering the pupil teacher ratio? Mr. Burton stated everyone agrees on the importance of Kindergarten and the need to have smaller classes, and staff has already told the board they are unable to find enough certified Kindergarten teachers at this time. He said he believes at this time, we need to have more money for our support people and our teachers. Mr. Guin called for a Point of Order and asked that the discussion be focused on the merits of the motion on the floor and not something that may come up in the future. Mr. Burton stated his disagreement with the point of order as his motion to postpone is based on the fact that we have not done the MFP raises and to do a motion with recurring expenses is the same thing. Mr. Guin said he understands and has no problem with discussion, but believes it is not relevant to discuss details of what may come up in a future motion. Mr. Burton believes the principals should have the opportunity to look at the staffing for their schools, so he is asking that this item be postponed until we know the amount of the MFP funds Caddo will receive and what the employee pay raises will be, and the superintendent will still have an opportunity to look at the staffing for the 2007-08 school year.

*Vote on the substitute motion to postpone this issue failed with Board members Hardy, Burton, Priest and Ramsey supporting the motion and Board members Guin, Crawley, May, Phelps, Crawford, Rachal and Armstrong opposed.*

Mr. Rachal said he has looked at this issue a great deal and the discussion has been good. He referenced Ms. Priest's comment to leave this in the principals' hands and he is convinced, after talking to some principals, the principals need more help in the Kindergarten classes. He asked Ben Wreyford about the millages approved and if we had rolled back to 18.65 on the salary and benefits tax? Mr. Wreyford responded that regarding the salary and benefits tax, it is 19.63 mills. Mr. Wreyford explained this originally went to the voters in 1997 and he doesn't have the proposition for that millage. He said it was voted at the rate originally approved in 1997 which was 21.79. Mrs. Tyler further explained that the board did not roll back one of the propositions (salaries), but they did the remaining two propositions, so the total millage in the last election in January 2006, the board did not get the same total millage. Mr. Wreyford said the most recent vote was for the 2007 millage. Mr. Rachal said he understands, but asked did the voters not increase the millage? Mrs. Tyler said we did not increase the millage, but we will have a little extra funding. Mr. Wreyford further explained that when this millage was recently taken back to the voters to become effective with the 2007 levy, that's the first year after the expiration of the current 10-year levy, and it was to approve the millage at the original millage rate, which was 21.79 mills and this was approved. He said the 2006 levy is the 10<sup>th</sup> year of the current levy approved in 1997 and this has been rolled back two times over the life of that millage. Mr. Rachal asked if in 2007 we are looking at there being more taxes collected because that millage is going up? He asked how much money does this represent? Mr. Wreyford responded it's about \$2 million, or a million per mill. Mr. Rachal asked if we would be better able to draw teachers to the district if they felt comfortable they would have a smaller class size, and he believes this answer would be yes. Mr. Rachal also asked if the parents of our children will be satisfied or dissatisfied knowing we have a target and we are missing it? He said he also knows parents are not satisfied with the size of the Kindergarten classes. Mr. Rachal inquired about the District's Comprehensive Plan and the points made. Mr. Burton called for a Point of Order and that the speaker should only address the motion on the floor. Mrs. Armstrong explained she is

allowing Mr. Rachal to speak because he was passed over, and asked if he could restructure his questions.

Mr. Ramsey again reiterated what was said in the last meeting that the debate can go on and on, but the choice can be simple as the question is do we want to staff these classrooms without impacting the General Fund budget or do we want to hire additional teachers using the General Funds? He said he only wants to make certain we are good stewards of the taxpayers' dollars; and if we can implement a plan without impacting the General Fund budget, that is what he would like to do. He said the superintendent has said it can be done, that staff is already addressing this issue, but they cannot address it any faster. He restated he believes we should reduce pupil teacher ratio in Kindergarten utilizing the Title funds, and address the High Priority schools first as was stated in the motion. Mr. Rachal asked, if the amended motion is approved with these dates, and he is not sure he is for this, how will it affect what the superintendent is doing in getting Highly Quality, Certified Kindergarten teachers? Mrs. Tyler said if we can't find the teachers, we cannot fill the positions. Mr. Rachal asked if the superintendent believes this will be the case in six months? The superintendent said she believes the motion is for one year from now, the 07-08 school year, and this will give staff a year. She explained the recruiting has already happened for 06-07 and the Kindergarten teachers are not there. Mrs. Holliday stated that at the present time, there is one Kindergarten vacancy that has not been staffed, based on the current staffing formula. She added we have hired, or will be hiring, for eight vacancies, which leaves 17 certified applicants on the shelf in Kindergarten. Mrs. Holliday said she does not know if all 17 are still available, as she doesn't know if they may have been hired by another district. Mr. Rachal asked if this is typical each year? Mrs. Holliday said certified Kindergarten teachers are usually certified in Kindergarten and in elementary 1-8, so these applicants are persons who may have Kindergarten and Elementary. Mr. Rachal asked for clarification if staff is saying if they are available, we should get them while they are available? Mrs. Holliday explained if the policy is implemented based on projections, at 20:1, staff anticipates the need for approximately 27 additional Kindergarten teachers. Mr. Rachal said we need to be getting them as quickly as they become available. Mrs. Holliday said we don't know if they are available, because they may be recommended to teach another grade, which they are certified to do. Mrs. Tyler asked staff to clarify that they are saying we have 17 applicants who have not applied for anything else? Mrs. Holliday responded we have 17 persons who have applied to teach in Caddo Parish and they have Kindergarten certification. Mrs. Tyler asked staff when was the last time we talked to these persons? Mrs. Holliday said we have not spoken with any of them. Mrs. Tyler asked if we know whether or not they are available? Mrs. Holliday said we do not know that, only that they have a current application on file. Mr. Rachal asked if a Highly Qualified teacher applied, would we turn them down? He said it seems we have turned some away and we keep hearing how difficult it is to find Kindergarten teachers. Mr. Rachal stated he believes we should be taking advantage of the situation and get these applicants.

*Vote on the amendment to delay the change in policy until the 2007-2008 school year failed with Board members Hardy, Burton, Priest and Ramsey supporting the motion and Board members Guin, Crawley, May, Phelps, Crawford, Rachal and Armstrong opposed.*

*Mr. Guin called for the question, seconded by Mr. Burton. Vote on the motion to end debate carried unanimously.*

*Vote on the main motion carried with Board members Hardy, Burton, Priest and Ramsey opposed and Board members Guin, Crawley, May, Phelps, Crawford, Rachal and Armstrong supporting the motion.*

### **\$200 ALLOTMENT FOR CLASSROOM TEACHERS FOR THE 06-07 SCHOOL YEAR TO HELP WITH MATERIALS AND SUPPLIES**

*Mrs. Crawford moved, seconded by Mrs. Crawley, that the Caddo Parish School Board provide an additional allotment of \$200 for materials and supplies per classroom teacher during the 06-07 school year to be paid from any appropriate funding source as determined by the superintendent; and that the administration develop and/or follow Caddo Parish School Board rules for documenting the spending of the materials and supplies' funds by each classroom teacher.*

Ms. Phelps asked if teachers will be able to use funds anywhere they choose as long as it is educational? Ms. Phelps question was answered in the affirmative.

Mr. Ramsey asked the superintendent if we have established rules as to how this will be implemented? Mrs. Tyler responded if the board passes on this item, staff can devise some guidelines.

*Vote on the motion carried with Board member Hardy opposed and Board members Guin, Burton, Crawley, May, Phelps, Priest, Crawford, Rachal, Ramsey and Armstrong supporting the motion.*

## **RESOLUTION AUTHORIZING THE SUPERINTENDENT TO SIGN ANY AGREEMENTS RELATIVE TO THE WORKFORCE DEVELOPMENT ACT**

*Mr. Burton moved, seconded by Mrs. Hardy, for approval of the resolution authorizing the superintendent to sign any and all agreements associated with the Workforce Investment Act fund at Hamilton Terrace School as provided at the board members' work stations. Vote on the motion carried unanimously.*

## **SUPERINTENDENT'S REPORT**

**Update on CPSB Construction Projects.** The superintendent reported that this update was provided in the *Weekly Briefing*.

**Feeder Pattern Proposal for Booker T. Washington High School.** Mrs. Tyler announced that information on this item was forwarded to the board in the *Weekly Briefing*.

**Draft Policy that Requires CPSB to Report Truancy to State Agencies.** The superintendent reported that this report is being reviewed by the board's attorney. Mr. Abrams stated he is still looking at the legal issues of providing this report to other agencies.

**Opportunity Caddo Fair Share Program.** Mrs. Tyler stated information was sent to the board last week in the *Weekly Briefing*. Mr. Rachal stated he is not satisfied with the information received and he believes the guidelines set for the general contractors to seek out sub contractors are burdensome. He said some of these companies have done business with the school system for many years and one of the things noted in the information is that the subcontractors are sent information about these bids letting them know what general contractors follow all the guidelines, but the general contractor has the responsibility to hunt these down, and he doesn't understand why, if the subcontractor wishes to work, why the subcontractor would not contact the general contractor. He said he supports this program, but believes it is burdensome for the general contractors to try and contact the list of anywhere from 60-70 subcontractors. Ms. Priest stated that when the policy was passed in December, 2005, there was a concern relative to insuring and having some teeth in the Caddo Fair Share Policy and asked if there is any documentation where this has become burdensome to general contractors? The superintendent said she received a letter from one general contractor and staff sent to the board information addressing Mr. Rachal and Ms. Priest's concern. She explained if the general contractor is doing the job alone, they do not have to make any contacts. If they are bidding and must have subcontractors, we ask them to notify the subcontractors in the areas they need a subcontractor. Mrs. Tyler stated the staff is acting on what the board passed in policy six months ago. Mr. White stated he received one such letter from one general contractor regarding this process being burdensome.

**July Board Meeting Reminder.** President Armstrong shared with the board a copy of a proclamation from the Governor declaring July 3<sup>rd</sup> as a Legal Holiday. She added this follows the CPSB policy that July 3<sup>rd</sup> will also be a holiday for all employees when July 4<sup>th</sup> falls on Tuesday. Mrs. Armstrong also reminded the board there will be only one meeting in July and it will be on July 18<sup>th</sup>.

**Explanation for Caddo's Drop in Rank in the State.** Mrs. Tyler announced staff sent this information last week and this information was alluded to in the three-year report given at today's meeting. Mrs. Crawley thanked the superintendent for the information, but she wishes to know why our ranking is changing. Mrs. Crawley reported that she phoned one of the districts

on the chart that was moving up in the rankings and asked why he perceived his district was moving higher up in the rankings and he gave her three reasons. She said she is asking staff to really research those districts whose ranking has improved and find out why. Mrs. Tyler responded staff has done that research and she provided a snapshot of the Northern Louisiana districts as well as a comparison with the districts similar to Caddo in size. She said when she first became superintendent, Caddo moved up in the ranking and then Caddo dropped in the ranking only because Caddo did not grow as fast as some of the other districts, and staff has asked why. She noted that despite the drop in ranking because other districts improved more, Caddo has continued to improve in its academic performance. Mrs. Tyler said many of the districts in the state go up and down in the rankings. Mrs. Crawley said that's what she wants to know, why? Mrs. Tyler said some districts will grow more because they do not have the challenges Caddo has, i.e. large number of students, inner city problems, etc. She said the district will not grow as fast because it does not have the same population and the same demographics. Mrs. Crawley said our district was above these other districts in the ranking and she only wants to know what they did to have more growth, and she will share with others what the superintendent told her. Mrs. Tyler stated she doesn't know what another superintendent told Mrs. Crawley, but noted that she (Mrs. Crawley) has a superintendent that knows also. Mrs. Hardy asked about the purpose for us to call other superintendents as our job is Caddo Parish, because our constituents voted for us to represent our particular districts. She asked what are we trying to find out by calling another schools system? She noted the comprehensive report just given by the superintendent and asked that Mrs. Crawley explain to her why we need to do this.

**Update on Pay Raises.** The superintendent reported information was placed at board members' stations relative to the monies Caddo will receive from the State Department of Education for the pay raises. Mrs. Tyler stated Caddo received a little over \$8 million from the state; and if we implement the raises for the teachers at the minimum, using our policy with our teachers salary scale, Caddo will have to pay approximately \$360,000 of recurring dollars from the reserve to implement this raise. She also stated in the memo to the board that if they wish to do anything above the minimum, it will need to be discussed. Ms. Priest thanked the superintendent for the information on the pay raises and asked her to look at possible options to increase the minimum amount of a raise for our employees that is within our budget, but will also make us competitive within our state. Mrs. Crawford asked the superintendent to bring detailed information next month on this issue.

## **EXECUTIVE SESSION**

*Mr. Guin moved, seconded by Mr. Burton, to go into Executive Session for up to 20 minutes for the purpose of hearing an employee termination appeal. Vote on the motion carried unanimously and the board went into executive session at approximately 8:15 p.m.*

The board reconvened in open session at approximately 8:57 p.m.

*Mr. Ramsey moved to accept staff's recommendation. Motion failed for lack of a second.*

*Ms. Phelps moved, seconded by Mrs. May, that the CPSB overturn the superintendent and staff's decision and reinstate Mrs. Wilson as a Caddo Parish School Board employee. Vote on the motion carried with Board members Hardy, Burton, Crawley, May, Phelps, Priest and Crawford supporting the motion. Board members Guin and Ramsey were opposed and Board members Rachal and Armstrong abstained.*

**Adjournment.** *Mr. Burton moved, seconded by Ms. Phelps, for adjournment. Vote on the motion carried unanimously and the meeting adjourned at approximately 9:00 p.m.*

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Ollie S. Tyler, Secretary

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Ginger Armstrong, President